

CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
Monday, October 3, 2022
6:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

INVOCATION Reverend Thack Dyson, St. Paul's Episcopal Church
PLEDGE OF ALLEGIANCE

PRESENTATION: Jewel Lawson

3. APPROVE MINUTES: September 19, 2022 regular meeting

4. REPORTS OF STANDING COMMITTEES

A. FINANCE COMMITTEE – Conaway

Review the minutes from the September 19th meeting.

- Treasurer's Report – August 2022
 - Unrestricted Fund Balance - \$21,788,574
 - Total Cash Balance - \$40,621,614
- Sales Tax – July 2022 - \$2,191,251
Lodging Tax – July 2022 - \$202,831

B. BUILDINGS & PROPERTY COMMITTEE – Phillips

C. PUBLIC SAFETY COMMITTEE – Hughes

Review the minutes from the September 12th meeting.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Olen

E. PUBLIC WORKS COMMITTEE – Goodlin

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS

A. BOARD OF ZONING ADJUSTMENTS – Adrienne Jones

B. DOWNTOWN REDEVELOPMENT AUTHORITY – Conaway

C. INDUSTRIAL DEVELOPMENT BOARD – Scott

D. LIBRARY BOARD –Phillips

E. PLANNING COMMISSION – Olen

Review the minutes from the August 25th meeting and the report from the September 22nd meeting.

F. RECREATION BOARD – Hughes

G. UTILITY BOARD – Coleman

6. PUBLIC PARTICIPATION

7. MAYOR'S REPORT

8. CITY ATTORNEY REPORT

City Council Agenda – October 3, 2022

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK’S REPORT

MOTION to approve the road closure of 6th Street between College Avenue and Dryer Avenue from 12:00pm – 4:00pm for Christ the King School’s Pumpkin Festival on October 30, 2022.

MOTION to approve the SEEDS Inaugural Crawfish Boil on March 11, 2023 on City Hall lawn from 4pm – 7pm.

11. RESOLUTIONS & ORDINANCES

A. RESOLUTIONS:

2022 – 53 – 2022 – C-U.S. Highway 98 Sidewalk Additions: From Yacht Club Drive to Main Street – TAPOAA-TA22 (930)

2022 – 54 – Declare Personal Property Surplus and Authorize the Mayor to Donate – Ruff Wilson Youth Organization, Inc. – Surplus Chairs

B. 2nd READ ORDINANCES:

2022 – 60 – Appropriation for Garbage Truck - \$320,000

2022 – 61 – Appropriation: North Main Street at Fire Station #2 Drainage Improvements Project-\$1,109,065

C. 1ST READ ORDINANCES:

12. COUNCIL COMMENTS

13. ADJOURN

September 19, 2022
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
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6:00 P.M.

1. **CALL TO ORDER:**

There being a quorum present Council President Joel Coleman called the meeting to order at 6:03pm.

2. **ROLL CALL:**

COUNCIL MEMBERS PRESENT: Doug Goodlin, Steve Olen, Ron Scott, Benjamin Hughes, Joel Coleman, Angie Phillips, and Tommie Conaway

Also Present: Candace Antinarella, City Clerk; Jay Ross, City Attorney; Mayor LeJeune; Chief David Carpenter, Police; Captain Brian Gulsby, Police; Troy Strunk, City Development; Chief LeAnn Tacon, Fire; Ange Baggett, Marketing; Tonja Young, Library; Vickie Hinman, Human Resources; Kelli Reid, Finance; Charlie McDavid, Recreation; Josh Newman, Engineering; and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Wesley Bayers, The Joy of Jubilee Fellowship.

PROCLAMATION: Mayor LeJeune presented the Childhood Cancer Awareness proclamation to Webb Jackson with Joy of Life on the Gulf Coast.

RECOGNITION: Mayor LeJeune and Councilwoman Conaway recognized the members of the Education Advisory Committee and their dedication to the Daphne schools.

3. **APPROVAL OF MINUTES:**

The minutes from the September 6, 2022 regular meeting were approved.

4. **REPORT OF STANDING COMMITTEES:**

A. **FINANCE COMMITTEE**

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

B. **BUILDINGS & PROPERTY COMMITTEE**

Councilwoman Phillips said the August 2022 new construction and building reports were in the packet: certificates of occupancy: 19; permits issues: 299; new residential home permits: 10; and total fees: \$61,504.63.

MOTION by Councilwoman Phillips to authorize the Mayor to enter into agreement and sign all required documents with Community Bank for the lease of a 2023 Freightliner Knuckleboom. No second was needed.

MOTION CARRIED UNANIMOUSLY.

C. **PUBLIC SAFETY COMMITTEE**

Councilman Hughes said the next meeting is October 10th at 4:30pm.

D. **CODE ENFORCEMENT/ORDINANCE COMMITTEE**

Councilman Olen said the next meeting is Monday, October 3rd at 4:30pm.

E. **PUBLIC WORKS COMMITTEE**

Councilman Goodlin said the next meeting is October 3rd at 5:15pm and the minutes from the August 1st meeting are in the packet.

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

A. **Board of Zoning Adjustments**

Troy Strunk said there was no report.

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B. Downtown Redevelopment Authority

Councilwoman Conaway said the next meeting is October 20th at 5:30pm.

C. Industrial Development Board

Councilman Scott said there would be no meeting in September.

D. Library Board

Councilwoman Phillips said the next meeting is October 13th at 4:30pm.

E. Planning Commission

Councilman Olen said the next meeting is September 22nd at 5:00pm.

F. Recreation Board

Councilman Hughes said the next meeting is October 9th at 6:00pm.

G. Utility Board

Councilman Coleman said next meeting is September 28th at 5:00pm and the minutes from the July 27th meeting are in the packet.

6. PUBLIC PARTICIPATION:

Public Participation opened at 6:18pm.

Lawrence Rozolsky, 102 Vega Circle, said the intersection at Highway 98 and Whispering Pines has become very dangerous. He asked if the City could put solar powered emergency lights at the fire station so traffic would be alerted when the firetrucks were leaving for an emergency.

David Tarwater, Maxwell Avenue, expressed thanks to the Council for allowing the citizens to vote on extra funding for the schools.

Jewel Lawson thanked the Council for their involvement with Community Spirit Day on Saturday.

Public Participation closed at 6:22pm.

7. MAYOR'S REPORT:

Mayor LeJeune thanked the Education Advisory Committee for all their work and help with the tax vote. He welcomed the Junior City Council and said he is excited about the new trails at the Sports Complex.

8. CITY ATTORNEY REPORT:

City Attorney said there was a brief matter to discuss in Executive Session. He said it should take no more than 10 minutes.

9. DEPARTMENT HEAD COMMENTS:

Chief Carpenter, Police, updated the recent vandalism at the Boys and Girls' Club.

Chief Tacon, Fire, said the Fire Department is conducting interviews soon. She said she enjoyed Community Spirit Day.

Ange Baggett, Marketing, updated the Council on recent and upcoming events at the Civic Center.

Tonja Young, Library, shared on upcoming events.

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Vickie Hinman, Human Resources, said the HR Department has hired a new Senior HR Specialist who will be starting soon and reminded everyone of the upcoming flu shots available on October 5th.

Ronnie Huskey, Public Works, said the department is updating light poles. He thanked the Fire Department and Police Department for their help with trainings.

Charlie McDavid, Recreation, updated the Council on upcoming tournaments.

Troy Strunk, City Development, said construction on the pickleball courts should begin mid-October.

Kelli Reid, Finance, reminded the Council that the budget is up for adoption.

Josh Newman, Engineering, said construction on Lake Shore should start on Friday.

10. CITY CLERK'S REPORT:

City Clerk welcomed the three members of the Junior City Council and shared with the Council that the Code of Ordinances on the City's website had recently been updated.

**MOTION by Councilman Olen to approve the Daphne High School AF JROTC Donut Sales at Windsor Drive and Ridgewood Drive on the following dates: October 22nd, December 10th, February 18th, March 4th and April 22nd. Seconded by Councilman Scott.
MOTION CARRIED UNANIMOUSLY.**

11. RESOLUTIONS & ORDINANCES:

A. RESOLUTIONS:

2022 – 47 – Resolution to Declare Certain Property Surplus and Authorize the Mayor to Dispose of Such Property – 1994 Ford E350 Van

2022 – 48 – Resolution to Declare Certain Property Surplus and Authorize the Mayor to Dispose of Such Property – 2010 Freightliner M2106 Knuckleboom (2) and 2007 Caterpillar Wheel Loader

2022 – 49 – Authorizing the Operation of a Medical Cannabis Dispensary within the Corporate Limits of the City of Daphne, Alabama

2022 – 50 – Bid Award: 2022-BB-Drainage Improvements at North Main Street at Fires Station No. 2 – Negotiated – McElhenney Construction, LLC

2022 – 51 – Bid Award: 2022-Z-Disaster Debris Removal and Disposal Services

2022 – 52 – Bid Award: 2022-AA-Monitoring Services for Disaster Debris Removal

**MOTION by Councilwoman Conaway to waive the reading of Resolutions 2022-47, 2022-48, 2022-49, 2022-50, 2022-51 and 2022-52. Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolutions 2022-47 and 2022-48. Seconded by Councilwoman Phillips.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Hughes to adopt Resolution 2022-49. Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.**

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**MOTION by Councilman Scott to adopt Resolution 2022-50. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Phillips to adopt Resolutions 2022-51 and 2022-52. Seconded by
Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

ORDINANCES:

B. 2nd READ ORDINANCES:

2022 – 59 – Adopting the Fiscal Year 2023 Budget

**MOTION by Councilman Scott to waive the reading of Ordinance 2022-59. Seconded by Councilwoman
Phillips.
MOTION CARRIED UNANIMOUSLY.**

MOTION by Councilman Olen to adopt Ordinance 2022-59. Seconded by Councilman Goodlin.

**MOTION by Councilman Scott to amend Ordinance 2022-59 to amend the 2023 Capital Budget to
include \$141,140 in the funding from the Capital Reserve account for Highway 98 Sidewalks. Seconded
by Councilwoman Phillips.**

**MOTION by Councilman Olen to adopt Ordinance 2022-59 as amended. Seconded by Councilman
Goodlin.
MOTION CARRIED UNANIMOUSLY.**

C. 1ST READ ORDINANCES:

2022 – 60 – Appropriation for Garbage Truck and City Hall Roof - \$480,000

2022 – 61 – Appropriation: North Main Street at Fire Station #2 Drainage Improvements Project- \$1,109,065

**MOTION by Councilman Hughes to suspend the rules in order to consider the adoption of Ordinance
2022-60. Seconded by Councilman Scott.**

City Clerk called roll.

Councilwoman Conaway	Aye
Councilman Olen	Nay
Councilman Goodlin	Aye
Councilman Scott	Aye
Councilman Hughes	Aye
Councilwoman Phillips	Aye
Council President Coleman	Aye

MOTION FAILED.

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12. COUNCIL COMMENTS:

Councilwoman Conaway commended Daphmont and Olde Towne Daphne for their work with Community Spirit Day. She said the Education Advisory Committee will not meet in September.

Councilman Olen echoed the Mayor's compliments on the Education Advisory Committee and commended Councilwoman Conaway and Mayor LeJeune for their work with the Committee. He thanked everyone involved with Community Spirit Day.

Councilman Goodlin thanked City employees who helped with the Daphne High School parade and thanked the Education Advisory Committee.

Councilman Scott thanked the Education Advisory Committee for their work.

Councilman Hughes thanked everyone who worked with Community Spirit Day. He commended Officer Clifton Lawrence on his recent life saving skills on a citizen.

Councilwoman Phillips thanked Education Advisory Committee and other volunteers for their work with the recent tax vote. She thanked all who participated with Community Spirit Day.

Mayor LeJeune commended the Council for passing the Resolution on Cannabis.

City Attorney certified that the Council should enter into an Executive Session concerning matters of buying and selling of real property. He said it should take fifteen minutes and the Council should have no reason to vote.

MOTION by Councilwoman Phillips to enter into Executive Session. Seconded by Councilman Scott.

City Clerk called roll.

Councilwoman Conaway	Aye
Councilman Olen	Aye
Councilman Goodlin	Aye
Councilman Scott	Aye
Councilman Hughes	Aye
Councilwoman Phillips	Aye
Council President Coleman	Aye

MOTION CARRIED UNANIMOUSLY.

13. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED INTO EXECUTIVE SESSION AT 6:55 PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, CMC, City Clerk

Joel Coleman, Council President

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
SEPTEMBER 19, 2022
4:30 P.M.

I. CALL TO ORDER/ROLL CALL

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

Present were:

Chairperson Mrs. Tommie Conaway
Councilman Mr. Steve Olen
Councilman Mr. Joel Coleman
Councilman Mr. Doug Goodlin

Councilman Mr. Ron Scott
Councilman Mr. Ben Hughes
Councilwoman Mrs. Angie Phillips

Also Present: Mayor Robin LeJeune, Finance Director Mrs. Kelli Reid, Accountant III Mrs. Suzânn Henson, Revenue Officer Julie Koptis, Human Resource Director Mrs. Vickie Hinman, City Clerk, Human Resource Deputy Director Mrs. Hannah Noonan, Mrs. Candace Antinarella, Executive Director of City Development Troy Strunk, Fire Chief Mrs. LeAnn Tacon, Director of Events and Marketing Mrs. Ange Baggett, Public Works Director Mr. Ronnie Huskey, Parks and Recreation Director Mr. Charlie McDavid, City Engineer Josh Newman, and Engineer-Andy Bobe, Dewberry and City Attorney Mr. Jay Ross and Patrick Dungan.

Junior Council members present: Ms. Maren Fagan, Ms. Lilly Rogers, Mr. Daniel Hill, and Mr. Jackson Perhaes.

II. PUBLIC PARTICIPATION

A. Bayfront Amphitheater – Mr. Andy Bobe, Dewberry Engineers

Mr. Andy Bobe reported that the consultant the City was going to use for the amphitheater project communicated that they would not be able to provide those services. Discussion continued on checking to see what consultant firm surrounding municipalities are using for their amphitheater projects and perhaps contacting them. Mr. Bobe stated he will do some research and continue looking for another consulting firm.

III. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous minutes were approved.

IV. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resources Report:

- Posted/Reposted Positions – 12
- Reviewing/Testing/Interviewing/Background check - 2
- Promotion/Internal Transfer - 11
- New Hires – 8

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

Safety Committee: Next Safety meeting on September 28th.

- Prepping department heads hurricane season
- Public Works addressing low hanging limbs
- Public Works conducting AED, CPR, and excavator training
- Roof fixed in the Community Development kitchen

Other HR projects/meetings/events:

- Flu Clinic October 5th
- Follow-up questions for benefit consultants
- Input benefit changes from Open Enrollment
- Job Fair September 13, 2022

Mr. Hughes asked about the positions that were still open. Mrs. Hinman stated that they had interviews lined up with ten different individuals for some of the open positions and the applicants did not show up. Discussion continued on the current issues everyone is having trying to find personnel. Mayor LeJeune gave a quick update on the self-insured packets that had

been provided to Council and asked them if they had had a chance to review and if they had any further questions. Mayor LeJeune noted that he had learned that the City of Daphne has one of the top five insurance plans in the State of Alabama. Mr. Olen stated he had reviewed the four submittals and three of those consultants advised it was not a good time to go self-insured. Mr. Olen continued to discuss information showing the City should not go self-insured. Mr. Olen noted that the fourth consultant had an analysis from only one insurance company indicating the City should go self-insured, but had analyses from twelve other insurance companies indicating the City should not go self-insured. Mr. Olen was concerned because if the City chooses to go self-insured, the City cannot return to its current policy status for a period of two years. Mayor LeJeune discussed that some of the consultants did note they could not get quotes from some of the insurance companies. Mr. Scott asked if perhaps another municipality would share its cost for going self-insured since it would be a similar comparison. No motion was made from the discussion.

V. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – August, 2022

Mrs. Koptis reviewed the following reports and information:

- Code enforcement issued 2 warnings resulting in businesses becoming compliant and \$197.50 in revenue
- New Businesses with a physical location in Daphne - 12
- Simplified Sellers Use Tax collections - \$138,938.92 and YTD collections - \$1,488,225.98

BUSINESS LICENSE COUNT through 8/31/2022	
New Licenses	49
Renewal Licenses (2022)	19
Total Issued THIS MONTH	68
Total Issued THIS MONTH - PREVIOUS YEAR	64
Net Gain/-Loss Current VS Previous Yr MONTH	4
Total Issued YTD 2022	4,472
Total Issued YTD - PREVIOUS YEAR	4,371
Net Gain/-Loss Current VS Previous Yr YTD	101

Simplified Sellers Use Tax Historical Analysis

	FY18	FY19	FY20	FY21	FY22	YTD COMPARISON
October	\$10,680.68	\$13,351.07	\$54,443.51	\$83,616.89	\$99,349.81	\$15,732.92
November	\$9,761.79	\$12,664.88	\$51,473.01	\$83,569.88	\$114,596.71	\$31,026.83
December	\$10,193.11	\$17,219.58	\$55,979.71	\$86,391.11	\$120,633.41	\$34,242.30
January	\$14,384.02	\$25,269.10	\$64,354.06	\$100,302.65	\$161,697.17	\$61,394.52
February	\$17,095.55	\$28,810.89	\$97,234.23	\$120,147.20	\$176,416.34	\$56,269.14
March	\$11,791.65	\$38,772.56	\$59,218.44	\$91,686.38	\$129,518.86	\$37,832.48
April	\$11,151.72	\$36,609.66	\$57,660.96	\$82,154.92	\$123,299.78	\$41,144.86
May	\$12,495.72	\$41,798.89	\$64,770.83	\$111,103.95	\$144,935.46	\$33,831.51
June	\$11,738.28	\$42,449.68	\$78,450.51	\$100,661.05	\$137,368.23	\$36,707.18
July	\$12,428.83	\$44,653.03	\$79,900.53	\$98,153.73	\$141,471.29	\$43,317.56
August	\$11,950.79	\$42,442.50	\$82,771.73	\$101,646.31	\$138,938.92	\$37,292.61
September	\$13,404.57	\$53,892.52	\$82,701.03	\$91,868.34		
Year to Date	\$147,076.71	\$397,934.36	\$828,958.55	\$1,151,302.41	\$1,488,225.98	\$428,791.91

Mrs. Koptis stated the business listed on the delinquent report is the same as last month. Discussion was made on the delinquent business.

VI. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: July, 2022

Mrs. Henson reviewed the Sales & Use Tax Reports: \$2,191,250.69 was collected for July, 2022 which was up \$62,312.05 from July 2021's collections:

- YTD Variance over Budget - \$ 4,002,684.84

Mrs. Reid discussed the quarter months budget numbers were updated. Discussion continued that the numbers were looking like they were leveling out.

B. Lodging Tax Collections, July, 2022

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for July, 2022 were \$202,830.55 which is down (\$33,629.15) from July 2021's collections.

- YTD Variance over Budget - \$310,053.57

Mr. Scott asked when the City starts receiving the new \$2 collection could that amount be listed in a separate column. Mrs. Reid answered yes that amount would be listed separate.

C. Lodging Tax Fund : Statement of Revenues over Expenses, August, 2022

Mrs. Henson reviewed the Lodging Tax Statement of Revenues over Expenditure report for August, 2022.

- Recreation for related purchases - \$747,474.12
- Unreserved balance for Bayfront related purchases - \$2,980,572.46

VII. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: August, 2022

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT					
As of August 31, 2022					
Account Type/Title	8/31/2022	7/31/2022	Increase (Decrease) from last Month	8/31/2021	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	\$ 11,448,157	\$ 13,952,606	\$ (2,504,450)	\$ 13,699,447	\$ (2,251,291)
INVESTMENT FUND	10,340,417	10,526,458	(186,041)	5,891,684	\$ 4,448,733
CREDIT CARD ACCOUNT	-	53,501	(53,501)	58,746	\$ (58,746)
Total Unrestricted Cash Balance	21,788,574	24,532,565	(2,743,992)	19,649,877	2,138,697
SPECIAL REVENUE FUNDS					
4 CENT GAS TAX	202,026	197,023	5,003	239,935	(37,909)
7 CENT GAS TAX	176,874	149,823	27,052	185,302	(8,428)
10 CENT GAS TAX	235,223	218,093	17,130	241,630	(6,407)
TREE & FLOWER	22,660	22,660	-	25,885	(3,225)
COVID RELIEF FUND	3,432,397	3,432,839	(442)	1,482,002	1,950,395
ANIMAL SHELTER FUND	957,441	1,041,102	(83,661)	-	957,441
FEDERAL DRUG FORFEITURES	231,260	240,404	(9,144)	176,907	54,353
LOCAL DRUG FORFEITURES	75,915	75,915	-	60,580	15,335
LIBRARY	25,204	28,667	(3,463)	28,987	(3,783)
COURT TRAINING & EQUIPMENT	43,213	42,839	374	43,452	(239)
COURT CORRECTION	520,209	523,349	(3,140)	445,476	74,733
LODGING TAX	3,619,630	3,741,198	(121,568)	2,603,969	1,015,661
RENAISSANCE	-	-	-	-	-
AGENCY FUNDS					
MUNICIPAL COURT	-	-	-	246	(246)
SELF INSURANCE	235,623	230,314	5,309	216,582	19,041
FLEX SPENDING	17,936	15,685	2,251	9,581	8,355
OPEB TRUST INVESTMENT FUND	931,866	958,192	(26,326)	828,678	103,188
	10,727,477	10,918,103	(190,625)	6,589,212	4,138,265
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	7,879,499	7,196,264	683,235	3,766,278	4,113,221
	7,879,499	7,196,264	683,235	3,766,278	4,113,221
DEBT SERVICE FUNDS					
DEBT SERVICE	226,064	37,477	188,587	272,574	(46,510)
Total Restricted Cash Balance	18,833,041	18,151,844	681,197	10,628,064	8,204,977
Total City Cash Balance	\$ 40,621,614	\$ 42,684,409	\$ (2,062,795)	\$ 30,277,941	\$ 10,343,673
	Encumbrance Total as of		8/31/2022	\$ 288,777.27	

Mrs. Reid noted the largest increase was in Capital Reserve fund from monies being transferred for the Boat Launch project.

The Treasurer's Report as of AUGUST, 2022 Total Unrestricted Cash Balance – \$21,788,574 and Total City Cash Balance - \$40,621,614 was presented to be filed for audit.

2. Encumbrance Report

- Encumbrance balance - \$288,777.27 as of August, 2022.

Mrs. Reid reviewed the Encumbrance Report and discussed some items that might be considered to be removed from the list. Mrs. Reid noted the oldest encumbrance on the list is for the Animal Shelter. Discussion was made on the two Education Advisory Committee line items. Mayor LeJeune asked if Council wanted the amount from the two encumbered line items to be added to the \$100,000 the City was contributing and split between the schools or just put it back in the General Fund. Discussion continued on what to do with the Education Advisory Committee encumbered monies.

MOTION BY Mr. Goodlin to recommend to authorize the contribution of the encumbered amount of 56,476.14 to be split between the six public schools. Seconded by Mr. Olen.
MOTION CARRIED UNANIMOUSLY

3. Outstanding Appropriations

Mrs. Reid reviewed the Outstanding Appropriations report and noted that most of these projects will clear out soon. Mrs. Reid noted the New Restroom at the Splash Pad would not be through by 9/30/22. Mr. Hughes asked about the delay in completion and liquidated damages. Mayor LeJeune stated the project time will be evaluated and liquidated damages will be applied where applicable. Mr. Josh Newman discussed that there have been delays on several projects due to rain delays. Mr. Coleman discussed stored materials for projects. Mr. Olen asked about the Street Project monies. Mrs. Reid stated these monies are for FY2022 street projects. Discussion continued that the FY2022 street project was contracted and waiting for payment.

4. Financial Overview: Debt Summaries & Monthly Financial Statements, July, 2022

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), August, 2022

Monthly Financial Statements – July 2022 Financial Highlights

General Fund:

	<u>FY 2022</u>	<u>FY 2021</u>	<u>Change</u>
• YTD Budgetary Net Income:	\$ 3,025,917	\$7,822,770	\$(4,796,853)
• Total sales tax collected year to date is approximately \$4.0 million over budgeted income and \$2.1 million over prior year to date income			
• Total investment income including interest and unrealized gain is a loss of approximately \$396,000 due to the overall market conditions in the market			
• Unassigned Fund Balance: \$25,314,629			
• Outstanding Encumbrances: \$347,391			

Debt Service Fund/Outstanding Debt:

- Outstanding Warrant Balance as of July 31, 2022: \$26,950,794
- Outstanding Capital Lease Balance as of July 31, 2022:
 - General Fund: \$1,075,791
 - Enterprise Fund: \$993,095

Capital Project Funds (Capital Reserve):

- Road Repaving Expenditures YTD: \$1,375,691
- Sidewalk Expenditures YTD: \$161,364

Special Revenue Funds (13 separate funds):

- Lodging Tax Fund –
 - Bayfront Unreserved Fund Balance: \$2,928,167
 - Recreation Unreserved Fund Balance: \$916,500

- Total lodging tax collected was \$310,000 over budgeted income and \$65,000 over prior year to date income.

Enterprise Funds (Solid Waste and Civic Center):

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

	<u>FY 2022</u>	<u>FY 2021</u>	<u>Change</u>
Solid Waste Fund	\$ 246,486	\$ 126,951	\$ 119,535
Civic Center Fund	\$ 194,058	\$ 124,196	\$ 69,862

5. Summary of Budgetary Amendments

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2022 Budget.

- Total Appropriations Year to Date – \$7,424,345
- Adjusted Expenses over Revenue – (\$7,421,201)

6. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary.

B. Bills Paid Reports – August, 2022

The Bills Paid Report was previously presented electronically.

VIII. BIDS (Resolution) & APPROPRIATIONS (Ordinance)

A. 2022-Z-Disaster Debris Removal & Disposal Services

Mrs. Henson noted the recommendation letter to award to DRC Emergency Services LLC and the bid tab was included in the packet. Mr. Scott asked about the recommended company's capabilities. Mr. Eringman noted some of the areas they review on are technical approach, equipment capabilities, financial ability, and pricing structure. Mr. Eringman noted it came down to the weighted evaluation of these areas and DRC was recommended. Mr. Eringman noted that DRC has been in business longer than the other companies and that DRC is one of the largest companies. Discussion continued on debris on public property and Mr. Eringman noted there is a Resolution in place to address that. Discussion continued on previous FEMA issues and new verbiage had been added in the new specifications to help address those issues. Mr. Olen asked why the contract was on the Council agenda tonight. Mr. Eringman explained it took some time to go through all the changes for this contract and a change was made on the interval of the contract so the current contract term will end in March 2024 and not September.

MOTION BY Mrs. Phillips to recommend to Council to award the 2022--Z-Disaster Debris Removal & Disposal Services bid to DRC Emergency Services, LLC for unit cost as bid. Seconded by Mr. Hughes.
MOTION CARRIED UNANIMOUSLY

B. 2022-AA-Monitoring Services for Disaster Debris Removal

Mrs. Henson stated the recommendation letter to award to TetraTech, Inc. and the bid tab was included in the packet. Mr. Eringman stated he had reached out and checked several of their references. Mr. Eringman noted he checked with the City of Pensacola, which is extending its contract with TetraTech Inc, and he also checked with a town in North Carolina. Mr. Eringman noted that Baldwin County has this bidder in the final three vendors it is evaluating.

MOTION BY Mrs. Phillips to recommend to Council to award the bid to 2022-AA-Monitoring Services for Disaster Debris Removal to Tetra Tech Inc. for unit cost as bid. Seconded by Mr. Coleman.
MOTION CARRIED UNANIMOUSLY

C. 2022-C-U.S. Hwy 98 Sidewalk Additions: From Yacht Club Drive to Main Street-TAPOAA-TA22 (930)

Mrs. Reid discussed the project and noted that this is a TAP Grant and the bid came in lower than we anticipated. Mrs. Reid noted the low bidder was S. C. Stagner Contracting, Inc. in the amount of \$504,340. Mrs. Reid stated that an appropriation in the amount of \$141,139 is needed and it could be a separate appropriation or it could be included in the FY2023 Budget ordinance that will be a second read at the Council meeting tonight.

MOTION BY Mrs. Phillips to recommend to Council to award the 2022-C-U.S. Hwy 98 Sidewalk Additions: From Yacht Club Drive to Main Street-TAPOAA-TA22 (930) bid to S. C. Stagner Contracting, Inc. in the amount of \$504,340 as bid. Seconded by Mr. Scott.

MOTION CARRIED UNANIMOUSLY

IX. OTHER APPROPRIATION REQUESTS: (Ordinance)

A. Garbage Truck and City Hall Roof - \$480,000

Mrs. Reid stated the Garbage truck and the City Hall Roof project was discussed at the Council Work Session and the Ordinance for the \$480,000 is on the Council meeting agenda for tonight's meeting.

X. NEW BUSINESS

A. Athletic Director, Daphne High School - Supplemental Pay

Mrs. Reid discussed that Coach King had asked for the City to pay the BCBE portion of taxes and retirement for his supplemental pay. Mrs. Phillips stated she thought Council had already approved to pay these taxes. Mrs. Reid stated it was included in the budget but just wanted to confirm with Council to pay. Discussion continued that no motion was needed to pay the taxes.

B. Donation Resolution – Ruff Wilson Youth Organization, Inc. – Surplus Chairs

Mrs. Reid noted a resolution is needed to donate surplus chairs to the Ruff Wilson Youth Organization, Inc. and is included in the packet.

MOTION BY Mrs. Phillips to recommend to Council to authorize the donation of the surplus chairs to the Ruff Wilson Youth Organization, Inc. Seconded by Mr. Hughes.

MOTION CARRIED UNANIMOUSLY

XI. OLD BUSINESS

There was no old business discussed.

XII. ADJOURN The meeting adjourned at 5:55 p.m.

September 12, 2022
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.

1. CALL TO ORDER:

There being a quorum present, Councilman Ben Hughes called the meeting to order at 4:30pm.

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Mayor LeJeune, Councilwomen Tommie Conaway and Angie Phillips, Councilmen Ron Scott, Steve Olen, Benjamin Hughes, Joel Coleman, and Doug Goodlin.

ABSENT: None

Also Present: Candace Antinarella, City Clerk; Patrick Dungan, City Attorney; Troy Strunk, City Development; Chief Tacon, Fire Department; Captain Beedy, Police Department; Christina Brazell, Recording Secretary.

3. PUBLIC PARTICIPATION:

Damon Eden, 10142 Papa George Street, Temporary Speed Signs. Requesting permanent signage.

Also, requesting "No U Turn" sign at the Interstate regarding State Hwy 181 @ Papa George Street. Drivers are taking a right off the interstate, making "u turns" at this location to go back north towards the mall area. Per Mayor Lejeune advised this is something that will need to be requested from the state, (ALDOT), since this is a state highway.

Sherri Forte/Potters Mill Association: Wanted to address the congestion on Main St. New speed limit signs were put in place on Main St., however the entrance to Potters Mill is still being affected by the traffic going into Whit's.

Mrs. Robinson wanted to invite everyone to the upcoming Community Spirit Day at Lott Park this Saturday.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes from August 8, 2022 Public Safety meeting were approved as presented.

5. POLICE DEPARTMENT

Old Business:

Last month's stats were provided. Captain Beedy updated council on spots filled in Communications, Corrections, and Animal Control. Councilwoman Conaway asked about the close patrols on Wilson Ave. Captain Beedy responded to a question regarding Fentanyl. He advised the council that each police officer/unit had Narcan in their vehicle in the event of exposure.

New Business:

None.

September 12, 2022
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.

6. FIRE DEPARTMENT:

Old Business:

Medstar stats provided by Chief Tacon. Daphne Fire Department response time still average. Daphne Fire Department transported zero times for Medstar this month.
Mutual Aid Responses were discussed.

New Business:

Chief Tacon brought up the scare of Fetanyl and educating our youth at the schools on the dangers. She will speak to the Police Department on the programs that are in place.

7. OTHER BUSINESS

None.

5:35 p.m. **ADJOURNMENT**

**The City of Daphne
Planning Commission Minutes
Regular Meeting of August 25, 2022
Council Chamber, City Hall - 5:00 P.M.**

Call to Order:

Chairman called the regular meeting of the City of Daphne Planning Commission to order at 5:01 p.m. The number of members present constitutes a quorum.

Call of Roll:

Members Present:

Kevin Spriggs
John Peterson
Phillip Hodgson
Andrew Prescott, Chairman
Ronnie Huskey
Steve Olen
Adam Manning

Staff Present:

Adrienne Jones, AICP, Director of Community Development
Natasha Miles, Planner
Jan Vallecillo, Planning Coordinator
Jay Ross, Attorney
Troy Strunk, Executive Director, City Development
Joshua Newman, City Engineer
Tim White, Environmental Programs Manager

The first order of business is the approval of the minutes.

Chairman asked for questions, comments or corrections to the minutes ***of the regular meeting of July 28, 2022. There being none, minutes are approved as submitted.***

Chairman advised that the applicants for the master plan review and site plan review of 7 Brew Daphne, and preliminary/final plat review of the Resubdivision of Lot 4, Friendship Park, A Resubdivision of Lots 1 and 2, Trione Trace Subdivision have requested that their applications be tabled until the regular meeting of September 22, 2022.

The next order of business is site plan for A Downtown Development - Main Street.

An introductory presentation was given by Andy Bobe, Dewberry, requesting site plan review of a two-story mixed-use building with associated parking, drainage and landscaping located southeast of the intersection of Main Street and Belrose Avenue.

Chairman asked for Commission questions or comments and advised of staff comments. Mr. Newman stated that his comments were minor and have been addressed.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of August 25, 2022
Council Chamber, City Hall - 5:00 P.M.**

Chairman advised that there is no public participation for site plan review and asked for a motion.

Ms. Jones advised that participation would be allowed during the public comment section.

A Motion was made by Mr. Olen and **Seconded** by Mr. Huskey **to approve A Downtown Development-Main Street. There was no discussion on the motion. The Motion carried unanimously.**

The next order of business is master plan, preliminary/final plat and site plan review for 68 Ventures Trade Offices.

An introductory presentation was given by Paul Marcinko, Jade Consulting, requesting review of the master plan, preliminary/final plat and site plan for 68 Ventures Trade Offices. He presented an overview of a fifty-eight point nine five-acre development consisting of three lots with access to County Road 64 and Friendship Road for the purpose of the construction of general office and warehouse space, associated parking, detention facilities, landscaping and sidewalks.

Chairman advised of staff comments. Mr. Newman stated that his comments were minor and have been addressed.

Chairman asked for Commission questions or comments. He opened the floor to public participation. No one came forth and he closed public participation.

Chairman asked for Commission questions or comments and for a motion on the associated applications.

A Motion was made by Mr. Hodgson and **Seconded** by Mr. Manning **to approve the master plan for 68 Ventures Trade Offices. There was no discussion on the motion. The Motion carried unanimously.**

A Motion was made by Mr. Hodgson and **Seconded** by Mr. Huskey **to approve 68 Ventures Trade Offices preliminary/final subdivision plat. There was no discussion on the motion. The Motion carried unanimously.**

A Motion was made by Mr. Hodgson and **Seconded** by Mr. Manning **to approve 68 Ventures Trade Offices site plan. There was no discussion on the motion. The Motion carried unanimously.**

The next order of business is an administrative presentation of proposed amendments to the Land Use and Development Ordinance.

Mr. Newman stated the proposed amendments are pertinent articles of the Land Use Ordinance with minor modifications submitted for review, discussion and requested action on Article 11, Minimum Standards and Required Improvements for Subdivisions and Commercial Site Developments, and Article 18, Drainage, Storm Water Management Facilities, Erosion and Sediment Control. He provided an overview of revisions.

Chairman asked for Commission questions or comments and for a motion.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of August 25, 2022
Council Chamber, City Hall - 5:00 P.M.**

A Motion was made by Mr. Olen and **Seconded** by Mr. Manning **to set forth a favorable recommendation to City Council to amend Article 11, Minimum Standards and Required Improvements for Subdivisions and Commercial Site Developments, and Article 18, Drainage, Storm Water Management Facilities, Erosion and Sediment Control. There was no discussion on the motion. The Motion carried unanimously.**

The next order of business is public participation.

Chairman asked for public participation.

Larry Chason, Chason & Earle, 1716 Main Street, stated the City Council dedicated the park to the public in 2004; questioned vacating public property to develop a multi-use building, a municipality having the right to vacate property dedicated as a park without a vote of the public, and the Downtown Redevelopment Authority's right to convey and/or sell the property. Disagrees with the interpretation of the City Attorney regarding the Guntersville Supreme Court Case; requested clarification about a mixed-use development in a B-2 zone, and the location of the offsite parking on Belrose Avenue.

Councilman Ron Scott expressed his concern about the City of Daphne leasing a mixed-use building to Downtown Redevelopment Authority for one dollar per year that could potentially be sold to a commercial enterprise.

Ms. Jones stated that Article XIV, Olde Towne Daphne District of the Land Use and Development Ordinance allows for offsite parking and B-2 allows mixed-use developments.

Mr. Olen advised there is an Alabama Supreme Court Case that states that the City can do that.

Mr. Spriggs commented on allowing public comment during the presentation of a site plan and allowing citizens to speak.

The next order of business is the attorney's report.

Mr. Ross had no report. He advised that he concurred with Mr. Olen's comments about the Alabama Supreme Court Case.

The next order of business is commissioner's comments.

None presented.

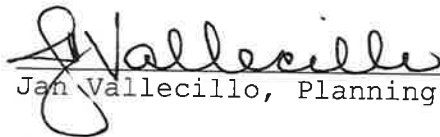
The next order of business is director's comments.

Director presented the upcoming meeting dates. Site Preview is September 14, and the Regular Meeting is September 22, 2022.

There being no further business, the meeting was adjourned at 5:35 p.m.

The City of Daphne
Planning Commission Minutes
Regular Meeting of August 25, 2022
Council Chamber, City Hall - 5:00 P.M.

Respectfully submitted by:


Jan Vallecillo, Planning Coordinator

Approved: September 22, 2022


Andrew Prescott, Chairman

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF SEPTEMBER 22, 2022
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Report

AO

1. **CALL TO ORDER:** 5:03 p.m.
2. **CALL OF ROLL:** Andrew Prescott, Kevin Spriggs, Steve Olen, Marybeth Bergin, Adam Manning, and Phillip Hodgson
3. **APPROVAL OF MINUTES:** Review of minutes of the regular meeting of August 22, 2022. (**Approved**)
4. **OLD BUSINESS:**

A. **7 BREW MASTER PLAN AND SITE PLAN REVIEW:**

1. File MPR22-06: (**Tabled until the regular meeting of October 27, 2022**)

Presentation by David Dichiaro, Engineering Design Group, of a master plan review of 7 Brew.

2. File SP22-14: (**Tabled until the regular meeting of October 27, 2022**)

Site: 7 Brew Daphne

Zoning: *B-2, General Business*

Location: Southeast of the intersection of Alabama Highway 181 and Papa George Street

Area: 1.73 Acres $\pm$

Owner: Malbis Plantation, Inc. - Lewis Stirling, President

Developer: GMC 7B Real Estate, L.L.C.

Engineer: Engineering Design Group - David Dichiaro

B. **PRELIMINARY/FINAL PLAT REVIEW:**

1. File SDPF22-05: (**Approved**)

Subdivision: Resubdivision of Lot 4, Friendship Park, A Resubdivision of Lots 1 & 2, Trione Trace

Zoning: *B-3, General Business, Baldwin County District 15, in the Extraterritorial Planning Jurisdiction of Daphne*

Location: Southeast of the intersection of Friendship Road and Athlete Drive

Area: 5.01 Acres $\pm$, (3) lots

Owner: Friendship Park, L.L.C. - John and Deborah Kim

Developer: Mobile Ballet Eastern Shore

Agent: Goodwyn, Mills and Cawood - Melissa Currie

Surveyor: Goodwyn, Mills and Cawood- Stuart Smith

5. **NEW BUSINESS:**

A. **SITE PLAN REVIEW**

1. File SP22-17: (**Approved**)

Site: Cambria Daphne

Zoning: *B-2, General Business*

Location: South of Equity Drive and County Road 64

Area: 1.69 Acres $\pm$

Owner: Cambria Holdings, L.L.C. - James Ward

Agent: Cambria Holdings, L.L.C. - Joel Peters

Engineer: Bohler Engineering - Nate Fuss

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF SEPTEMBER 22, 2022
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Report

2. File SP22-18: **(Tabled until the regular meeting of October 27, 2022)**

Site: Daphne Avenue Mixed Use

Zoning: *B-2, General Business*

Location: Northeast of the intersection of Main Street and Daphne Avenue

Area: 1.73 Acres $\pm$

Owner: Olde Towne Investments, L.L.C. - Geoff Lane

Developer: Stoic Equity Partners - Jeremy Friedman and Grant Reeves

Engineer: S.E. Civil - Larry Smith

3. File SP22-19: **(Approved)**

Site: Timber Circle Office

Zoning: *B-1, Local Business*

Location: Northwest of Timber Circle and Mill Lane

Area: 0.58 Acres $\pm$

Owner: Schild Investments, L.L.C. - Johannes Schild

Engineer: TTL, Inc. - Andy McCartney

B. ADMINISTRATIVE PRESENTATION:

PROPOSED AMENDMENTS TO THE LAND USE AND DEVELOPMENT ORDINANCE:

1. File AP22-08: **(Tabled until the regular meeting of October 27, 2022)**

Presentation to be given by Adrienne Jones, Director of Community Development, to amend the Land Use and Development Ordinance to add Article 41, Medical Overlay District.

C. INFIRMARY HEALTH SYSTEMS, L.L.C. PRE-ZONING AMENDMENT AND ANNEXATION:

1. File PZA22-05: **(Tabled until the regular meeting of October 27, 2022)**

Applicant: Infirmary Health Systems, Inc.

Present Zoning: *B-2, Neighborhood Business, and RSF-1, Residential Single Family, Baldwin County District 15, in the Extraterritorial Planning Jurisdiction of Daphne*

Proposed Zoning: *B-2(a), General Business Alternate*

Area: 36.18 Acres $\pm$

Location: Southwest of the intersection of U.S. Highway 90 and Alabama Highway 181

Owner: Infirmary Health Systems, Inc. - D. Mark Nix

Agent: Infirmary Health Systems, Inc. - Joe Stough, Chief Operating Officer and Ormand Thompson, President of Thomas Hospital

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF SEPTEMBER 22, 2022
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Report

2. ANX22-05: (Tabled until the regular meeting of October 27, 2022)

A presentation to be given by Joe Stough, Chief Operating Officer and Ormand Thompson, President of Thomas Hospital, representative of Infirmary Health Systems, Inc., requesting annexation of 36.18 acres owned by Infirmary Health Systems, Inc. located southwest of the intersection of U.S. Highway 90 and Alabama Highway 181. The subject property is currently zoned B-2, Neighborhood Business, and RSF-1, Residential Single Family, Baldwin County District 15, in the Extraterritorial Planning Jurisdiction of Daphne.

D. **ELECTION OF 2022-2023 OFFICERS** Marybeth Bergin, Chairwoman, Andrew Prescott, Vice Chairman, and John Peterson

6. **PUBLIC PARTICIPATION:** None Presented

7. **ATTORNEY'S REPORT:** No report

8. **COMMISSIONER'S COMMENTS:** Comments expressed by Chairwoman regarding the Medical Overlay District (see minutes for details).

9. **DIRECTOR'S COMMENTS:** Director presented the upcoming meeting dates. Site Preview is October 19, and the Regular Meeting is October 27, 2022.

10. **ADJOURNMENT:** 6:58 p.m.



City of Daphne Event Permit Application

TYPE OF PERMIT:

- ☒ Special Event/Fundraiser ☐ Parade/Run (Streets Use) ☐ Walk (Sidewalks Only)
☐ Athletic Complex/Sporting Event ☐ Other: _____

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: Christ The King School
APPLICANT NAME: Katie Cole-Tyson
STREET: 9656 Sanibel Loop CITY, STATE, ZIP: Daphne, AL 36526
CONTACT PHONE: 251-327-8944 EMAIL: KHCBI206@yahoo.com
"ON SITE" CONTACT PERSON DAY OF EVENT: Katie Cole-Tyson
CELL PHONE: 251-327-8944 EMAIL: KHCBI206@yahoo.com

EVENT INFORMATION

EVENT NAME: Christ The King School Pumpkin Festival
TYPE OF/PURPOSE OF EVENT: Fundraiser
EVENT DATE: 10/30/2022 TIME (START- END): Noon- 4:00pm
ASSEMBLY TIME: Noon # PARTICIPANTS/VEHICLES: 400 people
EVENT LOCATION: Christ The King School
FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): Games, Food Vendors & bake sale

SPECIAL REQUESTS

ROAD CLOSURE(S) REQUESTS: ☒ Yes* ☐ No *If Yes, please indicate which City Route is requested:

14th Street.
Inbetween College &
Dwyer Avenue
on 14th Street

WILL YOUR EVENT REQUIRE BARRICADES: ☒ Yes* ☐ No *If Yes, please indicate quantity & location:

1 at the ends of College Ave & Dwyer Avenue

WILL YOUR EVENT REQUIRE ELECTRICITY: ☐ Yes* ☒ No *If Yes, you must provide your own extension cords

WILL YOUR EVENT REQUIRE WATER: ☐ Yes* ☒ No *If Yes, you must provide your own hose(s)

OTHER SPECIAL ITEMS FOR RENT:

TENTS: 20' X 40' # _____ X \$321.00 10' X 10' # _____ X \$123.00/EACH

TABLES: 8' L # _____ X \$45.00/EACH CHAIRS: # _____ X \$12.00/EACH

OTHER SPECIAL REQUESTS: _____

MARKETING & COMMUNICATIONS

PLEASE NOTE: As a City permitted event, the City of Daphne should be listed as a sponsor on all marketing materials promoting your event, such as, but not limited to, posters, social media outlets, website(s), t-shirts, promo items, etc. It is the event organizer's responsibility to request the official City logo from our Marketing & Events Department in a proper format. No other City of Daphne logo should be utilized. Please initial acknowledgement: _____

Is your event open to the general public? ☒ Yes* ☐ No

* If Yes, do you wish for your event to be listed and/or shared on: www.daphneal.com? ☐ Yes ☐ No

Facebook.com? ☐ Yes ☐ No Instagram? ☐ Yes ☐ No LinkedIn? ☐ Yes ☐ No

MARKETING CONTACT (IF DIFFERENT THAN EVENT APPLICANT OR "ON SITE" EVENT CONTACT):

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: _____

REVENUE/BUSINESS LICENSE

WILL SALES BE GENERATED AT YOUR EVENT: ☐ Yes** ☒ No ** If Yes, please provide your City of Daphne Business License Number here: _____

PLEASE NOTE: If you are providing food trucks or other third-party vendors, they MUST be a licensed business with the City of Daphne.

CTK Pumpkin Festival

INDEMNITY & HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Daphne to use grounds, sidewalks, and/or streets, I hereby indemnify and hold harmless the City of Daphne, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third party using the grounds, sidewalks, and/or streets who are injured or suffer property damage that is in any way caused by my use of the grounds, sidewalks, and/or streets. This indemnity and hold harmless agreement is given to the City of Daphne to protect the City and its agents, servants, and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of grounds, sidewalks, and/or streets.

Further, I have read and understand all rules and regulations according to the City of Daphne Ordinance No. 2017-35 as set forth by the governing body of the City of Daphne and will abide by these rules and regulations. I understand that damage to City property, grounds, sidewalks, and/or streets can and will result in additional fees. I also understand that if at any time the City of Daphne appointed Law Enforcement, Code Enforcement, or other personnel feel that said rules and regulations are not being followed the function will be terminated with no refund of said fees.

I have read and understand the above, including the cancellation and indemnity policies.

APPLICANT SIGNATURE:

Katie Cole-Spicer

DATE:

8/18/2022

INTERNAL USE ONLY

DATE REC'D:

9/22/2022

CITY CLERK:

FIRE DEPT:

Lu Tison

APPROVED ROUTE:

POLICE DEPT:

Daniel Carpenter

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS:

CH

SPORTS & RECREATION:

EVENT FEE: ☐ Paid \$ _____ CHK# _____

MARKETING & EVENTS:

☐ Waived: _____

** REVENUE

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No





City of Daphne

Event Permit Application

TYPE OF PERMIT:

- ☒ Special Event/Fundraiser ☐ Parade/Run (Streets Use) ☐ Walk (Sidewalks Only)
☐ Athletic Complex/Sporting Event ☐ Other: _____

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: SEEDS, Supporting Educational Excellence in Daphne Schools

APPLICANT NAME: Beth Dunn, Executive Director

STREET: 25122 Jernigan Street

CITY, STATE, ZIP: Daphne, AL 36526

CONTACT PHONE: 251-802-5002

EMAIL: seedsindaphne@gmail.com

"ON SITE" CONTACT PERSON DAY OF EVENT: Beth Dunn

CELL PHONE: 251-802-5002

EMAIL: seedsindaphne@gmail.com

EVENT INFORMATION

EVENT NAME: SEEDS INAUGURAL CRAWFISH BOIL

TYPE OF/PURPOSE OF EVENT: Ticketed Crawfish Boil Fundraiser for Daphne Schools

EVENT DATE: March 11, 2023

TIME (START- END): 4-7

ASSEMBLY TIME: Set up 8am

PARTICIPANTS/VEHICLES: Est. 800

EVENT LOCATION: CityHall and surrounding parking lots

FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL

BE USED ON-SITE): Entertainment stage for band, port-o-lets, large tent for food, 30 tables, pop corn machine, cotton candy machine, inflatable bounce houses by Eastern Shore inflatables, corn horn activities and possible dunk machine.

SPECIAL REQUESTS

ROAD CLOSURE(S) REQUESTS: ☒ Yes* ☐ No *If Yes, please indicate which City Route is requested: Manci Avenue to Trione Avenue

WILL YOUR EVENT REQUIRE BARRICADES: ☒ Yes* ☐ No *If Yes, please indicate quantity & location: _____

20- 30 to barricade the two front City Hall entrances so we can take tickets at two locations

WILL YOUR EVENT REQUIRE ELECTRICITY: ☒ Yes* ☐ No *If Yes, you must provide your own extension cords

WILL YOUR EVENT REQUIRE WATER: ☒ Yes* ☐ No *If Yes, you must provide your own hose(s)

OTHER SPECIAL ITEMS FOR RENT:

TENTS: 20' X 40 _____ X \$321.00 10' X 10' # _____ X \$123.00/EACH

TABLES: 8' L # 40 X \$45.00/EACH CHAIRS: # 320 X \$12.00/EACH

OTHER SPECIAL REQUESTS: We will need at least 15 trash cans and access to a dumpster we will provide additional trash bags.

MARKETING & COMMUNICATIONS

PLEASE NOTE: As a City permitted event, the City of Daphne should be listed as a sponsor on all marketing materials promoting your event, such as, but not limited to, posters, social media outlets, website(s), t-shirts, promo items, etc. It is the event organizer's responsibility to request the official City logo from our Marketing & Events Department in a proper format. No other City of Daphne logo should be utilized. Please initial acknowledgement: BD  Verified by pdfFiller 10.10.2022

Is your event open to the general public? ☒ Yes* ☐ No

* If Yes, do you wish for your event to be listed and/or shared on: www.daphneal.com? ☒ Yes ☐ No

Facebook.com? ☒ Yes ☐ No Instagram? ☒ Yes ☐ No LinkedIn? ☒ Yes ☐ No

MARKETING CONTACT (IF DIFFERENT THAN EVENT APPLICANT OR "ON SITE" EVENT CONTACT):

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: May we include the City of Daphne's logo on all marketing materials, please share event information on all City Of Daphne publications/online sites, and Mayor LeJuene does a short video inviting Daphne residents to participate.

REVENUE/BUSINESS LICENSE

WILL SALES BE GENERATED AT YOUR EVENT: ☒ Yes** ☐ No ** If Yes, please provide your City of Daphne

PLEASE NOTE: If you are providing food trucks or other third-party vendors, they MUST be a licensed business with the City of Daphne.

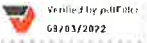
SEEDS - Crawfish Boil

INDEMNITY & HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Daphne to use grounds, sidewalks, and/or streets, I hereby indemnify and hold harmless the City of Daphne, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third party using the grounds, sidewalks, and/or streets who are injured or suffer property damage that is in any way caused by my use of the grounds, sidewalks, and/or streets. This indemnity and hold harmless agreement is given to the City of Daphne to protect the City and its agents, servants, and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of grounds, sidewalks, and/or streets.

Further, I have read and understand all rules and regulations according to the City of Daphne Ordinance No. 2017-35 as set forth by the governing body of the City of Daphne and will abide by these rules and regulations. I understand that damage to City property, grounds, sidewalks, and/or streets can and will result in additional fees. I also understand that if at any time the City of Daphne appointed Law Enforcement, Code Enforcement, or other personnel feel that said rules and regulations are not being followed the function will be terminated with no refund of said fees.

I have read and understand the above, including the cancellation and indemnity policies.

APPLICANT SIGNATURE: Beth Dunn  DATE: 09/20/2022

INTERNAL USE ONLY

DATE REC'D: 9/20/2022 CITY CLERK: _____
FIRE DEPT: L.G. Taylor APPROVED ROUTE: _____
POLICE DEPT: Daniel Carpenter ROUTE MAP ATTACHED: ☐ Yes ☐ No
PUBLIC WORKS: [Signature]
SPORTS & RECREATION: _____ EVENT FEE: ☐ Paid \$ _____ CHK# _____
MARKETING & EVENTS: _____ ☐ Waived: _____
** REVENUE: _____ PROOF OF INSURANCE REC'D: ☐ Yes ☐ No

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2022-53**

**PROJECT NO: TAPOA-TA22(930)
BID DOCUMENT NO: 2022-C-TAPOA-TA22(930)
US HWY 98 SIDEWALK ADDITION:
BETWEEN YACHT CLUB DRIVE AND MAIN STREET**

WHEREAS, the City of Daphne is required under section 39-1-1(E) of the Code of Alabama to secure competitive bids for public works contracts in excess of \$ 50,000; and

WHEREAS, the City of Daphne acknowledges that the TAPOA-TA22(930) US HWY 98 Sidewalk Addition: Between Yacht Club Drive and Main Street project will exceed \$50,000; and

WHEREAS, the City of Daphne did receive and review bids for the TAPOA-TA22(930) US HWY 98 Sidewalk Addition: Between Yacht Club Drive and Main Street and has determined that the bid for construction and materials (\$504,340) as presented is reasonable; and

WHEREAS, the 2022 Transportation Alternatives Program (TAP) Grant will reimburse \$424,456.90 of project cost for the TAPOA-TA22(930) US HWY 98 Sidewalk Addition: Between Yacht Club Drive and Main Street project; and

WHEREAS, staff recommends the bid for the TAPOA-TA22(930) US HWY 98 Sidewalk Addition: Between Yacht Club Drive and Main Street project be awarded to S. C. Stagner Contracting, Inc.

NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA that the City hereby accept the bid from S. C. Stagner Contracting, Inc in the amount of **\$504,340** as specified in **BID SPECIFICATION NO. 2022-C-TAPOA-TA22(930) US HWY 98 SIDEWALK ADDITION: BETWEEN YACHT CLUB DRIVE AND MAIN STREET.**

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2022

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, CMC, City Clerk

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2022 - 54**

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

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

WHEREAS, the items listed below are recommended for disposal.

WHEREAS, the Ruff Wilson Youth Organization, Inc provide a benefit to the City of Daphne.

WHEREAS, the City of Daphne supports the efforts of local government entities and non-profit organizations in meeting the needs of citizens, families, and children in Daphne and surrounding communities; and

WHEREAS, the City of Daphne supports the efforts of Ruff Wilson Youth Organization, Inc; and

WHEREAS, the City of Daphne has determined that the Ruff Wilson Youth Organization, Inc could utilize these items; and

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

1. The property listed below is hereby declared to be surplus property; and

DEPT	DESCRIPTION
Recreation	Chairs, Stackable - Qty 50 +/-

2. The Mayor is authorized to donate the such personal property to the Ruff Wilson Youth Organization, Inc; and
3. If for any reason the donation is not accepted, the Mayor is further authorized to advertise and accept bids through Govdeals.com/Liquidity Services Operations LLC, sell said property to the highest bidder and deposit any and all proceeds to the appropriate City Fund, sign all necessary documents associated therewith, and direct the disposition of any property which is not claimed by any bidder.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2022

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2022-60**

APPROPRIATION FOR GARBAGE TRUCK

WHEREAS, Ordinance 2022-59 approved and adopted the Fiscal Year 2023 Budget on September 19, 2022; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2023 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2023 budget; and

WHEREAS, an appropriation is needed to replace a Garbage Truck that is in need of excessive repairs. The total cost of a new 2023 Automated Loader is estimated to be \$320,000; and

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

- 1) Funds in the amount \$320,000 from the **General Fund** are hereby appropriated and made part of the Fiscal Year 2023 Budget for the purchase of a new Garbage Truck.
- 2) The Mayor is hereby authorized to execute any and all document required in relation to these projects.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ DAY OF _____, 2022.

ATTEST:

Robin LeJeune, Mayor

Candace G. Antinarella, CMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2022- 61**

**APPROPRIATION: NORTH MAIN STREET AT FIRE STATION #2 DRAINAGE
IMPROVEMENTS PROJECT**

WHEREAS, Ordinance 2021-49 approved and adopted the Fiscal Year 2022 Budget on September 20, 2021; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2022 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2022 budget; and

WHEREAS, North Main Street at Fire Station #2 Drainage Improvements Project has been bid with a total construction cost of \$1,109,065 (Construction - \$1,056,253 and Contingency - \$52,812); and

WHEREAS, the City wishes to use a portion of the Coronavirus State and Local Recovery Funds (SLFRF) received pursuant to the American Rescue Plan Act (ARPA) for funding this project; and

WHEREAS, the City has elected to take a standard allowance of up to \$10 million in revenue loss as allowed by the U.S. Department of Treasury and deemed its SLFRF funds to be used to provide government services under this allowance; and

WHEREAS, the City has determined this project qualifies as government services.

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

1. Funds in the amount of **\$1,109,065** from the **COVID-19 Relief Fund** are appropriated and made a part of the Fiscal Year 2022 budget for the City's portion of the project herein described.
2. The Mayor is hereby authorized to execute all documents required in order for the City of Daphne to participate in such project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA this ____ day of _____, 2022.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, City Clerk