

CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
Monday, October 2, 2023
6:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

INVOCATION Dr. Barry Carpenter, Resurrection Church
PLEDGE OF ALLEGIANCE

RECOGNITION: James Rivers Retirement

POLICE DEPARTMENT PROMOTIONS: Josh Dunnam
Trey Kraynak
Lee Springs
Gordon Strickland

3. APPROVE MINUTES: September 18, 2023 regular meeting

4. REPORTS OF STANDING COMMITTEES

A. FINANCE COMMITTEE – Goodlin

Review the minutes from the September 18th meeting.
Treasurer's Report for August 2023: Unrestricted Fund Balance - \$24,797,669;
Total Cash Balance - \$38,809,307
Sales Tax for July 2023: \$2,273,660.59; Lodging Tax for July 2023: \$210,439.99
Excess Reserve Balance - \$15,904,591
Debt Summary – August 2023: Warrants - \$24,650,442
Capital Leases: General Fund - \$716,089; Enterprise Fund - \$800,417

B. BUILDINGS & PROPERTY COMMITTEE – Coleman

C. PUBLIC SAFETY COMMITTEE – Hughes

Review the minutes from the September 11th meeting.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Olen

Review the minutes from the August meeting.

E. PUBLIC WORKS COMMITTEE – Conaway

Review the minutes from the June 5th meeting.

MOTION to authorize the Mayor to enter into an agreement with Roadbotics for the Pavement Assessment Software.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS

A. BOARD OF ZONING ADJUSTMENTS – Adrienne Jones

B. DAPHNE PUBLIC SCHOOL COMMISSION – Conaway

Review the minutes from the August meeting.

C. DOWNTOWN REDEVELOPMENT AUTHORITY – Conaway

Review the minutes from the August meeting.

D. INDUSTRIAL DEVELOPMENT BOARD – Scott

Review the minutes from the August 22nd meeting.

E. LIBRARY BOARD – Goodlin

City Council Agenda – October 2, 2023

F. PLANNING COMMISSION – Olen

G. RECREATION BOARD – Hughes

H. UTILITY BOARD – Phillips

6. PUBLIC PARTICIPATION

7. MAYOR’S REPORT

MOTION to authorize the Mayor to execute an agreement with Grant Management for the Proposal of Comprehensive Grant Writing and Grant Management Services for the City of Daphne.

8. CITY ATTORNEY REPORT

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK’S REPORT

MOTION to approve the Darlings of the Eastern Shore Earth Day 5k on April 20, 2024 from 8:00 – 11:00am located on Main Street, Daphne, Alabama.

11. RESOLUTIONS & ORDINANCES

A. RESOLUTIONS:

2023 – 51 – Declare Certain Personal Property Surplus – 1997 Vehicle Lift – 2 Post Asymmetric Lift

2023 – 52 – Bid Award: 2023-U-Daphne Public Library Roof Repair Project – Dobson Sheet Metal and Roofing, Inc.

B. 2nd READ ORDINANCES:

2023 – 36 – Ordinance to Adjust Speed Limits and to Post Speed Limit Signs

2023 – 37 – Ordinance Repealing and Replacing Ordinance 2022-64 of the City of Daphne – Regarding the Rules and Regulations for Daphne City Parks

2023 – 38 – Amending City’s Employee Handbook – Section 10.8

1st READ ORDINANCE:

12. COUNCIL COMMENTS

13. ADJOURN

CITY OF
DAPHNE, ALABAMA
Proclamation

WHEREAS; James "Jim" Rivers was hired on to the City of Daphne Police Department on January 1, 1998; and

WHEREAS; Detective Rivers had previously served with the McIntosh Police Department from 1991-1997; and

WHEREAS; Detective Rivers worked as a Patrol Officer from 1998 – 2005, as a School Resource Officer in 2002, a Radio Communications Officer in 2003, and became a Detective in 2005; and

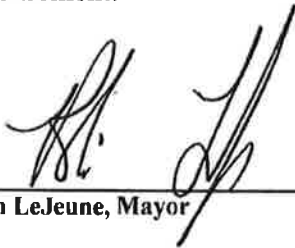
WHEREAS; during his tenure with the Daphne Police Department, Officer Rivers attended SWAT School, was a Charter Member of the Baldwin County Major Crimes Unit, was an International Association for Identification Certified Crime Scene Investigator and a member of the Special Response Team as well as a liaison to the Gulf Coast Technology Center; and

WHEREAS; Detective Rivers was Daphne Police Department's first Court Recognized Latent Print Examiner and has received Officer of the Quarter twice in his career.

NOW,

THEREFORE; I, Robin LeJeune, as the Mayor of the City of Daphne, Alabama, together with the Daphne City Council, do hereby proclaim appreciation to James Rivers for his tireless efforts and over twenty-five years of service to the City of Daphne, and wish him success and happiness in his retirement.




Robin LeJeune, Mayor

ATTEST:


Candace G. Antinarella, MMC, City Clerk

CERTIFICATE OF PROMOTION

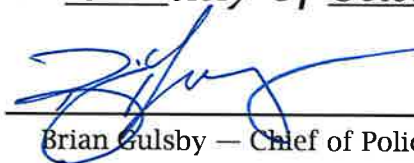
*In Honor of Your Outstanding Service with the
Daphne Police Department
We hereby present*

Joshua Dunnam

*With this Certificate of Promotion to
Corporal*



this 5th day of October 2023



Brian Gulsby — Chief of Police

CERTIFICATE OF PROMOTION

*In Honor of Your Outstanding Service with the
Daphne Police Department
We hereby present*

Trey Kraynak

*With this Certificate of Promotion to
Corporal*

this 5th day of October 2023



Brian Gulshy
Brian Gulshy — Chief of Police

CERTIFICATE OF PROMOTION

*In Honor of Your Outstanding Service with the
Daphne Police Department
We hereby present*

Frank Lee Springs

*With this Certificate of Promotion to
Corporal*

this 5th day of October 2023




Brian Gulsby — Chief of Police

CERTIFICATE OF PROMOTION

*In Honor of Your Outstanding Service with the
Daphne Police Department
We hereby present*

Gordon Strickland

*With this Certificate of Promotion to
Corporal*

this 5th day of October 2023



[Signature]

Brian Gulsby — Chief of Police

September 18, 2023
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:00 P.M.

1. **CALL TO ORDER:**

There being a quorum present Council President Angie Phillips called the meeting to order at 6:00pm.

2. **ROLL CALL:**

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

COUNCIL MEMBERS ABSENT: Tommie Conaway

Also Present: Jay Ross, City Attorney; Mayor LeJeune; Chief Brian Gulsby, Police; Troy Strunk, City Development; Chief Tacon, Fire; Adrienne Jones, Planning; Ronnie Huskey, Public Works; Ange Baggett, Marketing; Kenny Hanak, Fire Department; Chip Martin, Fire Marshal; Kelli Reid, Finance; Nathan Adams, Fire Department; Josh Newman, City Engineer; Daniel Hill, Junior Councilmember; and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Pastor Rife Stewart, Destiny Church.

PROCLAMATION: Mayor LeJeune presented the Childhood Cancer Awareness Proclamation.

PROCLAMATION: Mayor LeJeune presented the Suicide Prevention Proclamation.

RECOGNITION: Mayor LeJeune and Chief Tacon presented a proclamation to Kenny Hanak for his retirement from the City.

RECOGNITION: Mayor LeJeune and Chief Tacon presented a proclamation to Chip Martin for his retirement from the City.

RECOGNITION: Mayor LeJeune and Chief Tacon presented a proclamation to Tom Walker for his service to the City of Daphne.

3. **APPROVAL OF MINUTES:**

The minutes from the September 5, 2023 regular meeting were approved.

4. **REPORT OF STANDING COMMITTEES:**

A. FINANCE COMMITTEE

Councilman Goodlin said the Committee met earlier and the next meeting is October 16th at 4:30pm.

B. BUILDINGS & PROPERTY COMMITTEE

Councilman Coleman said the minutes from the August meeting and the August new Construction and Building Reports were in the packet. He said out of the reports were 4 certificates of occupancy, 192 permits issued and from the permits were 17 new residential home permits and \$60,342.37 collected in fees. He said the next meeting is October 9th at 5:15pm.

C. PUBLIC SAFETY COMMITTEE

Councilman Hughes said the next meeting is October 9th at 4:30pm.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilman Olen said the next meeting is October 2nd at 4:30pm and the minutes from the August 7th are in the packet.

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- E. PUBLIC WORKS COMMITTEE**
Councilwoman Conaway was absent.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

- A. Board of Zoning Adjustments**
Mrs. Jones said there was no report.
- B. Daphne Public School Commission**
Councilwoman Olen said the next meeting September 25th at 5:30pm at Belforest Elementary School.
- C. Downtown Redevelopment Authority**
Councilwoman Conaway was absent.
- D. Industrial Development Board**
Councilman Scott said the next meeting September 19th at 4:30pm.
- E. Library Board**
Councilman Goodlin said the next meeting is the second Thursday at 4:30pm.
- F. Planning Commission**
Councilman Olen said the next meeting is September 28th at 5:00pm.
- G. Recreation Board**
Councilman Hughes said the next meeting is November 8th at 6pm.
- H. Utility Board**
Councilwoman Phillips said the next meeting is September 27th at 5:00pm.

6. PUBLIC PARTICIPATION:

Public Participation opened at 6:27pm. No one came forward to speak.

Public Participation closed at 6:28pm.

7. MAYOR'S REPORT:

Mayor LeJeune said the recent Spirit Day in Daphmont had a great turnout. He reminded everyone that "Coffee with the Mayor" is September 26th at 9:00am and LifeSouth would be there for anyone wanting to donate after coffee.

8. CITY ATTORNEY REPORT:

City Attorney asked if the Council would consider going into Executive Session at the end of the meeting for 340 minutes for the consideration of buying and selling of real property.

9. DEPARTMENT HEAD COMMENTS:

Chief Gulsby, Police, invited the Council to the swearing in of four new officers Thursday at 8:00am.

Chief Tacon, Fire, thanked the Council for allowing the Fire Department to recognize the recent retirements.

Ronnie Huskey, Public Works, updated the Council on the CPAP building, recent projects and shared they recently had employees become flag certified.

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Charlie McDavid, Recreation, said the top Sports Complex fields are open and that the Dream Court had a good attendance that month.

Adrienne Jones, Planning, invited everyone to the Comprehensive Plan presentation from Orion on October 4th at 5:00pm.

Daniel Hill, Junior Councilmember, gave a report on the recent Junior Council meeting. He said the next meeting is October 12th at 5:30pm.

10. CITY CLERK'S REPORT:

**MOTION by Councilman Hughes to approve the 050 – Retail Beer (Off Premises Only) to Leons Petroleum Products LLC dba Leons Petroleum LLC located at 1602 Main Street, Daphne. Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.**

11. RESOLUTIONS & ORDINANCES:

A. RESOLUTIONS:

2023 – 49 – Donation of Property to City of Daphne – Fire Training Facility

2023 – 50 – Additional Appropriation: Animal Shelter Construction - \$100,000
MOTION by Councilman Scott to waive the reading of Resolutions 2023-44, 2023-45, 2023-46, 2023-47 and 2023-48. Seconded by Councilman Goodlin.

**MOTION by Councilman Scott to adopt Resolutions 2023-49 and 2023-50. Seconded Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to adopt Resolution 2023-49. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to adopt Resolution 2023-50. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

B. ORDINANCES:

2nd READ ORDINANCES:

2023 – 35 – Adopting the Fiscal Year 2024 Budget

**MOTION by Councilman Scott to waive the reading of Ordinance 2023-35. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

MOTION by Councilman Scott to adopt Ordinance 2023-35. Seconded by Councilman Coleman.

MOTION by Councilman Scott to amend the budget by removing the capital request for a sign to allocate the entire \$50,000 to Mobile National Estuary Program. Seconded by Councilman Olen.

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Councilman Goodlin said he doesn't support this amendment. Councilman Coleman expressed his support.

**Aye – Olen, Hughes, Scott, Phillips and Coleman
MOTION CARRIED.**

Nay - Goodlin

MOTION by Councilman Hughes to amend Ordinance 2023-35 removing the Human Resources Specialist and Part-time Media Marketing Specialist to reallocate the \$121,000 to the road resurfacing plan. Seconded by Councilman Goodlin. Council discussed.

**Aye – Goodlin, Olen and Hughes
MOTION FAILED.**

Nay – Coleman, Phillips and Scott

MOTION by Councilman Scott to adopt Ordinance 2023-35 as amended. Seconded by Councilman Coleman.

MOTION CARRIED UNANIMOUSLY.

1ST READ ORDINANCES:

2023 – 36 – Ordinance to Adjust Speed Limits and to Post Speed Limit Signs

2023 – 37 – Ordinance Repealing and Replacing Ordinance 2022-64 of the City of Daphne – Regarding the Rules and Regulations for Daphne City Parks

2023 – 38 – Amending City's Employee Handbook – Section 10.8

12. COUNCIL COMMENTS:

Councilman Olen expressed gratitude to the three Fire Department retirees. He echoed the comments on the Community Spirit Day.

Councilman Coleman spoke on the Cancer Awareness Proclamation and Suicide Prevention Proclamation. He echoed Councilman Olen's comments on the retirees.

Councilman Goodlin reminded everyone the DHS Homecoming parade is September 28th at 6:00pm.

Councilman Scott thanked the staff for compiling the budget.

Councilman Hughes echoed the comments on the retirees and thanked Kelli Reid and the Finance Department.

Council President Phillips echoed the sentiments shared. She thanked Kelli Reid and Mayor LeJeune for constructing the budget and acknowledged those represented with proclamations.

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 thirty minutes and the Council should have no reason to vote.

MOTION by Councilman Coleman to enter into Executive Session. Seconded by Councilman Goodlin.

Assistant City Clerk called roll.

Councilwoman Conaway	Absent
Councilman Olen	Aye
Councilman Coleman	Aye

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Councilman Goodlin	Aye
Councilman Scott	Aye
Councilman Hughes	Aye
Council President Phillips	Aye

MOTION CARRIED UNANIMOUSLY.

13. **ADJOURN:**

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED INTO EXECUTIVE SESSION AT 6:58PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, CMC, City Clerk

Angie Phillips, Council President

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
SEPTEMBER 18, 2023
4:30 P.M.

I. CALL TO ORDER/ROLL CALL

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

Present were:

Chairman Mr. Doug Goodlin

Councilman Mr. Steve Olen

Councilman Mr. Joel Coleman

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 Mrs. Julie Koptis, Human Resource Director Mrs. Vickie Hinman, Assistant City Clerk Mrs. Jessica Linne, Executive Director of City Development Mr. Troy Strunk, Fire Chief Mrs. LeAnn Tacon, Fire Battalion Chief Nathan Adams, Director of Events and Marketing Mrs. Ange Baggett, Public Works Director Mr. Ronnie Huskey, and City Attorney Mr. Jay Ross.

II. PUBLIC PARTICIPATION

There was no public participation.

III. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous meeting 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 – 8
- Reviewing/Testing/Interviewing/Background check - 19
- Promotion/Internal Transfer - 4
- New Hires – 3

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

- Next Safety Committee meeting September 27, 2023. Reviewing sections of Safety Manual for any revisions needed. New security measures for City Hall in progress.

Other HR Projects/Meetings/Events:

- Advanced Supervisor Training (FMLA, Workers' Compensation, Payroll, Performance Evaluations)
- Launched monthly "Employee Spotlight"
- Online Open Enrollment Implementation through Employee Self-Service Portal

Mr. Coleman suggested that the Junior Council interview the spotlight employee to post on their section of the City's website.

V. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – August, 2023

Mrs. Koptis reviewed the following reports and information:

- Code enforcement issued 0 warnings.
- New Businesses with a physical location in Daphne -14
- Simplified Sellers Use Tax collections - \$163,626.97 and YTD collections - \$1,790,109.76.
- Total Business Licenses issued were 48 new and 22 renewals for a total of 70 in August 2023

VI. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: July, 2023

Mrs. Henson reviewed the Sales & Use Tax Reports: \$2,273,660.59 was collected for July, 2023 which was up \$82,409.90 from July 2022's collections:

- YTD Variance over Budget - \$2,151,378.38

B. Lodging Tax Collections, July, 2023

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for July, 2023 were \$210,439.99 which is up \$7,609.44 from July 2022's collections.

- YTD Variance over Budget - \$3,344.24

Mrs. Reid noted that Lodging Tax collections are budgeted according to the previous year's collections but since the collection amounts are not available for the last couple of months of the fiscal year, due to budget preparation timing, those months are budgeted according to the collections from two years previous.

C. Lodging Tax Analysis Report, August, 2023

Mrs. Reid reviewed the Lodging Tax Analysis report:

- Recreation balance for related purchases - \$675,469.43
- Reserved balance for Bayfront related purchases - \$2,689,940.14
- Reserved balance for Occupancy Fee - \$210,199.50

VII. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: August, 2023

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT					
As of August 31, 2023					
Account Type/Title	8/31/2023	7/31/2023	Increase (Decrease) from last Month	8/31/2022	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	\$ 14,573,959	\$ 17,333,772	\$ (2,759,813)	\$ 11,448,157	\$ 3,125,802
INVESTMENT FUND	10,223,710	10,206,829	16,881	10,340,417	(116,707)
Total Unrestricted Cash Balance	24,797,669	27,540,601	(2,742,932)	21,788,574	3,009,095
SPECIAL REVENUE FUNDS					
4 CENT GAS TAX	264,856	259,571	5,286	202,026	62,830
7 CENT GAS TAX	239,747	234,098	5,650	176,874	62,873
10 CENT GAS TAX	138,749	166,843	(28,094)	235,223	(96,474)
TREE & FLOWER	22,660	22,660	-	22,660	-
COVID RELIEF FUND	637,613	749,995	(112,382)	3,432,397	(2,794,784)
ANIMAL SHELTER FUND	2,145,367	460,247	1,685,120	957,441	1,187,926
MOBILE INFIRMARY BUILDING	37,776	30,872	6,903	-	37,776
FEDERAL DRUG FORFEITURES	195,187	195,187	-	231,260	(36,073)
LOCAL DRUG FORFEITURES	91,843	87,896	3,947	75,915	15,928
LIBRARY	45,763	47,086	(1,324)	25,204	20,559
COURT TRAINING & EQUIPMENT	41,420	42,165	(745)	43,213	(1,793)
COURT/CORRECTION	571,214	576,615	(5,401)	520,209	51,005
LODGING TAX	3,575,609	3,618,645	(43,036)	3,619,630	(44,021)
AGENCY FUNDS					
SELF INSURANCE	229,267	226,918	2,349	235,623	(6,356)
FLEX SPENDING	-	-	-	17,936	(17,936)
OPEB TRUST INVESTMENT FUND	1,213,731	1,227,891	(14,160)	931,866	281,865
	9,450,802	7,946,690	1,504,112	10,727,477	(1,276,675)
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	4,342,163	5,513,005	(1,170,842)	7,879,499	(3,537,336)
	4,342,163	5,513,005	(1,170,842)	7,879,499	(3,537,336)
DEBT SERVICE FUNDS					
DEBT SERVICE	218,673	7,478	211,195	226,064	(7,391)
Total Restricted Cash Balance	14,011,638	13,467,172	544,465	18,833,040	(4,821,402)
Total City Cash Balance	\$ 38,809,307	\$ 41,007,773	\$ (2,198,467)	\$ 40,621,614	\$ (1,812,307)
Encumbrance Total as of			8/31/2023	\$ 152,843.76	

Mrs. Reid noted the change in the General Fund balance and explained that \$2 million from the General Fund was transferred to the Animal Shelter Fund and the remainder of the difference reflects fiscal year end expenditures.

The Treasurer's Report as of August, 2023 Total Unrestricted Cash Balance - \$24,797,669 and Total City Cash Balance - \$38,809,307 was presented to be filed for audit.

2. Encumbrance Report

- Encumbrance balance - \$152,843.76 as of August, 2023.

Mrs. Reid reviewed the Encumbrance Report.

3. Outstanding Appropriations

Mrs. Reid reviewed the Outstanding Appropriations Report.

4. Financial Overview: Debt Summaries & Monthly Financial Statements

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), August, 2023
 - Outstanding Warrant Balance as of August, 2023: \$24,650,442
 - Outstanding Capital Lease Balance as of August, 2023:
 - General Fund: \$716,089
 - Enterprise Fund: \$800,417
- Monthly Financial Statements, July 2023
 - General Fund YTD Budgetary Net Income: \$2,578,519 which is less (\$447,398) than the prior YTD net income
 - Solid Waste Fund \$350,215
 - Civic Center Fund \$220,122

5. Summary of Budgetary Amendments

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2023 Budget.

- Total Appropriations Year to Date – \$9,429,718.11
- Adjusted Expenses over Revenue – (\$9,422,631.11)

6. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary and pointed out the removal of the Restroom/Shed for Central Park line item. Mrs. Reid discussed the Amphitheater project and noted it will require a match.

B. Bills Paid Reports – August, 2023

The Bills Paid Report was previously presented electronically. Mr. Hughes requested explanation for a couple items. Mrs. Reid answered those questions.

VIII. APPROPRIATION REQUESTS: (Ordinance)

A. Animal Shelter Asbestos Pipe Removal - \$100,000

Mrs. Reid reviewed the request for an appropriation in the amount of \$100,000 for the Animal Shelter asbestos pipe removal and noted that this resolution is on the agenda for the Council Meeting following the Finance Meeting. Mrs. Reid noted that \$100,000 is estimated but only the amount needed will be transferred.

MOTION BY Mr. Scott to recommend to Council to adopt a Resolution amending the budget to appropriate \$100,000 from the General Fund and transferred to the Animal Shelter Fund for the removal of the asbestos pipe at the Daphne Animal Shelter. Seconded by Mr. Olen.
MOTION CARRIED UNANIMOUSLY

IX. SURPLUS

A. 1997 Vehicle Lift – 2 Post Asymmetric Lift

Mrs. Reid noted the information for the 1997 Vehicle lift was included in the packet.

MOTION BY Mrs. Phillips to recommend to Council to declare certain property surplus and authorize the Mayor to dispose of the following surplus property: 1997 Vehicle Lift – 2 Post Asymmetric Lift. Seconded by Mr. Scott.
MOTION CARRIED UNANIMOUSLY

X. NEW BUSINESS

A. Employee Handbook Revisions – Pay Increases

Mrs. Hinman handed out a red line copy of the changes proposed to the employee handbook for easier reading. Discussion was made on the changes.

MOTION BY Mrs. Phillips to recommend to Council to adopt an ordinance authorizing the Employee Handbook Revisions – Pay Increases. Seconded by Mr. Scott.
MOTION CARRIED UNANIMOUSLY

XI. OLD BUSINESS

A. Fire Truck Purchase Capital Plan

Mrs. Reid discussed the financing plan information included in the packet for the new fire trucks included in FY2024 Budget and noted that Chief Tacon and Battalion Chief Nathan Adams have been working on obtaining this information for the purchase/financing of the three new fire trucks. Chief Tacon and Battalion Chief Nathan Adams discussed the options and noted that the Volunteer Fire Department would be donating \$175,000 for the purchase of the trucks. Mrs. Reid recommended the option to pay for the truck that would be delivered first and then finance the second and third truck since it would take approximately 2 1/2 years for the last two trucks to be delivered. Mrs. Reid noted that all three trucks would be purchased through the Sourcewell Cooperative contract.

XII. ADJOURN The meeting adjourned at 5:18 p.m.

September 11, 2023
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.

1. CALL TO ORDER:

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

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Councilwoman Tommie Conaway, Councilmen Steve Olen, Joel Coleman, Ron Scott, Benjamin Hughes and Councilman Goodlin.

ABSENT: Council President Angie Phillips

Also Present: Mayor LeJeune, Jay Ross, City Attorney; Troy Strunk, City Development; Chief Tacon Fire Department; Chief Gulsby, Police Department; Recoding Secretary, Christina Brazell.

3. PUBLIC PARTICIPATION:

Jessica Vipperman, 606 Bay Bluff East. Concerns about cars parking on sidewalks that are customers trying to get into Whit's. There is very low lighting on the street after dark. Asked about moving the sidewalk and adding a turning lane in to help with the traffic.

Pete Steiner, Jordan Ln. Also mentioned the parked vehicles on sidewalks near Whit's. His son drives a bike home from school. Also wants someone to address the safety issues associated with the cars parked on the sidewalks.

Sandy Robinson. Provided Community Spirit Day Flyer.

Tonya Boyington, 1509 5th Street, School Bus Driver. Concerns about vehicles not stopping or yielding for children using crosswalks near Diamante Subdivision on County Rd. 13. Asked about flashing lights being added to the current crosswalk.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes from August 14, 2023 Public Safety meeting were approved as presented.

5. POLICE DEPARTMENT

Old Business:

New Business: Chief Gulsby; regarding new Officers, one was injured in the PT test. One new Officer decided to leave, this was not the job for him. We currently have 10 vacancies, we have 2 that are out on Military leave, 2 on extended medical leave. Four new Officers will start on September 21st. Out of the four officers starting, three Officers are certified.

6. FIRE DEPARTMENT:

September 11, 2023
PUBLIC SAFETY MEETING MINUTES
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Old Business: Chief Tacon; 4 times we had a Fire-Medic ride with the med unit. All times were justified. Medstar, (Brad Jernigan & Dewayne Tellus); Medstar is moving operation resources around from Mobile to Baldwin County to assist with shortages. October 1st there will be additional trucks available to assist with transfers and calls for service. They are looking for a new office in Daphne. In addition to this, they are beefing up recruiting.

New Business:

7. **OTHER BUSINESS:**

Speed Limit on Johnson Rd. (Request to Change from 30 mph to 25 mph.) US Hwy 98 east into Daphmont Community.

Request to have letter from Daphmont citizens, (Councilwoman Conaway)

***Motion: Councilman Hughes motion to move change of speed limit on Johnson Rd. to council, seconded by Councilman Coleman, all in favor and carried.**

Councilman Goodlin, Corte Rd too low on speed limit. Currently at 35mph. Request to move to 40mph.

***Motion made by Councilman Scott to change speed limit on Corte Rd. to 40 mph, seconded by Councilman Goodlin, (State Hwy 181 to County Rd. 13), all in favor, carried.**

5:07 p. m. **ADJOURNMENT**

CODE ENFORCEMENT/ORDINANCE COMMITTEE MEETING

August 7, 2023, 4:30 p.m.
City Hall, Council Chamber
1705 Main Street, Daphne, AL 36526

MEETING MINUTES

MEMBERS PRESENT: Councilman Goodlin, Councilman Coleman, Councilman Olen, Councilwoman Conaway, Councilwoman Phillips, Councilman Scott and Councilman Hughes

ALSO PRESENT: Jay Ross, City Attorney; Candace Antinarella, City Clerk; Christina Brazell, Code Enforcement; Chief LeAnn Tacon, Fire Department; Kelli Reid, Finance; Troy Strunk, City Development; Hannah Noonan, Human Resources; Vickie Hinman, Human Resources; Kent Ward, Junior Councilmember; Daniel Hill, Junior Councilmember; Sunny Blackwood, Junior Councilmember; Troy Capstraw, Junior Councilmember; and Emma Parvin, Junior Councilmember.

1) CALL MEETING TO ORDER / ROLL CALL

There being a quorum present Councilman Olen called the meeting to order at 4:30 p.m.

2) PUBLIC PARTICIPATION

No one came forward to speak.

3) ORDINANCE REVIEW/DISCUSSION

Mrs. Hinman distributed an updated HR Ordinance. Council discussed. Councilman Olen asked for “guidelines” to be added on page 9 of the packet.

**MOTION by Councilwoman Phillips to recommend to Council to approve the HR Ordinance with revisions, excluding table 10.8. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

Scott Lamont, 8856 Rosedown Lane, Daphne, discussed the Fireworks Ordinance. Mr. Lamont asked if fireworks could be allowed to be shot in the city limits July 3rd, July 4th and New Year’s Eve.

Councilman Goodlin asked Chief Gulsby the difficulty of enforcing the fireworks ordinance. Council discussed.

Tim Patton, Daphne Utility Board, discussed the relationship between the City of Daphne and Daphne Utilities along with the Spire Ordinance. He discussed the concerns Daphne Utilities has.

Reynolds Anderson with Spire shared about rates being regulated. Billy Mayhand shared why he voted no against the ordinance when presented. Councilman Olen said he feels that Daphne Utilities provides “superior customer service whereas Spire provides bottom of the barrel customer service”.

**MOTION by Councilman Scott to recommend to Council to deny the Spire Ordinance. Seconded by Councilman Hughes.
MOTION CARRIED UNANIMOUSLY.**

4) OTHER BUSINESS DEEMED NECESSARY

5) NEXT MEETING

The next meeting is scheduled for Tuesday, September 5, 2023 at 4:30 p.m.

6) ADJOURN

There being no further business to discuss, the Council adjourned at 5:44pm.



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

I. CALL TO ORDER

II. COMMITTEE MEMBERS PRESENT:

Councilwoman Tommie Conaway; Councilman Doug Goodlin; Councilwoman Angie Phillips; Councilman Benjamin Hughes; Councilman Steve Olen

Others Present: Ronnie Huskey, Public Works Director; William Eringman, Public Works Deputy Director; Jay Ross, City Attorney; Selena Vaughn; Troy Strunk, Executive Director, City Development; Candace Antinarella, City Clerk; Kelli Reid, Finance Director; Suzanne Henson, Sr. Accountant II

III. PUBLIC PARTICIPATION & CORRESPONDENCE

Correspondence and Public Participation— Henry Spizzirri at 9407 Diamante Blvd thanked the City Council and Mayor LeJeune for letting him speak at the Public Works Committee meeting. He also thanked Councilman Hughes for meeting with him about the issue. Mr. Spizzirri also thanked Jessica Linne for distributing the information for the City Council. He stated that Diamante subdivision has Patrick Collins as their attorney. He continued by stating that before the handoff of the subdivision to the residents, many shortfalls were discover with the construction. He stated that the Council and the residents met with Josh Newman and Troy Strunk who told Diamante that the residents would be liable when the City Inspectors inspected the Diamante ponds. Mr. Newman and Mr. Strunk told them that the ponds do not meet the engineering designs that were originally presented before the construction of the subdivision. He continued by stating that the ponds are supposed to be 80 ft wide and 5 ft deep, however, the ponds are currently 80 ft wide and 3 ft deep. He stated that the Diamante residents were told by Mr. Newman and Mr. Strunk that they would need to pay for the dredging of the three ponds, which could be \$80,000 or more. Mr. Spizzirri feels that D.R. Horton/68 Ventures should be held liable because the issue was not corrected before they finished the construction. He states that the city should be obligated to hold developers responsible for the engineering designs in the beginning and conclusion of construction. He continued by stating there is also issues with the two wells in the subdivision that are located in the front and rear. Diamante met with Daphne Utilities and they discovered that both wells were drilled by an unlicensed company that 68 Ventures used and no permits and documentation were provided. He stated that 68 Ventures asked Daphne Utilities to cap both wells. Mr. Spizzirri states that well #2 (in the back of the subdivision) was re-drilled, but well #1 (near the front) is still not functioning. He states that City water is being used to fill two ponds at the front of Diamante. He feels that developers should be held accountable for this because the subdivisions water bill was over \$12,000 because the ponds need to be at a certain water level to operate the fountains. He re-emphasized that the residents feel that the City needs to address these issues with the developer. He stated Mayor LeJeune met with the residents about the sidewalk damages, which were addressed. He also stated that the Mayor was supposed to give the residents of Diamante a letter of support, which they have not received from him.



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

James Ferentinos at 9455 Diamante Blvd stated he has lived in the area for 27 years and he and his family greatly appreciate all the amenities that Daphne has to offer. They have lived in the subdivision for two years and are greatly concerned with huge bills that are arising for the subdivision. He re-iterated Mr. Spizzirri's requested with holding developers accountable for the construction in Daphne so it does not fall onto the homeowners.

Councilwoman Conaway asked Troy Strunk if he wanted to address the issues that had been brought up by the Diamante residents. Mr. Strunk stated that he has meet with the residents several times and feels that there are issues with the subdivision. He stated that the city is investigating the infrastructure issues prior to releasing the bond for one of the phases. The work, which is being done by the developer, relates to the streets, curbing, and sidewalks. Mr. Strunk stated that when Diamante was accepted by the City of Daphne, the retention ponds were in pristine condition and were operating correctly. He continued by stating that there is now sediment in the pond and that is the reason it will not pass inspection. Mr. Strunk stated that the Diamante residents are correct for not wanting to foot the bill for the issues regarding the ponds, but the City does not have the recourse between the POA and developer. He continued by stating that he feels the well issue is between Daphne Utilities and the POA and it is not a City issue. Councilman Olen re-iterated that the only issue the City is helping with is the infrastructure inside the public right-of-way. Mr. Strunk also stated that the City will address the sediment in the drainage pipes as well. Councilman Olen stated that the retention ponds are not part of the City's infrastructure and that the City has no recourse for that issue. Councilman Goodlin stated that the POA and developer will need to go to court if they cannot work out there issues. Mr. Ferentinos asked if the City was okay with the retention ponds being a hazard with reptiles, etc. Jay Ross stated to not answer that question. Councilwoman Conaway stated that question will not be answered. Councilman Goodlin asked how the discussions with the attorney and developer is going. Mr. Spizzirri stated that the contact that Mayor LeJeune gave them for 68 Ventures stated they have nothing to do with the project and the residents have not been able to talk to anyone else who works for the developer. Councilman Hughes applauds the Diamante residents for trying to fix their retention pond issues and the City will try to support them in the capacity that they can. Mr. Spizzirri re-emphasized that the residents are still waiting for the letter of support from Mayor LeJeune. He also stated that it is unfair to the residents to have to clean up the mess left from the developers when all the residents did was move in. Councilman Olen encouraged them to tell their lawyer to focus the attention on the developer and builder. He stated that the City Council is not in a position to resolve the dispute between the residents and the developer. Mr. Ferentinos asked if the City has surveyed the ponds and found out if they meet requirements. Mr. Strunk stated that when the City accepts the subdivision, the engineer will do the inspection.

IV. OLD BUSINESS

Approval of Minutes – May 1st, 2023—Minutes were reviewed and approved by the committee.

V. NEW BUSINESS



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

Funding Request – Toter 96 Gallon carts – Ronnie Huskey stated that there is a shortage on garbage carts due to unexpected growth. He stated that the Solid Waste Dept. is looking at buying 300 units, which totals to \$21,104.18. He is looking for approval to move to Finance for possible funding. Councilman Olen inquired about a purchase in the beginning of FY23 for 400 green carts and 60 black carts. Councilman Olen also asked why 300 more carts are needed if there has been only 188 new customers to date. Mr. Huskey stated that they did not put in an order in the previous year for carts, which has made them short this year. He continued by stating that there has been several customers requesting an additional garbage carts. Mr. Huskey continued by stating that the older carts cannot be repaired and can only be replaced. Councilman Olen asked how many carts are currently in inventory. Mr. Huskey stated they have 44 carts in inventory and have stopped issuing out additional carts. Councilman Olen inquired about the demand for additional carts. William Eringman stated that it is very high and they had over 7 calls today regarding additional carts. Councilwoman Phillips asked if several of the customers are using their additional blue carts for garbage. Mr. Huskey stated yes, but only about 3,000 customers have blue carts and there is roughly 10,200 customers in the City of Daphne. Mr. Strunk asked if the customers need to pay for an additional cart. Mr. Eringman stated yes and the fee (\$70) covers the cost of the cart to the City. Mr. Huskey stated that there is not currently a monthly fee for an additional cart, which he is looking into.

MOTION by Councilwoman Phillips to recommend to Council to put the Toter 96 Gallon carts on the Finance agenda.

Seconded by Councilman Goodlin
MOTION CARRIED UNANIMOUSLY.

2023-O-Concrete Pipe - Negotiated; 2023-P-Topsoil, Select Base Material, and Sand; 2023-R-Magnolia Avenue Sidewalk Extension – Motion to Reject; Authorization of New Lease – John Deere 524P Loader – Kelli Reid stated that the four bids are on the Council Agenda tonight and that they need to have a motion to move it out of Public Works Committee in order to move it to Council.

MOTION by Councilman Goodlin to recommend to Council to award the 2023-O-Concrete Pipe - Negotiated to Alabama Pipe & Supply Co. for unit cost as bid.

Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Goodlin to recommend to Council to award the 2023-P-Topsoil, Select Base Material, and Sand to Fulcrum Construction Group for unit cost as bid.

Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

MOTION by Councilman Goodlin to recommend to Council to reject the 2023-R-Magnolia Avenue Sidewalk Extension – for budgetary purposes.

Seconded by Councilman Olen.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Goodlin to recommend to Council to authorize the Mayor to sign the Lease Agreement for a John Deere 524P Loader.

Seconded by Councilman Olen.

MOTION CARRIED UNANIMOUSLY.

Change Order for Drainage Improvements on N Main St. at Fire Station 2 – Mr. Strunk stated that last month there was approximately a \$100k change order for water and sewer lines. He stated that the Mayor went to Daphne Utilities to ask them to contribute 25% of the money for the change order because Daphne Utilities was the company that required the moving of the water and sewer lines. The inquiry went to the Daphne Utilities board for discussion and they have hired an engineer to provide a design solution for the project. He stated that because the design has not been made yet, there is not an accurate number for a change order. Mr. Strunk also stated that he feels that there may have been some willingness of Daphne Utilities to contribute money towards the project. Councilman Olen asked what will the City of Daphne do with the proposed design from Daphne Utilities. Councilman Olen continued his question by asking if the design will be evaluated first, or if it will be taken at face value. Councilman Olen stated that Daphne Utilities interests and the City of Daphne interests may not coincide. He also stated that at the moment, there is no financial commitment from Daphne Utilities to help with the project. Mr. Strunk stated that Daphne Utilities has already repaired a problem in the area that cost around \$20,000 and the engineer charged them another \$5,000 for his services, so have already paid \$25,000 into the location. Councilman Olen re-asked if we are going to review the designs. Mr. Strunk stated that Josh Newman, with the other hired engineers will review the designs. He stated that he is not sure how much flexibility the City will have with these plans because Daphne Utilities is dictating the project. Councilwoman Phillips stated she was present during the Daphne Utilities board meeting and she feels that both interests of Daphne Utilities and the City of Daphne are similar. Councilwoman Phillips asked if these issues were caught by our engineering to begin with. Mr. Strunk stated they were not. He continued by stating that the City needs to look out for the difference of cost of the designs that will be provided from Daphne Utilities. Councilwoman Phillips asked how long this project can wait because Daphne Utilities does not have another board meeting until the end of the month. Mr. Strunk stated that the project has already been waiting for a month and it would be ideal to get it started as soon as possible. He stated that the City would most likely need to appropriate the money to start the project.



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

MOTION by Councilwoman Phillips to recommend to Council to put the Change Order for Drainage Improvements on N Main St. on the Finance agenda.

Seconded by Councilman Goodlin

MOTION CARRIED UNANIMOUSLY.

Bid: 2021-E-Concrete Material: Negotiated – William Eringman stated that the City had to negotiate because they did not receive bids. He stated that Ready Mix USA eventually provided prices and he suggested moving forward with that company. Kelli Reid stated this bid will only be through December 31st. Suzanne Henson stated that there is no resolution in the packet because the bid came back late, however, she does have as resolution available.

MOTION by Councilwoman Phillips to recommend to forward to Council the 2021-E-Concrete Material - Negotiated.

Seconded by Councilman Hughes

MOTION CARRIED UNANIMOUSLY.

VI. City Engineer's Report (Separate Handout)

Troy Strunk addressed the committee with his separate handout. Mr. Strunk stated that he has highlighted a few projects to look at.

Mr. Strunk discussed 21-05 Drainage Improvements at Lakeshore Drive that the project is substantially complete. He stated that it should be done by August 1st.

Mr. Strunk discussed 21-06 US-98 Sidewalk Improvements TAP that the project is fully complete and punch list items are done.

Mr. Strunk discussed 21-11 Resurfacing CR-64 from SR-42 (US-98) to CR-13 that the project is completely submitted to ALDOT and they are hoping to bid it by the fall.

Mr. Strunk discussed 21-14 US HWY-98 Access Management and Lavender Lane that the project is fully complete and advertising for the bid will beginning by July 1st. Jay Ross asked how long the project will take to build. Mr. Strunk stated they will take a while and they will be requesting night work. Mr. Strunk continued by stating that he believes it will take about a year to build.

Mr. Newman discussed 21-15 Bayfront Streetscapes that the contractor is close to being finished on the western part of the road (West of Moe's). He stated that on the eastern side, there has been some complications with the businesses on the road. Councilman Hughes inquired about how complete the access road is. Mr. Strunk stated that the sidewalks and pavers are down, however, they do not have asphalt down yet. Councilman Hughes asked if Bayfront Park will be open after



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

the asphalt is laid on the west side. Mr. Strunk stated that he does not believe so, but he is not certain.

Councilman Hughes asked for an update on 21-22 May Day Park Pier Repair. Mr. Strunk stated that the estimated completion date is in the fall.

VII. DIRECTOR'S REPORT (Handouts reviewed by committee)

William Eringman stated that Solid Waste had an increase of work orders for April 2023 because of cart repairs and replacements. He continued by stating there has been an increase with vehicle maintenance from FY22 to FY23. Mr. Eringman stated that both Grounds and Mechanical Maintenance have gone over with overtime. He stated that the Grounds Dept. worked several projects regarding storm water and the Mech. Shop was short staff during the first quarter. Mr. Eringman stated that is averaging around 2.0% growth for the new customer summary and there is 188 new customers to date.

- A. Work Request Report – April 2022 & April 2023
The Public Works Department completed 515 work orders in April 2023.
- B. Vehicle/Equipment Maintenance Reports – FY2022-2023 YTD
- C. Public Works Related Overtime Report — 66.67% of the year used; \$91,070.26 Used YTD as of May 31st, 2023.
- D. Street Sweeper Report —661.384 Miles Traveled, 249.027 Miles Swept

VIII. DAPHNE SOLID WASTE DISPOSAL ENTERPRISE (Handouts reviewed by committee)

- A. Monthly Recycle Tonnage Report (Tonnage Comparison) —No Report
- B. Solid Waste New Customer Report – April 2023— 18 new residential; 0 new commercial
- C. Tallent Lane Facility Report – April 2023- 629.23 SW Total Tonnage, 1104.50 Other Depts. Total Tonnage

IX. MOSQUITO CONTROL SERVICES

- A. Mosquito Report— April Report; Week 17, 18, 19, 20, 21

X. MUSEUM COMMITTEE

- A. Minutes – April 11th, 2023

XI. BEAUTIFICATION COMMITTEE

- A. Minutes – May 10th, 2023



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
June 5th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

XII. ENVIRONMENTAL ADVISORY COMMITTEE

A. Minutes – April 24th, 2023

XIII. FUTURE BUSINESS

A. Next Meeting – **Monday, July 3rd, 2023**

XIV. ADJOURNMENT

Motion by Angie Phillips, seconded by Benjamin Hughes to adjourn. Meeting adjourned at 5:36 p.m.



Daphne, AL [RW] - 2023 Pavement Assessment

Daphne, AL

26435 Public Works Rd
Daphne, AL 36526-9115
United States

RoadBotics Inc.

322 North Shore Drive
Suite 200
Pittsburgh, PA 15212
US

Robin LeJeune

Mayor
mayorlejeune@daphneal.com

Prepared by: Glen Hutchinson

Business Development Manager
glen.hutchinson@roadbotics.com
+14079105921

BJ Eringman

Deputy Director of Public Works
weringman@daphneal.com
+12516202100

Reference: 20230914-083828951

Quote created: September 14, 2023

Quote expires: September 29, 2023

Total **\$17,500.00**

PRODUCTS & SERVICES	SKU	QUANTITY	BILLING FREQUENCY	BILLING START DATE	PRICE
RoadWay Centerline Mileage Charge	021	175			\$13,125.00
RoadWay Annual Subscription	020	175	Annually		\$4,375.00 / year for 1 year

SUBTOTALS	
Annual subtotal	\$4,375.00
One-time subtotal	\$13,125.00

Total	\$17,500.00
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Comments

Purchase terms

This Statement of Work issued by RoadBotics, Inc. ("RoadBotics") and accepted by the Daphne, AL ("Customer") is subject to, governed by, and incorporates by reference herein, the RoadBotics Terms and Conditions located at www.roadbotics.com/contracts/terms-and-conditions (this Statement of Work and the Terms and Conditions, together, constituting the "Agreement"). Terms used herein and not otherwise defined have the meanings assigned to them in the Terms and Conditions. The Agreement supersedes any agreement or understanding made by the parties prior to the date hereof and constitutes the entire agreement between the parties with respect to the subject matter.

Deliverables Schedule

Training

Both Parties are responsible. Delivery date is within 14 Days of contract execution or mutually agreed upon start date of 11/01/2023.

Data Collection

Customer is responsible. Under 150 centerline miles, the delivery date is within 30 days of training completion. Over 150 centerline miles the delivery date is within 40 days of training completion.

Assessment Delivery

RoadBotics by Michelin is responsible. Under 150 centerline miles, the delivery date is within 30 days of completion of data collection upload. Over 150 centerline miles the delivery date is within 40 days of completion of data collection.

Any changes to the Deliverable Schedule must be mutually agreed to by both Parties in writing; provided however that any such changes shall not automatically affect the original Billing Schedule and/or Payment Terms, unless specifically provided and mutually agreed in writing by the Parties.

Term

The Term of Subscription is 12 months from the start date of assessment delivery, or from the renewal date, unless otherwise mutually agreed in writing by the Parties. The Subscription, and resulting access to the platform, will expire at the end of this Term unless renewed by Customer.

Billing Schedule

50% of total amount to be invoiced in the month of Start Date and the balance to be invoiced two (2) months after the Start Date.

Payment Terms

All amounts are due within thirty (30) days from the date of the invoice.

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Robin LeJeune

mayorlejeune@daphneal.com

Dan Porcaro

daniel.porcaro@michelin.com

Fast, Objective Road Assessments

Helping governments and engineering firms make data-driven decisions

RoadBotics by Michelin empowers cities and towns to make objective, data-driven decisions about their roads and infrastructure. We automate inspections and generate actionable data about road networks. Our detailed maps, unbiased ratings, and practical tools save time and taxpayer dollars for hundreds of communities.

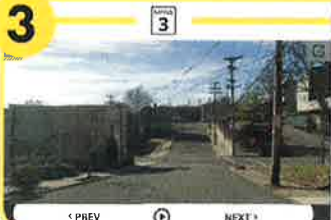
Step-By-Step Process

1


Send or upload a map of your road network to RoadBotics by Michelin.

2


Use our apps to seamlessly collect image data of your road network.

3


Each image is rated by our artificial intelligence, using a scale of 1 (best condition) to 5 (worst condition).

4


View your imagery and ratings mapped on RoadWay, our interactive online platform.

What You Get

In addition to your RoadBotics by Michelin RoadWay Assessment, you'll also receive:



Ongoing Customer Support



5-Level Rating of Road Conditions



Secure Cloud Storage of Image Data



Planning Tools



GIS and CSV Spreadsheet Data for Pavement Management



Embedded Maps and Access Sharing

GET IN TOUCH TODAY!

✉ info@roadbotics.com

📞 +1 412-345-3398

📍 Pittsburgh, PA

🌐 www.roadbotics.com

January 1, 2023

To Whom It May Concern,

This letter confirms that RoadBotics, Inc. is the sole source provider of the RoadBotics pavement assessment product. It is developed and distributed exclusively by RoadBotics, Inc. No division of RoadBotics, Inc., nor any other company, makes a similar product, to the best of our knowledge.

RoadBotics, Inc. uses proprietary technology and methods to provide pavement assessments using machine vision and artificial intelligence. RoadBotics, Inc. also uses proprietary software to display the pavement assessment data through a web based portal.

RoadBotics, Inc has two pending patents:

1. Systems and Methods for Assessing Infrastructure
2. Systems and Methods for Creating and/or Analyzing Three- Dimensional Models of Infrastructure Assets

Certificates of these pending patents can be provided upon request. RoadBotics, Inc is not aware of other like products available for purchase that use the same proprietary technology and methods.

If you would like to receive additional information, please contact us. Thank you for your interest in our products.

Sincerely,



Erik Dietz
President & COO
RoadBotics by Michelin
A Division of Michelin Mobility Intelligence

DAPHNE PUBLIC SCHOOL COMMISSION

Regular Meeting

August 28, 2023

Daphne City Hall - 1705 Main Street, Daphne, AL 36526

Meeting called to order at 5:27pm.

MEMBERS PRESENT: Chairperson Richard Perry, Andrea Ramey, Marina Simpson, Valerie Stickney, Tommie Conaway, Andrea Lomax, Steve Olen, Marissa Rennaker

MEMBERS NOT PRESENT: Jennifer Green

Others in attendance: Administrators representing each of the six schools in the Daphne feeder pattern: Comer (DHS), Edwards (DMS), Ellis (Belforest), Laura Herron (DES), Cindy Riley (WJC), Doherty (DEES)

Richard Perry welcomed everyone and brought the meeting to order.

It was announced that Jennifer Green has resigned from the Daphne Public School Commission. The replacement for her vacancy will be appointed by the mayor.

MOTION: Andrea Lomax made a motion to approve the meeting minutes from May as written. Second by Tommie Conaway.

VOTED: 8 in favor, 0 opposed. The motion passed.

The meeting was opened up to the administrators for the review/approval of revised and/or new proposals.

Mr. Comer (DHS) was the only administrator with additional requests and/ or modifications. The proposals from Daphne High School:

1. Amend the language under DHS Band Instrument Replacement Section of Original Grant
2. Yearbook - ASPA convention
3. Fine Arts Mini Grant Request

4. Athletic mini grant

General discussion about each of the proposals. Steve Olen asked that Mr. Comer revise the proposals to be submitted on the commissions form and include more information for items 2-4. The committee agreed to modify the language under the DHS Band Instrument Replacement Section of the Original Grant.

MOTION: Marina Simpson made a motion to amend the language under DHS band proposal. The motion was seconded by Andrea Ramey.

VOTED: 8 in favor, 0 opposed. The motion passed.

Open discussion about the meeting schedule for 2023-2024 and school visits. Administrators and commission members agreed to the following meeting dates/locations:

The September 25, 2023 meeting will be held at Belforest Elementary at 5:30pm.

The November 27, 2023 meeting will be held at WJ Carroll at 5:30pm.

The December meeting will be canceled due to holidays.

The January 22, 2024 meeting will be held at Daphne High School at 5:30pm

The February 27, 2024 meeting will be held at Daphne Middle School at 5:30pm.

The March meeting is requested for the date to be amended to March 19th and held at DES for their STEAM night. Time TBD.

The April 22, 2024 meeting will be held at DEES at 5:30pm.

All school representatives updated the committee on their usage of the tax funds and status of the hiring the positions they had available.

Mr. Ellis suggested we implement a mechanism to provide the community a way to see the benefits of the 3mil funding. Mrs. Conaway suggested we approach the council or mayor to see how best to handle that moving forward.

The group discussed that in October we will receive new data from the schools regarding their student population. The distribution model will be updated with the new population data at this time. Richard Perry suggested in the future any reserve fund overages that are distributed be applied at that current year's distribution model. The distribution model will be updated each October as the schools student enrolment numbers are updated.

Meeting adjourned at 7:35pm.

NEXT MEETING

The next meeting is scheduled for September 25, 2023 at belforest Elementary at 5:30pm.

Daphne Downtown Redevelopment Authority
Thursday, 17 Aug 2023
Meeting Minutes

Chairperson/Members

- Daphne Robinson, Chairperson
- Monica Kurth, Vice Chairperson
- Dyna Oldham, Treasurer
- Laura Johnson
- Pamela Marks
- Jason Goffinet
- Shawn Mitchell

City Representatives: Tommie Conaway (Council Liaison), Steve Olen (Councilman), Troy Strunk, Jessica Linne

- A. Call to Order: 5:30 p.m.
 - a. Prayer/Pledge of Allegiance
 - b. Member present roll Sheet / Greet Public Participants
 - c. Approve minutes
 - i Dayna motions to pass minutes, Monica seconds, motion passes unanimously
- B. Public Participation
 - a. None
- C. Treasurer Report
 - a. \$130,000 12 month CD opened with Bryant Bank at 4.5% APY
 - b. Second 12 month CD of \$100,000 with Bryant Bank at 4.5% APY
 - c. Both CD's allow a 1 time withdrawal without penalty
 - d. August deposits of \$8,777.91, current check holds \$44,134.45
- D. City Council update
 - a. May Day park is now open, Bayfront Park is progressing and on target, animal shelter is currently under construction
- A. Committee Progress Reports
 - a. Website and Social Media Pages: Monica Kurth
 - i Engagement is consistent
 - b. Directional signs: (Tabled) Dayna Oldham
 - i No change
 - c. Lea Avenue Development: (Tabled) Daphne Robinson
 - i No change
 - d. Jubilee Park Development: Daphne Robinson
 - i Paid fees to renew with planning commission and obtained permits on time
 - ii Paid permits and annual lease with the City as well
 - iii Commercial and rental spaces in Daphnee going for \$12 - \$25 per sq ft., exploring the potential for an Air B&B
- B. New Business
 - a. Next meeting: Thursday September 21, 2023
 - i Minutes and agenda to be emailed by Tuesday September 19th
 - ii Agenda items are due the Monday prior to scheduled meeting.
 - b. Adjourn

Minutes of Daphne Industrial Development Board 8/22/23

Present: HR Harvey, Chair; Curt Fonger, Vice-Chair; Scott Koser, Treasurer; Richard Perry, Pat Rudicell, Ron Scott, City Council liaison

Also Present: Steve Olen, City Council; Troy Strunk, Community Development Director; Patrick Dungan, Attorney

Chair Harvey called the meeting to order at 4:30p.

Vice-Chair Curt Fonger suggested selecting a different permanent schedule for the IDB so as not to be affected by holidays and subsequent confusion. No new date was agreed upon.

Chair Harvey then led a general discussion about potential customers for DISC property (one potential buyer will soon send a formal letter, declining to pursue an earlier proposal) and the general market conditions for office space. There is a consensus that the IDB should develop an innovative marketing plan.

Treasurer Koser presented the IDB's financial picture indicating that the IDB is financially sound but with little wherewithal for new large initiatives.

No formal votes were taken. Chair Harvey adjourned the meeting at 5:40p.



"Funding For Your Infrastructure Needs"

7525 Assunta Court Suite A

PO Box 1512

Fairhope, AL 36532

(251) 375-6630/carastallman@gmail.com

August 7, 2023

Robin LeJeune, Mayor
City of Daphne
P.O. Box 400
Daphne, Alabama 36526

Re: Proposal for Comprehensive Grant Writing and Grant Management Services for the City of Daphne

Dear Mayor LeJeune,

It has been my pleasure to provide comprehensive grant writing and grant management services for the City of Daphne since 2015. Throughout this period, our firm and the City of Daphne have developed a beneficial and productive working relationship securing numerous grants and implementing these projects successfully without any disallowed costs or audit findings. Funded projects have ranged from small historic grants from the Alabama Historic Commission to the recently funded 7.2 million dollar grant funded through the Gulf of Mexico Energy Security Act of 2006 (GOMESA). It has been a privilege to work with you, city staff, and other elected city officials to leverage federal funding to realize the City's infrastructure's goals.

We propose to increase our annual fee to \$52,000. Services will continue to provide Daphne's elected officials, department heads, and staff high quality technical support with local, state and federal grant opportunities. We will continue to identify and pursue grants for the City of Daphne, as requested, and prepare and submit grant applications, assist with administration of grants once funded to ensure compliance with local, state, and federal regulations, and assistance with close-out and audit of all grant-funded projects.

Professional services will continue to include but may not be limited to the following tasks:

1. Conduct a comprehensive examination of the City's existing grant funded projects and provide technical assistance where needed or as requested by staff for any open grants.
2. Perform a review of the City's Comprehensive Plan and other relevant planning documents to gain knowledge of development needs. Meet with various City Officials, Department Heads, Committee Members, and staff to develop a specific list of identified needs that could be met with future grant funds.
3. Identify funding sources for projects and educate City Staff and Officials on grant program timelines, requirements, and commitment of funds and resources that would be necessary from the City.

4. Keep City Staff and Officials informed of current grant opportunities on an on-going basis, including providing any relevant information, such as matching funds requirements.
5. When authorized by the City to apply for a specific grant, all grant application preparation services will be provided. Consultant will be responsible for submitting a completed grant application to the funder prior to the stated deadline. Consultant will provide the City with a complete copy of the grant application and confirmation that the application was received by the funder. Consultant will periodically check with the funder while the application is under review and will inform relevant City Staff and Officials when the grant is either funded or denied.
6. When requested by the City, Consultant will provide the full range of grant administration and management services for grant funded projects, ensuring compliance with all local, state and federal grant related laws, rules and regulations. Consultant will utilize professional grant management experience to make certain that no project delays, audit findings, or disallowed costs occur in relation to any grant funded projects.
7. Consultant will work with City Staff, Attorneys, and Accountants to establish comprehensive best management practices for administration of grant funds, including establishment of proper financial and record keeping procedures, procurement and bidding and contracting practices that comply with grant applicable rules, submission of progress and finance reports, procedures for timely and accurate requests for reimbursement, close-out and record retention procedures, and compliance with audit requirements.
8. Consultant will be responsible for assisting City Staff in navigating state and federal grant related processes and will meet with funders and attend grant related meetings as needed or required. Consultant will be readily available to City Staff and Officials to research grant opportunities and to answer grant related questions.
9. Consultant will provide written reports on funding progress and status of grant funded projects to the City as requested.

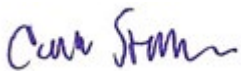
The aforementioned services will be provided on an on-going basis.

Summary of Proposed Fees:

- Contract price - \$52,000 annually beginning October 1, 2023 and continuing annually unless written notice is given to cancel contract. It is agreed and understood by the parties to this Contract that either party may terminate this Contract upon thirty (30) days written notice to the other party. The contract will remain in force unless written notice of termination is given or the contract amount of \$52,000 is not approved for appropriation in a new fiscal year budget. Payment is to be paid quarterly after the City receives the invoice.

Thank you very much for the opportunity to provide this proposal to you. Please feel free to contact us if you have any questions and/or would like any information.

Sincerely,



Cara Stallman

CONTRACT FOR PROFESSIONAL CONSULTING SERVICES

This Contract for Professional Services ("Contract") is made and entered into by and between the City of Daphne (hereinafter collectively "City") and Grant Management, LLC (hereinafter collectively "Consultant").

WITNESSETH:

WHEREAS, the City has expressed the need for a consultant to provide comprehensive grant proposal writing and grant management services; and

WHEREAS, Consultant has professional experience and expertise in the foregoing; and

WHEREAS, the City desires to retain Consultant, and Consultant desires to provide City the said professional service, all as more fully set out herein.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained the sufficiency of which being hereby acknowledged, Consultant and City do hereby agree as follows:

- I. **Obligations Generally.** The City hereby employs Consultant, and the Consultant agrees to perform for the City, those services as set out herein and as provided in Attachment A, which Attachment is expressly incorporated into this Contract. This document shall serve as the binding contract for the services of Consultant.
- II. **Professional Qualifications.** For this Contract, the Consultant represents and warrants to the City that it possesses the professional, technical, and administrative skills with the specific experience and training necessary to provide the professional services required herein.
- III. **Legal Compliance.** Consultant shall at all times comply with all applicable Federal, State, and local laws and regulations.
- IV. **Independent Contractor.** Consultant acknowledges that it is an independent contractor, and Consultant shall at all times remain as such in performing the services under this Contract. Consultant is not an employee, servant, partner, or agent of the City and has no authority under this Contract, whether express or implied, to contract for or bind the City in any manner. The parties agree that Consultant shall be solely responsible for and shall have full and unqualified control over developing and implementing its own means and methods, as it deems necessary and appropriate in providing the subject services, and that the City's interest herein are expressly limited to the results of said services. Consultant is responsible for and obligated to pay any and all federal and state income tax on any monies paid pursuant to this Contract.
- V. **Entire Agreement.** This Contract represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended only by written instrument signed by all parties.
- VI. **Services to be rendered.** Consultant is responsible for the professional quality, technical accuracy, timely completion and coordination of all services furnished by or in relation to this Contract. Consultant represents and warrants that its services shall be performed within the limits and standards provided by the City, in a manner consistent with the level of care and skill ordinarily exercised by similar providers under similar circumstances at the time the services are performed.

- VII. General Responsibilities of the City. The City shall pay to Consultant the compensation as, and subject to the terms set out below. The City shall make available to Consultant all information as reasonably necessary to Consultant's performance hereunder.
- VIII. Termination of Services. The City or Consultant may terminate this Contract, with or without cause or reason, upon thirty (30) days written notice to the other party. Upon receipt of such notice, the Consultant shall discontinue to work to the extent specified in the notice.
- IX. In the event of termination, the City shall pay Consultant for all services satisfactorily rendered prior to the date of termination.
- X. Compensation Limited. Compensation to Consultant for all services hereunder shall be paid at a total and inclusive rate of \$52,000 for a 12 month period beginning October 1, 2023. The contract will remain in force unless written notice of termination is given or the contract amount of \$52,000 is not approved for appropriation in a new fiscal year budget.
- XI. Method of Payment. Consultant shall submit quarterly invoices in the amount of \$13,000. These invoices will coincide with delivery of proposal as described in Attachment A.
- XII. Payment shall be made by the City within thirty (30) days of the approval of the invoices submitted by the Consultant. The City agrees to review and approve the invoice submitted for payment in a timely manner.
- XIII. This Contract shall be effective and commence on the date as signed by the City and shall terminate upon the satisfactory completion of the scope of work as described in Attachment A.
- XIV. Force Majeure. The Parties hereto shall incur no liability to the other if performance becomes impossible or impracticable by reason on an event or effect that the parties could neither have anticipated nor controlled. This allowance shall include both an act of nature and acts of third parties. Any costs that would otherwise be incurred and/or necessitated by the provisions herein shall be alleviated for either party by such event or effect.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as provided below:

Robin LeJeune, Mayor
City of Daphne

_____, 2023



Cara Stallman, Co-Owner
Grant Management, LLC

August 7, 2023



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: Darlings of the Eastern Shore
APPLICANT NAME: Jamie Manning
STREET: 25933 Kensington Way CITY, STATE, ZIP: Daphne, Al 36526
CONTACT PHONE: 251-377-1700 EMAIL: jamiemanning1124@gmail.com
"ON SITE" CONTACT PERSON DAY OF EVENT: Heather Eddington
CELL PHONE: 251-490-2133 EMAIL: heatherreddington@gmail.com

EVENT INFORMATION

EVENT NAME: Earth Day 5K
TYPE OF/PURPOSE OF EVENT: fundraising
EVENT DATE: 4-20-2024 TIME (START- END): 8am-11am
ASSEMBLY TIME: 7:30am # PARTICIPANTS/VEHICLES: tbd
EVENT LOCATION: Main Street, Downtown Daphne
FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): This is an Earth Day 5K event raising funds for Baldwin Family Village.

SPECIAL REQUESTS

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

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

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' # 6 X \$321.00 10' X 10' # _____ X \$123.00/EACH

TABLES: 8' L # 8 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: jm

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.

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: _____

DATE: **8-28-2023**

INTERNAL USE ONLY

DATE REC'D: 8-29-2023

CITY CLERK: _____

FIRE DEPT: *[Signature]*

APPROVED ROUTE: _____

POLICE DEPT: *[Signature]*

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: *[Signature]*

SPORTS & RECREATION: *[Signature]*

EVENT FEE: ☐ Paid \$ _____ CHK# _____

MARKETING & EVENTS: *[Signature]*

☐ Waived: _____

** REVENUE: _____

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2023 - 51**

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

WHEREAS, the management of the City of Daphne has determined that the item listed below is no longer required for public or municipal purposes; and

WHEREAS, the item listed below is recommended for disposal.

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	EQ/VEH/#	DESCRIPTION
Mech	2654	1997 VEHICLE LIFT - 2 POST ASYMMETRIC LIFT

2. The Mayor is authorized to advertise and accept bids through Govdeals.com/Liquidity Services Operations LLC as contracted for the sale of such personal property; and
3. The Mayor is authorized to sell said property to the highest bidder and deposit any and all proceeds to the appropriate City fund. The Mayor is further authorized to direct the disposition of any property which is not claimed by any bidder and sign all necessary documents.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2023-52**

2023-U-DAPHNE PUBLIC LIBRARY ROOF REPAIR PROJECT

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 \$100,000; and

WHEREAS, the City of Daphne acknowledges that the Daphne Public Library Roof Repair Project will exceed \$100,000; and

WHEREAS, the City of Daphne did receive and review bids for the Daphne Public Library Roof Repair Project and has determined that the low bid as presented is reasonable; and

WHEREAS, staff recommends the bid for Daphne Public Library Roof Repair Project be awarded to Dobson Sheet Metal and Roofing, Inc. to include the Base Bid and unit cost as bid.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA that the City hereby accepts the bid from Dobson Sheet Metal and Roofing, Inc. for the Base Bid of \$231,200 and unit cost as specified in BID SPECIFICATION NO. 2023-U-Daphne Public Library Roof Repair Project.

Install cold process polyester reinforced liquid applied coating system per plans and specifications.					\$ 231,200.00
UNIT PRICING					
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED BID AMOUNT
Owner can add/delete quantities from the Contract as required.					
a.	Include cost to replace wet insulation x 6.0" depth polyiso, and PVC roofing.	SQFT	200	\$ 10.00	\$ 2,000.00
b.	Include cost to reinforce PVC membrane ridging.	LF	1000	\$ 3.00	\$ 3,000.00
c.	Include raking existing and installing misc. new sealant, per LF.	LF	100	\$ 7.50	\$ 750.00
d.	Include cost to replace 24 ga Kynar matching profile metal edge, and adjacent 12" x 3.5" polyiso, ½" gypsum board & 2ply membrane stripping.	LF	45	\$ 20.00	\$ 900.00
e.	Include cost to replace PT lumber.	BF	20	\$ 10.00	\$ 200.00

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA this ____ day of _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

CITY OF DAPHNE, ALABAMA

ORDINANCE 2023-36

**AN ORDINANCE TO ADJUST SPEED LIMITS
AND TO POST SPEED LIMIT SIGNS**

WHEREAS, the traffic patterns and speeding problems on the public streets, roads, and highways within the City of Daphne have been studied and certain recommendations have been made to the City Council relative to establishing speed limits in accordance therewith; and

WHEREAS, the City Council of the City of Daphne has determined that it is in the best interests of the public health, safety, and welfare of the citizens of Daphne to adjust certain speed limits and post speed limit signs within the corporate boundaries of the City of Daphne; and

WHEREAS, the City Council of the City of Daphne desires to post speed limit signs, which shall reflect the adjusted speed limits, the quantity and location of which shall be determined by the City of Daphne Public Works Department; and

WHEREAS, any violation of the aforementioned posted speed limits shall constitute a traffic offense, pursuant to the Alabama Code, and within the jurisdiction of The City of Daphne Municipal Court.

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

SECTION ONE: PUBLIC STREETS

The speed limit on all public streets, roads and highways located within the City Limits of the City of Daphne, Alabama, excluding U.S. Highway 98, U.S. Highway 90, and State Road 181, are hereby fixed at 25 miles per hour (hereinafter “m.p.h.”) unless listed herein.

SECTION TWO: NEW CITY ROADWAYS

The speed limit on all proposed new (residential or commercial) roadways shall be set at a maximum 25 m.p.h. and all plats, plans, and submissions to the City of Daphne shall reflect the maximum allowable speed for the proposed new roads. Any new roadways proposing speed limit greater than 25 m.p.h. shall be approved by the City Council with a favorable recommendation from the Planning Commission and Public Works Director.

SECTION THREE: SCHOOL ZONES

During the school year and at designated times while school is in session, the speed limit in and through school zones is hereby fixed at 25 m.p.h., unless otherwise posted. Outside of the designated times and/or when school is not in session, the speed limit in the school zone shall conform to the speed limit set in the adjacent areas, unless otherwise posted.

SECTION FOUR:**POSTED SPEEDS FOR LISTED ROADWAYS**

The following Roadways shall have posted speed limits for the extents shown:

Road Name	Speed (m.p.h.)	From	To
Capital Dr	30	Rand Ave	Daphne Ave, CR 64
Champions Way	35	CR 13	St Hwy 181
Corte Rd	40	US Hwy 181	CR 13
CR 13	35	CR 64	Whispering Pines Rd
CR 13	45	Milton Jones Rd	CR 64
CR 13	45	Whispering Pines Rd	US Hwy 90
CR 64 (Daphne Ave)	45	US Hwy 98	St. Hwy 181
Daphne Ave	30	Main Street	US Hwy 98
Deer Ave	30	Captain O'Neal	Main St (Scenic 98)
Equity Drive	30	Rand Ave	Daphne Ave, CR 64
Johnson Rd	25	Pine St	US Hwy 98
Johnson Rd	30	US Hwy 98	N. Main St (Scenic 98)
Milton Jones Rd	35	St. Hwy 181	CR 13
N. Main St	25	D'Olive Blvd	US Hwy 90
N. Main St	35	US Hwy 98	D'Olive Blvd
Park Dr	25	Jenkins Ln	Tallent Ln
Park Dr	35	Tallent Ln	N. Main St
Park Dr (Curve)	15	Pollard Rd	Jenkins Ln
Pinehill Rd	35	Park Dr	N. Main St
Pleasant Rd	35	St. Hwy 181	CR 13
Pollard Rd	35	South City Limits	Brookside Ln
Pollard Rd	25	Brookside Ln	Eagle Dr
Pollard Rd (Curve)	15	Eagle Dr	Park Dr
Public Works Rd	35	Well Rd	Rand Ave
Rand Ave	30	CR 13	Capital Dr
Main St (Scenic 98)	35	Southern city limit	Johnson Rd
Main St (Scenic 98)	25	Johnson Rd	Santa Rosa Ave
Main St (Scenic 98)	35	Santa Rosa Ave	US Hwy 98
Timber Creek Blvd	30	US Hwy 31	St. Hwy 181
Well Rd	30	Pollard Rd	CR 13
Whispering Pines Rd	35	CR 13	S. Main St

SECTION FIVE:**ROADWAYS POSTED AT LESS THAN 25 M.P.H.**

The speed limit on Greenbay Circle is hereby fixed at 20 m.p.h. and the speed limit on Jackson Street is hereby fixed at 15 m.p.h.

SECTION SIX: **PENALTY**

Any person who is convicted of speeding in excess of the speed limits as set forth in Sections One (1) through Five (5) above shall be fined in accordance with Title 32-5A-8 of the Code of Alabama (1975), as amended or may be amended, and City of Daphne Ordinance 1987-8, as amended.

SECTION SEVEN: **REPEALER**

Ordinance Nos. 2016-22, 2012-43, 2002-28, 2017-17 and 2019-50 are hereby repealed in their entirety. All Ordinances repealed by those Ordinances shall remain repealed and are not revived. All other City of Daphne Ordinances or parts thereof in conflict with the provision of this Ordinance, in so far as they conflict, are hereby repealed.

SECTION EIGHT: **SEVERABILITY**

If any article, section, sentence, clause, or phrase in this Ordinance is, for any reason, held to be invalid or unconstitutional by declaration of any Court of competent jurisdiction, such declaration shall not affect the validity of the remaining portions of this Ordinance.

SECTION NINE: **EFFECTIVE DATE**

This Ordinance shall take effect as provided by law after passage, approval, and publication.

APPROVED AND ADOPTED by the CITY COUNCIL of the CITY OF DAPHNE, ALABAMA, this _____ day of _____, 2023.

Robin LeJeune, Mayor

Attest:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2023-37**

**AN ORDINANCE REPEALING AND REPLACING ORDINANCE 2022-64 OF THE CITY OF
DAPHNE, ALABAMA
REGARDING THE RULES AND REGULATIONS FOR DAPHNE CITY PARKS**

WHEREAS, the City of Daphne has undertaken a comprehensive review of the rules and regulations governing City parks with the intent to modify any provisions necessary to improve the health, safety, and enjoyment of park patrons as well as to maintain the grounds and playing surfaces; and

WHEREAS, the City of Daphne has determined that it is in the best interests of its citizens to revise and update certain provisions relating to the use of park areas or facilities; and

WHEREAS, Ordinance 2022-64 is repealed in its entirety and replaced with the following:

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

SECTION I: DAPHNE CITY PARK RULES AND REGULATIONS

General Park Rules

1. City parks will open at sunrise and close at sunset, with the exception of parks which have lighting specifically designed for night activities and not merely parking.
2. No alcoholic beverages are allowed in any parks.
3. No tobacco or electronic smoking devices are allowed in any park. Tobacco products include but are not limited to cigarettes, cigars, e-cigarettes, smokeless tobacco, chewing tobacco, snuff or vaping.
4. No person shall possess a weapon or discharge any weapon or explosive in a park or into a park from beyond the park boundaries to the maximum extent allowable by law.
5. No person shall deposit, drop or abandon garbage, rubbish, waste or any other kind of litter in or upon any waters or land within a park.
6. It shall be unlawful for any person to bring into, use or discard any glass beverage container, including any soft drink, beer, water bottles, drinking glasses or drinking cups made of glass and any and all similar beverage containers in any park.
7. Fires are allowed in cooking grills in designated areas only. Open “camp” fires, outside grills and personal grills are prohibited.
8. No person shall distribute or disseminate leaflets, pamphlets or other printed material or promotional materials, through the use of any mechanical device in a park for soliciting or advertising, except upon prior written consent of the City. No person shall carry on or conduct any business or service within a park without the prior written approval of the City.
9. All camping activities shall be confined to designated areas in a park with prior City approval.
10. Small tents are permitted, but must be secured to the ground. The use of stakes to secure a tent is prohibited.
11. Hitting golf balls at any City park is strictly prohibited.

12. No person shall launch, land or leave unattended any boat, canoe, raft or other watercraft upon any water, bay, lagoon, lake or pond within a park except at locations and times designated for that purpose. No person shall operate any watercraft in a designated swimming area or other prohibited area or in violation of Alabama State Law.
13. No person shall use any marine areas or marine facilities, including, but not limited to, boat launches, docks, piers, wharfs, landings, moorings, floats, or shorelines within the limits of a park for commercial purposes or for commercial watercraft. For purposes of this section, "commercial watercraft" shall mean and include any and all boats, houseboats, motorboats, yachts, cruisers, inflatables, barges, vessels, canoes, rafts, jet skis, wet bikes and/or any other watercraft that is self-propelled or designed to be propelled by the use of internal combustion engines or electric motors.
14. No person shall wade or swim within a park except at beaches designated for that purpose and then only between sunrise and sunset or at such hours as may be designated by the City.
15. No person shall be allowed to use and/or add bubbles or soap products to any splash pad. Balloons and animals are strictly prohibited at all splash pads.
16. No person shall fish in a park in violation of Alabama State Law or in any area designated as "no fishing".
17. No person shall operate a bicycle except on designated bikeways and roadways in a park.
18. No person shall operate any motorized vehicle within a park except on roadways, parking areas, or other designated locations. The speed limit shall be 15 MPH within the parks. For purposes of this rule, "motorized vehicle" shall mean and include any and all automobiles, motorcycles, all-terrain vehicles, whether two, three or four wheel; mobile trailers; trucks; truck tractors; semitrailers; trailers; and/or any other device that is self-propelled or drawn in, upon, or by which any person or property is or may be transported or drawn upon any trail, path, road, or highway.
19. No person shall launch, operate, or land within or upon any City park any remote control airplane, unmanned aircraft system (i.e. "drone" or "quad-copter"), or other unmanned aerial device (excluding kites) unless authorized by prior written consent of the City, except that certain areas may be designated appropriate landing places for law enforcement or official government aviation equipment. Exempted from the restrictions of this provision are:
 - a. any sports field located at Al Trione Sports Complex that is not otherwise occupied or in use; and
 - b. any other fields (and the airspace immediately above such fields) approved for such purposes by the Daphne City Council.
20. Any person who obtains a special event permit may use a drone to photograph their special event in the park during the course of the event. For hobby or recreational use, unmanned aircraft, including but not limited to drones, quad-copters, and remote control planes, may only occur on fields located at Al Trione Sports Complex that are not otherwise occupied or in use and any other fields approved for such purposes by the Daphne City Council. Operation of any unmanned aircraft must be done so as to not be flown within 100 feet of people, power lines, buildings, or light fixtures.
21. No person shall intentionally kill, trap, hunt, pursue or in any manner disturb or cause to be disturbed any species of wildlife within a park, except that fishing will be permitted in designated areas.

22. No person shall remove, leave or deposit any animal, living or dead, in a park, and any animal so taken or left will be considered contraband and subject to seizure and confiscation.
23. No person shall intentionally feed any species of wildlife within a park.
24. No person shall bring a dog, cat or other pet into a park unless caged or kept on a leash not more than six feet in length. All dogs must be under the control and within sight of owners/custodians at all times. All owners/custodians are legally and financially responsible for their dog's behavior. All users of the Park do so at their own risk and assume all liability.
25. It shall be unlawful for any person to allow any dog, cat or other pet under his or her ownership, care, custody, or control to defecate in a park without removing the defecation to a proper trash receptacle.
26. No person shall allow any dog, cat or other pet under his or her ownership, care, custody, or control to disturb, annoy or harass any patrons of the park, wildlife, or other pets.
27. No person shall tether any animal to a tree or other plant. No person shall bring a dog, cat, or other pet into a park designated as an unauthorized area (playgrounds, athletic event parks).
28. Any person operating a food truck at any City park must do so in compliance with City Ordinance 2022-21, as it may be amended from time to time.
29. The following items are strictly prohibited at all City parks:
 - a. Any inflatable devices, including but not limited to bounce houses and water slides.
 - b. Metal detectors.
 - c. Any glass bottle or glass container.

SECTION II: DOG PARK RULES

In addition to the General Park Rules, the following rules shall also apply within the confines of all public dog parks within the City.

1. There is a limit of three (3) dogs per person. Owners/custodians must carry a leash for each dog and dogs may not be left unattended.
2. All dogs must be on a leash until inside the Park and upon leaving the Park.
3. There will absolutely be no female dogs in heat allowed inside the Park.
4. Each owner/custodian is responsible for cleaning up and properly disposing of dog excrement.
5. A dog must be removed from the Park at the first sign of aggression.
6. All dogs must wear a collar displaying current vaccination tags and current registration.
7. No collars that are visibly studded are permitted.
8. All children must be supervised and accompanied by an adult at all times. Children must not play in the Dog Park. The Daphne Dog Park is designed expressly for the recreation of dogs and the City of Daphne is not responsible for injuries to children.
9. No dogs under the age of four (4) months are allowed in the Park.
10. No food - human or pet - shall be allowed inside the Park.

11. All owners/custodians must stop their dog(s) from digging and shall fill any holes made by their dog(s).
12. The small dog area is reserved for dogs up to twenty-five (25) pounds. Small dogs are allowed in the large dog area, but no large dogs shall be allowed in the small dog area.

SECTION III: DAPHNE SPORTS COMPLEX RULES

In addition to the General Park Rules, the following rules shall also apply within the confines of the Daphne Sports Complex and any future complex with turf fields within the City.

1. The following items are prohibited on any and all fields within the Daphne Sports Complex as well as spectator areas, warm up areas, playgrounds and the like:
 - a. Chewing gum;
 - b. Sunflower seeds, peanuts and any other nut with a removable/nonconsummable hull;
 - c. Chewing tobacco;
 - d. Cleats including metal and steel (however, rubber or molded cleats, rubber turf shoes and tennis shoes are allowed).

SECTION IV: PENALTIES

Any person found guilty of violating any provision of this Ordinance shall be punished for a first offense by a fine of \$25, for a second offense \$50 and for a third offense \$100. For offenses greater than three, punishment may include a fine of not over \$500, by imprisonment for a period not exceeding six (6) months, or both, in the discretion of the municipal judge.

SECTION V: SEVERABILITY

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

SECTION VI: REPEALER

Ordinances 2022-64 and all other City Ordinances or parts thereof in conflict with the provisions of this Ordinance, in so far as they conflict, are hereby repealed.

SECTION VII: EFFECTIVE DATE

This Ordinance shall become effective immediately and be in full force after final passage and publication as required by law.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THE ____ DAY OF _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2023-38**

**AMENDING CITY’S EMPLOYEE HANDBOOK
(SECTION 10.8)**

WHEREAS, the City Council of the City of Daphne, after due consideration, believes it appropriate to amend several sections of the City of Daphne Employee Handbook;

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

SECTION I:

That the following Sections of the Employee Handbook be amended:

Section 10.8 Pay Increases

The specific revisions to these sections are set forth in Exhibit A to this Ordinance.

SECTION II: REPEALER

That any Ordinance, or parts thereof, heretofore adopted by the City Council of Daphne, Alabama, which is in conflict with this Ordinance be and is hereby repealed to the extent of such conflict.

SECTION III: SEVERABILITY

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION IV: EFFECTIVE DATE

This Ordinance shall take effect and be in force from and after the date of its approval by the City Council of the City of Daphne and publication as required by law.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS ____ DAY OF _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

EXHIBIT A

AMENDMENT TO EXISTING POLICY

10.8 PAY INCREASES

10.8. PAY INCREASES

Merit-based pay increases may be awarded to individual employees based on performance. The City's appraisal system allows for a pay increase to be awarded each year at the time of the employee's annual evaluation of hire or anniversary date of promotion. Department Heads are responsible for the annual performance evaluation be completed and received by Human Resources when scheduled. Merit increases are effective during the first pay period following receipt of the performance evaluation in Human Resources. If the performance evaluation is not completed on time, the merit increase will be effective the first pay period after receipt and cannot be retroactive.

Funding for merit pay increases, and the salary increase incremental scale, in any given fiscal year is subject to appropriated funds for this purpose in the annual budget for that fiscal year, as adopted or amended by the City Council.

The salary increases associated with the performance appraisal rating scale below are subject to appropriated funds for this purpose in the annual budget for that fiscal year, as adopted or amended by the City Council.

PERFORMANCE APPRAISAL SCORE	
FROM	TO
3.00	3.39
3.40	3.79
3.80	4.19
4.20	4.59
4.60	5.00

If an employee's performance appraisal score exceeds 4.59, the Mayor has discretion to provide an additional percentage pay increase in 0.5% increments, not to exceed 2%.

The Human Resource Director will place documentation concerning approved merit increases and the reasons for approval in the employee's personnel file.

Human Resources will provide Finance a quarterly report for preparation of a budget adjustment to allocate costs of pay increases to the City departments. This will transfer the funds out of the general ledger account for pay increases to the actual personnel salary account.

At the beginning of each fiscal year, the Pay Scale may receive a minimum Cost of Living Adjustment ("COLA") salary increase applicable to all pay grades within the Pay Scale. The Mayor and City Council may utilize COLA to amend the Pay Scale to provide any additional percentage salary increases to all employees. The COLA salary increase may be implemented by way of a percentage increase or fixed amount.

Funding for COLA salary increases in any given fiscal year is subject to appropriated funds for this purpose in the annual budget for that fiscal year, as adopted or amended by the City Council. The established budget adoption process is the primary method to implement an additional COLA. But COLA also may be approved at any other time as the Mayor and City Council may determine appropriate and necessary. Any approved and adopted COLA will be applied uniformly to all job grades, or may be implemented as a percentage-based increase or an increase in a fixed amount that is applied to all pay grades within the Pay Scale. Regardless of how the COLA is implemented, the Pay Scale will be adjusted accordingly. Enactment of a COLA does not affect the grade of employees but instead alters the pay rate for all grades as specified in the adopted COLA.