

CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
Tuesday, January 16, 2024 at 6:00 P.M.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
INVOCATION Pastor Andrew Tewell, Lighthouse Baptist Church
PLEDGE OF ALLEGIANCE

PROCLAMATION Human Trafficking Awareness
- 3. APPROVE MINUTES:** January 2, 2024 regular meeting
- 4. REPORTS OF STANDING COMMITTEES**
 - A. FINANCE COMMITTEE – Phillips**
 - B. BUILDINGS & PROPERTY COMMITTEE – Goodlin**
Review the minutes from the December 2023 meeting and the December 2023 new Construction and Building Reports.
Certificates of Occupancy: 33
Permits Issues: 175
New Residential Home Permits: 6
Total Fees: \$39,504.17
 - C. PUBLIC SAFETY COMMITTEE – Hughes**
 - D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Scott**
 - E. PUBLIC WORKS COMMITTEE – Conaway**
Review the minutes from the December meeting.
- 5. REPORTS OF SPECIAL BOARDS & COMMISSIONS**
 - A. BOARD OF ZONING ADJUSTMENTS – Adrienne Jones**
Review the minutes from the December 7, 2023 meeting and the summarization of the January 4, 2024 meeting.
 - B. DAPHNE PUBLIC SCHOOL COMMISSION – Conaway/Olen**
 - C. DOWNTOWN REDEVELOPMENT AUTHORITY – Conaway**
 - D. INDUSTRIAL DEVELOPMENT BOARD – Scott**
 - E. LIBRARY BOARD – Goodlin**
 - F. PLANNING COMMISSION – Olen**
 - G. RECREATION BOARD – Hughes**
 - H. UTILITY BOARD – Coleman**
- 6. PUBLIC PARTICIPATION**
- 7. MAYOR’S REPORT**

City Council Agenda – January 16, 2024

8. CITY ATTORNEY REPORT

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK’S REPORT

MOTION to approve the Loyal Order of the Firetruck Parade on February 11, 2024 from 2:29pm – 4:00pm in Olde Towne.

MOTION to approve the City of Daphne’s Arbor Day Tree Giveaway on March 9, 2024 from 8:00am – 11:00am.

MOTION to approve the Buckaroo Stampede 5k/Fun Run on May 11, 2024 from 7:00am – 12:00pm.

MOTION to approve the Prodissee Pantry Turkey Trot 5k/Fun Run on October 26, 2024 from 6:45am – 10:30am.

MOTION to approve the O’Mancis 5th Annual St. Patrick’s Day on March 16, 2024 from 5:00pm – 10:00pm with a street closure from Belrose and Main Street to the west side of parking lot behind Mancis’s.

11. RESOLUTIONS:

2024 – 03 – Acceptance of Roads and Rights-of-Ways, Hope Vineyard, Phase 1A

2024 – 04 – Acceptance of Roads and Rights-of-Ways, Hope Vineyard, Phase 3

12. 2nd READ ORDINANCES:

2024 – 01 – Amendment to Business License Ordinance 2004-11 – Establishing a new Classification for Medical Cannabis Dispensary

13. 1st READ ORDINANCES:

14. COUNCIL COMMENTS

15. ADJOURN

CITY OF DAPHNE, ALABAMA

Proclamation

WHEREAS, Alabama's Human Trafficking Awareness Month was established in January 2011 in observance of National Human Trafficking Awareness Day, to proclaim the equality and freedom of all people, to advocate for legislation, to educate leaders, and to encourage public awareness to the various forms of human trafficking; and

WHEREAS, human trafficking is a public health issue and crime that affects individuals, families, and communities across generations, exploiting the most vulnerable among us and weakening our collective well-being; and

WHEREAS, human trafficking occurs when an adult or child is recruited, harbored, obtained, or exported through force, fraud, or coercion for the purposes of sexual exploitation, forced labor, involuntary servitude, debt bondage and other methods of slavery; and

WHEREAS, an estimated 27.6 million people are subjected to human trafficking globally, including cases of human trafficking reported in every state and territory across the United States including here in our own community; and

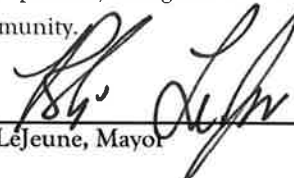
WHEREAS, the risks and prevalence of human trafficking is greater now than ever in person and online; in industries such as restaurants, cleaning services, construction, and factories; and by strangers or someone they know, including partners, parents, and other family members; and

WHEREAS, due to its isolating nature, many individuals remain unaware that trafficking is a threat to their neighborhoods, families, and children. The City of Daphne seeks to enhance public welfare, protect public safety, and promote human flourishing for all residents by declaring that freedom from human trafficking is a fundamental human right.

NOW,
THEREFORE, I, Robin LeJeune, as the Mayor of the City of Daphne, together with the Daphne City Council, do hereby proclaim January 2024 as

Human Trafficking Awareness Month

in the City of Daphne and encourage all citizens to join in raising the visibility of this crime to become more informed about ways to prevent, recognize and respond to potential victims of human trafficking in our community.



Robin LeJeune, Mayor



Candace G. Antinarella, MMC, City Clerk



January 2, 2024
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 Steve Olen called the meeting to order at 6:00pm.

2. **ROLL CALL:**

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

COUNCIL MEMBERS ABSENT: Ben Hughes

Also Present: Patrick Dungan, City Attorney; Mayor LeJeune; Candace Antinarella, City Clerk; Chief Brian Gulsby, Police; Troy Strunk, City Development; Adrienne Jones, Planning; Charlie McDavid, Recreation; Kellie Reid, Finance; Vickie Hinman, Human Resources; Josh Newman, City Engineer; Kent Ward, Junior Councilmember; Gracie Robinson, Junior Councilmember; and Daniel Hill, Junior Councilmember.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Councilman Ron Scott.

3. **APPROVAL OF MINUTES:**

The minutes from the December 18, 2023 regular meeting were approved.

4. **REPORT OF STANDING COMMITTEES:**

A. FINANCE COMMITTEE

Councilwoman Phillips said the minutes from the December 18th meeting are in the packet gave the Treasurer's Report for November 2023: Unrestricted Fund Balance-\$23,435,616; Total Cash Balance-\$46,172,023; Sales tax for October 2023 - \$2,198,771.24; Lodging Tax for October 2023-\$134,314.04; Debt Summary for November 2023: Warrants-\$33,545,442; Capital Leases: General Fund-\$658,852; Enterprise Fund -\$723,300.

B. BUILDINGS & PROPERTY COMMITTEE

Councilman Goodlin said the next meeting was January 8th at 5:15pm.

C. PUBLIC SAFETY COMMITTEE

Councilman Hughes was absent. Councilman Olen said the next meeting is January 8th at 4:30pm.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilman Scott said the next meeting is February 5th at 4:30pm.

E. PUBLIC WORKS COMMITTEE

Councilwoman Conaway said the next meeting is February 5th at 5:15pm.

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

A. Board of Zoning Adjustments

Mrs. Jones said the next meeting is January 4th at 6:00pm.

B. Daphne Public School Commission

Councilwoman Conaway said the next meeting will be January 22nd at 5:30pm at Daphne High School.

C. Downtown Redevelopment Authority

Councilwoman Conaway said the next meeting is January 18th at 5:30pm.

**January 2, 2024
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
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6:00 P.M.**

D. Industrial Development Board

Councilman Scott said there might be a special called meeting soon.

E. Library Board

Councilman Goodlin said the Board has interviewed candidates to fill the vacant Library Director position. He said the next meeting is January 11th at 4:30pm.

F. Planning Commission

Councilman Olen said the next meeting is January 25th at 5:00pm.

G. Recreation Board

Councilman Olen said the next meeting is January 10th at 6:00pm.

H. Utility Board

Councilman Coleman said the next meeting is January 31st at 5:00pm.

6. PUBLIC PARTICIPATION:

Public Participation opened at 6:08pm.

No one came forward to speak.

Public Participation closed at 6:08pm.

7. MAYOR'S REPORT:

Mayor LeJeune said Mardi Gras decorations will begin going up. He said Bayfront will be opening on Friday, January 5th. He said Coffee with the Mayor is January 23rd.

8. CITY ATTORNEY REPORT:

City Attorney said there was no report.

9. DEPARTMENT HEAD COMMENTS:

Chief Gulsby, Police, said there are four officers at the Police Academy and are looking at swearing in three officers on January 25th. Tacon, Fire, recognized a few fire employees.

Charlie McDavid, Recreation, said basketball starts this weekend.

Josh Newman, City Engineering, updated the Council on upcoming projects within the City.

Gracie Robinson, Junior Councilmember, gave the recent meeting update and shared the new secretary is Abby English.

10. CITY CLERK'S REPORT:

MOTION by Councilman Coleman to approve the Jubilee Festival of Arts on October 18-20, 2024 from 10:00am – 5:00pm with a road closure of Main Street from Magnolia Avenue to Randall Avenue. Seconded by Councilwoman Phillips. MOTION CARRIED UNANIMOUSLY.

January 2, 2024
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:00 P.M.

11. **RESOLUTIONS:**

2024 – 02 – Appropriation: Daphne High School – Artificial Turf Project - \$575,000

MOTION by Councilman Coleman to waive the reading of Resolution 2024-02. Seconded by Councilwoman Phillips.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Coleman to adopt Resolution 2024-02. Seconded by Councilman Scott.
MOTION CARRIED UNANIMOUSLY.

12. **2ND READ ORDINANCES:**

2023 – 43 – Ordinance Amending the City of Daphne’s Land Use and Development Ordinance – Articles 8, 11, 13, 15, 17, 18, 21, 30 and 34

2023 – 44 – Official City of Daphne Zoning Map Update

MOTION by Councilman Scott to waive the reading of Ordinance 2023-43. Seconded by Councilwoman Conaway.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Ordinance 2023-43. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to waive the reading of Ordinance 2023-44. Seconded by Councilwoman Phillips.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Ordinance 2023-44. Seconded by Councilwoman Phillips.
MOTION CARRIED UNANIMOUSLY.

13. **1ST READ ORDINANCES:**

2024 – 01 – Amendment to Business License Ordinance 2004-11 – Establishing a new Classification for Medical Cannabis Dispensary

14. **OTHER BUSINESS:**

MOTION by Councilman Scott to cancel the contract with South Alabama Regional Planning Commission regarding redistricting under the convenience provision of the contract. Seconded by Councilwoman Phillips.

MOTION CARRIED UNANIMOUSLY.

15. **COUNCIL COMMENTS:**

Councilwoman Phillips said they will be discussing redistricting at an upcoming Finance meeting and wished a Happy New Year to everyone.

**January 2, 2024
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:00 P.M.**

Councilman Scott wished everyone a Happy New Year.

Councilman Goodlin wished everyone a Happy New Year.

Councilman Coleman wished everyone a Happy New Year.

Councilwoman Conaway wished everyone a Happy New Year.

Council President Olen wished everyone a Happy New Year.

13. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED AT 6:17PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, MMC, City Clerk

Steve Olen, Council President

BUILDINGS & PROPERTY COMMITTEE MEETING

December 11, 2023, 5:15 p.m.

**City Hall, Jubilee Conference Room
1705 Main Street, Daphne, AL 36526**

MEETING MINUTES

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

MEMBERS ABSENT: Councilman Coleman

ALSO PRESENT: Candace Antinarella, City Clerk; Mayor LeJeune; Patrick Dungan, City Attorney; Troy Strunk, City Development; Kelli Reid, Finance; Ange Baggett, Marketing; Ben Davis, Recreation; Adrienne Jones, Planning; Eric Butler, Building Inspection; Ben Davis, Recreation; Trinity Lofton, Junior Councilmember; Gracie Robinson, Junior Councilmember; Krista Burton, Junior Councilmember; and Emma Parvin, Junior Councilmember.

1) CALL MEETING TO ORDER / ROLL CALL

There being a quorum present Councilman Goodlin called the meeting to order at 5:10p.m.

2) MINUTES

Councilman Goodlin reviewed the minutes from the November meeting.

3) PUBLIC PARTICIPATION

No one came forward to speak.

4) BUILDING INSPECTION REPORT

Councilman Goodlin reviewed the Building Inspection Report. Councilman Scott shared about the recent Environmental Committee tree planting. Eric Butler explained the Comparison Report.

5) CIVIC CENTER & BAYFRONT PAVILION REPORT

Ange Baggett shared the commercial the City created. Councilman Scott asked if the Christmas parade could be a night parade in 2024 and also have a rain date makeup. Mayor LeJeune shared that Movie in the Park was a success.

6) RECREATION REPORT

Ben Davis gave the Recreation Report. He said basketball is starting up.

7) LIBRARY REPORT

There was no report.

8) VILLAGE POINT BAYFRONT PROPERTIES REPORT

There was no report.

9) FACILITIES REPORT

There was no report.

10) OLD BUSINESS

11) NEW BUSINESS

Mayor LeJeune presented on the MBNEP Watershed Request.

MOTION by Councilman Scott to recommend to Council to approve the MBNEP Watershed Request of \$300,000.

MOTION by Councilman Olen to amend the request for a total of \$255,000 to include \$122,000 ARPA funds and the remainder to be from the \$133,000 General Fund. Seconded by Councilman Hughes.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to recommend to Council to approve the MBNEP Watershed Request as amended to \$255,000. Seconded by Councilman Olen.

MOTION CARRIED UNANIMOUSLY.

Troy Strunk presented on the Baldwin County Service GIS Agreement.

MOTION by Councilman Hughes to recommend to Council to approve the Baldwin County Service GIS Agreement. Seconded by Councilwoman Conaway. Councilman Olen made two corrections including replacing City of Robertsdale with City of Daphne and language in Exhibit B to be deleted.

MOTION CARRIED UNANIMOUSLY.

12) ANY OTHER BUILDINGS AND PROPERTY BUSINESS

Councilman Goodlin discussed a potential park being named after an individual.

13) NEXT MEETING

The next meeting is scheduled for Monday, January 8, 2024 at 5:15 p.m.

14) ADJOURN

There being no further business to discuss, the Committee adjourned at 5:38pm.

City of Daphne Building Department

2020 / 2021 / 2022 / 2023 / 2024 Comparison Report

	Fees Collected					Permits Issued					CO's Issued				
	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024
Oct	\$93,181.87	\$94,131.53	\$84,303.63	\$47,086.96	\$83,798.35	215	357	308	192	224	11	31	40	28	32
Nov	\$62,198.00	\$109,387.14	\$91,672.49	\$50,279.03	\$27,147.62	223	378	351	286	166	26	30	30	36	24
Dec	\$233,529.32	\$101,471.36	\$128,605.99	\$57,070.59	\$39,504.17	252	383	296	216	178	33	43	53	36	33
Jan	\$118,498.03	\$132,049.79	\$259,810.62	\$33,804.54		270	372	350	152		14	24	36	33	
Feb	\$140,560.44	\$97,396.64	\$129,315.56	\$44,081.76		308	350	292	169		33	32	32	31	
Mar	\$77,067.98	\$95,472.42	\$116,358.20	\$30,603.28		362	391	431	181		45	52	84	44	
Apr	\$94,394.17	\$80,088.89	\$60,816.35	\$76,873.19		272	373	324	212		32	40	42	27	
May	\$95,010.56	\$101,848.37	\$65,454.25	\$147,875.62		294	380	306	288		39	42	48	20	
June	\$179,966.08	\$100,508.32	\$147,395.66	\$234,524.02		399	394	355	308		49	50	34	25	
July	\$77,442.81	\$78,547.74	\$87,733.72	\$100,809.42		323	408	305	267		45	29	23	13	
Aug	\$105,147.77	\$59,376.50	\$61,504.63	\$60,342.37		307	309	299	192		34	30	19	4	
Sept	\$71,226.36	\$93,879.09	\$140,065.18	\$108,322.22		352	442	328	277		35	48	40	34	
Total	\$1,348,223.39	\$1,144,157.79	\$1,373,036.28	\$991,701.56	\$150,450.14	3577	4537	3945	2740	568	396	451	481	331	89
Percent	NA	-15.14%	20.00%	-27.77%		NA	26.84%	-13.05%	-30.54%		NA	13.89%	6.65%	-31.19%	

December FY2024 Notes

Building Inspections-

178 Permits issued, 33 Certificate Of Occupancies issued, and 6 New home permits issued



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
December 4th, 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 Steve Olen; Councilman Joel Coleman; Councilman Ben Hughes; Councilman Ron Scott; Mayor Robin LeJeune

Others Present: Ronnie Huskey, Public Works Director; Jay Ross, City Attorney; Troy Strunk, Executive Director, City Development; Jessica Linne, Assistant City Clerk; Kelli Reid, Finance Director;

III. PUBLIC PARTICIPATION & CORRESPONDENCE

Correspondence and Public Participation— There was no public participation.

IV. OLD BUSINESS

Approval of Minutes – November 6th, 2023—Minutes were reviewed and approved by the committee.

V. NEW BUSINESS

There was no new business.

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 21-04 Drainage Improvements on North Main St. at Fire Station 2 that construction is complete and the project is currently being closed out.

Mr. Strunk discussed 21-09 HWY-90 Widening – Phase I that the comments for the 85% review are being addressed. Mr. Strunk stated they are hoping to have this project out to bid by May or June of next year.

Mr. Strunk discussed 21-11 Resurfacing CR-64 from US-98 to CR-13 and Intersection improvements at CR-64 and Pollard that they are still waiting on ALDOT to move forward with project.

Mr. Strunk discussed 22-14 US-98 Access Management and Lavender Lane that the project is up for appropriation tonight on City Council agenda. They are hoping to start construction by end of



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
December 4th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

January.

Mr. Strunk discussed 21-15 Bayfront Streetscapes that the project is almost complete but the road is still closed. Mr. Strunk stated there are still many items to complete before the road is re-opened.

Mr. Strunk discussed 21-19 Justice Center that the project will be out for bid within the next two weeks. Councilman Goodlin asked what is the expected cost of this project. Mr. Strunk stated it will be around eight million dollars.

Mr. Strunk discussed 22-07a Sidewalk Improvements Ridgewood that the pre-construction meeting was last week and the notice to proceed will be issued next week.

Kelli Reid stated that all the contingency for the Bayfront project was used up in the beginning of the project when they needed to build a retaining wall. Ms. Reid stated that money has been moved around in the budget to pay for the project without adding more to the balance.

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

Ronnie Huskey stated that there have been more Grounds Department work orders because they have received several canopy trimming work orders from the Solid Waste Dept. so the trucks can continue their routes with no canopy issues. Mr. Huskey stated that there is a Mechanic Shop comparison of FY23 and FY24 and, with the work that has been done on the Solid Waste trucks, it has made FY24 higher than the previous year. He continued by stating that overtime is still being monitored and is being kept at a minimum. Mr. Huskey stated that the street sweeper has been coming in early to clean up the busier roads. He continued by stating that the new carts have been delivered and are being organized in the new Solid Waste facility. He stated that there are around 40 to 50 new residents on hold for garbage carts, so the new resident numbers should go up in the next two months. Councilman Scott asked what does Public Works do if there are not enough carts available for residents requesting them. Mr. Huskey stated they will be prioritized by when they called in and if applicable, the resident will be given a recycling cart and will then be swapped out for a garbage cart when they become available. Mayor LeJeune stated that a lot of residents will call for an additional garbage cart, and those individuals will be put on hold if necessary. He continued by stating that the Solid Waste Department always has extra garbage carts put aside for new residential builds that need a garbage cart. Councilman Scott asked why some of the garbage carts are black. Mayor LeJeune stated that those are only used on City property, so if a resident were to take one then Public Works would know that it does not belong to a resident. Councilman Hughes asked how many carts were received for new residents. Mr. Huskey responded that the number is around 500 carts in storage. Mr. Huskey reiterated that when inventory is low, the Solid Waste Department only gives out new carts to new residential builds and puts the residents requesting an additional garbage cart on hold. Councilman Goodlin asked when another order of garbage carts will be requested. Mayor LeJeune stated he believes it would in at least a year. Ms. Reid stated that an additional \$10,000 was put in the FY24 budget to spend on buying garbage carts



CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
December 4th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

if needed. Councilman Hughes asked what the cost of each garbage cart is. Mr. Huskey stated he believes that they are \$63 per cart.

Councilman Hughes asked if the flashing pedestrian signs for Sehoj and Diamante have arrived. Mr. Huskey stated they will be coming in soon. Councilman Hughes asked if the new signs at Diamante have been lowered. Mr. Huskey stated they have been lowered as far as he is aware. He continued by stating that he will check them again. Councilman Scott asked if we buy our signs black. Mr. Huskey stated that they are painted because it is more cost effective. He continued by stating all signs in the City will be painted black over time.

The Council discussed the beautiful holiday decorations across the city.

Mr. Huskey stated that the Facilities team has completed the pier repairs at Bayfront Park and they are looking at options to get the restroom in place. He continued to state that they are also working on a project at the Ruff Wilson Center for their roof. He stated the Street Dept. has been completing ADA repairs in Historic Malbis and upgrading sidewalks and the entrance to Alphonse Park. Mr. Huskey stated the Mowing Dept. has been seeding the main highway medians to help with erosion. He stated the Solid Waste Dept. is on schedule and picking up cardboard throughout the city. He continued by stating the Landscape Dept. has been decorating the City for the Christmas events and holidays. He stated that they have 8 vacancies and have several interviews in the next few weeks.

Councilman Hughes stated the Public Works team did an awesome job for the Tree Lighting event. Councilman Scott asked if benches are still being put into Lake Forest. Mayor LeJeune stated they will take a look into it. Councilman Goodlin stated that making a bench would make a great Eagle Scout project. The Council discussed the current locations of the benches in Lake Forest.

- A. Work Request Report – October 2022 & October 2023
The Public Works Department completed 491 work orders in October 2023.
- B. Vehicle/Equipment Maintenance Reports – FY2023-2024 YTD
- C. Public Works Related Overtime Report — 16.67% of the year used; \$27,011.73 Used YTD as of November 29th, 2023.
- D. Street Sweeper Report —October 19th – November 29th, 2023

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 – October 2023— 16 new residential; 0 new commercial
- C. Tallent Lane Facility Report – October 2023- 456.85 SW Total Tonnage, 275.33 Other Depts. Total Tonnage

CITY OF DAPHNE PUBLIC WORKS COMMITTEE MINUTES
December 4th, 2023 - 5:15 P.M.
DAPHNE CITY HALL

IX. MOSQUITO CONTROL SERVICES

- A. Mosquito Report— October Report; Week 45, 46

X. MUSEUM COMMITTEE

- A. Minutes – No Report

XI. BEAUTIFICATION COMMITTEE

- A. Minutes – November 1st, 2023

Councilman Olen stated that as of the end of November the DBC has 1315 volunteer hours.

Councilwoman Phillips stated that in the minutes Ms. Boxx asked if the City will partner with Toys for Tots to get coloring books. Councilman Olen stated that Ange Baggett agreed to look into that for the DBC.

XII. ENVIRONMENTAL ADVISORY COMMITTEE

- A. Minutes – No Report

XIII. FUTURE BUSINESS

- A. Next Meeting – Tuesday, January 2nd, 2023

XIV. ADJOURNMENT

Motion by Benjamin Hughes, seconded by Angie Phillips to adjourn. Meeting adjourned at 5:21 p.m.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF DECEMBER 7, 2023 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Chairwoman called to order the regular meeting of the Board of Zoning Adjustment at 6:00 p.m. Roll was called and the number of members present constituted a quorum.

Members Present:

Clay Covert
Derek Wolstenholme
Tasha Quinnelly
Carolyn Courson, Chairwoman
Audra Harper
Donald Burton, Jr.

Members Absent:

Herb Cole

Staff Present:

Adrienne D. Jones, Director of Community Development
Pat Johnson, Recording Secretary

Chairwoman asked for input regarding the June 1, 2023 minutes presented by staff. There being none, minutes stand approved as submitted.

Chairwoman called for the next order of business: a request for a Variance as presented on the meeting agenda.

A presentation of the report packet was given and recommended by the Director regarding application #2023-04, Richard Jeremy Ingle seeking approval of a Variance to establish a lot area of sixteen thousand, nine hundred and four-square feet for PPIN #8448, zoned R-1, Low Density Single Family Residential, in lieu of the required twenty thousand square feet.

Chairwoman called for questions from the Board. There were none.

The Chairwoman opened the floor for the public hearing.

Richard Ingle, the applicant, who currently lives at 24691 Chantilly Lane spoke requesting approval to build on his lot in Olde Towne Daphne.

Chairwoman called for questions from the Board. One question was asked regarding the history of the property's configuration. Mrs. Jones explained that it likely pre-dates the adoption of zoning and subdivision regulations. The Chairwoman called for those in opposition. There being none. The Chairwoman closed public participation. Hearing no further comments from the Board, the Chairwoman called for an affirmatively stated motion.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF DECEMBER 7, 2023 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

A **Motion** was made by **Mr. Wolstenholme** and Seconded by **Mrs. Harper** to approve Appeal #2023-04, Richard Jeremy Ingle, request for a Variance to the Daphne Land Use and Development Ordinance to establish a lot area of sixteen thousand, nine hundred and four-square feet for PPIN #8448, zoned R-1, Low Density Single Family Residential, in lieu of the required twenty thousand square feet.

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

Mr. Covert	Aye
Mr. Wolstenholme	Aye
Mrs. Quinnelly	Aye
Mrs. Harper	Aye
Mr. Burton	Aye
Mrs. Courson	Aye

The Chairwoman stated the motion is approved and you may go by the office of Community Development around 9:00 a.m. in the morning to pick up your paperwork.

The Chairwoman called the next item on the agenda election of officers, and she opened the floor for the nominations for Chairman.

Mr. Wolstenholme nominated Mrs. Courson for Chairwoman. The nominations were closed with no other nominations, Mrs. Carolyn Courson is Chairwoman.

The Chairwoman opened the floor for the nominations for Vice Chairman.

Mrs. Quinnelly nominated Mr. Wolstenholme for Vice Chairman. The nominations were closed with no other nominations; Mr. Derek Wolstenholme is Vice - Chairman.

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

A **Motion** was made by **Mr. Wolstenholme** and Seconded by **Mrs. Harper** to adjourn. There was no discussion of the motion.

The Motion carried unanimously.

The meeting adjourned at 6:12 p.m.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF DECEMBER 7, 2023 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Respectfully submitted by:



Pat Johnson, Recording Secretary

APPROVED: January 4, 2024



Carolyn Courson, Chairwoman

COMMUNITY DEVELOPMENT

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT AGENDA
JANUARY 4, 2024 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

1. CALL TO ORDER - 6:00 p.m.
2. CALL OF ROLL - Present C. Courson, D. Wolstenholme, C. Covert, A. Harper, D Burton
3. APPROVAL OF MINUTES - Approved

December 7, 2023

4. OLD BUSINESS - None
5. NEW BUSINESS

Appeal #2024-01 AltaPointe Health - BZA Did Not Grant

A request for a Special Exception to the Daphne Land Use and Development Ordinance has been filed with the City of Daphne Board of Zoning Adjustment. The request, if granted, would authorize AltaPointe Health, an existing drug and alcohol treatment center approved as BZA Appeal #2008-05, to operate a school for approximately 150 students for the Baldwin County Board of Education on 22.39 acres at 7400 Roper Lane. The property is zoned R-3, High Density Single Family Residential.

6. ADJOURNMENT - 7:41 p.m.



City of Daphne

Event Permit Application

TYPE OF PERMIT:

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

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: Loyal Order of the Fire Turck

APPLICANT NAME: Marvin Ussery

STREET: 26920 Pollard Rd Apt 416

CITY, STATE, ZIP: Daphne, AL 36526

CONTACT PHONE: 251-751-6001

EMAIL: musser@bellsouth.net

"ON SITE" CONTACT PERSON DAY OF EVENT: same

CELL PHONE: _____

EMAIL: _____

EVENT INFORMATION

EVENT NAME: LOFT parade

TYPE OF/PURPOSE OF EVENT: firetruck parade

EVENT DATE: 02/01/24

TIME (START- END): 2:29pm-4pm

ASSEMBLY TIME: 1:00pm

PARTICIPANTS/VEHICLES: 50 +-

EVENT LOCATION: Oldw Towne beginning and ending at May Day

FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): _____

SPECIAL REQUESTS

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

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

only barricades that are used by Shadow Barons

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

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

OTHER SPECIAL ITEMS FOR RENT:

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

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

OTHER SPECIAL REQUESTS: _____

MARKETING & COMMUNICATIONS

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

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

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

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

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: _____

REVENUE/BUSINESS LICENSE

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

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

Loyal Order of Fire Truck Parade

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: Marvin Ussery

DATE: 01/04/20

INTERNAL USE ONLY

DATE REC'D: 1-4-2024

CITY CLERK:

FIRE DEPT: D. G. Town

APPROVED ROUTE:

POLICE DEPT: 26

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: 401

SPORTS & RECREATION: (M)

EVENT FEE: ☐ Paid \$ CHK#

MARKETING & EVENTS:

☐ Waived:

** REVENUE:

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No



City of Daphne

Event Permit Application

TYPE OF PERMIT:

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

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: CITY OF DAPHNE
APPLICANT NAME: KARA WILBOURN
STREET: 1705 MAIN ST. CITY, STATE, ZIP: DAPHNE, AL 36526
CONTACT PHONE: 251-620-1052 EMAIL: kwillbourn@daphneal.com
"ON SITE" CONTACT PERSON DAY OF EVENT: KARA / ANGE BAGGETT
CELL PHONE: 251-472-6544 EMAIL: (SAME AS ABOVE)

EVENT INFORMATION

EVENT NAME: DAPHNE'S ARBOR DAY TREE GIVEAWAY
TYPE OF/PURPOSE OF EVENT: TREE GIVEAWAY EVENT
EVENT DATE: SAT., MARCH 9, 2024 TIME (START- END): 8AM - 11AM
ASSEMBLY TIME: 6:30 AM # PARTICIPANTS/VEHICLES: UNKNOWN
EVENT LOCATION: DAPHNE CIVIC CENTER COMPLEX
FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): DRIVE-THRU EVENT WITH VENDOR STATIONS, FOOD TRUCK, ETC.

SPECIAL REQUESTS

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

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

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

OTHER SPECIAL REQUESTS: _____

MARKETING & COMMUNICATIONS

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

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

* If Yes, do you wish for your event to be listed and/or shared on:

www.daphneal.com? ☒ Yes ☐ No

Facebook.com? ☒ Yes ☐ No

Instagram? ☒ Yes ☐ No

LinkedIn? ☒ Yes ☐ No

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

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: _____

REVENUE/BUSINESS LICENSE

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

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

City Arbor Day

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 results 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: Kara Wilbourn DATE: 1/3/2024

INTERNAL USE ONLY

DATE REC'D: 1-3-2024 CITY CLERK: _____

FIRE DEPT: A.G. Taylor APPROVED ROUTE: _____

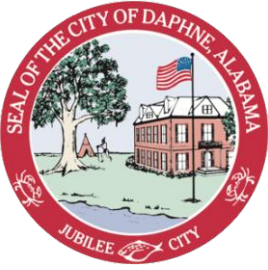
POLICE DEPT: [Signature] ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: [Signature]

SPORTS & RECREATION: [Signature] EVENT FEE: ☐ Paid \$ _____ CHK# _____

MARKETING & EVENTS: _____ ☐ Waived: _____

** REVENUE: _____ PROOF OF INSURANCE REC'D: ☐ Yes ☐ No



City of Daphne

Event Permit Application

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

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: Buckaroo Foundation / Wright Transportation

APPLICANT NAME: Matt Urbanczyk

STREET: 2333 Dauphin Island Parkway CITY, STATE, ZIP: Mobile, AL 36605

CONTACT PHONE: 251-300-2924 EMAIL: matt@wrighttrans.com

"ON SITE" CONTACT PERSON DAY OF EVENT: Matt Urbanczyk / Bradley Williams

CELL PHONE: 219-559-8585 / 251-680-3102 EMAIL: matt@wrighttrans.com / Bradley@wrighttrans.com

EVENT INFORMATION

EVENT NAME: Buckaroo Stampede 5K / Fun Run

TYPE OF/PURPOSE OF EVENT: Fundraiser

EVENT DATE: May 11th, 2024 TIME (START- END): 0700-1300

ASSEMBLY TIME: 0600-0700 # PARTICIPANTS/VEHICLES: 250/175

EVENT LOCATION: Certified 5K Route #3

FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): We plan on having a few tents and tables set up in front of City Halland. Asking for the bathrooms at Centennial Park to be open for public use.

Rain Out Date : May 18th

SPECIAL REQUESTS

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

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

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

OTHER SPECIAL REQUESTS: _____

MARKETING & COMMUNICATIONS

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

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

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

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

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

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: _____

REVENUE/BUSINESS LICENSE

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

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

Buckaroo Foundation

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: Matt Urbanczyk DATE: 1/2/2024

INTERNAL USE ONLY

DATE REC'D: 1-3-2024 CITY CLERK: _____
FIRE DEPT: L. G. Taylor APPROVED ROUTE: _____
POLICE DEPT: [Signature] ROUTE MAP ATTACHED: ☐ Yes ☐ No
PUBLIC WORKS: [Signature]
SPORTS & RECREATION: [Signature] EVENT FEE: ☐ Paid \$ _____ CHK# _____
MARKETING & EVENTS: _____ ☐ Waived: _____
** REVENUE: _____ PROOF OF INSURANCE REC'D: ☐ Yes ☐ No



City of Daphne Event Permit Application

TYPE OF PERMIT:

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

APPLICANT & ORGANIZATION INFORMATION

ORGANIZATION NAME: Prodisce Pantry
APPLICANT NAME: Neil Brasley
STREET: 9315 Spanish Fri Blvd CITY, STATE, ZIP: Spanish Fort AL 36527
CONTACT PHONE: 251-626-1720 EMAIL: programs@prodiscepantry.org
"ON SITE" CONTACT PERSON DAY OF EVENT: Neil Brasley
CELL PHONE: 251 709-1222 EMAIL: Programs@ProdiscePantry.org

EVENT INFORMATION

EVENT NAME: Prodisce Pantry Turkey Trot 5K / Fun Run
TYPE OF/PURPOSE OF EVENT: RUN 5K / Fun Run
EVENT DATE: Oct. 26, 2024 TIME (START- END): 6:45^{AM} - 10:30 AM
ASSEMBLY TIME: 6:45 # PARTICIPANTS/VEHICLES: 600 / 400
EVENT LOCATION: Daphne City Hall Parking lot
FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): Portables side of Building & Tent in Parking lot. Need tables; Start & Finish line in front of City Hall on the street.

SPECIAL REQUESTS

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

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' # 0 X \$321.00 10' X 10' # 0 X \$123.00/EACH

TABLES: 8' L # 0 X \$45.00/EACH CHAIRS: # 0 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: N.B.

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.

Turkey Trot

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: _____

[Handwritten Signature]

DATE: _____

1-4-2024

INTERNAL USE ONLY

DATE REC'D: _____

1-4-2024

CITY CLERK: _____

FIRE DEPT: _____

[Handwritten Signature]

APPROVED ROUTE: _____

POLICE DEPT: _____

76

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: _____

[Handwritten Signature]

SPORTS & RECREATION: _____

[Handwritten Signature]

EVENT FEE: ☐ Paid \$ _____

CHK# _____

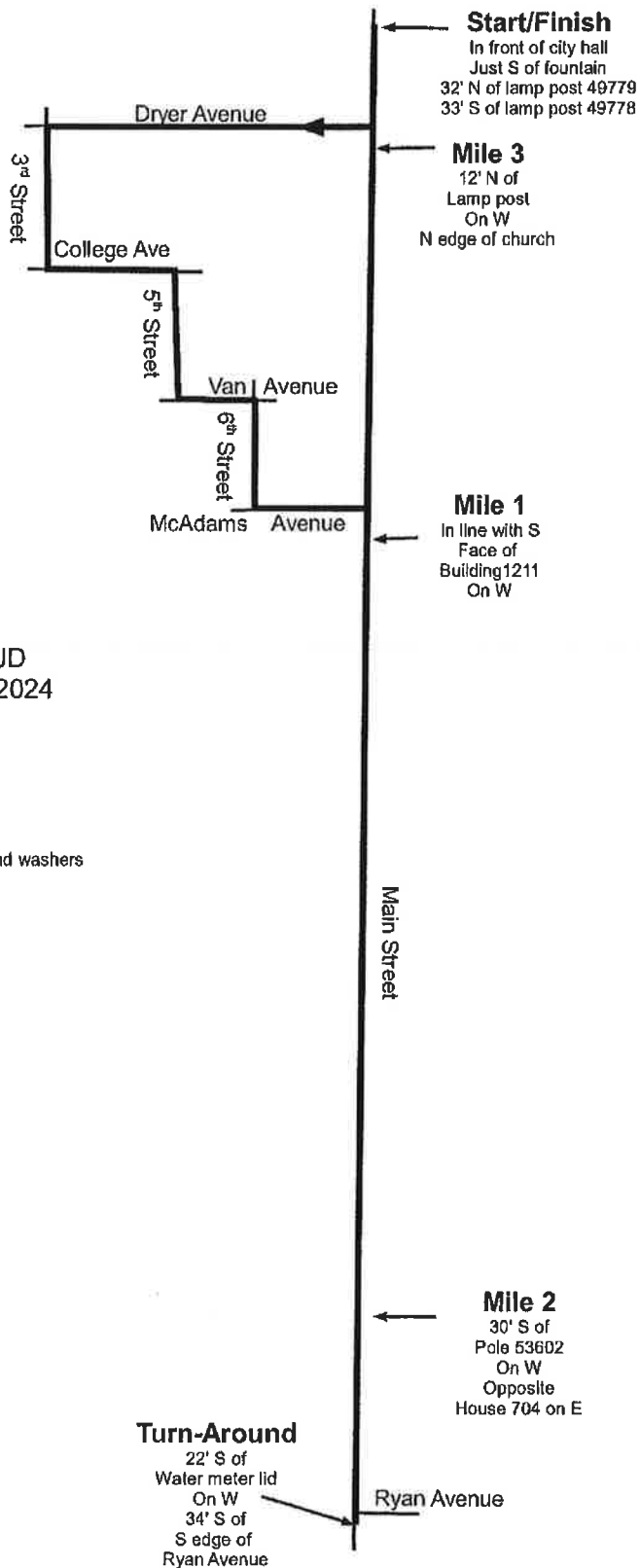
MARKETING & EVENTS: _____

☐ Waived: _____

** REVENUE: _____

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No

City of Daphne 5K Course Daphne, AL



USATF Certificate AL14019JD
Effective 02/27/2014 to 12/31/2024

Diagrams to scale

Start/Finish and turn-around marked with paint and washers
Splits: Marked with paint and washers.
Locations given explicitly
On map

Measured by Jon Bowie (Daphne, AL 251-209-0887)
jnbowie@gmail.com 09 February 2014

Course was measured on the SPR
and the runners have full use of the
road unless otherwise noted.



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: Manci's Antique Club
APPLICANT NAME: Garrett DeLuca
STREET: 1715 Main St CITY, STATE, ZIP: Daphne, AL 36526
CONTACT PHONE: 251.421.0279 EMAIL: garrett.deluca@gmail.com
"ON SITE" CONTACT PERSON DAY OF EVENT: same
CELL PHONE: 251.421.0279 EMAIL: same

EVENT INFORMATION

EVENT NAME: O'Mancis 5th Annual St. Patrick's Day
TYPE OF/PURPOSE OF EVENT: Party
EVENT DATE: 03/16/2024 TIME (START- END): 5-10pm
ASSEMBLY TIME: 5pm # PARTICIPANTS/VEHICLES: 500
EVENT LOCATION: Vacant lot behind Manci's
FULL DESCRIPTION OF EVENT (PLEASE LIST ANY TENTS, STAGING, PORT-O-LETS, OR SIMILAR ITEMS THAT WILL BE USED ON-SITE): We will have one tent, port-o-lets, and barricades
Looking for close from Belrose & Main St to the west side of parking lot March 16, 2024, from 5-10
Police will be present to block area off.

SPECIAL REQUESTS

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

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

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

OTHER SPECIAL REQUESTS: _____

MARKETING & COMMUNICATIONS

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

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

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

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

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

NAME: _____ CONTACT PHONE: _____

OTHER MARKETING REQUESTS: _____

REVENUE/BUSINESS LICENSE

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

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

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 results 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: January 10, 2024

INTERNAL USE ONLY

DATE REC'D: 1/10/24

CITY CLERK: _____

FIRE DEPT: A. G. Jones

APPROVED ROUTE: _____

POLICE DEPT: 26

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: 444

SPORTS & RECREATION: _____

EVENT FEE: ☐ Paid \$ _____ CHK# _____

MARKETING & EVENTS: _____

☐ Waived: _____

** REVENUE: _____

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No

**CITY OF DAPHNE
RESOLUTION 2024-03**

Acceptance of Roads and Rights-of-Way: Hope Vineyard, Phase 1A

WHEREAS, the City Council of the City of Daphne, Alabama has received notice that the Daphne Planning Commission has given Final Plat approval to Hope Vineyard, Phase 1A on December 14, 2023, and the City of Daphne hereby recommends acceptance of the roads and rights-of way located in Hope Vineyard, Phase 1A; and

WHEREAS, an inspection was made by the Director of Community Development, and all reports and other related documents have been provided stating that said streets and associated storm water drainage have been installed in conformity with City standards; and

WHEREAS, an inspection was made by the Director of Public Works, and said director has recommended acceptance of said streets and associated storm water drainage, to the extent such drainage facilities affect the rights-of-way, of Hope Vineyard, Phase 1A; and

WHEREAS, the developer has provided to the City a two-year maintenance bond in the amount of \$168,638 as required and now requests acceptance and dedication of the same for maintenance of said improvements as outlined in Article XVII, entitled the Procedures for Subdivision Review, of the City of Daphne Land Use and Development Ordinance; and

WHEREAS, the developer has caused the plat to be recorded on slides 2928-A, 2928-B and 2928-C of the records in the Baldwin County Judge of Probate Office; and

WHEREAS, the City Council of the City of Daphne believes it is in the best interest of the citizens of the City for the City to accept said rights-of-way.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE AS FOLLOWS: that the following rights-of-way within Hope Vineyard, Phase 1A, according to the plat presented by Dewberry Engineers Inc. as recorded in the Office of the Judge of Probate, Baldwin County, Alabama, are hereby accepted by the City of Daphne, Alabama as city streets for maintenance:

a portion of Shadowridge Drive (2095 linear feet), a 50-ft right of way; a portion of Cakebread Ave (184 linear feet), a 60-ft right of way; a portion of Ziobaffa Drive (188 linear feet), a 75-ft right of way; a portion of Dominus Drive (1380 linear feet), a 50-ft right of way; and a portion of Caymus Drive (95 linear feet), a 50-ft right of way.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THIS THE _____ DAY OF _____, 2024.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: January 2, 2024
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development
CC: Josh Newman, City Engineer, Ronnie Huskey, Public Works Director, William Eringman, Deputy Director Public Works, and Natasha Miles, Planner
SUBJECT: Hope Vineyard, Phase 1A, Acceptance of Roads and Rights-of-Ways

LOCATION: East of County Road 13

RECOMMENDATION: At the December 14, 2023 regular meeting of the City of Daphne Planning Commission, seven members were present. The motion carried unanimously for a favorable recommendation for the acceptance of the rights-of-way of Shadowridge Drive, Cakebread Avenue, Ziobaffa Drive, Dominus Drive, and Caymus Drive.

Attached please find the appropriate documentation and action of the Daphne Planning Commission.

Upon receipt of said documentation, please prepare a resolution for placement on the City Council agenda.

Thank you,
ADJ/jv

Attachment(s)

cc: file

1. Correspondence from project engineer requesting acceptance
2. Petition for Acceptance of Rights-of-Way
2. Record plat

October 16, 2023

Mrs. Adrienne Jones
Planning Director, City of Daphne
P.O. Box 400
Daphne, Alabama 36526

RE: HOPE VINEYARD PHASE 1A
ENGINEER'S CERTIFICATION

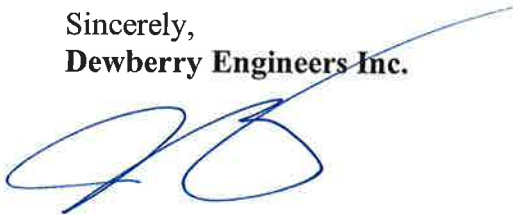
Dear Mrs. Jones:

I, Justin Britt, a professional engineer registered in the State of Alabama, Registration Number 38943, do hereby certify that the streets for HOPE VINEYARD PHASE 1A has been completed in full and to the best of my knowledge and to the best of my belief, conforms to the requirements of the City of Daphne Subdivision regulations and to all other rules, regulations, laws, and ordinances applicable to my design.

Therefore, I hereby request that the City of Daphne accept the roads and drainage for HOPE VINEYARD PHASE 1A subdivision.

If you have any questions or comments, regarding this information please give me a call at 251-990-9950.

Sincerely,
Dewberry Engineers Inc.



Justin Britt, P.E.
Project Manager

JB/db

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

SUBDIVISION NAME: HOPE VINEYARD PHASE 1A

THIS PETITION FOR ACCEPTANCE OF ROADS AND/OR RIGHTS-OF-WAY is made this 16th day of October, 2023 by HOPE VINEYARD PARTNERS, LLC, hereinafter called "the sub-divider," owner of certain property located in the City of Daphne, Alabama known as HOPE VINEYARD PHASE 1A to be recorded in the office of the Judge of Probate of Baldwin County, Alabama; and,

WHEREAS, the sub-divider has agreed to the dedication of the roads and rights-of-way located in said subdivision to the City of Daphne, and further warrants that said roads and rights-of-way are complete and are in compliance with the minimum standards as outlined for construction in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments. The sub-divider further warrants that the same are free from defects from any cause and are free and clear of any liens and encumbrances; and,

WHEREAS, a bond is required by the City as a condition of the acceptance of any new roads or rights-of-way as outlined in Article XVII in an amount equal to twenty percent (20%) of all street and drainage improvements in the subdivision as a warranty for such improvements to last for a period of two (2) years after the date of dedication and upon acceptance by the City Council, the sub-divider has provided a **\$ 168,638** maintenance bond; and,

WHEREAS, the project engineer, Justin Britt, PE, acting on behalf of the sub-divider does hereby certify that all roads and rights-of-ways are complete and are in compliance with the minimum standards for construction as outlined in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled, Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments, and further warrants that the same are free from defects from any cause; and,

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

IN WITNESS WHEREOF, the sub-divider has caused the execution of this dedication as of the date set forth above.

Respectfully submitted,

HOPE VINEYARD PARTNERS, LLC .

Name of Individual or Corporation (Printed)

By: _____

Michael Neal
(Print Legibly and Sign)

Its: _____

Manager
(Print Legibly)

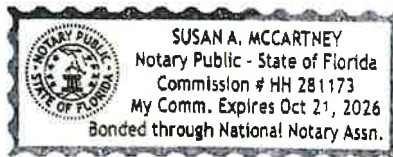
~~STATE OF ALABAMA)~~ FLORIDA
~~COUNTY OF BALDWIN)~~ SARASOTA

I, the undersigned Notary Public in and for said State and County, hereby certify that MICHAEL NEAL whose name as MANAGER of Hope Vineyard Partners, LLC an Alabama corporation or as owner of _____ is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he as such officer or owner and with full authority, executed the same voluntarily on the day same bears date.

Given under my hand and official seal on this the 12 day of OCTOBER, 2023

Susan McCartney (NOTARY SEAL)
NOTARY PUBLIC

My commission expires: _____



**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

SUBDIVISION NAME: Hope Vineyard Phase 1A

THIS PETITION FOR ACCEPTANCE OF ROADS AND/OR RIGHTS-OF-WAY is made this 16th day of October, 2023 by Hope Vineyard Partners, LLC, hereinafter called "the subdivider," owner of certain property located in the City of Daphne, Alabama known as Hope Vineyard Phase 1A to be recorded in the office of the Judge of Probate of Baldwin County, Alabama; and,

WHEREAS, the subdivider has agreed to the dedication of the roads and rights-of-way located in said subdivision to the City of Daphne, and further warrants that said roads and rights-of-way are complete and are in compliance with the minimum standards as outlined for construction in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments. The subdivider further warrants that the same are free from defects from any cause and are free and clear of any liens and encumbrances; and,

WHEREAS, a bond is required by the City as a condition of the acceptance of any new roads or rights-of-way as outlined in Article XVII in an amount equal to twenty percent (20%) of all street and drainage improvements in the subdivision as a warranty for such improvements to last for a period of two (2) years after the date of dedication and upon acceptance by the City Council, the subdivider has provided a \$269,981.72 maintenance bond; and,

WHEREAS, the project engineer, Jason N. Estes, PE, acting on behalf of the subdivider does hereby certify that all roads and rights-of-ways are complete and are in compliance with the minimum standards for construction as outlined in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled, Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments, and further warrants that the same are free from defects from any cause; and,

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

NOW, THEREFORE, in consideration of the premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the subdivider does hereby dedicate the roads and rights-of-way in said subdivision to the City of Daphne, a municipal corporation, as per the favorable recommendation of the City of Daphne Planning Commission voted upon at its meeting held on December 14, 2023. Said subdivision according the plat recorded in the Judge of Probate, Baldwin County, Alabama and said streets being named as follows:

Name of Right of Way	Length (linear feet)	Width (feet)
SHADOWRIDGE DRIVE	2,095	50
CAKEBREAD AVE	184	60
ZIOBAFFA DRIVE	188	75
DOMINUS DRIVE	1,380	50
CAYMUS DRIVE	95	50

Are each hereby dedicated to the City of Daphne, Alabama as a city street.

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

IN WITNESS WHEREOF, the subdivider has caused the execution of this dedication as of the date set forth above.

Respectfully submitted,

Hope Vineyard Partners LLC
Name of Individual or Corporation (Printed)

By:  Michael Neal
(Print Legibly and Sign)

Its: Manager
(Print Legibly)

STATE OF ALABAMA Florida
COUNTY OF BALDWIN Sarasota

I, the undersigned Notary Public in and for said State and County, hereby certify that Michael Neal whose name as Manager of Hope Vineyard Partners an Alabama corporation or as owner of _____ is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he as such officer or owner and with full authority, executed the same voluntarily on the day same bears date.

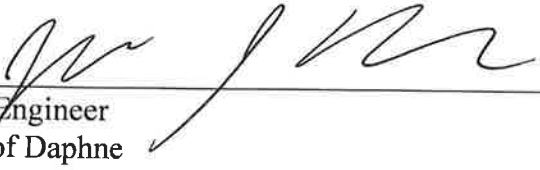
Given under my hand and official seal on this the 11 day of December, 2023



Kathryn A. Pignatelli (NOTARY SEAL)
NOTARY PUBLIC
My commission expires: 04-25-2025

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

Favorable recommendation on behalf of Daphne Public Works:



City Engineer
City of Daphne

Favorable recommendation on behalf of Daphne Planning Commission:



John Peterson
Planning Commission Vice Chairman
City of Daphne

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**CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF DECEMBER 14, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.**

Report

1. **CALL TO ORDER:** 5:00 p.m.
2. **CALL OF ROLL** John Peterson, Ronnie Huskey, Steve Olen, Kevin Spriggs, Nathan Jones, Richard Johnson, and Kimberly Samry
3. **APPROVAL OF MINUTES:**

Review of minutes of the regular meeting of November 16, 2023. **(Approved)**
4. **OLD BUSINESS:**

A. **HOPE VINEYARD, PHASES 1A AND 3 FINAL SUBDIVISION PLAT REVIEW AND STREET ACCEPTANCE:**

1. **File SDF23-04:** **(Approved)**

Subdivision: Hope Vineyard, Phase 1A

Zoning: *R-6(G), Garden or Patio Home*

Location: East of County Road 13

Area: 36.60 Acres $\pm$, (70) lots

Owner: Hope Vineyard Partners, L.L.C. - Michael Neal

Agent: Dewberry - Cathy Barnette

Surveyor: Dewberry - Victor Germain

Engineer: Dewberry - Justin Britt

2. **File AP23-10:** **(Favorable recommendation to City Council)**

Presentation to be given by Cathy Barnette, Dewberry, recommending acceptance of all rights-of-way contained within Hope Vineyard, Phase 1A. Said rights-of-way being Shadowridge Drive (2,095 linear feet), Cakebread Avenue (184 linear feet), Ziobaffa Drive (188 linear feet), Dominus Drive (1,380 linear feet), and Caymus Drive (95 linear feet).

3. **File SDF23-05:** **(Approved)**

Subdivision: Hope Vineyard, Phase 3

Zoning: *R-6(G), Garden or Patio Home*

Location: West of the intersection of Songbird Drive and Avernus Loop

Area: 8.73 Acres $\pm$, (27) lots

Owner: Hope Vineyard Partners, L.L.C. - Michael Neal

Agent: Dewberry - Cathy Barnette

Surveyor: Dewberry - Victor Germain

Engineer: Dewberry - Justin Britt

4. **File AP23-11:** **(Favorable recommendation to City Council)**

Presentation to be given by Cathy Barnette, Dewberry, recommending acceptance of all rights-of-way contained within Hope Vineyard, Phase 3. Said rights-of-way being Avernus Loop (841 linear feet) and Songbird Drive (157 linear feet).

**CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF DECEMBER 14, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.**

Report

5. NEW BUSINESS:

A. SITE PLAN REVIEW:

1. File SP23-15: (Approved contingent upon staff approval of minor landscape plan updates)

Site: Whataburger

Zoning: *B-2, General Business*

Location: Northwest of U.S. Highway 98 and Lavender Lane

Area: 1.13 Acres $\pm$

Owner: The City of Daphne - Mayor Robin LeJeune

Developer: Whataburger Real Estate, LLC - Andrew Peccia

Engineer: Gonzalez-Strength & Associates - Matt Sims

B. SALONCENTRIC SITE PLAN REVIEW AND REQUEST FOR SIDEWALK MODIFICATION:

1. Request to modify the sidewalk along the right-of-way from 6 feet to 4 feet. (Approved)

SITE PLAN REVIEW:

2. File SP23-16: (Approved subject to meeting ADA compliance)

Site: SalonCentric

Zoning: *B-1, Local Business*

Location: Southwest of the intersection of Timber Circle and Mill Lane

Area: 1.01 Acres $\pm$

Owner: Kennedy Lease Management - Blake Kennedy

Engineer: Barton and Shumer Engineering, LLC - David Shumer

C. U-HAUL MOVING AND STORAGE OF DAPHNE PLANNING APPROVAL:

1. Planning Commission approval of a warehouse and storage facility in a B-2(a) zone. (Withdrawn at the request of the applicant)

D. PRELIMINARY/FINAL SUBDIVISION PLAT:

1. File SDPF23-12: (Withdrawn at the request of the applicant)

Subdivision: Earth

Zoning: *R-6(G), Garden or Patio Home*

Location: Southwest of Park Drive and Tallent Lane

Area: 5.94 Acres $\pm$, (2) lots

Owner: Earth Inc. - Scott Curtis

Surveyor: Rowe Engineering & Surveying - Cecil "Zeke" Hudson

6. PUBLIC PARTICIPATION: None presented.

7. ATTORNEY'S REPORT: No report and Merry Christmas!

8. COMMISSIONER'S COMMENTS: Mr. Strunk commented about the proposed improvements to County Road 64 and Pollard (See minutes for details). Commissioners stated Merry Christmas!

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF DECEMBER 14, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Draft

9. **DIRECTOR'S COMMENTS:** Merry Christmas!
10. **ADJOURNMENT:** 5:30 p.m.

**CITY OF DAPHNE
RESOLUTION 2024-04**

Acceptance of Roads and Rights-of-Way: Hope Vineyard, Phase 3

WHEREAS, the City Council of the City of Daphne, Alabama has received notice that the Daphne Planning Commission has given Final Plat approval to Hope Vineyard, Phase 3 on December 14, 2023, and the City of Daphne hereby recommends acceptance of the roads and rights-of way located in Hope Vineyard, Phase 3; and

WHEREAS, an inspection was made by the Director of Community Development, and all reports and other related documents have been provided stating that said streets and associated storm water drainage have been installed in conformity with City standards; and

WHEREAS, an inspection was made by the Director of Public Works, and said director has recommended acceptance of said streets and associated storm water drainage, to the extent such drainage facilities affect the rights-of-way, of Hope Vineyard, Phase 3; and

WHEREAS, the developer has provided to the City a two-year maintenance bond in the amount of \$55,939.05 as required and now requests acceptance and dedication of the same for maintenance of said improvements as outlined in Article XVII, entitled the Procedures for Subdivision Review, of the City of Daphne Land Use and Development Ordinance; and

WHEREAS, the developer has caused the plat to be recorded on slide 2928-E of the records in the Baldwin County Judge of Probate Office; and

WHEREAS, the City Council of the City of Daphne believes it is in the best interest of the citizens of the City for the City to accept said rights-of-way.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE AS FOLLOWS: that the following rights-of-way within Hope Vineyard, Phase 3, according to the plat presented by Dewberry Engineers Inc. as recorded in the Office of the Judge of Probate, Baldwin County, Alabama, are hereby accepted by the City of Daphne, Alabama as city streets for maintenance:

a portion of Avernus Loop (841 linear feet), a 50-ft right of way; and a portion of Songbird Drive (157 linear feet), a 50-ft right of way.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THIS THE _____ DAY OF _____, 2024.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: January 9, 2024
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development 
CC: Josh Newman, City Engineer, Ronnie Huskey, Public Works Director, William Eringman,
Deputy Director Public Works, and Natasha Miles, Planner
SUBJECT: Hope Vineyard, Phase 3, Acceptance of Roads and Rights-of-Ways

LOCATION: West of the intersection of Songbird Drive and Avernus Loop

RECOMMENDATION: At the December 14, 2023 regular meeting of the City of Daphne Planning Commission, seven members were present. The motion carried unanimously for a favorable recommendation for the acceptance of the rights-of-way of Avernus Loop and Songbird Drive.

Attached please find the appropriate documentation and action of the Daphne Planning Commission.

Upon receipt of said documentation, please prepare a resolution for placement on the City Council agenda.

Thank you,
ADJ/jv

Attachment(s)

cc: file

1. Correspondence from project engineer requesting acceptance
2. Petition for Acceptance of Rights-of-Way
2. Record plat

October 16, 2023

Mrs. Adrienne Jones
Planning Director, City of Daphne
P.O. Box 400
Daphne, Alabama 36526

RE: HOPE VINEYARD PHASE 3
ENGINEER'S CERTIFICATION

Dear Mrs. Jones:

I, Justin Britt, a professional engineer registered in the State of Alabama, Registration Number 38943, do hereby certify that the streets for HOPE VINEYARD PHASE 3 has been completed in full and to the best of my knowledge and to the best of my belief, conforms to the requirements of the City of Daphne Subdivision regulations and to all other rules, regulations, laws, and ordinances applicable to my design.

Therefore, I hereby request that the City of Daphne accept the roads and drainage for HOPE VINEYARD PHASE 3 subdivision.

If you have any questions or comments, regarding this information please give me a call at 251-990-9950.

Sincerely,
Dewberry Engineers Inc.



Justin Britt, P.E.
Project Manager

JB/db

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

SUBDIVISION NAME: HOPE VINEYARD PHASE 3

THIS PETITION FOR ACCEPTANCE OF ROADS AND/OR RIGHTS-OF-WAY is made this 16th day of October, 2023 by HOPE VINEYARD PARTNERS, LLC, hereinafter called "the sub-divider," owner of certain property located in the City of Daphne, Alabama known as HOPE VINEYARD PHASE 3 to be recorded in the office of the Judge of Probate of Baldwin County, Alabama; and,

WHEREAS, the sub-divider has agreed to the dedication of the roads and rights-of-way located in said subdivision to the City of Daphne, and further warrants that said roads and rights-of-way are complete and are in compliance with the minimum standards as outlined for construction in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments. The sub-divider further warrants that the same are free from defects from any cause and are free and clear of any liens and encumbrances; and,

WHEREAS, a bond is required by the City as a condition of the acceptance of any new roads or rights-of-way as outlined in Article XVII in an amount equal to twenty percent (20%) of all street and drainage improvements in the subdivision as a warranty for such improvements to last for a period of two (2) years after the date of dedication and upon acceptance by the City Council, the sub-divider has provided a \$ 55,939.05 maintenance bond; and,

WHEREAS, the project engineer, Justin Britt, PE, acting on behalf of the sub-divider does hereby certify that all roads and rights-of-ways are complete and are in compliance with the minimum standards for construction as outlined in the City of Daphne Land Use and Development Ordinance, Article XVII, entitled, Procedures for Subdivision Review, and Article XI, Minimum Requirements and Required Improvements for Subdivisions and Commercial Site Developments, and further warrants that the same are free from defects from any cause; and,

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

IN WITNESS WHEREOF, the sub-divider has caused the execution of this dedication as of the date set forth above.

Respectfully submitted,

HOPE VINEYARD PARTNERS, LLC .

Name of Individual or Corporation (Printed)

By:

Michael Neal
(Print Legibly and Sign)

Its:

Manager
(Print Legibly)

STATE OF ~~ALABAMA~~ FLORIDA
COUNTY OF ~~BALDWIN~~ SARASOTA

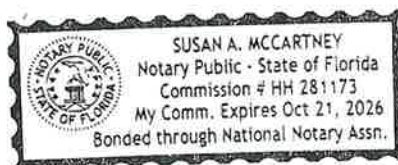
I, the undersigned Notary Public in and for said State and County, hereby certify that Michael Neal whose name as Manager of Hope Vineyard Partners LLC Alabama corporation or as owner of _____ is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he as such officer or owner and with full authority, executed the same voluntarily on the day same bears date.

Given under my hand and official seal on this the 12 day of October, 2023

Susan A. McCartney (NOTARY SEAL)

NOTARY PUBLIC

My commission expires: _____



**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

NOW, THEREFORE, in consideration of the premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the sub-divider does hereby dedicate the roads and rights-of-way in said subdivision to the City of Daphne, a municipal corporation, as per the favorable recommendation of the City of Daphne Planning Commission voted upon at its meeting held on December 14, 2023. Said subdivision according the plat recorded in the Judge of Probate, Baldwin County, Alabama and said streets being named as follows:

Name of Right of Way	Length (linear feet) From Plat	Width (feet)
AVERNUS LOOP	841	50
SONGBIRD DRIVE	157	50

Are each hereby dedicated to the City of Daphne, Alabama as a city street.

**CITY OF DAPHNE
PETITION FOR ACCEPTANCE
OF ROAD(S) AND/OR RIGHTS-OF-WAY**

Favorable recommendation on behalf of Daphne Public Works:



City Engineer
City of Daphne

Favorable recommendation on behalf of Daphne Planning Commission:



John Peterson
Planning Commission Vice Chairman
City of Daphne

DEWBERRY
2533 J. FRIENDSHIP RD
DAPHNE, ALABAMA 36526
VICTOR L. GERMAN, PLS. LIC. NO. 3847
JASON N. ESTES P.E. LIC. NO. 22714

OWNERS/DEVELOPER:
HOLMS WINEYARD PARTNERS, LLC
1800 LAKEWOOD RANCH BLVD
SARASOTA, FL 34240
PANGEL 108
05-AJ-00-34-0-000 002 121

[illegible]

STATE OF ALABAMA,
COUNTY OF DADE.
I, CLAYTON C. HAYNES, Clerk of said Court, do hereby certify that the within and foregoing is a true and correct copy of the original of the same as the same appears from the records of said Court.

WITNESSED MY HAND AND SEAL OF OFFICE OF DADE COUNTY, ALABAMA, this 28th day of January, 1920.

Clayton C. Haynes
Clerk of said Court.

ATTEST: My commission expires this 12th day of 1920.

[illegible]

WIRE TO: A. ADAMS
610 S. DAVENPORT
CITY OF SEATTLE, WA

THEY WOULD BE VERY INTERESTED IN THE INFORMATION WE HAVE ON THE SUBJECT OF THE PROGRAM AND WOULD BE VERY PLEASED TO HAVE YOU CALL THEM. THEY HAVE CALLED THE NAME TO BE OBTAINED AND SUBMITTED AS AN INCREASED NUMBER. FOR THE FIRST AND SECOND, PLEASED TO HAVE YOU AND TO BE HELD AS AN INCREASED NUMBER AND HAVE THE INFORMATION TO BE OBTAINED AS AN INCREASED NUMBER. PLEASED TO HAVE YOU AND HAVE THE INFORMATION TO BE OBTAINED AS AN INCREASED NUMBER. PLEASED TO HAVE YOU AND HAVE THE INFORMATION TO BE OBTAINED AS AN INCREASED NUMBER.

23 December 23

WIRE TO: A. ADAMS
610 S. DAVENPORT
CITY OF SEATTLE, WA

[illegible]

STATE OF ARIZONA
JULIA D. DAVIES
GOVERNOR

IT IS HEREBY ORDERED, that a JUDICIAL PROCEEDING, known as THE ESTATE OF ARIZONA
AND A TRUST CREATED BY WILL OF ROBERT LARSEN, that I have BEQUEATHED THE
ASSETS, INVESTMENTS IN CONJUNCTION WITH APPLICABLE LAWS AND WITH
THE PRINCIPLES OF GOOD INVESTMENT PRACTICE, INCLUDING THE PRINCIPLE BEHIND
THE INVESTMENT OF THE ASSETS OF THE ESTATE, AND THE
STANDARD THEREIN, SHOULD HAVE BEEN ADOPTED BY THE COMMISSIONER TO MY
TERMINAL WISHES TO THE BEST OF MY ABILITY AND BELIEF. THE NUMBER IS A
ONE AND A HALF PERCENT INTEREST IN THE ESTATE OF THE ESTATE.

12-20-23

THE UNDERSIGNED, AS AUTHORIZED BY BOARD OF COUNTY CLERK HARRIS WARDEN
APPROVES THE RETURN MADE FROM THE RECORDS OF SALES OF THE PROBATE OFFICE
OF CLATSOP COUNTY, OREGON.

Dated _____

AUTHORIZED REPRESENTATIVE

JUL 10 1968
CLATSOP CO. OR
CLATSOP COUNTY CLERK'S OFFICE

THE UNDERSIGNED DO HEREBY CERTIFY THAT ABOVE-SIGNED APPROVES THE VERIFICATION
FOR THE RECORDS OF DEED OF THE PROBATE OFFICE OF HAWAIIAN COUNTY
IN FORM NO. 10

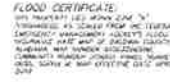
WITNESSED AND SIGNED IN PRESENCE OF ME, the Clerk of the Court, on this 20th day of December, 1933

Chas. J. [Signature]

RECORDED & INDEXED
NOV 21 1962
FBI - NEW YORK

APPROVES THE INITIAL PLAN FOR THE RECOVERY OF JUNE IN THE PROVINCE OF / T /
OF BULLISH COUNTRY, MURCIA

THE 20, MAY 17, December, 1923
A. P. A.

[illegible]

SURVAYOR'S CERTIFICATE:

STATE OF ALABAMA
COUNTY OF MOBILE

I, **ROBERT A. BROWN**, of LEGAL ENGINEERS AND LAND SURVEYORS OF MOBILE, ALABAMA, HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF THE ASSESSMENT PROPERTY DIVISION OF MOBILE COUNTY, ALABAMA.

I, **ROBERT A. BROWN**, State At-Large, Surveyor and Chairman, have filed this certificate of accuracy with the ALABAMA COMMISSIONER OF LAND SURVEYING, and the same is on file in the office of the ALABAMA COMMISSIONER OF LAND SURVEYING.

Robert A. Brown 12/20/23

ALABAMA
NO STATE
PROFESSIONAL
LAND
SURVEYOR
MAJOR CERTIFICATE

SUBJECT: MOBILE COUNTY, ALABAMA
MOBILE AND SEAS

FINAL PLAT DECEMBER 20, 2023 - SHEET 1 OF 1					
BOUNDARY SURVEY AND PLAT OF SUBDIVISION					
DESIGN	M.A.C.	DRAWN	A.E.F.	CHKD	V.L.G.
ENG	J.N.E.	SURVEYOR	V.L.G.	PROJ MGR	J.N.E.
Dewberry				SCALE 1"=80' PROJ. NO 50150083 FILE PRELIM PH 3 SHEET 1 of 3	
25353 Friendship Road, Daphne, AL 36526 251-990-9950 fax 251-924-9815					

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF DECEMBER 14, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Report

1. **CALL TO ORDER:** 5:00 p.m.
2. **CALL OF ROLL** John Peterson, Ronnie Huskey, Steve Olen, Kevin Spriggs, Nathan Jones, Richard Johnson, and Kimberly Samry

3. **APPROVAL OF MINUTES:**

Review of minutes of the regular meeting of November 16, 2023. **(Approved)**

4. **OLD BUSINESS:**

A. **HOPE VINEYARD, PHASES 1A AND 3 FINAL SUBDIVISION PLAT REVIEW AND STREET ACCEPTANCE:**

1. **File SDF23-04:** **(Approved)**

Subdivision: Hope Vineyard, Phase 1A
Zoning: *R-6(G), Garden or Patio Home*
Location: East of County Road 13
Area: 36.60 Acres $\pm$, (70) lots
Owner: Hope Vineyard Partners, L.L.C. - Michael Neal
Agent: Dewberry - Cathy Barnette
Surveyor: Dewberry - Victor Germain
Engineer: Dewberry - Justin Britt

2. **File AP23-10:** **(Favorable recommendation to City Council)**

Presentation to be given by Cathy Barnette, Dewberry, recommending acceptance of all rights-of-way contained within Hope Vineyard, Phase 1A. Said rights-of-way being Shadowridge Drive (2,095 linear feet), Cakebread Avenue (184 linear feet), Ziobaffa Drive (188 linear feet), Dominus Drive (1,380 linear feet), and Caymus Drive (95 linear feet).

3. **File SDF23-05:** **(Approved)**

Subdivision: Hope Vineyard, Phase 3
Zoning: *R-6(G), Garden or Patio Home*
Location: West of the intersection of Songbird Drive and Avernus Loop
Area: 8.73 Acres $\pm$, (27) lots
Owner: Hope Vineyard Partners, L.L.C. - Michael Neal
Agent: Dewberry - Cathy Barnette
Surveyor: Dewberry - Victor Germain
Engineer: Dewberry - Justin Britt

4. **File AP23-11:** **(Favorable recommendation to City Council)**

Presentation to be given by Cathy Barnette, Dewberry, recommending acceptance of all rights-of-way contained within Hope Vineyard, Phase 3. Said rights-of-way being Avernus Loop (841 linear feet) and Songbird Drive (157 linear feet).

5. NEW BUSINESS:

A. SITE PLAN REVIEW:

1. File SP23-15: (Approved contingent upon staff approval of minor landscape plan updates)

Site: Whataburger

Zoning: *B-2, General Business*

Location: Northwest of U.S. Highway 98 and Lavender Lane

Area: 1.13 Acres $\pm$

Owner: The City of Daphne - Mayor Robin LeJeune

Developer: Whataburger Real Estate, LLC - Andrew Peccia

Engineer: Gonzalez-Strength & Associates - Matt Sims

B. SALONCENTRIC SITE PLAN REVIEW AND REQUEST FOR SIDEWALK MODIFICATION:

1. Request to modify the sidewalk along the right-of-way from 6 feet to 4 feet. (Approved)

SITE PLAN REVIEW:

2. File SP23-16: (Approved subject to meeting ADA compliance)

Site: SalonCentric

Zoning: *B-1, Local Business*

Location: Southwest of the intersection of Timber Circle and Mill Lane

Area: 1.01 Acres $\pm$

Owner: Kennedy Lease Management - Blake Kennedy

Engineer: Barton and Shumer Engineering, LLC - David Shumer

C. U-HAUL MOVING AND STORAGE OF DAPHNE PLANNING APPROVAL:

1. Planning Commission approval of a warehouse and storage facility in a B-2(a) zone. (Withdrawn at the request of the applicant)

D. PRELIMINARY/FINAL SUBDIVISION PLAT:

1. File SDPF23-12: (Withdrawn at the request of the applicant)

Subdivision: Earth

Zoning: *R-6(G), Garden or Patio Home*

Location: Southwest of Park Drive and Tallent Lane

Area: 5.94 Acres $\pm$, (2) lots

Owner: Earth Inc. - Scott Curtis

Surveyor: Rowe Engineering & Surveying - Cecil "Zeke" Hudson

6. **PUBLIC PARTICIPATION:** None presented.

7. **ATTORNEY'S REPORT:** No report and Merry Christmas!

8. **COMMISSIONER'S COMMENTS:** Mr. Strunk commented about the proposed improvements to County Road 64 and Pollard (See minutes for details). Commissioners stated Merry Christmas!

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF DECEMBER 14, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Draft

9. **DIRECTOR'S COMMENTS:** Merry Christmas!
10. **ADJOURNMENT:** 5:30 p.m.

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2024-01**

**AMENDMENT TO ORDINANCE NO. 2004-11 (BUSINESS LICENSE ORDINANCE)
TO ADD A LICENSE CLASSIFICATION FOR MEDICAL CANNABIS DISPENSARIES
AND AMEND THE SCHEDULE OF LICENSE FEES**

WHEREAS, the City of Daphne, after due consideration, believes that certain revisions to the City of Daphne’s Business License Ordinance are necessary to establish a license classification for medical cannabis dispensaries and set forth a schedule of fees for such license.

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

SECTION 1. LICENSE CLASSIFICATIONS

Section 13-272 of Chapter 13, Article XII of the Code of Ordinances of the City of Daphne, Alabama is hereby amended by adding the following row to the table of license classifications:

Code	NAICS Title and Suggested License Grouping	Schedule
459991	Marijuana stores, medical	X

SECTION 2. LICENSE FEE SCHEDULES

Section 13-273 of Chapter 13, Article XII of the Code of Ordinances of the City of Daphne, Alabama is hereby amended by adding the following schedule immediately following Schedule “X” – Temporary Vendors:

Schedule “X” – Medical Cannabis Dispensaries

- (a) There shall be imposed an annual license fee in the amount of three percent (3%) of gross receipts, as defined in Section 13-252, upon any person, corporation, authority, or other entity which operates a medical cannabis dispensary business in the City of Daphne, with a minimum annual license fee of \$500.00.
- (b) The Medical Cannabis Dispensary license shall be calculated in arrears, based on the related gross receipts during the preceding license year.
- (c) The provisions of this section shall not be construed as granting any license to any medical cannabis dispensary business which does not hold a valid license to operate such dispensary from the Alabama Medical Cannabis Commission.

SECTION 3. CONFLICT WITH OTHER ORDINANCES

Any Ordinance heretofore adopted by the City Council of Daphne, Alabama, which is in conflict with this Ordinance, is hereby repealed to the extent of such conflict.

SECTION 4. SEVERABILITY

The provisions of this Ordinance are severable. 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 5. 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, with an effective date of January 1, 2024.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS ____ DAY OF _____, 2024.

Robin L. LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk