



**CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA -
AMENDED
MONDAY, MAY 19, 2025 at 6:00 PM**

- 1. CALL TO ORDER**
 - A. ROLL CALL**
 - B. INVOCATION** - Pastor Andrew Tewell, Shore Light Baptist Church
 - C. PLEDGE OF ALLEGIANCE**
- 2. PROCLAMATIONS/RECOGNITIONS/PUBLIC HEARINGS**
 - A. PROCLAMATION:** Mental Health Awareness
 - B. PROCLAMATION:** National Boat Safety Week
 - C. PUBLIC HEARING:** Proposed Amendment to the Land Use and Development Ordinance, Article XXIV, Vacation of Easement and/or Right-of-Way.
- 3. APPROVE MINUTES**
 - A.** May 5, 2025 regular meeting
- 4. REPORTS OF STANDING COMMITTEES**
 - A. FINANCE COMMITTEE** - Phillips
 - B. BUILDINGS & PROPERTY COMMITTEE**- Goodlin
 - Certificates of Occupancy: 19
 - Permits Issued: 202
 - New Residential Home Permits: 12
 - Total Fees: \$89,713.72
 - i. Review the minutes from the April meeting.
 - C. PUBLIC SAFETY COMMITTEE** - Hughes
 - i. Review the minutes from the April meeting.
 - D. CODE ENFORCEMENT/ORDINANCE COMMITTEE** - Olen
 - E. PUBLIC WORKS COMMITTEE** - Conaway
- 5. REPORTS OF SPECIAL BOARDS & COMMISSIONS**

A. BOARD OF ZONING ADJUSTMENTS - Adrienne Jones

- i. Review the minutes from the August 1, 2024 meeting and the summarization from the May 1, 2025 meeting
- ii. **MOTION** to reappoint Carolyn Courson to the Board of Zoning Adjustments for a 3-year term from May 2025 - May 2028.
- iii. **MOTION** to reappoint James Covert to the Board of Zoning Adjustments for a 3-year term from May 2025-May 2028.
- iv. **MOTION** to appoint Miranda Baggett to the Board of Zoning Adjustments for a 3-year term from May 2025-May 2028.

B. DAPHNE PUBLIC SCHOOL COMMISSION - Conaway

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

- i. Review the minutes from the March 26th meeting.

6. PUBLIC PARTICIPATION

7. MAYOR'S REPORT

8. CITY ATTORNEY REPORT

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK'S REPORT

- A. MOTION** to approve the Shadow Baron's Summer Party on June 28, 2025 from 4:00-10:00pm located with a road closure of Belrose Avenue from Main Street to the rear of west parking lot on Belrose Avenue.

11. RESOLUTIONS

- A. 2025 - 37 - Resolution Authorizing an Appropriation to Engage Wildlife Solutions, Inc. for Coyote Removal and Control Services - \$4,000**

12. 2nd READ ORDINANCES

A. 2025 - 08- Ordinance Establishing a Voting Poll Place for the City of Daphne

B. 2025 - 09 - Setting Municipal Election Qualification Fees

13. 1st READ ORDINANCES

A. 2025 - 10 - Ordinance Amending the City of Daphne's Ordinance Regulating
Parking

14. COUNCIL COMMENTS

15. ADJOURN

CITY OF DAPHNE, ALABAMA

Proclamation

WHEREAS; mental health is essential to everyone's overall health and well-being; and

WHEREAS; all Americans face challenges in life that can impact their mental health; and

WHEREAS; prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS; there are practical tools that all people can use to improve their mental health and increase resiliency; and

WHEREAS; mental health conditions are real with 1 in 5 living with a mental health condition in our nation with the other 4 family members or friends; and

WHEREAS; with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS; stigma is a major factor in people living with a mental health condition seeking help; and

WHEREAS; each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support education and prevention efforts; and

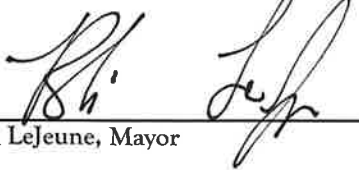
WHEREAS; we will elevate public awareness to break down the stigma and open more doors to support, because every person affected by mental health conditions deserves to be surrounded by a community that cares.

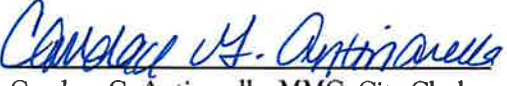
NOW,
THEREFORE; I, Robin LeJeune, as the Mayor of the City of Daphne, together with the Daphne City Council, do hereby proclaim May 2025 as

Mental Health Month

in the City of Daphne and hereby urge citizens to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.




Robin LeJeune, Mayor


Candace G. Antinarella, MMC, City Clerk

CITY OF DAPHNE, ALABAMA

Proclamation

WHEREAS, many residents engage in boating, fishing, and other recreational activities on the navigable waters around the City of Daphne; and

WHEREAS, about 12% of U.S. households own or co-own a recreational vessel of some type, including open power boats, cabin power boats, personal watercraft, and paddle craft such as kayaks and canoes; and

WHEREAS, in calendar year 2023, the Coast Guard counted 3,844 accidents that involved 564 deaths, 2,126 injuries and approximately \$63 million dollars of damage to property as a result of recreational boating accidents; and

WHEREAS, alcohol use remains a leading contributing factor in fatal boating accidents; and

WHEREAS, where data were known, navigation rules violations were a contributing factor in 53% of accidents, 34% of deaths, and 60% of injuries in 2023; and

WHEREAS, of reported boating accident victims who drowned in 2023, 87% were not wearing a life jacket; and

WHEREAS, United States Coast Guard statistics show that 75% of boating deaths occurred on boats where the boat operator had never received boating education instruction; and

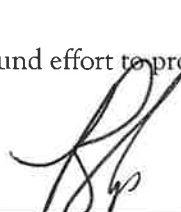
WHEREAS, the majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors, therefore, boating safety courses and boating safety campaigns can teach people how to adhere to better boating practice and help them to boat more safely.

NOW,
THEREFORE, I, Robin LeJeune, as the Mayor of the City of Daphne, together with the Daphne City Council, do hereby proclaim May 17-23, 2025 as

Safe Boating Week

in the City of Daphne and the start of a year-round effort to promote safe boating.





Robin LeJeune, Mayor



Candace G. Antinarella, CMC, City Clerk

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: March 28, 2025
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development 
SUBJECT: Proposed Amendments to the Land Use and Development Ordinance, Articles 24,
Vacation of Easement and/or Right-of-Way

At the March 27, 2025 regular meeting of the City of Daphne Planning Commission, nine members were present. The motion carried to set forth a favorable recommendation to the City Council to amend Article 24, Vacation of Easement and/or Right-of-Way of the Land Use and Development Ordinance.

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

Upon receipt of said documentation, please prepare an ordinance for placement on the City Council agenda to set a public hearing.

Thank you,
ADJ/jv

Attachment

cc: file

ARTICLE XXIV VACATION OF EASEMENT AND/OR RIGHT-OF-WAY

24-1 PROCEDURE FOR VACATION OF EASEMENT

The City Council may, after examination and review thereon, consent to the vacation of public easements, upon a request initiated by the Planning Commission or any person, firm, or a corporation, pursuant to the following procedure:

- (a) An application on the prescribed form shall be submitted in writing to the Department of Community Development no fewer than thirty (30) days prior to the regularly scheduled meeting of the Planning Commission and must be accompanied by an adjacent property owners list, deed (proof of ownership), legal description of the easement proposed to be vacated, a current survey, and a map showing the location of the subject easement and all abutting properties and nearest rights-of-way.

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- (b) The applicant shall be responsible for obtaining an easement release, on a form provided by the city, from all utilities that have facilities located within 500 feet of the easement proposed to be vacated. Such form shall contain a request that the utility consent in writing to the vacation, or submit written objection thereto. Such written responses shall be provided to the city at the time the application is submitted.

- (c) The application shall be reviewed by the Planning Commission at its next regular meeting, and the Planning Commission shall set forth a recommendation to the City Council.

- (d) Prior to acting on an application to vacate an easement, a public hearing thereon shall be held by the City Council with proper notice as required by law. Due notice shall also be given to all abutting property owners of the date, time, and place of said hearing.

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Said notice of a vacation of easement shall be published in full for one (1) insertion in a newspaper of general circulation published in the municipality prior to the said public hearing by the City Council.

- (e) Said easement shall be vacated and/or relocated upon the consent by resolution of the City Council, a certified copy of which shall be recorded in the Office of the Judge of Probate of Baldwin County following the adoption of such resolution.

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- (f) Any petition for vacation of easement may be withdrawn prior to action thereon by the Planning Commission or City Council at the discretion of the applicant upon written notice to the Planning Coordinator in the Department of Community Development or City Clerk in the City Clerk's Office,

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whichever is applicable.

24-2 PROCEDURE FOR VACATION OF RIGHT-OF-WAY BY PETITION

The City Council may, after examination and review thereon, consent to the vacation of public rights-of-way, in whole or in part, upon a petition submitted by the owner or owners of land abutting any street, alley, or dedicated public way, including unused rights-of-way, pursuant to the following procedure:

(a) A written petition, as described in Alabama Code § 23-4-20, or a written declaration, as described in Alabama Code § 35-2-54, as applicable shall be submitted to the Department of Community Development no fewer than thirty (30) days prior to the regularly scheduled meeting of the Planning Commission and must be accompanied by an adjacent property owners list, deed (proof of ownership), legal description of the right-of-way or portion thereof proposed to be vacated, a current survey, and a map showing the location of the subject right-of-way and all abutting properties.

(b) The application shall be reviewed by the Planning Commission at its next regular meeting, and the Planning Commission shall set forth a recommendation to the City Council.

(c) Prior to acting on an application to vacate an easement, a public hearing thereon shall be held by the City Council with proper notice as required by Alabama Code § 36-25A-3. A copy of the notice shall also be served by U.S. mail at least 30 days prior to the scheduled public hearing on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both above ground or buried, within the public right-of-way of the street or alley, or portion thereof, to be vacated.

In accordance with Ala. Act 1973-386, notice of the public hearing shall also be published in a newspaper published in the city for three (3) consecutive weeks. Such notice must contain both a legal description and a layman's general description of the street, alley, highway, or portion thereof to be vacated.

(d) Said right-of-way shall be vacated upon the consent by resolution of the City Council, a certified copy of which shall be recorded in the Office of the Judge of Probate of Baldwin County following the adoption of such resolution. If the request for vacation was submitted by written declaration as described in Alabama Code § 35-2-54, a certified copy of said resolution shall be recorded by the declarant(s) as an attachment to the declaration of vacation.

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Deleted: right-of-ways

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- (e) Notice of the City Council's action shall be published once in a newspaper in the county no later than fourteen (14) days after the resolution's adoption.

24-3 FEES

An application to the Planning Commission for vacation of easement and/or right-of-way shall be accompanied by the appropriate fee as more specifically enumerated in *Article 34, Schedule of Fees*.

May 5, 2025
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 Ron Scott called the meeting to order at 6:00pm.

2. **ROLL CALL:**

COUNCIL MEMBERS PRESENT: Ron Scott, Steve Olen, Tommie Conaway and Doug Goodlin

COUNCIL MEMBERS ABSENT: Joel Coleman, Angie Phillips and Ben Hughes

Also Present: Candace Antinarella, City Clerk; Patrick Dungan, City Attorney; Mayor LeJeune; Chief Gulsby, Police; Chief Tacon, Fire; Adrienne Jones, Planning; Emmie Powell, Library; Kelli Reid, Finance; Vickie Hinman, Human Resources; Bobby Purvis, Public Works; Andy Bobe, City Engineer; Troy Strunk, City Development; Reggie Ardis, Police; Stella Hawks, Junior City Councilmember; Dareon Maynard, Junior City Councilmember; and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation was given by Reverend Thack Dyson, St. Paul's Episcopal Church.

PROCLAMATION: Mayor LeJeune presented the Municipal Clerk's Week Proclamation to City Clerk, Candace Antinarella.

PROCLAMATION: Mayor LeJeune presented the National Correctional Officers' Week Proclamation to the Police Department.

PROCLAMATION: Mayor LeJeune presented the National Police Week Proclamation to the Police Department.

3. **APPROVE THE MINUTES:**

The minutes from the April 21, 2025 regular meeting were approved.

4. **REPORT OF STANDING COMMITTEES:**

A. FINANCE COMMITTEE

Councilwoman Phillips was absent. Mrs. Reid gave the Treasurer's Report for March 2025: Unrestricted Fund Balance - \$34,283,447; Total Cash Balance - \$52,568,878; Sales Tax for February 2025: \$2,113,598.62; Lodging Tax for February 2025: \$135,595.34; Debt Summary – March 2025 – Warrants: \$28,986,132; Capital Leases: General Fund - \$355,317; Enterprise Fund - \$976,318.

B. BUILDINGS & PROPERTY COMMITTEE

Councilman Goodlin said the next meeting is May 12th at 5:15pm.

C. PUBLIC SAFETY COMMITTEE

Councilman Hughes was absent.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilman Olen said the next meeting is June 2nd at 4:30pm.

E. PUBLIC WORKS COMMITTEE

Councilwoman Conaway said the next meeting is June 2nd at 5:15pm.

May 5, 2025
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
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DAPHNE, AL
6:00 P.M.

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

A. **Board of Zoning Adjustments**

Mrs. Jones said there was no report.

B. **Daphne Public School Commission**

Councilwoman Conaway said the next meeting is May 29th in the Jubilee Conference Room.

C. **Downtown Redevelopment Authority**

Councilwoman Conaway said the next meeting is June 12th at 5:30pm.

D. **Industrial Development Board**

Councilman Scott said the next meeting is May 20th at 4:30pm.

E. **Library Board**

Councilman Goodlin said the next meeting is May 8th at 4:30pm at the Library.

F. **Planning Commission**

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

G. **Recreation Board**

Councilman Hughes was absent.

H. **Utility Board**

Councilman Coleman was absent.

MOTION by Councilwoman Conaway to reappoint Tim Patton to the Utility Board for a term of June 2025 – June 2031. Seconded by Councilman Olen. MOTION CARRIED UNANIMOUSLY.

6. **PUBLIC PARTICIPATION:**

Public participation opened at 6:18pm. No one came forward to speak.

Public participation closed at 6:19pm.

7. **MAYOR'S REPORT:**

Mayor LeJeune said the recent rain event information has been turned over to FEMA. He invited everyone to "Coffee with the Mayor" on Tuesday at the Daphne Senior Center at 9:00am as well as a blood drive at the Senior Center.

8. **CITY ATTORNEY REPORT:**

City Attorney said there was one matter to discuss in executive session at the end of the meeting.

9. **DEPARTMENT HEAD COMMENTS:**

Chief Gulsby, Police, said three officers started the Police Academy and shared about recent new hires and current openings.

Chief Tacon, Fire, discussed a recent medical call the department attended to and said the burn tower has been repaired.

**May 5, 2025
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
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DAPHNE, AL
6:00 P.M.**

Ange Baggett, Marketing and Tourism, shared about multiple events at the Civic Center, shared May Day has been rescheduled to May 17th from 10am – 1pm and May 18th is the last “Sunset Series” concert.

Bobby Purvis, Public Works, said Public Works day is May 7th.

Adrienne Jones, Planning, recognized with employees for their time at the City: Jan Vallecillo – 32 years and Pat Johnson – 29 years.

Troy Strunk, City Development, shared that a former employee with the Police Department, Sergeant Melvin Johnson, recently passed away. He thanked the Police and Fire Departments for their service.

Kelli Reid, Finance, shared about an upcoming pet adoption event at the Animal Shelter next Friday from 10am – 2pm. She thanked Tractor Supply for donating a pallet of dog food.

10. CITY CLERK’S REPORT:

City Clerk thanked the Council and Mayor for the proclamation. She reminded everyone Junior Council applications are due May 16th and the upcoming election is August 26th.

**MOTION by Councilwoman Conaway to approve the publication and set a public hearing on June 16, 2025 for the City of Daphne Official Zoning Map. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to approve the publication and set a public hearing on June 16, 2025 for The Estate of Georgianne Simms Pre-Zoning Amendment located northeast of the intersection of Alabama Highway 181 and County Road 64. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to approve the publication and set a public hearing on June 16, 2025 for The Estate of Georgianne Simms Annexation Petition located northeast of the intersection of Alabama Highway 181 and County Road 64. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

11. RESOLUTIONS:

- A. 2025 - 30 - Appropriation: Additional Engineering - Main Street Revitalization Phase 1 - Jade Consulting Contract -\$162,420**
- B. 2025 - 31- B-Street Resurfacing-Bid Award: Asphalt Services, Inc.**
- C. 2025 - 32- 2025-K-Asphalt - Bid Award: Wiregrass Construction Company, Inc.**
- D. 2025 - 33- M-Plastic Pipe-Bid Award: Ferguson Enterprises, Inc.**
- E. 2025 - 34- O-Athletic Uniforms-Bid Award: Gametime Threads LLC**
- F. 2025 - 35 - Revisions to the City of Daphne Street Map**
- G. 2025 - 36 - Appointing the City Clerk to Perform All the Duties Otherwise Required to be Performed by the Mayor in the 2025 Municipal Election and Run-Off Election**

May 5, 2025
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
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DAPHNE, AL
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**MOTION by Councilman Goodlin to waive the reading of Resolutions 2025-30, 2025-31, 2025-32, 2025-33, 2025-34, 2025-35 and 2025-36. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Olen to adopt Resolution 2025-30. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Olen to adopt Resolution 2025-31. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Olen to adopt Resolution 2025-32. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2025-33. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2025-34. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2025-35. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2025-36. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

12. **2ND READ ORDINANCES:**

- A. **2025 - 06** - Ordinance to Pre-Zone Property Located at the Northwest Intersection of County Road 64 and County Road 54 West - Louisa Marco Toler Revocable Trust Dated July 24, 2024

**MOTION by Councilman Olen to waive the reading of Ordinance 2025-06. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Olen to adopt Ordinance 2025-06. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

13. **1ST READ ORDINANCES:**

- A. **2025 - 08**- Ordinance Establishing a Voting Poll Place for the City of Daphne
B. **2025 - 09** - Setting Municipal Election Qualification Fees

14. **COUNCIL COMMENTS**

Councilwoman Conaway thanked the City Clerk, Correctional Officers and Police Officers for their service. She thanked Jewel Lawson for hosting the employee lunch and wished everyone a happy Mother's Day.

**May 5, 2025
CITY COUNCIL MEETING
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6:00 P.M.**

Councilman Olen thanked the Police Department and echoed comments about Jewel Lawson. He wished everyone a happy Mother's Day.

Councilman Goodlin congratulated the Police Officers and Correctional Officers.

Mayor LeJeune thanked Jewel Lawson and wished everyone a happy Mother's Day.

City Attorney certified that the Council should enter into an Executive Session concerning matters of controversy. He said it should take 10 minutes and the Council should return to the public meeting to take action.

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

City Clerk called roll.

Councilwoman Conaway	Aye
Councilman Olen	Aye
Councilman Coleman	Absent
Councilman Goodlin	Aye
Councilman Hughes	Absent
Councilwoman Phillips	Absent
Council President Scott	Aye
MOTION CARRIED UNANIMOUSLY.	

Council entered into Executive Session at 6:40pm.

Council returned from Executive Session at 6:48pm.

**MOTION by Councilman Olen to authorize the Mayor to execute a settlement agreement with Pyro Productions, Inc., in the amount of One Thousand, Five Hundred Dollars, in a form as approved by the City Attorney. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

15. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED AT 6:50PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, MMC, City Clerk

Ron Scott, Council President

City of Daphne Building Department

2020 / 2021 / 2022 / 2023 / 2024 Comparison Report

	Fees Collected					Permits Issued					CO's Issued				
	2021	2022	2023	2024	2025	2021	2022	2023	2024	2025	2021	2022	2023	2024	2025
Oct	\$94,131.53	\$84,303.63	\$47,086.96	\$83,607.35	\$143,569.06	357	308	192	223	213	31	40	28	32	17
Nov	\$109,387.14	\$91,672.49	\$50,279.03	\$27,758.62	\$58,210.00	378	351	286	166	142	30	30	36	23	12
Dec	\$101,471.36	\$128,605.99	\$57,070.59	\$40,344.17	\$50,271.68	383	296	216	181	150	43	53	36	33	25
Jan	\$132,049.79	\$259,810.62	\$33,804.54	\$163,953.56	\$80,404.50	372	350	152	295	173	24	36	33	25	20
Feb	\$97,396.64	\$129,315.56	\$44,081.76	\$84,412.27	\$37,199.09	350	292	169	229	163	32	32	31	23	20
Mar	\$95,472.42	\$116,358.20	\$30,603.28	\$57,825.99	\$320,154.95	391	431	181	240	165	52	84	44	24	16
Apr	\$80,088.89	\$60,816.35	\$76,873.19	\$171,191.80	\$89,713.72	373	324	212	348	202	40	42	27	15	19
May	\$101,848.37	\$65,454.25	\$147,875.62	\$207,947.06		380	306	288	368		42	48	20	30	
June	\$100,508.32	\$147,395.66	\$234,524.02	\$58,420.91		394	355	308	232		50	34	25	43	
July	\$78,547.74	\$87,733.72	\$100,809.42	\$69,318.38		408	305	267	273		29	23	13	33	
Aug	\$59,376.50	\$61,504.63	\$60,342.37	\$181,357.78		309	299	192	239		30	19	4	29	
Sept	\$93,879.09	\$140,065.18	\$108,322.22	\$189,261.78		442	328	277	344		48	40	34	20	
Total	\$1,144,157.79	\$1,373,036.28	\$991,673.00	\$1,335,399.67	\$779,523.00	4537	3945	2740	3138	1,208	451	481	331	330	129
Percent	NA	20.00%	-27.78%	34.66%		NA	-13.05%	-30.54%	14.53%	%	NA	6.65%	-31.19%	-0.30%	

April FY2025 Building Inspections-

202 Permits issued, 19 Certificate Of Occupancies issued

Infirmiry Health, Discount Tire, Daphne Justice Center, and Whataburger Daphne Courtroom addition are all in progress.

Demolition in progress at 1110 Johnson Road.

BUILDINGS & PROPERTY COMMITTEE MEETING

April 14, 2025 5:15 p.m.

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

MEETING MINUTES

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

MEMBERS ABSENT: Councilman Goodlin and Councilwoman Conaway

ALSO PRESENT: Mayor LeJeune, Patrick Dungan, City Attorney; Candace Antinarella, City Clerk; Troy Strunk, City Development; Eric Butler, Building Inspection; Andy Bobe, City Engineer; Kelli Reid, Finance; Charlie McDavid, Recreation; Ange Baggett, Civic Center; Bobby Purvis, Public Works; Emmie Powell, Library; and Adrienne Jones, Planning.

1) CALL MEETING TO ORDER / ROLL CALL

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

2) MINUTES

Councilman Olen reviewed the minutes from the February meeting.

3) PUBLIC PARTICIPATION

4) BUILDING INSPECTION REPORT

Eric Butler gave the Building Inspection Report. Committee discussed the possibility of an impact fee ordinance.

5) CIVIC CENTER & BAYFRONT PAVILION REPORT

Ange Baggett gave the Civic Center Report as well as an update on the Museum.

6) RECREATION REPORT

Charlie McDavid gave a Recreation report. Mayor LeJeune discussed individuals coming to City Properties exercising their first amendment rights.

7) LIBRARY REPORT

Emmie Powell gave the Library Report.

8) FACILITIES REPORT

Bobby Purvis gave the Facilities Report.

9) OLD BUSINESS

10) NEW BUSINESS

Troy Strunk presented on the Resolution to Reclassify Milton Jones Road to Minor Collector.

**MOTION by Councilman Scott to recommend to Council to approve the Resolution to Reclassify Milton Jones Road to Minor Collector. Seconded by Councilman Hughes.
MOTION CARRIED UNANIMOUSLY.**

11) ANY OTHER BUILDINGS AND PROPERTY BUSINESS

12) NEXT MEETING

The next meeting is scheduled for Monday, May 12, 2025 at 5:15 p.m.

13) ADJOURN

There being no further business to discuss, the Committee adjourned at 5:58pm.

April 14, 2025
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: Council President; Steve Olen, Councilmen Joel Coleman, Ron Scott and Benjamin Hughes and Councilwoman Angie Phillips

ABSENT: Councilwoman Tommie Conaway and Councilman Doug Goodlin

Also Present: Mayor LeJeune, City Attorney; Patrick Dungan, Fire Department; Chief Tacon, Police Department; Captain Ardis, City Clerk; Candice Antinarella, Recording Secretary; Christina Brazell

Junior City Council present:

3. **PUBLIC PARTICIPATION:**

None

4. **APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Minutes from February 2025 Public Safety meeting were approved as presented.

5. **POLICE DEPARTMENT – Captain Ardis**

Old Business: Monthly stats provided.

Update on Officers in the APOSTC academy as well as hiring status on candidates.

Police Department completing Semi-Annual Firearms Training.

Several Officers working a child abuse case at the school.

Whiskey Bay disturbances increasing. The Police Department has met with the owners to discuss these matters.

Whiskey Bay owners have agreed to take action regarding some of their events and DJ.

New Business:

Body-Worn Camera system being looked at in order to change vendors. The Police Department would leave the current vendor, WatchGuard and use Motorola. Per Kelly, no purchase order would be necessary, this would be a contract to be paid over 5 years, not a finance option. The only form needing to be completed would be a Notice to Proceed document.

Motion to have Mayor sign NOTICE TO PROCEED document made by Council President Steve Olen, seconded by Councilwoman Angie Phillips. All were in favor.

**April 14, 2025
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.**

6. FIRE DEPARTMENT: - Chief Tacon

Old Business: Monthly stats provided.

New Fire Truck purchase is being delayed again. They are requesting documents from the current vendor in order to further evaluate the situation with the purchase.

Baby Box Project, update was provided, more work is being done, not yet completed.

Medstar: Increase in the number of times DFD has rode along on calls. Their top 2 Department Staff Members that were attending meetings and keeping the Council updated have left the company. Council requested Chief Tacon to meet with 911 again to provide any further updates.

New Business:

One Fire-Medic position still open.

7. OTHER BUSINESS

None

Adjournment 5:00 p.m.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 1, 2024 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Vice Chair 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
Audra Harper
Herb Cole
Derek Wolstenholme, Vice Chair

Members Absent:

Carolyn Courson, Chairwoman
Tasha Quinnelly

Staff Present:

Adrienne D. Jones, Director of Community Development
Pat Johnson, Recording Secretary
Shawn Alves, BZA Attorney

Vice-Chair asked for input regarding the April 4, 2024 minutes presented by staff. There being none, minutes stand approved as submitted.

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

A presentation by the Director was given regarding Appeal #2024-05, Patricia Grant/Jamie Snowden seeking approval of a Special Exception to allow the operation of a daycare center for ages 6 weeks to 12 years old at 26450 Pollard Road a B-2, General Business commercial property, which has been before the Board twice, but did not work out for the prior applicants. She cited according to Ms. Snowden's application her hours of operation will be from 6:30 a.m. to 5:30 p.m. with 5 to 8 employees and the Building Official and City Engineer have both given favorable recommendations with the Engineer noting that ADA parking and striping was needed, if approved by the Board then a site plan done by a Civil Engineer would have to be approved by the Planning Commission, and she would have to comply with all state and federal regulations, and she recommended approval.

Vice-Chair called for questions from the Board. There were none. The Vice-Chair opened the floor for the public hearing and called for those in support of the appeal.

Jamie Snowden, spoke seeking approval of the special exception to expand to a bigger building to accommodate more children for her existing daycare citing that she is aware of the noted parking deficit and the site plan approval.

Ms. Linda Parsons, Robert Brothers Real Estate Agent, stated she was the agent helping Ms. Snowden and that she was quite impressed with her current business and how she professionally operated it and how much she interacted with the children and their love for each other.

Vice-Chair called for questions from the Board.

The Board presented questions regarding: existing number of parking spaces; current number of children applicant has now and how many she expects to have at this location; how many the number of total employees will she have; and any traffic issues with a 2-lane highway in that area.

Ms. Snowden answered the building currently has a total of 10 parking spaces, and that she has 39 children now, but hopes to have 50 to 75 which will depend upon the Department of Human Resources determination as to exactly how many children she can have and the number of employees needed to care from them. She cited that she is working with a Civil Engineer to correct any deficiencies to get approval during site plan approval and she does not anticipate any traffic problems because in her many years of experience doing this she has noticed that the children arrive at different times and there is never more than 2 or 3 that come at the same time.

Mr. Alves stated after this is approved a site plan must be approved by the Planning Commission regarding the building, fencing, and parking thru the site plan approval process before she can begin operating as a daycare.

Vice-Chair called for those in opposition. There were none. The Vice-Chair closed the floor to the public hearing and called for discussion by the Board. Hearing no further comments from the Board, the Vice-Chair called for an affirmatively stated motion.

A **Motion** was made by **Mrs. Harper** and Seconded by **Mr. Cole** to **approve Appeal #2024-05, Patricia Grant/Jamie Snowden, request for a Special Exception to allow the operation of a daycare center for children ages 6 weeks to 12 years old at 26450 Pollard Road, which is zoned B-2, General Business contingent upon the Planning Commission's review and approval of a site plan that meets the requirements of the Land Use and Development Ordinance and which includes each of the following elements:**

1. an on-site drop-off/pick-up plan, and,
2. a fencing plan for the outdoor play areas.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 1, 2024 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Upon roll call vote, the Motion carried unanimously.

Mr. Covert	Aye
Mrs. Harper	Aye
Mr. Cole	Aye
Mr. Wolstenholme	Aye

The Vice-Chair stated the motion carried, the appeal is granted. You may go by the office of Community Development around 9:00 a.m. in the morning to pick up the paperwork.

There being no other business Vice-Chair called for a **Motion to Adjourn.**

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

The Motion carried unanimously.

The meeting adjourned at 6:18 p.m.

Respectfully submitted by:

Pat Johnson

Pat Johnson, Recording Secretary

APPROVED: May 1, 2025

Carolyn Courson

Carolyn Courson, Chair



COMMUNITY DEVELOPMENT

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT AGENDA
MAY 1, 2025 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
MEETING SUMMARIZATION

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

August 1, 2024

4. **OLD BUSINESS** - None
5. **NEW BUSINESS**

Appeal #2025-01 Clifford A. Oxford - Was Not Granted

A request for a Variance 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 allow Lake Forest Subdivision, Unit 27, Lot 172 access to an unimproved right-of-way in lieu of an improved right-of-way as provided in Articles 9-13 and 11-8 of the Land Use and Development Ordinance.

Appeal #2025-02 DR Horton/Shore Light Church - Withdrawn

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 allow the operation of a church at 25366 Profit Drive, Lot 12A, the re-subdivision of Lots 12 & 13 in Daphne Business Park, Unit 2. The property is zoned C/I, Commercial/Industrial.

6. **ADJOURNMENT** - 6:39 p.m.

Miranda Holloway-Baggett

Miranda.hbaggett@gmail.com | (601)382-8000 | Daphne, AL 36526

PROFESSIONAL PROFILE

The United States Marshals Service is primarily responsible for protecting the integrity of the federal judicial process. The Agency's missions also include fugitive investigations, threat investigations, protecting federal witnesses, prisoner transportation and handling, and managing and selling seized assets. Successfully achieved multiple positions, including Deciding Official/Chief Inspector, Acting Assistant Director for the Management Support Division, Chief Deputy United States Marshal, Assistant Chief Deputy U.S. Marshal, Supervisory Deputy U.S. Marshal, Deputy U.S. Marshal, and serving as the Agency's National Gang Resistance Education and Training (G.R.E.A.T.) Coordinator. These positions required the display of the utmost integrity and the ability to build positive working relationships. Served over seven years in various command Law Enforcement positions by uplifting the philosophy: lead by example. Adept at holding those who serve accountable and have attained expectations of the highest standard of professional conduct. Highly dedicated, organized, meticulous, and results-oriented law enforcement professional with 29 years of service, committed to protecting members of the federal judiciary and diverse communities across the nation. Demonstrates the ability to effectively and efficiently build, train, and lead federal government professionals by displaying exceptional leadership skills, managing all day-to-day operations, and maintaining agency support during high-pressure situations.

PROFESSIONAL EXPERIENCE

United States Marshals Service

Nov 2023-Present

Chief Inspector-Deciding Official, GS-15

Responsible for reviewing reports of investigation of disciplinary matters, reviews the proposed letter issued to employee by the Proposing Official, and any oral or written responses provided by the employee, and issues a decision on the proposed disciplinary action

- Have full and independent authority on the final resolution of disciplinary matters
- Advises the Office of the Deputy Director on policy issues identified during the decision making process
- Ensures strict confidentiality and adhere to the provisions of the Privacy Act
- Principle USMS expert on matters of misconduct, integrity, ethical behavior, and professional responsibility
- Works with the Office of General Counsel on matters requiring legal review

United States Marshals Service

March 2019 – Nov 2023

Chief Deputy U.S. Marshal, GS-15

Responsible for the day-to-day operations of the Southern District of Alabama.

Key Achievements:

- Represented the Agency at law enforcement meetings, community events, and networking with leaders of federal, state, and local law enforcement
- Builds relationships with heads of federal agencies at the district level, Sheriffs, Chiefs of Police, and state law enforcement executives to increase awareness of missions and develop collaborative efforts
- Responsible for the management, administration, and direction of operations throughout the district, which consists of the Southern 13 counties in Alabama. Responsibilities include leading and directing a staff whose core missions include security and protection of the United States Courts, criminal investigations, fugitive apprehension, execution of federal court orders, and other law enforcement activities
- Supervised the district administrative functions to include financial management, procurement, human resources management, and property management. Total work-plan budget allocations for fiscal year '19 and '20 totaled \$400,000
- Directed the day-to-day activities of 20 operational and administrative employees across the Southern District of Alabama, encompassing three judicial facilities
- Conducted performance evaluations for four United States Marshals Service personnel serving in supervisory positions.
- Increased the overall morale of a prior toxic working environment through leadership, transparency, fostering feedback, communication, team building, and providing training opportunities for employees' growth
- Strategized and implemented changes and edits to the districts' budget, ensuring all processes follow standard policy
- Selected out of 94 Chief Deputy Marshals as one of ten to serve on the District Chiefs Advisory Board, which briefs the Director on issues & challenges facing the USMS 94 districts, and provides recommendations that steer the direction of the agency
- Served on the U.S. Marshals Service's Merit Promotion Board with 13 other Chiefs throughout the country, under the direction of the Director; Responsible for reviewing applicants' resumes and qualifications and recommending to the Director who should be promoted to lead our agency
- Developed and led quarterly meetings with the United States Attorney's Office, District and Magistrate Judges, and Chief of

- Probation/Pretrial to conduct updates on collaborative efforts, review priorities, and improve relationships
- Served on the Agency's Incident Management Team in various roles such as; Operation and Planning Section Chief
- Top Secret Security Clearance

United States Marshals Service

March 2020 – July 2020

Acting Assistant Director- United States Marshals Service Headquarters-Arlington, VA

Managed the Management Support Division on a National level.

Key Achievements:

- Successfully managed the Management Support Division's \$275 million spending plan that includes the agency's rent, renovation, construction, records, fleet, and other projects
- Successfully led the divisions' COVID-19 Pandemic activities on the national level, to include the ordering, managing, and re-distributing PPE supplies throughout the agency to mitigate potential health risks of all employees
- Met weekly with all divisions' Assistant Directors, as a member of the Directors Pandemic Response team, to brief on MSD strategic plans on facility decontamination and building re-entry plans nationwide. This information was then briefed to the Director.
- Led the division's response activities during the National Civil Unrest that occurred due to several high-profile Law Enforcement killings of unarmed minorities throughout the nation and the untimely death of Breonna Taylor. Those events spawned protest and rioting throughout the nation and resulted in the damaging of several federal courthouses, requiring data cultivation and analysis by MSD. Accomplished process of up-to-date, timely, and accurate reporting procedures of damage to federal courthouses throughout the nation, which was then provided to the Director for reporting purposes to Congress.
- Met with the Director and Executive Leadership Managers, bi-weekly, to provide an overview of recent occurrences in MSD

United States Marshals Service

January 2018 – March 2019

Assistant Chief Deputy U.S. Marshal, GS-14-Eastern District of Missouri

Managed day-to-day operations that ensured operational, administrative, and contractors adhered to USMS Policies.

Key Achievements:

- Supervised and conducted Performance Evaluations for nine USMS personnel
- Implemented new Standard Operating Procedures to ensure the highest level of performance was achieved throughout the District
- Conducted district self-assessment supporting the Resource Analysis Division and Office of Inspections, including gathering and compiling statistical information and demographics. Developed written corrective actions plans for identified weaknesses
- Coordinated with local government officials to begin housing federal prisoners closer to the federal courthouse while staying within the St. Louis city limits
- Responded to the scene of two DUSM/TFO shootings and provided senior-level administrative and emotional support
- Attended Agency Head meetings and Facility Security Committee meetings on behalf of the District of Eastern MO
- Completed Chief Development Leadership Training

United States Marshals Service

February 2016- December 2017

Supervisory Deputy United States Marshal, GS-13-Southern District of Mississippi

Managed all operational programs for Southern District of Mississippi sub-offices.

Key Achievements:

- Served as the immediate supervisor of six operational and one administrative staff for all daily operations and enforcement activities for offices in Gulfport and Hattiesburg, MS, to include assigning detailed tasks, establishing office priorities, developing performance standards, and evaluating performance
- Developed and implemented the Southern District of Mississippi cellblock policy
- Created the district financial work plan for the purchase of supplies, materials, and equipment
- Addressed and resolved personnel complaints and issues lodged by judicial staff, in-custody prisoners, family members of prisoners, and attorneys in a timely and efficient manner
- Ensured all operational, administrative, and contract staff were knowledgeable and adhered to USMS policies and directives
- Certified Contracting Officer Representative and Continuity of Operations Coordinator
- Supervisory Leadership Development Training, which provided hands-on opportunities to bring back to the district to assist with productivity and awareness
- Created Standard Operating Procedures for the District's Prisoner Operations Division
- Conducted File Review for 116 in-custody prisoners and to ensure the file meets the specifications set forth by USMS policy
- Successfully completed Public Affairs Officer Training, Protective Investigative Training Program, High-Risk Fugitive Apprehension Training, and maintained a Secret Security Clearance
- Conducted monthly in-district audits on active prisoner caseloads to mitigate the risk of jail billing errors
- Served as guest speaker for several notable events, such as the Simpson County Sheriff's Department Officer Graduation and the opening ceremony of the Mississippi Special Olympic Games

Acting Supervisory Deputy United States Marshal/Criminal Investigator Deputy U.S. Marshal, *GS-12-Western District of Tennessee***Key Achievements**

- Routinely served as Acting SDUSM of General Operations, which allowed planning and scheduling of nine deputies, regularly receiving access to JDIS to ensure all pertinent information is accurate and to decrease time and money by correcting records
- Planned, scheduled, and supervised 16 Deputy U.S. Marshals daily
- Conducted the Western District of TN full-scale Continuity of Operations exercise by coordinating the alternative worksite, routes, radio communication, equipment, and supplies with local, state, and federal court officials. This achievement granted an outstanding on performance plans and rating evaluation
- Instructed numerous in-service training to State and Local LEO on Court Security, Threat Assessment and Deadly Force
- Provided the latest state-of-the-art protective techniques and utilized to create training on understanding threat situations
- Addressed personnel complaints and issues and the complaints of judicial staff, in-custody prisoners, and attorneys; worked closely with other federal, state, and local officials
- Coordinated with local, state, and federal agencies to create five Judicial Residential Response Plans of federal judges that lived in the agencies jurisdiction for emergency response purposes
- Examined, rated proposals, and accepted bids on behalf of the W/TN for Asset Forfeiture Storage. Also, provided experience and advice regarding best practices, deployment of resources, and policy development

United States Marshals Service

June 2006 – June 2009

Criminal Investigator Deputy United States Marshal, *GS-12, Gang Resistance Education and Training Coordinator on the national level***Key Achievements:**

- One of the U.S. Marshals Service's 2006 priorities included elevating the stature and visibility of the USMS with Congress, the Department of Justice, the judiciary, and the public. Trained as Gang Resistance Education and Training (G.R.E.A.T) Instructor for the United States Marshals service. Deemed the agency's G.R.E.A.T Program National Coordinator in 2007 and served an ultimate role to support this priority by establishing strong community ties with diverse organizations to include law enforcement, educational, non-profit, corporate, and faith-based partners. Ultimately, creating safer schools and communities by building positive relationships among U.S. Marshals Service employees, youth, and families. Conducted G.R.E.A.T Training for new officers in several states at the request of the Bureau of Justice Assistance Program Coordinator
- Trained more than 1,000 local, state, and federal officials on building partnerships, grant requirements, and budgeting
- Served as G.R.E.A.T Coordinator for the Northern District of Ohio, Cleveland Division, and provided oversight to Bureau of Justice Affairs (BJA) with grants totaling \$500,000
- Established and maintained liaison with agency leaders from federal, state, and local law enforcement, judiciary, news media, faith-based and educational institutions
- Coordinated and provided oversight to three police departments that were recipients of grant funding by monitoring overtime, reviewing, and approving schedules to avoid overspending
- Supervised and conducted Performance Evaluations for 12 USMS employees and 10 civilian employees during my tenure as the G.R.E.A.T Coordinator
- Oversaw and approved disbursements of grant monies to various faith-based organizations, community-based organizations, non-profit organizations, and local police departments
- Aided in writing the proposal for the Bureau of Justice Affairs Grant for the USMS G.R.E.A.T National Program for \$1.2 million
- Liaison between HQ and seven significant cities that implemented the G.R.E.A.T Program; trained each major city's personnel on the proper policies and best practices to use formulated model

United States Marshals Service

October 2001 – June 2006

Deputy United States Marshal, *GS 7/9-11/12-Northern District of Ohio***Key Achievements:**

- Conducted monthly in-district audits on active prisoner caseloads to mitigate the risk of jail billing errors, resulting in no instance of improper payments for the District over a twenty-four-month period
- Responsible for conducting complex fugitive investigations, prisoner transportation, handling and productions, protection of the federal judiciary, and accountable property officer, Equal Employment Opportunity collateral duty officer
- Supervised and delegated venue staff, security, EMS personnel, federal, state, and local authorities during the Judicial Conferences that I served as the Deputy-In-Charge. These conferences were attended by District, Circuit, Bankruptcy, and Magistrates judges
- Incorporated a Standard Operating Procedure in N/OH while assigned as the Accountable Property Officer, resulting in no weapon-related discrepancies

Intern

- Assisted with all administrative duties instructed by proper officials
- Assisted with the processing and escorting of federal prisoners
- Provided intake of civil and criminal processes

MS Department of Corrections

June 1995 – June 2001

Correctional Officer III*Enforced rules within a housing authority for state inmates.**Key Achievements:*

- Supervised inmate activities, searched inmates and their personal property for contraband
- Conducted inspections to ensure security and safety measures were met
- Planned, allocated, supervised, and reviewed the work of subordinate officers in all units of work in the institution
- Ensured the personal well-being, care, and rehabilitation of residents of the institution
- Prepared written reports of occurrence on a shift concerning resident behavior and work performance of subordinate officers
- Responsible for implementing and monitoring policy, practices, and procedures within the institution

EDUCATION, LICENSES, & CERTIFICATIONS

Master of Management – University of Phoenix – Tempe, AZ – 2009

Concentration: Leadership, Conflict Resolution, and Financing

Bachelor of Science, *Criminal Justice & Corrective Service* – Jackson State University– Jackson MS – 2002

Certified Federal Law Enforcement Officer Certification

National Organization of Black Law Enforcement, Member

National Sheriffs' Association-Member

Federal Law Enforcement Officers Association, Member

Delta Sigma Theta Sorority, Incorporated, Member

Women in Federal Law Enforcement, Member

International Association of Women Police, Member

National Association of Women Law Enforcement Executives, Member

National African American Gun Association, Member

Impact 100 Baldwin County 2022-2024, Member

Leadership Baldwin County Class of 2024, Member

SYMPOSIA & RELATED STUDY

Leadership Development Training-Echelon Front-September 2023

Chief Development Training, May 2018

Supervisory Leadership Development Training, August 2016

High-Risk Fugitive Apprehension Training, March 2012

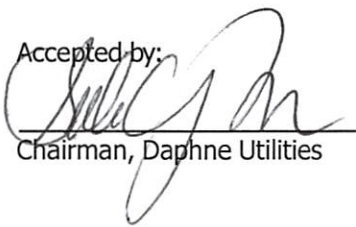
Contractor Officer Training Representative, Defense Acquisition University, December 2011

Public Affairs Officer Training, May 2010

Protective Investigative Training Program, June 2010

Recruiting Officer Training, September 2008

Advanced Deputy United States Marshals Training, October 2008

Accepted by:

Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ March 26, 2025 ♦ 5:00 p.m.

I. Call to Order

The regular March 2025 Board meeting for the Utilities Board of the City of Daphne was held on March 26, 2025, in the Council Chambers at Daphne City Hall and called to order at 5:00 p.m. by Chairwoman Selena Vaughn, followed by the Roll Call:

II. Roll Call

Members Present: Selena Vaughn, Chairwoman
Tim Patton, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Councilman Joel Coleman, Board Member
Mayor Robin LeJeune, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Scott Polk – CEO/General Manager
Lexus Carlee – Chief Finance Officer
Alex Godfrey – Chief Operations Officer
Samantha Coppels – Chief Communications Officer
Lori Wilson – Executive Assistant

Others Absent:

III. Pledge of Allegiance

The Chairwoman led the Board and meeting attendees in the Pledge of Allegiance.

IV. Approval of Minutes

Utilities Board Meeting Minutes February 26, 2025

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the regular Daphne Utilities Board meeting of February 26, 2025.

With no additions, deletions or corrections, the Chairwoman declared that the submitted minutes of the regular Daphne Utilities Board meeting of February 26, 2025, would stand approved.

V. OLD BUSINESS –

A. None

VI. NEW BUSINESS –

A. Proposal for Water Reclamation Facility Improvements – Preliminary Engineering - Krebs Engineering, Inc. – Task Order No. 25301 in the amount of \$189,900.00 (Board Action: MOTION TO APPROVE PROPOSED TASK ORDER #25301 in the amount of \$189,900.00)

CEO/GM Scott Polk reminded board members of this project being discussed at the work session and that it was budgeted for the current year. Mr. Polk offered to answer any questions concerning the proposal.

Mayor LeJeune apologized for being unavailable to attend the previous meetings to discuss this proposed project and had a few questions, asking if there were any further discussions on these two proposals after the one work session. Mr. Polk responded that he received comments for clarification on some issues in the task order and that the task order had been adjusted for those clarifications. He commented that the [WRF] plant is comfortable with this task order as well. Mr. Tim Patton shared his comments and concerns regarding the Krebs task order with the Board members.

Following a discussion, the members decided to move forward with the proposed task order submitted by Krebs Engineering, Inc.

MOTION by Mr. Tim Patton to approve the submitted Proposal for Water Reclamation Facility Improvements – Preliminary Engineering - Krebs Engineering, Inc. – Task Order No. 25301 in the amount of \$189,900.00; the Motion was seconded by Councilman Joel Coleman.

AYE: Coleman, LeJeune, Mayhand, Patton, Vaughn NAY: ABSENT: ABSTAIN: **MOTION CARRIED**

VII. BOARD ATTORNEY'S REPORT

Mr. Speegle added to his submitted report in case his email was not received that he had the Tonsmeire Corporation's deposition set for tomorrow, however he received a telephone call advising him that Mr. Tonsmeire had surgery related to his throat and requested to continue the deposition, to which Mr. Speegle agreed.

VIII. FINANCIAL REPORT

Finance Manager Lexus Carlee highlighted for the Board: increase in total assets, money market balance, increased inventory value, revenue, expenses, net income over budget projections for the year, and sewer, gas and irrigation revenues performing over budget with water performing slightly under budget. She noted some construction expenses beginning to request payment and that they were included in the capital improvement plan. She offered to answer any questions from the Board.

Mr. Polk commented on the very narrow variance for the month for the net income, reaffirming that our budgeting process is working month to month and applauded the financial staff.

GENERAL MANAGER'S REPORT

A. GM Report

CEO/GM Scott Polk reported to the Board regarding: the Pollard Road and CR64 intersection upgrade is nearing completion relative to the Daphne Utilities' responsibilities with communications continuing; appreciation for the attention given to the WRF 20-year plan previously discussed; rehab of Well #15 is getting closer completion, still addressing flow issues; and lastly, the rehab of the Tiawasee Creek sewer line with the streambed restoration has been completed and should be stable. He then referred to Chief Operations Officer Alex Godfrey.

B. Operations Report

Chief Operations Officer Alex Godfrey noted that a new generator at the WRF had been installed which was quite a process involving several departments working together ensuring the automatic transfer switch was installed with a glitch occurring the next day when a breaker blew in the UV system allowing 36 minutes of partially treated sewage to be released through the outfall, noting that it was reported. Mr. Polk added that the plant was shut down for 6-7 hours diverting flows and reroute flows to Plant 2. Mr. Godfrey confirmed Mr. Patton's question that they are ready for hurricane season.

Mrs. Samantha Coppels, Chief Communications Officer, commented on the upcoming internship program.

Mr. Polk noted that he and Mr. Godfrey met with Belforest Water regarding the Prospect Park (DISC project), advising that Belforest Water is not in a position to supply water to that area unless someone is willing to give a \$10million investment for them to build facilities in that area so their next step was to inquire about Daphne Utilities selling them water since we are right across the street. He stated that he conveyed to them that although Daphne Utilities has the ability to sell them water, it would probably not be likely that we would sell them water so they could in turn sell the water and raise rates and collect the tap fees and capacity fees for that area. He offered for them to return with a proposal involving sharing the capacity fees. He advised that after investigating the files, Daphne Utilities does not own the pipes and was not certain if Belforest Water owned the pipes either, stating this would make it an easier transition to us if Belforest was not able to serve the area pointing out the legal agreement that states Daphne Utilities has the first right to service making the issue becomes the infrastructure which he believed the City of Daphne or IDB owned but could not confirm without input from the City of Daphne.

Mr. Polk responded to Mr. Patton's inquiry about an agreement to sell water to Belforest advising that he reviewed the interconnect agreement with Belforest but the agreement had been expired for several years, of which he made them aware. Mr. Polk did confirm that he asked if the Belforest Water board was interested in a new agreement, during the time Daphne Utilities' made an agreement with Fairhope. He told the Board that he has not had any response from Belforest Water board regarding a new agreement.

Chairwoman Selena Vaughn remarked this issue should be resolved by this summer, inviting whomever needs to be involved to a meeting, and questioned how long Daphne Utilities waits for Belforest's response. Mayor LeJeune commented that 68 Ventures and the Church of the Highlands would have to put pressure on Belforest's response and he expressed his reluctance to just sell water without getting tap fees and capacity fees and for Belforest to make their decision on their own without bailing them out on their decision.

A discussion followed regarding the issue, concluding that Mayor LeJeune would discuss with the Industrial Development Board attorneys to determine what communication they have had with Belforest Water regarding the property.

Mr. Polk confirmed for Mr. Patton that Daphne Utilities does have sewer available there, gas could be easily available if needed. He also advised that one of the constraints of this situation is the value of the pipes that are in there were put in by a grant and it is uncertain if ownership of those has transferred over.

C. Engineering & Consulting Reports – nothing to add to the submitted reports

IX. BOARD ACTION – previously addressed.

X. PUBLIC PARTICIPATION – At 5:37pm, Chairwoman Vaughn opened and closed public participation noting that there was no participation.

XI. BOARD COMMENTS –

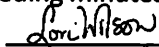
No comments from Councilman Joel Coleman, Mr. Mayhand and Mr. Tim Patton. Mayor LeJeune again expressed his regrets for his absence at the past few meetings and thanked everyone for doing a great job.

XII. ADJOURNMENT

With no additional comments, the Chairwoman Vaughn called for a motion to adjourn the meeting. Councilman Joel Coleman made the Motion to Adjourn.

The meeting adjourned at 5:38 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities



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: Shadow Baron's Summer Party
TYPE OF/PURPOSE OF EVENT: Party
EVENT DATE: 06/28/2025 TIME (START- END): 4-10pm
ASSEMBLY TIME: 4pm # PARTICIPANTS/VEHICLES: 300
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 to close from Belrose & Main St to the west side of parking lot June 28, 2025, from 5-11 pm
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: _____

60

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.

Shadow Barons Summer Party w/ Road Closure @ Manci's

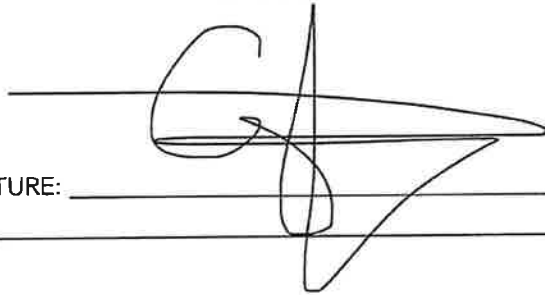
INDEMNITY & HOLD HARMLESS AGREEMENT

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: May 8, 2025

INTERNAL USE ONLY

DATE REC'D: 5-8-2025

CITY CLERK: _____

FIRE DEPT: [Signature]

APPROVED ROUTE: _____

POLICE DEPT: [Signature]

ROUTE MAP ATTACHED: ☐ Yes ☐ No

PUBLIC WORKS: [Signature]

SPORTS & RECREATION: _____

EVENT FEE: ☐ Paid \$ _____ CHK# _____

MARKETING & EVENTS: _____

☐ Waived: _____

** REVENUE: _____

PROOF OF INSURANCE REC'D: ☐ Yes ☐ No

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2025-37**

**A RESOLUTION AUTHORIZING AN APPROPRIATION TO ENGAGE WILDLIFE
SOLUTIONS, INC. FOR COYOTE REMOVAL AND CONTROL SERVICES**

WHEREAS, the City of Daphne (the “City”), has received multiple reports of coyote sightings and activity within residential and public areas of the City, raising concerns regarding the potential threat to public safety, pets, and local wildlife; and

WHEREAS, the presence of coyotes in populated areas presents a danger to the health, safety, and welfare of the citizens of the City; and

WHEREAS, the City Council finds that immediate and proactive coyote removal and control services are necessary to mitigate this threat and to protect the public; and

WHEREAS, the City Council further finds that engaging a professional wildlife control provider will serve a legitimate and compelling public purpose, notwithstanding any incidental benefit that may accrue to individual property owners or residents, by preserving the safety of neighborhoods and protecting the general population from wildlife-related hazards; and

WHEREAS, Wildlife Solutions, Inc. has the experience, qualifications, and capacity to provide the necessary coyote removal and control services within the municipal limits of the City.

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

1. Funds in the amount of Four Thousand and No/100 Dollars (\$4,000.00) from the General Fund are hereby appropriated and made a part of the Fiscal 2025 Budget to engage Wildlife Solutions, Inc. for the provision of coyote removal and control services.
2. The Mayor is hereby authorized to take all actions necessary to implement this Resolution, including executing any agreements or authorizations required to engage Wildlife Solutions, Inc., consistent with the terms of this Resolution.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ DAY OF MAY, 2025.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2025-08**

Ordinance Establishing a Voting Poll Place for the City of Daphne

AN ORDINANCE establishing a Voting Poll Place for the City of Daphne, Alabama.

WHEREAS, the City Council of the City of Daphne believes it to be in the be interest of its citizens to have one voting poll for the purpose of holding a Municipal Election to be held August 26, 2025 and September 23, 2025 for a Runoff Election, if necessary; and

WHEREAS, after due notice by publication as required by law, the voting poll place shall remain for holding the Municipal Election of August 26, 2025 and September 23, 2025 for a Runoff Election, if necessary, pursuant to Act #95-327; and

WHEREAS, the City Council of the City of Daphne, after due consideration deemed, that the request is proper and believe it to be in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, that the below described voting poll place be established as the voting poll location for the City of Daphne Seven Districts is hereby accepted as stated:

Districts 1, 2, 3, 4, 5, 6 & 7 - Daphne Civic Center, 2603 U.S. Hwy 98, Daphne Alabama

Ordinance Nos. 2020-08, 2016-18, 2008-27, 2004-17, 1996-16 and 1992-14, are hereby repealed in their entirety. All Ordinances repealed by those Ordinances shall remain repealed and are not revived. All other city Ordinances or parts thereof in conflict with the provision of this Ordinance, in so far as they conflict, are hereby repealed.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ DAY OF MAY, 2025.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE
ORDINANCE 2025-09**

Setting Municipal Election Qualification Fees

WHEREAS, a General Municipal Election will be held in the City of Daphne on the 26th of August 2025, and if necessary a Run-off Election will be held in the City of Daphne on the 23rd of September, 2025; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DAPHNE, ALABAMA, AS FOLLOWS:

Section 1. A qualification fee in the amount of \$50.00 is hereby fixed and imposed upon all candidates seeking election as Mayor of the City of Daphne, Alabama, except as hereinafter provided for.

Section 2. A qualification fee in the amount of \$25.00 is hereby fixed and imposed upon all candidates seeking election as Councilmember of the City of Daphne, Alabama, except as hereinafter provided for.

Section 3. Such qualification fee shall be paid to the City Clerk and deposited to the general fund of the city at or prior to the time of taking out qualification papers by any such candidates.

Section 4. Any person desiring to qualify who is not financially able to pay the required fee may qualify provided such prospective candidate furnishes the Clerk with an affidavit stating that he/she is financially unable to pay the required fee fixed by this Ordinance.

Section 5. This Ordinance is adopted pursuant to Section 11-46-2 of the Alabama Code of 1975 and shall be effective in all elections, both general and special, for aforesaid offices from and after the date of adoption.

ADOPTED this the _____ day of May, 2025.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2025-10**

**AN ORDINANCE AMENDING THE CITY OF DAPHNE'S
ORDINANCE REGULATING PARKING**

WHEREAS, the City Council of the City of Daphne, Alabama deems it to be in the interest of public safety and for the benefit of its citizens to provide regulations for parking within the City of Daphne; and

WHEREAS, the City Council, after due consideration, has determined that certain revisions to the City of Daphne Parking Ordinance, Ordinance 2006-66, as adopted on September 5, 2006, and codified at Chapter 19, Article III, Division 1 in the City's Code of Ordinances, are necessary for the proper administration of said Ordinance.

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

SECTION 1. AMENDMENT TO SECTION 19-40: DEFINITIONS

Section 19-40 of the City of Daphne Code of Ordinances (adopted as Section I of Ordinance 2006-66) is hereby amended by adding the following definition:

Access aisle. The hash-marked or cross-striped space that is 5 feet or 8 feet wide that is directly next to an accessible parking space, or as otherwise defined by the Americans with Disabilities Act.

**SECTION 2. AMENDMENT TO SECTION 19-41: PARKING SPACES FOR
PHYSICALLY HANDICAPPED; REGULATION**

Section 19-41 of the City of Daphne Code of Ordinances (adopted as Section II of Ordinance 2006-66) is hereby repealed in its entirety and replaced with the following:

- (a) It shall be unlawful for any person who does not have a distinctive special long-term access or long-term disability access license plate or placard or temporary disability placard duly issued to such person and currently in effect to park a vehicle in a parking place designated for individuals with disabilities on any public or private property within the corporate limits or police jurisdiction of the city.
- (b) It shall be unlawful for any vehicle to be parked on an access aisle on any public or private property within the corporate limits or police jurisdiction of the city.
- (c) Upon issuance of a municipal ordinance violation citation for a violation under this section, the violator shall receive a court date in the same manner as traffic citations. If the violator, or person to whom the vehicle was registered at the time the citation was issued, fails to either pay the fine prior to the court date or fails to appear in municipal court at the appointed date and time, the municipal court magistrate may issue a summons to the person or persons to whom the vehicle was registered at the time the citation was issued or the magistrate may issue an arrest warrant for the person to whom the vehicle was registered at the time the citation was issued in lieu of a summons. If a violation of a municipal parking ordinance is heard in municipal court, the municipal court judge shall impose court costs.

- (d) In any prosecution for any violation of the provisions of this section, it shall be prima facie evidence that the owner of such vehicle was operating the same at the time of such alleged violation.
- (e) Upon conviction, notwithstanding any other penalty provision which may be authorized or employed, any person violating this ordinance shall be fined a minimum of fifty dollars (\$50.00) for the first offense, a minimum of two hundred dollars (\$200.00) for the second offense, and a maximum of five hundred dollars (\$500.00) for the third or any subsequent offense. In addition, for the second or any subsequent offense under this section, the person may be ordered by the court to perform a minimum of forty (40) hours of either of the following forms of community service:
 - (1) Community service for a nonprofit organization that serves the disabled community or serves persons who have a disabling disease.
 - (2) Any other community service that may sensitize the persons to the needs and obstacles faced daily by persons who have disabilities.

SECTION 3. INCORPORATION IN THE CODE OF ORDINANCES.

The provisions of this Ordinance shall be included in and incorporated in the Code of Ordinances of Daphne, Alabama, as an addition or amendment thereto, and shall be renumbered, if appropriate, to conform to the uniform numbering system of the Code.

SECTION 4. SEVERABILITY.

The provisions, sections, paragraphs, sentences, clauses, phrases, and parts thereof of this Ordinance are severable, and if any provision, section, paragraph, sentence, clause, phrase, or part thereof of this Ordinance shall be declared unconstitutional or invalid by a court of competent jurisdiction, then such ruling shall not affect any other provision, section, paragraph, sentence, clause, phrase, or part thereof, since the same would have been enacted by the Council without the incorporation of any such unconstitutional or invalid provision, section, paragraph, sentence, clause, phrase, or part thereof.

SECTION 5. EFFECTIVE DATE.

This Ordinance shall become effective upon its adoption and publication as provided by law.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA on this the ____ day of _____, 2025.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk