CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
MONDAY, AUGUST 4, 2025 at 6:00 PM

1. CALL TO ORDER

A. ROLL CALL

B. INVOCATION - Battalion Chief Lamar Green, Daphne Fire Department

C. PLEDGE OF ALLEGIANCE

2. PRESENTATION

A. Swearing In of 2025-2026 Junior City Council

3. APPROVE MINUTES

A. July 21, 2025 regular meeting

4. REPORTS OF STANDING COMMITTEES

A. FINANCE COMMITTEE - Phillips
Review the minutes from the July 21, 2025 meeting
Treasurer's Report for June 2025 : Unrestricted Fund Balance - $33,860,756
Total Cash Balance - $50,449,179
Sales Tax for May 2025: $2,458,857.49; Lodging tax for May 2025: $161,960.09
Debt Summary - June 2025: Warrants - $28,151,132
Capital Leases: General Fund - $278,808; Enterprise Fund - $957,391

MOTION to authorize the Mayor to enter into an agreement with Wilkins Miller, LLC for the FY2025, 2026, and 2027 audit.

MOTION to authorize the Mayor to enter into an agreement with ALDOT for the bridge replacement over D'Olive Creek on Bayview Drive.

B. BUILDINGS & PROPERTY COMMITTEE- Goodlin

C. PUBLIC SAFETY COMMITTEE - Hughes

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE - Olen

i. Review the minutes from the July 7th meeting.

E. PUBLIC WORKS COMMITTEE - Conaway

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS

A. **BOARD OF ZONING ADJUSTMENTS** - Adrienne Jones

B. **DAPHNE PUBLIC SCHOOL COMMISSION** - Conaway

C. **DOWNTOWN REDEVELOPMENT AUTHORITY** - Conaway

D. **INDUSTRIAL DEVELOPMENT BOARD -** Scott

E. **LIBRARY BOARD** - Goodlin

F. **PLANNING COMMISSION** - Olen

i. Review of the approved minutes from the meeting of June 26, 2025, and the report of the meeting of July 24, 2025.

G. **RECREATION BOARD** - Hughes

H. **UTILITY BOARD** - Coleman

6. PUBLIC PARTICIPATION

7. MAYOR'S REPORT

8. CITY ATTORNEY REPORT

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK'S REPORT

11. RESOLUTIONS

A. **2025 - 54 -** Resolution Declaring Certain Personal Property Surplus and Authorizing the Mayor to Dispose of Such Property - 2012 Chevy Tahoe and 2013 Chevy Tahoe

B. **2025 - 55 -** Resolution Authorizing the Mayor to Execute a U.S. Army Corps of Engineers Permit and Related Documents for the Bayfront Park Improvements Project

12. 2nd READ ORDINANCES

13. 1st READ ORDINANCES

A. **2025 - 16 -** Ordinance Amending the City of Daphne's Community Standards Ordinance 2013-38 - Tattoo Studios

14. COUNCIL COMMENTS

15. ADJOURN

July 21, 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: Tommie Conaway, Steve Olen, Doug Goodlin, Ron Scott, Joel Coleman, Ben Hughes and Angie Phillips

Also Present: Candace Antinarella, City Clerk; Patrick Dungan, City Attorney; Mayor LeJeune; Chief Gulsby, Police; Chief Tacon, Fire; Emmie Powell, Library; Kelli Reid, Finance; Bobby Purvis, Public Works; Troy Strunk, City Development; Andy Bobe, City Engineer; Vickie Hinman, Human Resources; Ange Baggett, Marketing/Tourism; Adrienne Jones, Planning; Schuyler Smith, Junior City Councilmember; and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation was given by Pastor Quentin Howard, Resurrection Church.

3. PROCLAMATIONS:

PROCLAMATION: Chief Gulsby and Mayor LeJeune presented a proclamation for the retirement of Police K9 Charles Lee Ray.

4. APPROVE THE MINUTES:

The minutes from the July 7, 2025 regular meeting were approved.

5. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE
Councilwoman Phillips said the next meeting is August 18st at 4:30pm.

MOTION by Councilwoman Phillips to reject and rebid Bid: 2025-D-Bayfront Park Expansion and Improvement Plan. No second was needed.
MOTION CARRIED UNANIMOUSLY.

B. BUILDINGS & PROPERTY COMMITTEE
Councilman Goodlin said the minutes from the June 9th meeting are in the packet and the certificates of occupancy were 21, permits issues were 230, new residential home permits were 23 and total fees were $143,387,58. He said the next meeting is August 11th at 5:15pm.

C. PUBLIC SAFETY COMMITTEE
Councilman Hughes said the next meeting is August 11th at 4:30pm and the minutes from the June 9th meeting are in the packet.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE
Councilman Olen said the next meeting is August 4th at 4:30pm.

E. PUBLIC WORKS COMMITTEE
Councilwoman Conaway said the next meeting is August 4th at 5:15pm.

6. 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 will be August 25th at 4:30pm.

C. Downtown Redevelopment Authority
Councilwoman Conaway said the next meeting is August 21st at 5:30pm.

D. Industrial Development Board
Councilman Scott said the next meeting is July 22nd at 4:30pm.

E. Library Board
Councilman Goodlin said the next meeting is August 14th at 4:30pm.

F. Planning Commission
Councilman Olen said the next meeting is July 24th at 5:00pm.

G. Recreation Board
Councilman Hughes said there will be no August meeting.

H. Utility Board
Councilman Coleman said the next meeting is July 30th at 5:00pm.

7. PUBLIC PARTICIPATION:

Public participation opened at 6:08pm.

Victoria Phelps, Worchester Drive, thanked the Council for their work. She also said there seems to be some confusion about which districts vote and which ones don't.

Public participation closed at 6:10pm.

8. MAYOR'S REPORT:

Mayor LeJeune said Centennial Park is closed for installations and will reopen on Wednesday. He said the next Coffee with the Mayor is August 5th at 9:00am at the Senior Center and he thanked all who voted for him for the Nappie Award.

9. CITY ATTORNEY REPORT:

City Attorney said there was no report.

10. DEPARTMENT HEAD COMMENTS:

Chief Gulsby, Police, said there are two officers graduating the Academy next week and shared that Lt. Andrews had been selected to attend the FBI National Academy.

Chief Tacon, Fire, congratulated Fire Marshal Brett Camilleri for his certification of a Fire Protection Specialist. She also recognized Brian Talley for his 2,000 hours of volunteering with the Fire Department.

Ange Baggett, Marketing and Tourism, said she will be attending the Governor's Conference in August and invited everyone to Coffee with the Mayor on August 5th and to the ribbon cutting for the new splash pad at Joe Louis Patrick Park on July 29th at 10:00am.

Emmie Powell, Library, updated the Council on events at the Library as well as the Summer Reading Program statistics.

Vickie Hinman, Human Resources, said there have been two representatives to speak with employees recently: one from Retirement Systems and one from Blue Cross Blue Shield. She said August 5 – 7 is the Benefits Fair.

Bobby Purvis, Public Works, shared about the ongoing sidewalk work and that Public Works' employees have the opportunity to partake in sign language classes to better community with current and future employees.

Charlie McDavid, Recreation, shared about recent tournament, BINGO at the Senior Center as well as a recent adoption event at the Animal Shelter. He said an upcoming event at the Animal Shelter called "Clear the Shelter" will be August 2nd from 10:00am – 4:00pm.

Adrienne Jones, Planning, said the Land Use and Development Ordinance rewrite is underway and the next Planning Commission meeting is Thursday.

Troy Strunk, City Development, said the recent 7 on 7 tournament at Daphne High School was a success and shared about praising comments he received and wanted to pass on regarding Trione Sports Complex.

11. CITY CLERK'S REPORT:

City Clerk said election information will be sent out soon to help clear up any confusion. She said there is poll worker training tomorrow and that the absentee ballots started going out today. The new 2025-2026 Junior Councilmembers have a meeting on July 28th, they will be sworn in on August 4th and have their City tour on August 6 – 7.

Councilman Scott took a moment to discuss political signs in the City.

12. RESOLUTIONS:

A. **2025 - 50 -** Election Without Opposition - Jennifer Green, City Council District 7

B. **2025 - 51 -** Elected Without Opposition - Robin LeJeune, Mayor

C. **2025 - 52 -** Appropriation: ALDOT Project #STPSU-0181(511): Installation of a Traffic Signal at SR-181 and Corte Rd/Austin Rd. - $94,003

D. **2025 - 53** - Resolution Declaring Certain Personal Property Surplus and Authorizing Disposition - Police Drug Canine

MOTION by Councilwoman Phillips to waive the reading of Resolutions 2025-51 and 2025-52. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilwoman Phillips to adopt Resolution 2025-51. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilwoman Phillips to adopt Resolution 2025-52. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilwoman Conaway to waive the reading of Resolutions 2025-52 and 2025-53. Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilwoman Conaway to adopt Resolution 2025-52. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilwoman Conaway to adopt Resolution 2025-53. Seconded by Councilwoman Phillips.
MOTION CARRIED UNANIMOUSLY.

13. 2ND READ ORDINANCES:

A. **2025 - 15 -** Ordinance Granting Non-Exclusive Authorization to Mediacom Southeast, LLC for the Construction, Operation and Maintenance of a Cable System within Certain Public Rights-of-Way within the City of Daphne

MOTION by Councilman Goodlin to waive the reading of Ordinance 2025-15. Seconded by Councilwoman Phillips.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Hughes to adopt Ordinance 2025-15. Seconded by Councilman Olen.
MOTION CARRIED UNANIMOUSLY.

14. 1ST READ ORDINANCES:

15. COUNCIL COMMENTS

Councilwoman Conaway thanked Councilman Scott for addressing the political signs and congratulated Mayor LeJeune and Jennifer Green.

Councilman Olen congratulated Mayor LeJeune on his Nappie Award and congratulated Jennifer Green on her election. He thanked those who recently volunteered at the Animal Shelter.

Councilman Coleman congratulated Mayor LeJeune and Jennifer Green.

Councilman Goodlin encouraged the current and incoming Council to attend the orientation training.

Councilwoman Phillips congratulated Mayor LeJeune and Jennifer Green and commended Bobby Purvis on his encouraging his employees to learn sign language.

Council President Scott said incoming Council needs to read and find resources to learn what the Council does and their roles.

Mayor LeJeune reminded everyone that Whataburger opens July 24th.

16. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED AT 6:41PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, MMC, City Clerk

Ron Scott, Council President

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
MONDAY, JULY 21, 2025 at 4:30 P.M.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:30 p.m.
Present were:
Chairperson Mrs. Angie Phillips
Councilwoman Mrs. Tommie Conaway
Councilman Mr. Steve Olen
Councilman Mr. Joel Coleman
Councilman Mr. Ron Scott
Councilman Mr. Ben Hughes
Councilman Mr. Doug Goodlin

Also Present: Mayor Robin LeJeune, Finance Director Mrs. Kelli Reid, Human Resource Director Mrs. Vickie Hinman, City Clerk Mrs. Candace Antinarella, Executive Director of City Development Mr. Troy Strunk, Fire Chief Mrs. LeAnn Tacon, Director of Events and Marketing Mrs. Ange Baggett, Public Works Director Mr. Bobby Purvis, Solid Waste Manager Mr. Randy Davis, City Engineer Andy Bobe, Community Development Director Mrs. Adrienne Jones, and City Attorney Mr. Patrick Dungan.

Junior City Council – Schuyler Smith.

2. PUBLIC PARTICIPATION

3. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous meeting minutes were approved.

4. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resources Report:

- Current Open Positions – 16

Mrs. Hinman reviewed the monthly Safety Committee meeting topics and discussed other Human Resources projects and events. Mrs. Hinman also noted that we had received our Blue Cross Blue Shield renewal and that are rates were only going up 4.6%.

5. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – June, 2025

Mrs. Reid reviewed the following reports and information:

- Code enforcement issued 10 warnings resulting in businesses becoming compliant and $4,713.04 in revenue.
- New Businesses with a physical location in Daphne - 6
- Simplified Sellers Use Tax collections - $209,396.77 and YTD collections - $1,899,825.54.
- Total Business Licenses issued were 61 new and 47 renewals for a total of 108 in June 2025

6. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: May, 2025

Mrs. Reid reviewed the Sales & Use Tax Reports: $2,458,857.49 was collected for May, 2025 which was up $88,868.37 from May 2024's collections:

- YTD Variance over Budget - $1,416,168.60

B. Lodging Tax Collections, May, 2025

Mrs. Reid reviewed the Lodging Tax Collections Report and noted the collections for May, 2025 were $161,960.09 which is up $ 9,392.79 from May 2024's collections.

- YTD Variance over Budget - $99,116.69

C. Lodging Tax Analysis Report, June, 2025

Mrs. Reid reviewed the Lodging Tax Analysis report:

- Recreation balance for related purchases - $811,695.89

- Unreserved balance for Bayfront related purchases - $1,621,397.79

D. Monthly Occupancy Fee Tax Collections, May, 2025

Mrs. Reid reviewed the Monthly Occupancy Fee Tax Collections Report: $46,922 was collected for May, 2025 which was up $2,693 from May 2024's collections:

- YTD Variance over Budget - $28,630.50
- Reserved balance for Occupancy Fee - $411,301.00

7. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: June, 2025

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT As of June 30, 2025					
Account Type/Title	**6/30/2025**	**5/31/2025**	**Increase (Decrease) from last Month**	**6/30/2024**	**Increase (Decrease) from Last Year**
GENERAL FUND & ENTERPRISE FUNDS Region	$ 22,640,708	$ 22,741,234	$ (100,526)	$ 15,897,099	$ 6,743,609
INVESTMENT FUND Charles	11,220,048	11,102,408	117,641	10,648,242	$ 571,806
Total Unrestricted Cash Balance	**33,860,756**	**33,843,642**	**17,114**	**26,545,341**	**7,315,415**
SPECIAL REVENUE FUNDS					
4 CENT GAS TAX	382,779	377,081	5,698	318,224	64,555
7 CENT GAS TAX	404,015	396,863	7,152	322,826	81,189
10 CENT GAS TAX	424,160	404,401	19,759	320,308	103,852
TREE & FLOWER	-	-	-	10,287	(10,287)
ANIMAL SHELTER FUND	142,271	142,662	(390)	261,041	(118,770)
MOBILE INFIRMARY BUILDING	96,666	89,618	7,048	86,986	9,680
FEDERAL DRUG FORFEITURES	218,305	209,805	8,500	347,454	(129,149)
LOCAL DRUG FORFEITURES	99,749	99,749	-	95,435	4,314
LIBRARY	63,517	79,098	(15,581)	66,661	(3,144)
COURT TRAINING & EQUIPMENT	44,358	44,216	142	43,557	801
COURT/CORRECTION	519,915	518,660	1,254	516,831	3,084
LODGING TAX	2,844,395	2,717,032	127,362	2,317,507	526,888
AGENCY FUNDS					
SELF INSURANCE	218,803	216,302	2,502	235,348	(16,545)
OPEB TRUST INVESTMENT FUND	1,954,238	1,911,500	42,738	1,559,213	395,025
	7,413,172	7,206,989	206,183	6,501,678	911,494
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	7,002,084	7,289,724	(287,640)	6,545,116	456,968
2023 CONSTRUCTION FUND	2,547,171	3,470,834	(923,664)	8,870,235	(6,323,064)
	9,549,255	10,760,558	(1,211,304)	15,415,351	(5,866,096)
DEBT SERVICE FUNDS					
DEBT SERVICE	(374,004)	139,939	(513,943)	(202,052)	(171,952)
Total Restricted Cash Balance	**16,588,423**	**18,107,487**	**(1,519,064)**	**21,714,977**	**(5,126,554)**
Total City Cash Balance	**$ 50,449,179**	**$ 51,951,129**	**$ (1,501,949)**	**$ 48,260,318**	**$ 2,188,861**
	Encumbrance Total as of		**6/30/2025**	**$ 197,925.00**	

The Treasurer's Report as of June*, 2025 *Total Unrestricted Cash Balance - $33,860,756 and Total City Cash Balance - $50,449,179 was presented to be filed for audit.

2. Encumbrance Report

- Encumbrance balance - $197,925 as of June, 2025.

Mrs. Reid reviewed the Encumbrance Report.

3. Outstanding Appropriations

Mrs. Reid reviewed the Outstanding Appropriations report and gave an update on the status of individual line items.

4. **Financial Overview: Debt Summaries & Monthly Financial Statements**

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), June, 2025
  - Outstanding Warrant Balance as of June, 2025: $28,151,132
  - Outstanding Capital Lease Balance as of June, 2025:
    - General Fund: $278,808
    - Enterprise Fund: $957,391

- Overtime Report YTD

- Monthly Financial Statements, May 2025
  - General Fund YTD Budgetary Net Income: $ 6,321,559 which is greater $4,757,529 than the prior YTD net income
  - Solid Waste Fund Transfers $47,678
  - Civic Center Fund Transfers $179,143

5. **Summary of Budgetary Amendments**

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2025 Budget.

- Total Appropriations Year to Date – $2,245,168
- Adjusted Expenses over Revenue – ($2,242,163)

6. **Unfunded Future Projects Expenditure Summary**

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary.

B. **Bills Paid Reports – June, 2025**

The Bills Paid Report was previously presented electronically.

8. BIDS & APPROPRIATIONS *(Resolution)*

A. Installation of a Traffic Signal at SR-181 and Corte Road - $94,003

Mrs. Reid reviewed the bid from ALDOT to award the contract for the installation of the traffic signal at Corte Road. The City's portion of the project is only $94,003 of the total project cost of $845,013.36. Mrs. Reid noted that the resolution will also be on tonight's council meeting as ALDOT needs the funds before July 23rd to proceed with awarding the bid.

MOTION BY Mr. Goodlin to recommend to Council to adopt a Resolution amending the budget to appropriate $$94,003 from the Capital Reserve Fund. Seconded by Mr. Coleman.
MOTION CARRIED UNANIMOUSLY

B. 2025-D-Bayfront Park Expansion and Improvement Plan

Mrs. Reid reviewed the recommendation to reject the bid and rebid. Discussion continued on the new dates of when the bid would be reopened and awarded. Mrs. Reid noted that this motion will also be on tonight's council to allow for the bid to be advertised on July 23rd.

MOTION BY Mr. Scott to recommend to Council to reject the 2025-D-Bayfront Park Expansion and Improvement Plan bid and rebid. Seconded by Mr. Hughes.
MOTION CARRIED UNANIMOUSLY

C. 2025-J-Milton Jones Road Extension

Mrs. Reid reviewed the Milton Jones Road Extension and the recommendation to award to the low bidder Rob Middleton Construction, LLC. She noted that the City portion of the project would only be $500,000. This will only be brought to council for approval if the needed right-of-way easements are acquired.

MOTION BY Mr. Scott to recommend to Council to award the 2025-J-Milton Jones Road Extension bid to Rob Middleton Construction, LLC. in the amount of $2,154,466.02 (Base Bid-$1,870,646.95 + Add Alt-$283,819.07) as bid. Seconded by Mrs. Conaway.
MOTION CARRIED UNANIMOUSLY

MOTION BY Mr. Scott to recommend to Council to adopt a Resolution amending the budget to appropriate $500,000 out of the General Fund and transferred to the Capital Reserve Fund. Seconded by Mrs. Conaway.
MOTION CARRIED UNANIMOUSLY

9. SURPLUS

A. Surplus: 2012 Chevy Tahoe-V#112 and 2013 Chevy Tahoe–V#113 – PD Patrol

Mrs. Reid reviewed the two surplus vehicle requests.

MOTION BY Mr. Hughes to recommend to Council to declare certain property surplus and authorize the Mayor to dispose of the following surplus property: 2012 Chevy Tahoe-V#112 and 2013 Chevy Tahoe–V#113. Seconded by Mr. Goodlin.
MOTION CARRIED UNANIMOUSLY

XI. NEW BUSINESS

A. 2025 Professional Audit Services RFP Recommendation

Mrs. Reid discussed the three proposals received for the FY 2025, 2026, and 2027 Audit. Discussion continued on benefits of periodically changing auditors and the background of all three audit firms.

MOTION BY Mr. Olen to recommend to Council to authorize the Mayor to enter into an agreement with Wilkins Miller, LLC for the FY2025, 2026, and 2027 audit. Seconded by Mr. Goodlin.
MOTION CARRIED UNANIMOUSLY

B. Authorization to Execute ALDOT Agreement for Bridge Replacement

Mrs. Reid discussed the funding agreement received from ALDOT for the bridge replacement over D'Olive Creek on Bayview Drive. Currently no appropriation will be needed. The design engineering costs will be included in the FY 2026 budget and the 4 and 5 cent and the 7 cent gas tax funds can be utilized as a funding source for this project.

MOTION BY Mr. Hughes to recommend to Council to adopt a resolution authorizing the Mayor to enter into an agreement with ALDOT for the bridge replacement over D'Olive Creek on Bayview Drive. Seconded by Mr. Goodlin.
MOTION CARRIED UNANIMOUSLY

10. OLD BUSINESS

There was no new business discussed.

11. ADJOURN The meeting adjourned at 5:24 p.m.

CODE ENFORCEMENT/ORDINANCE COMMITTEE MEETING
July 7, 2025, 4:30 p.m.
City Hall, Council Chamber
1705 Main Street, Daphne, AL 36526

MEETING MINUTES

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

MEMBERS ABSENT: Councilman Goodlin

ALSO PRESENT: Patrick Dungan, City Attorney; Troy Strunk, City Development; Chief Tacon, Fire; Kelli Reid, Finance; Bobby Purvis, Public Works; Andy Bobe, City Engineer; Emma Coleman, Junior City Councilmember; Candace Antinarella, City Clerk; and Jessica Linne, Assistant City Clerk.

1) CALL MEETING TO ORDER / ROLL CALL

There being a quorum present Councilman Olen called the meeting to order at 4:28 p.m.

2) APPROVE MINUTES FROM THE June 2, 2025 Meeting

3) PUBLIC PARTICIPATION

4) ORDINANCE REVIEW/DISCUSSION

Councilman Olen recognized Dane Stephenson, owner of The Hawthorn, who spoke regarding the current tattoo ordinance and asked about the potential to amend the ordinance. Councilman Scott suggested City Staff review the ordinance and asked that it be on the August Ordinance Agenda.

Councilman Hughes introduced Sean Odom, Exalt Community Church, who said he had interest in opening an online gun store and asked the Council to consider revising the zoning ordinance to include an ecommerce section for gun sales. Councilwoman Phillips asked for the current ordinance to be brought to the next meeting and also be sent to Chief Gulsby.

5) OTHER BUSINESS DEEMED NECESSARY

City Clerk said she will read two certifications in the evening's Council meeting for candidates who qualified for the upcoming municipal election with no contest. She also gave an update on information requested by the Council regarding Whiskey Bay.

6) NEXT MEETING

The next meeting is scheduled for Monday, August 4, 2025 at 4:30 p.m.

7) ADJOURN

There being no further business to discuss, the Council adjourned at 4:54pm.

COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM

Daphne
ALABAMA

DATE:	July 24, 2025
TO:	Office of the City Clerk
FROM:	Adrienne Jones, AICP, Director of Community Development
SUBJECT:	Planning Commission Minutes and Report

Attached please find a copy of the approved minutes for the City of Daphne Planning Commission regular meeting of the June 27, 2025 and the report of the regular meeting of July 24, 2025 for placement on the August 4, 2025 City Council agenda for review.

Should you have any questions or comments in this regard, please do not hesitate to call.

ADJ/jv

1. **CALL TO ORDER**: 5:04 p.m.

2. **CALL OF ROLL**: Andrew Prescott, Nathan Jones, Steve Olen, Oliver Roberts, Kevin Spriggs, Richard Johnson, Bobby Purvis and John Peterson

3. **APPROVAL OF MINUTES**: Review of minutes of the regular meeting of June 26, 2025. **(Approved)**

4. **OLD BUSINESS:**

   A. **OAK GROVE ESTATES MASTER PLAN AMENDMENT:**

   1. **File MPA25-01: (Tabled by the applicant until the regular meeting of August 28, 2025)**

      Presentation to be given by Jason Wooten, Wooten Engineering, requesting an amendment to the master plan of Oak Grove Estates.

   B. **ALDI GROCERY STORE SITE PLAN REVIEW:**

   1. **File SP25-07: (Approved)**

      Site: **ALDI Grocery Store**

      Zoning*:** ***B-2, General Business

      Location: Southwest of Highway 31 and Alabama Highway 181, Lot 1A, TimberCreek Village, Phase 2, Resubdivision of Lots 1 & 2
      Area: 2.65 ± Acres
      Owner: ALDI Inc. Loxley Division - Dave Hassen
      Agent: Duplantis Design Group - Evan Geerts

   C. **SCHIEFFLIN ESTATES PRELIMINARY SUBDIVISION PLAT REVIEW – RECONSIDERATION OF THE WAIVER TO THE RIGHT-OF WAY WIDTH REQUEST:**

   2. **File AP25-03 - Street: (Tabled by the applicant until the regular meeting of August 28, 2025)**

      Presentation to be given by Haymes Snedeker, developer, requesting a waiver from the provisions of Section 11-6 of the Land Use and Development Ordinance pertaining to Minimum Street Requirements, which requires roads classified as an alley to provide a minimum asphalt width of twenty feet. The applicant proposes to utilize the existing fourteen-foot lane width in lieu of widening the road to City standards and to enter into an agreement to provide a financial contribution to the City of Daphne for future right-of-way improvements on Schiefflin Lane.

5. **NEW BUSINESS:**

   A. **PATCH PLACE, PHASE 2 FINAL SUBDIVISION PLAT:**

   1. **File SDF25-03: (Approved)**

      Subdivision: **Patch Place, Phase 2**

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

      Location: Northeast of the intersection of Parker Lane and County Road 13
      Area: 15.79 Acres ±, (56) lots
      Owner(s): Grant's Mill, LLC - Price Hightower
      Engineer: Rowe Engineering & Surveying - Jackson Berkbigler

B. APEX OFFICE BUILDING SITE PLAN REVIEW:

1. **File SP25-08: (Approved)**

Site: **APEX Office Building**

Zoning(s): ***B-2, General Business***

Area: 0.51 Acres ±
Location: Southwest of the intersection of Rand Avenue and Equity Drive
Owner: APEX Constructors, L.L.C. - Brian Stuart
Engineer: Lieb Engineering - Chris Lieb

C. RG PROPERTIES REQUEST FOR AN EXEMPTION TO THE SIDEWALK REQUIREMENT:

1. **File AP25-08 - Sidewalk: (Withdrawn at the request of the applicant)**

Presentation by David Shumer, Shumer Consulting, or Phillip Owens, Coast Architects, requesting an exemption from sidewalk requirements in accordance with Section 11-11(f) of the Land Use and Development Ordinance, as it pertains to forgoing the construction of the required six-foot-wide sidewalk along the U.S. frontage of Bayline Drive and to construct the six-foot wide sidewalk in the right-of-way of North Main Street.

6. **PUBLIC PARTICIPATION:** Candice Smith, representative of TimberCreek POA, spoke regarding flooding in TimberCreek Wilderness area (see minutes for details). Patrick Collins, attorney for TimberCreek POA, asked the Commission to rescind the motion for approval and table the application for ALDI Grocery Store to August 28, 2025 Planning Commission meeting.

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

8. **COMMISSIONER'S COMMENTS:** None presented.

9. **DIRECTOR'S COMMENTS:** Director presented the upcoming meeting dates. Site Preview is August 20th and the Regular Meeting is August 28, 2025.

10. **ADJOURNMENT:** 5:17 p.m.

The City of Daphne
Planning Commission Minutes
Regular Meeting of June 26, 2025
Council Chamber, City Hall - 5:00 P.M.

Call to Order:

The Chairman called the regular meeting of the City of Daphne Planning Commission to order at 5:00 p.m. The number of members present constitutes a quorum.

Call of Roll:

Members Present:

Kevin Spriggs, Secretary
Oliver Roberts
John Peterson, Vice Chairman
Andrew Prescott, Chairman
Lucy Watkins
Steve Olen
Nathan Jones

Staff Present:

Adrienne Jones, AICP, Director of Community Development
Jan Vallecillo, Planning Coordinator
Patrick Dungan, Attorney
Troy Strunk, Executive Director, City Development
Andy Bobe, City Engineer
Jesi Ward, Environmental Programs Manager

The Chairman asked for input regarding the May 22, 2025 regular meeting minutes presented by staff. There being none, minutes stand approved as submitted.

New Business:

The Chairman called for the next order of business: Schlich Substation Expansion, Planning Commission Approval and Site Plan Review.

An introductory presentation was given by the agent, Amanda Thompson. She provided a summary of the site plan as presented on the meeting agenda. She explained this site is approximately two acres, zoned B-2, and abuts residential and commercial properties. The proposed modifications include site and electrical improvements, installation of landscaping, and the construction of an eight-foot privacy fence along with a concrete wall.

Mrs. Thompson stated that the applicant is asking for a sidewalk modification to allow for the installation of a sidewalk along the north and west side of Pollard Road.

The Chairman asked for staff comments. Staff advised that comments have been addressed.

Mr. Olen asked for staff comment. Mr. Bobe stated that the sidewalk modification is for the safety of the pedestrians.

There was also discussion among the Commissioners regarding the proposal to place a concrete wall to prevent noise pollution, as well as, a privacy fence.

The Chairman opened the floor for the public hearing. The floor was closed after no one came forward to speak.

Hearing no further comments from the commissioners, the Chairman called for a motion on the associated applications.

A motion was made by Mr. Prescott and seconded by Mr. Spriggs to grant Planning Commission Approval of an expansion of public utility substation as requested. There was no discussion on the motion. The motion carried unanimously.

A motion was made by Mr. Johnson and seconded by Mr. Jones to approve the sidewalk modification request. There was no discussion on the motion. The motion carried unanimously.

A motion was made by Mr. Johnson and seconded by Mr. Jones to approve the site plan for the Schlich Substation Expansion. There was no discussion on the motion. The motion carried unanimously.

The Chairman called for the next order of business: Rich's Car Wash Site Plan Review.

An introductory presentation was given by the agent, Grayson Bertolla. He provided a summary of the site plan as presented on the meeting agenda.

The Chairman asked for staff comments. Staff advised that comments have been addressed.

Mr. Johnson asked about the reclamation program for the carwash and the sewer provider. Mr. Bertolla stated it will be collected, directed into a storage system under the parking lot, and directed into the sanitary sewer system maintained by Baldwin County Sewer.

Hearing no further comments from the commissioners, the Chairman called for a motion on the associated applications.

A motion was made by Mr. Spriggs and seconded by Mr. Jones to approve the site plan for Rich's Carwash. There was no discussion on the motion. The motion carried unanimously.

The Chairman stated that ALDI Grocery Store Site Plan Review and Oak Grove Estates Master Plan Amendment have been tabled at the applicant's request until the regular meeting of July 26, 2025.

The Chairman called for the next order of business: Amuzu Request for a Waiver to the Sidewalk Requirement and Preliminary/Final Subdivision Plat Review.

An introductory presentation was given by the agent, Cathy Barnette. She provided a summary of the preliminary/final subdivision plat as presented on the meeting agenda.

Mrs. Barnette stated she is requesting a waiver to the sidewalk requirement based on the following: the topography; there are not sidewalks on the adjacent properties along the north side of Daphne Avenue; and, the inability to match the six-foot sidewalk width of the commercial properties. She noted that sidewalks are available to serve pedestrians on the south side of Daphne Avenue.

Chairman asked for staff comments. Mr. Bobe stated the installation of a sidewalk would be a challenge and expensive, but is required by the ordinance; he deferred to the Commission to determine if the waiver was warranted.

Mr. Spriggs concurred that is would be difficult, but that it is possible to construct a sidewalk on this property. Mrs. Barnette responded that it would be expensive.

The Chairman opened the floor for the public hearing. The floor was closed after no one came forward to speak.

Hearing no further comments from the commissioners, the Chairman called for a motion.

A motion was made by Mr. Olen and seconded by Mr. Johnson to deny the request for a waiver to the sidewalk requirement. There was no discussion on the motion. The motion carried unanimously.

The Chairman stated that the waiver to the sidewalk requirement has been denied.

Mrs. Barnette requested to withdraw the application for Amuzu Subdivision.

The Chairman called for the next order of business: Belleau Gardens Master Plan Review.

An introductory presentation was given by the agent, Dwayne Smith. He provided a summary of the proposed master plan as presented on the meeting agenda. He stated that the property is currently zoned R-6(G); the proposed development consists of a one-hundred and ninety-one single family residential lots located at southeast of the intersection of County Road 13 and Pleasant Road. The primary concerns expressed at the site preview meeting were with regard to the drainage. This project has an opportunity to address some of the drainage issues in this area.

The Chairman asked the agent to provide a comparison of the previously approved and proposed master plan.

Mr. Smith advised that he was not involved with the previous application, Grindstone, but it consisted of one hundred and fifty-one lots, varied lot sizes and centrally located common detention.

Mr. Smith stated that the drainage design on this site will have to incorporate all of the on-site and off-site stormwater and attempt to not overcapacitize the culvert on County Road 13 which appears to be inadequate.

The Chairman asked for staff comments. Mr. Bobe stated a drainage study must encompass the effect on downstream and address storm water onsite; he added that he is opposed to the replacement of the culvert on County Road 13.

Mr. Smith stated there is a commitment to resolve the drainage issues in this area.

Mr. Olen commented it is not reflected in this plan. Mr. Smith responded a drainage design is not presented at the time of master plan review.

Mr. Olen read the staff memorandum from engineering dated: June 10, 2025, "That the potential for negatively impacting and potentially creating flooding for the adjacent development is high" and asked has his view on the matter changed. Mr. Bobe commented that it will be very difficult to provide a drainage design that will not have a negative impact on the adjacent properties.

Mr. Smith reiterated that a master plan is simply a development guide and will change. Mr. Olen stated the previously approved master plan had the same drainage issues and asking for an increase in density to assist financially would have an adverse effect on both the city and its citizens.

Mr. Spriggs asked for clarification on what is required by the ordinance. Mr. Bobe stated the drainage system must meet up to a one-hundred-year storm event and not have a negative impact on the adjacent properties or downstream.

Mr. Johnson commented that the previously approved master plan had the same task of designing a drainage system that accommodated this site, offsite, restrictive components, and did not negatively impact developments downstream. With the known issues, potential for adverse effect, a request to increase density by twenty-five percent would not be good planning on our part.

Mr. Strunk stated staff worked with the previous development group to present a design that accommodated the differences between the adjacent developments, blended this development and the adjacent properties, density, varied lot sizes to tie the master plan to the requested zoning designation. This applicant has not communicated with staff to address the issues with regard to the varying lot sizes, traffic calming, connectivity, and drainage.

Hearing no further comments from the commissioners, the Chairman called for a motion.

A motion was made by Mr. Olen and seconded by Mr. Jones to deny the Belleau Gardens master plan. There was no discussion on the motion. The motion carried. Mr. Spriggs dissented.

The Chairman called for the next order of business: public participation.

None presented.

The Chairman called for the next order of business: attorney's report.

Mr. Dungan stated no report.

The Chairman called for the next order of business: commissioner's comments.

None presented.

The Chairman called for the next order of business: director's comments.

Director presented the upcoming meeting dates. Site Preview is July 16th and the Regular Meeting is July 24, 2025.

There being no further business, the meeting was adjourned at 5:33 p.m.

Respectfully submitted by:

Jan Vallecillo

Jan Vallecillo, Planning Coordinator

Approved: July 24, 2025

Andrew Prescott, Chairman

CITY OF DAPHNE, ALABAMA
RESOLUTION 2025 - 54

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

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

WHEREAS, the items listed below are recommended for disposal.

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

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

VEHICLE #	VEHICLE DESCRIPTION	VIN #
113	2013 CHEVY TAHOE	1GNLC2E07DR288231
112	2012 CHEVY TAHOE	1GNLC2E0XCR318871

2. The Mayor is authorized to advertise and accept bids through Govdeals.com/Liquidity Services Operations LLC as contracted for the sale of such personal property; and

3. The Mayor is authorized to sell said property to the highest bidder and deposit any and all proceeds to the appropriate City fund. The Mayor is further authorized to direct the disposition of any property which is not claimed by any bidder and sign all necessary documents.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _______ day of ________, 2025.

____
Robin LeJeune, Mayor

ATTEST:

____
Candace G. Antinarella MMC, City Clerk

CITY OF DAPHNE, ALABAMA
RESOLUTION 2025-55

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A U.S. ARMY CORPS OF ENGINEERS PERMIT AND RELATED DOCUMENTS FOR THE BAYFRONT PARK IMPROVEMENTS PROJECT

WHEREAS, the City of Daphne has applied for and received a draft permit from the United States Army Corps of Engineers (the "Corps"), Mobile District, identified as Permit No. SAM-2019-00184-DCH, authorizing the discharge of fill material into wetlands for construction of improvements at Bayfront Park, including an amphitheater, restrooms, parking facilities, and related amenities; and

WHEREAS, the improvements are part of a municipal development project intended to enhance recreational opportunities and public amenities at Bayfront Park; and

WHEREAS, the Corps has provided a draft permit and accompanying documents for the City's acceptance, execution, and return prior to final issuance; and

WHEREAS, execution of the permit and related documentation is necessary to proceed with the project and to comply with applicable federal regulations and environmental conditions.

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

1. The Mayor is hereby authorized and directed to execute, on behalf of the City of Daphne, Corps Permit No. SAM-2019-00184-DCH, in substantially the form provided by the Corps, along with any and all additional documents or instruments necessary to comply with the terms of the permit, including but not limited to any declarations of restrictive covenants, mitigation agreements, notices of commencement or completion, and other supporting materials or certifications required by the Corps or related regulatory agencies, subject to review and approval by the City Attorney; and

2. All actions taken by the Mayor and City staff to date in furtherance of securing said permit are hereby ratified and confirmed.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _______ day of ________, 2025.

CITY OF DAPHNE, ALABAMA

____
Robin LeJeune, Mayor

ATTEST:

____
Candace G. Antinarella, MMC, City Clerk

CITY OF DAPHNE, ALABAMA
ORDINANCE 2025-16

AN ORDINANCE AMENDING THE CITY OF DAPHNE'S COMMUNITY STANDARDS ORDINANCE NO. 2013-38

WHEREAS, Ordinance 2013-38 was adopted to promote the health, safety, and welfare of the community by regulating the location of tattoo facilities in relation to schools, churches, parks, and residential areas; and

WHEREAS, the City Council recognizes that certain low-impact tattoo studios, particularly those operating privately, without signage, and by appointment only, do not present the same visibility or neighborhood compatibility concerns as traditional, publicly advertised facilities; and

WHEREAS, the City Council desires to allow limited exemptions for such private studios while preserving the general applicability of distance restrictions to commercial tattoo establishments; and

WHEREAS, the City Council, after due consideration, has determined that certain revisions to the City of Daphne Community Standards Ordinance, Ordinance 2013-38, as adopted on July 15, 2013, and codified at Chapter 13, Article XV 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:

<u>SECTION 1</u>. AMENDMENT TO SECTION 13-343, TATTOO FACILITIES

Section 13-343 of the City of Daphne Code of Ordinances, entitled "Tattoo Facilities," is hereby amended by inserting the following subsection (d):

(d) *Exemption for Private, Signage-Free Tattoo Studios*. The distance requirements of subsection (a) shall not apply to any private tattoo facility that satisfies both of the following conditions:

(1) <u>No Signage</u>: The tattoo facility does not display any signage visible from public streets or neighboring properties, including but not limited to permanent, temporary, painted, window, sidewalk, or freestanding signs, that contains the word "tattoo" or any term, symbol, or graphic commonly understood to advertise tattoo services.

(2) <u>Private Appointments Only</u>: Services are offered exclusively by appointment, and the tattoo facility is not open to walk-in traffic or general public access.

Any tattoo facility seeking exemption under this subsection must file an annual declaration of compliance with the Revenue Officer. If the tattoo facility subsequently displays prohibited signage or opens to the public, the exemption shall be immediately revoked and the distance restrictions of this section shall apply in full.

SECTION 2. **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 3. **NO OTHER CHANGES**

The remaining provisions of Ordinance 2013-38 shall remain in full force and effect and shall apply to all other tattoo facilities not qualifying under subsection (d) of Section 13-343.

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