



**CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
MONDAY, MARCH 2, 2026 at 6:00 PM**

1. CALL TO ORDER

A. ROLL CALL

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

2. APPROVE MINUTES

A. February 16, 2026 regular meeting

3. REPORTS OF STANDING COMMITTEES

A. FINANCE COMMITTEE - Conaway

Review the minutes from the February 16, 2026 meeting

Treasurer's Report for January 2026: Unrestricted Fund Balance - \$33,518,819

Total Cash Balance - \$59,567,449

Sales Tax for December 2025: \$2,751,184.20; Lodging tax for December 2025: \$124,699,82

Debt Summary - January 2026: Warrants - \$27,561,132

Capital Leases: General Fund - \$201,793; Enterprise Fund - \$745,844

B. BUILDINGS & PROPERTY COMMITTEE- Messinger

C. PUBLIC SAFETY COMMITTEE - Green

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE - Roberts

i. Review the minutes from the February meeting.

E. PUBLIC WORKS COMMITTEE - Coleman

i. **MOTION** to reappoint Catherine Barnette to the Environmental Advisory Committee for a two-year term (March 2026 - March 2028).

ii. **MOTION** to reappoint Justice Manning to the Environmental Advisory Committee for a two-year term (March 2026 - March 2028).

iii. **MOTION** to reappoint R. Elliott Riser to the Environmental Advisory Committee for a two-year term (March 2026 - March 2028).

- iv. **MOTION** to appoint Victoria Phelps to the Environmental Advisory Committee for a two-year term (March 2026 - March 2028).
- v. **MOTION** to appoint Stephen McArthur to the Environmental Advisory Committee for a two-year term (March 2026 - March 2028).

4. REPORTS OF SPECIAL BOARDS & COMMISSIONS

A. BOARD OF ZONING ADJUSTMENTS - Adrienne Jones

B. DAPHNE PUBLIC SCHOOL COMMISSION - Hughes

- i. **MOTION** to appoint Stephanie Messinger to the Daphne Public School Commission for a three-year term (March 2026 - March 2029).
- ii. Review the minutes from the January 26, 2026, meeting.

C. DOWNTOWN REDEVELOPMENT AUTHORITY - Conaway

D. INDUSTRIAL DEVELOPMENT BOARD - Coleman

E. LIBRARY BOARD - Olen

F. PLANNING COMMISSION - Olen

G. RECREATION BOARD - Green

H. UTILITY BOARD - Coleman

- i. Review the minutes from the January 28, 2026, meeting

5. PUBLIC PARTICIPATION

6. MAYOR'S REPORT

7. CITY ATTORNEY REPORT

8. DEPARTMENT HEAD REPORTS

9. CITY CLERK'S REPORT

A. MOTION to designate Stephanie Messinger as the Voting Delegate at the Annual Convention of the Alabama League of Municipalities being held April 28-May 1, 2026, in Montgomery.

B. MOTION to approve the 38th Jubilee Festival of Arts on October 17 - 18, 2026 from 10:00am - 5:00pm with a road closure of Main Street from Magnolia Avenue to Randall Avenue.

10. RESOLUTIONS

- A. 2026 - 14 - Surplus: Old field lights-Softball Fields #1 & #4 - Trione Sports Complex**
- B. 2026 - 15 - Finance (8) Police Ford Interceptors with Bryant Bank-\$485,000**
- C. 2026 - 16 - Request to Reclassify Stanton Road to Minor Collector**
- D. 2026 - 17 - Request to Reclassify Pollard/Jonesboro Road to Minor Collector**

11. 2nd READ ORDINANCES

12. 1st READ ORDINANCES

13. COUNCIL COMMENTS

14. ADJOURN

**February 16, 2026
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 Benjamin Hughes called the meeting to order at 6:00pm.

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Tommie Conaway, Steve Olen, Joel Coleman, Oliver Roberts, Stephanie Messinger, Benjamin Hughes and Jennifer Green

Also Present: Patrick Dungan, City Attorney; Mayor LeJeune; Lieutenant Reeves, Police; Chief Tacon, Fire; Troy Strunk, City Development; Andy Bobe, City Engineer; Charlie McDavid, Recreation; Bobby Purvis, Public Works; Kelli Reid, Finance; Vickie Hinman, Human Resources; Adrienne Jones, Planning; Maddie Barnes, Junior City Councilmember; Emma Coleman, Junior City Councilmember; Amber Lue, Junior City Councilmember; Cindy Beaudreau, City Clerk and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE:

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

3. PROCLAMATIONS AND PUBLIC HEARINGS:

PROPOSED EXTENSION OF DEMOLITION DEADLINE HEARING: 505 Van Avenue. City Attorney presented on the proposed extension of demolition deadline for 505 Van Avenue.

Public hearing opened at 6:03pm.

Patrick Dungan, City Attorney, presented on the proposed extension.

No one from the public came forward to speak.

Public hearing was closed at 6:04pm.

4. APPROVE THE MINUTES:

The minutes from the January 27, 2026 Special Called Meeting, January 28, 2026 Special Called Meeting and the February 2, 2026 Regular Meeting were approved.

5. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE

Councilwoman Conaway said next meeting is March 16th at 4:30pm.

B. BUILDINGS & PROPERTY COMMITTEE

Councilwoman Messinger said the January new Construction and Building Report is in the packet and out of that there were 11 certificates of occupancy, 120 permits issued, 8 new residential home permits, totaling \$44,321.08. She said the minutes from the January meeting are in the packet and the next meeting is March 9th at 5:15pm.

**MOTION by Councilwoman Messinger to authorize the Mayor to execute the First Amendment to Lease and Property Management Agreement with Gulf Health Hospitals, Inc. No second was needed.
MOTION CARRIED UNANIMOUSLY.**

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C. PUBLIC SAFETY COMMITTEE

Councilwoman Green said the next meeting is March 9th at 4:30pm and the minutes from the January meeting are in the packet.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilman Roberts said the next meeting is March 2nd at 4:30pm.

E. PUBLIC WORKS COMMITTEE

Councilman Coleman said the next meeting is March 2nd at 5:15pm and the minutes from the January meeting are in the packet.

6. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. Board of Zoning Adjustments

Mrs. Jones said there was no report.

B. Daphne Public School Commission

Council President Hughes said the next meeting will be February 23rd at 5:30pm.

C. Downtown Redevelopment Authority

Councilwoman Conaway said the next meeting is February 19th at 5:30pm.

D. Industrial Development Board

Councilman Coleman said the next meeting is February 17th at 4:30pm.

E. Library Board

Councilman Olen said the next meeting is March 12th at 4:30pm.

F. Planning Commission

Councilman Olen said the next meeting is February 26th at 5:00pm.

G. Recreation Board

Councilwoman Green said the next meeting is March 11th at 6:00pm.

H. Utility Board

Councilman Coleman said the next meeting is February 25th at 5:00pm.

7. PUBLIC PARTICIPATION:

Public participation opened at 6:08pm. No one came forward to speak.

Public participation was closed at 6:08pm.

8. MAYOR'S REPORT:

Mayor LeJeune said that Mardi Gras was great and thanked Public Works, the Fire Department and the Police Department. He thanked the Marketing staff for the fun Olympic videos.

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9. CITY ATTORNEY REPORT:

City Attorney said there was no report.

10. DEPARTMENT HEAD COMMENTS:

Lieutenant Reeves, Police, said that the parades went smoothly. There were a few issues after the Daphmont parade, but there were no arrests.

Chief Tacon, Fire, said Mardi Gras went smoothly. She shared the Fire Department will be hosting a driving simulator and thanked the Marketing team.

Ange Baggett, Marketing, shared that they had fun creating the videos and thanked the Civic Center Team and Solid Waste for setting up and cleaning the Civic Center after the balls.

Emmie Powell, Library, shared that the “Friends of the Library” was closed, but purchases could still be made at the Book Nook. They will be hosting a nature photography course.

Bobby Purvis, Public Works, said drainage was completed at the Civic Center and shared his appreciation for the Public Works staff. He mentioned the department fixed a water leak on a fire line at the animal shelter. He also expressed his appreciation for Charlie McDavid for bringing pizzas and drinks for the crew who were fixing the water leak.

Charlie McDavid, Recreation, said basketball is wrapped up and the Daphne High School softball tournament is upcoming.

Adrienne Jones, Community Development, shared the consultant rewriting the Land Use and Development Ordinance will have a draft for Community Development and Council to review soon.

Troy Strunk, City Development, shared his appreciation for the Public Works crew fixing the sewer and water leaks.

Kelli Reid, Finance, shared that the Sales Tax Holiday is this weekend from Friday at midnight through Sunday at midnight.

Andy Bobe, City Engineer, stated that the paving at County Road 64 is coming along.

11. CITY CLERK’S REPORT:

<p>MOTION by Councilman Coleman to approve the 140 – Special Events Retail to Mancis Antique LLC located at 704 Belrose Avenue, Daphne, Alabama. Seconded by Councilwoman Messinger. MOTION CARRIED UNANIMOUSLY.</p>

12. RESOLUTIONS:

- A. 2026 - 12 - Resolution Extending the Time for Demolition of a Certain Unsafe Structure Located at 505 Van Avenue**
- B. 2026 - 13 - Resolution of Binding Joint Agreement for Seeking ADEM Grant Funding for the Solid Waste Disposal Authority of Baldwin County, AL**

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**MOTION by Councilwoman Conaway to waive the reading of Resolutions 2026-12 and 2026-13.
Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2026-12. Seconded by Councilman Coleman
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2026-13. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.**

13. **2ND READ ORDINANCES:**

14. **1ST READ ORDINANCES:**

15. **COUNCIL COMMENTS**

Councilwoman Green thanked Public Works and Public Safety for their help with Mardi Gras.

Councilwoman Messinger thanked the Civic Center for their help with Mardi Gras and welcomed the new City Clerk, Cindy Beaudreau.

Councilman Roberts congratulated Daphne Middle School for placing 5th and Daphne High School for placing 7th and 9th in the National Cheerleading competition.

Councilman Coleman thanked City staff for everything they did for Mardi Gras.

Councilman Olen thanked Public Works, the Fire Department, the Police Department and the Civic Center staff for their help during Mardi Gras and congratulated the middle and high school cheerleading teams.

Councilwoman Conaway thanked the City departments and is happy that County Road 64 is being paved.

Mayor LeJeune thanked the City Council for their continued support and welcomed the new City Clerk.

Council President Hughes thanked the department heads.

16. **ADJOURN:**

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED AT 6:30PM.

Respectfully submitted by,

Certification of Presiding Officer,

Cindy Beaudreau, City Clerk

Benjamin Hughes, Council President



**CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
MONDAY, FEBRUARY 16, 2026 at
4:30 P.M.**

1. CALL TO ORDER/ROLL CALL

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

Present were:

Chairwoman Mrs. Tommie Conaway
Councilman Mr. Steve Olen
Councilman Mr. Joel Coleman
Councilman Mr. Oliver Roberts

Councilman Mrs. Stephanie Messinger
Councilman Mr. Ben Hughes
Councilwoman Mrs. Jennifer Green

Also Present: Mayor Robin LeJeune, Finance Director Mrs. Kelli Reid, Accountant III Ms. Suzâne Henson, Revenue Officer Mrs. Connie Champion, Human Resource Director Mrs. Vickie Hinman, Assistant City Clerk Mrs. Jessica Linne, City Clerk Mrs. Cindy Beaudreau, Executive Director of City Development Mr. Troy Strunk, Fire Chief Ms. LeAnn Tacon, Director of Events and Marketing Mrs. Ange Baggett, Public Works Director Mr. Bobby Purvis, City Engineer Andy Bobe, and City Attorney Mr. Patrick Dungan.

Junior City Council – Emma Coleman

2. PUBLIC PARTICIPATION

There was no 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. The Mayor noted that the GIS position has been reposted and a salary adjustment has been made. Discussion was made on the school crossing guard position that is open.

Mrs. Hinman introduced the new City Clerk Mrs. Cindy Beaudreau.

5. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – January, 2026

Mrs. Champion reviewed the following reports and information:

- Total Business Licenses issued were 65 new and 2,430 renewals for a total of 2,495 in January 2026
- New Businesses with a physical location in Daphne - 12
- Code enforcement issued 2 warnings resulting in businesses becoming compliant and \$387 in revenue.
- Simplified Sellers Use Tax collections - \$262,383.13 and YTD collections - \$916,420.11

6. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: December, 2025

Ms. Henson reviewed the Sales & Use Tax Reports: \$2,751,184.20 was collected for December, 2025 which was up \$77,468.32 from December 2024's collections.

- YTD Variance over Budget - \$768,075.81

B. Lodging Tax Collections, December, 2025

Ms. Henson reviewed the Lodging Tax Collections Report and noted the collections for December, 2025 were \$124,699.82 which is up \$8,535.17 from December 2024's collections.

- YTD Variance over Budget - \$15,883.16
- Recreation balance for related purchases as of **January, 2026** - \$792,472.91
- Bayfront balance for related purchases as of **January, 2026** - \$ 1,609,780.52

C. Monthly Occupancy Fee Tax Collections, December, 2025

Mrs. Reid reviewed the Monthly Occupancy Fee Tax Collections Report: \$40,651.50 was collected for **December, 2025** which was down (\$928.00) from **December 2024's** collections:

- YTD Variance under Budget - (\$6,527.00)
- Reserved balance for Occupancy Fee as of **January, 2026** - \$684,105.50

7. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: January, 2026

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT					
As of January 31, 2026					
Account Type/Title	1/31/2026	12/31/2025	Increase (Decrease) from last Month	1/31/2025	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUND	\$ 22,048,132	\$ 14,756,574	\$ 7,291,558	\$ 24,323,743	\$ (2,275,611)
INVESTMENT FUND	11,470,687	11,478,015	(7,328)	10,853,573	\$ 617,114
Total Unrestricted Cash Balance	33,518,819	26,234,590	7,284,230	35,177,316	(1,658,497)
SPECIAL REVENUE FUNDS					
4 CENT GAS TAX	421,348	416,269	5,079	356,951	64,397
7 CENT GAS TAX	452,587	446,212	6,375	371,510	81,077
10 CENT GAS TAX	378,833	357,807	21,027	331,809	47,024
TREE & FLOWER	-	-	-	4,717	(4,717)
ANIMAL SHELTER FUND	134,695	134,760	(65)	227,570	(92,875)
MOBILE INFIRMARY BUILDING	98,901	97,242	1,658	110,516	(11,615)
FEDERAL DRUG FORFEITURES	101,664	109,139	(7,475)	275,561	(173,897)
LOCAL DRUG FORFEITURES	89,889	89,889	-	85,149	4,740
LIBRARY	87,060	93,327	(6,266)	66,977	20,083
COURT TRAINING & EQUIPMENT	42,739	42,233	506	42,089	650
COURT/CORRECTION	600,222	596,288	3,934	507,941	92,281
LODGING TAX	3,086,359	3,268,403	(182,045)	2,393,835	692,524
AGENCY FUNDS					
SELF INSURANCE	196,110	199,515	(3,405)	225,578	(29,468)
OPEB TRUST INVESTMENT FUND	2,295,344	2,027,463	267,881	1,873,125	422,219
	7,985,751	7,878,546	107,205	6,873,328	1,112,423
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	17,016,717	19,191,345	(2,174,628)	5,356,460	11,660,257
2023 CONSTRUCTION FUND	321,625	320,668	957	5,597,182	(5,275,557)
	17,338,342	19,512,013	(2,173,671)	10,953,642	6,384,700
DEBT SERVICE FUNDS					
DEBT SERVICE	724,537	1,154,412	(429,875)	694,706	29,831
Total Restricted Cash Balance	26,048,630	28,544,971	(2,496,341)	18,521,676	7,526,954
Total City Cash Balance	\$ 59,567,449	\$ 54,779,561	\$ 4,787,888	\$ 53,698,992	\$ 5,868,457
	Encumbrance Total as of		1/31/2026	\$ 152,561.95	

2. Encumbrance Report

- Encumbrance balance - \$152,561.95 as of January, 2026.

Mrs. Reid reviewed the Encumbrance Report. Payment was made on ADA Transition plan and they still have a little bit of training to do. The Animal Shelter van will be sent to Indiana for van build out to be done and they are currently working on the Trione Maintenance building.

3. Outstanding Appropriations

Mrs. Reid reviewed the outstanding projects and noted the lighting for the Trione softball fields last bill has been paid so that will be fully expended. Mrs. Reid noted the Pollard Road sidewalk project is very close to being bid. Mr. Strunk stated we should be receiving ALDOT’s approval to move forward very soon.

4. Financial Overview: Debt Summaries & Monthly Financial Statements

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), January, 2026
 - Outstanding Warrant Balance as of January 31, 2026: \$27,561,132
 - Outstanding Capital Lease Balance as of January 31, 2026:
 - General Fund: \$201,793
 - Enterprise Fund: \$745,844
- Overtime Report YTD
- Monthly Financial Statements, December 2025
 - General Fund YTD Budgetary Net Income: \$1,698,678 which is less (\$3,518,050) than the prior YTD net income
 - Solid Waste Fund Transfers \$0
 - Civic Center Fund Transfers \$81,249

5. Summary of Budgetary Amendments

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2026 Budget.

- Total Appropriations Year to Date – \$200,475
- Adjusted Expenses over Revenue – (\$174,739)

6. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary and noted this is the same three projects that have been on the report. Mayor LeJeune noted he would be meeting with Commissioner Blankenship to discuss the Pier Extension and Boardwalk extension trying to see what funding may be available. Mr. Hughes asked about the Daphne Utility Pier and the new proposed boardwalk to the Amphitheater. Mr. Strunk discussed some property access issues that will have to be resolved.

B. Bills Paid Reports – January, 2026

The Bills Paid Report was previously presented electronically.

8. BIDS & APPROPRIATIONS (Resolution)

There were no bids or appropriations discussed

9. SURPLUS

A. Surplus: Old Field Lights - Softball Fields #1 & #4 - Trione Sports Complex

Mrs. Reid noted the old softball field lights have been replaced and these lights can be surplus or recycled if no one purchases them. Mrs. Henson noted she had notified the bidder that purchased the old soccer field lights that these would be on Govdeals.

***MOTION BY Mr. Hughes to recommend to Council to declare certain property surplus and authorize the Mayor to dispose of the following surplus property: Old Field Lights - SB Fields #1 & #4 - Trione Sports Complex. Seconded by Mr. Coleman.
MOTION CARRIED UNANIMOUSLY***

10. NEW BUSINESS

A. Joint Agreement for Seeking ADEM Grant Funding for the SWDA of Baldwin County.

Mr. Strunk noted that the Solid Waste Authority of Baldwin County is applying for grant funding to grow their recycling efforts throughout the County. Discussion continued on how municipalities could support this effort. The Mayor explained that this grant funding would assist with supporting Baldwin County to develop, implement and enhance local recycling projects and programs throughout Baldwin County and that this Resolution is needed to show the City of Daphne's support.

MOTION BY Mrs. Green to recommend to Council to adopt an Resolution authorizing the Mayor to enter an agreement for the joint Agreement for Seeking ADEM Grant Funding for the SWDA of Baldwin County.. Seconded by Mr. Hughes.
MOTION CARRIED UNANIMOUSLY

B. Financing Proposals - (8) Interceptors - \$485,000

Mrs. Reid handed out a summary of Financing/Leasing rates form local banks and Ford Municipal Finance. Mrs. Reid noted Bryant Bank had the lowest rate at 4.367% Bank Qualified / 4.715% Non-Bank Qualified. Mrs. Reid noted we need a motion to approve Bryant Bank for this financing and that a resolution will be in the next Council Meeting packet for this financing agreement.

MOTION BY Mrs. Messinger to recommend to Council to adopt an Resolution authorizing financing eight (8) Police Interceptors with Bryant Bank at 4.367% Bank Qualified / 4.715% Non-Bank Qualified. Seconded by Mrs. Green.
MOTION CARRIED UNANIMOUSLY

C. Project Development: Italian Village at Daphne – Developer Trotman Daphne, LLC

Mr. Olen reviewed the pending annexation of "The Anchor" development on Hwy181 and CR64 noting the Planning commission has approved the proposed HUD and recommended annexation into the City. Part of the agreement gives the developer a tax incentive agreement. The City is requiring two major traffic improvements in the agreement including a traffic circle and a traffic light on CR64 in this area. Because this is a proposed annexation these improvements will be built into the agreement. Mr. Olen noted all the aesthetic improvements that have been included in the agreement including the design of the Walmart and landscaping and any further changes would require the City's approval. Discussion continued on the tax revenues that would be generated by this development. The apartment complex was discussed. Mr. Strunk noted there will be approximately 200 apartments. Mr. Roberts asked what are the sizes of the apartments. Mr. Strunk noted they are studio 1, one bedroom, and two bedroom apartments.

Mr. Dungan reviewed what steps need to be taken to enter into this agreement if this property is annexed. Mr. Dungan noted it would be best to have this agreement on the same Council meeting as the annexation. Mr. Strunk noted that no action is needed right now but will most likely be on the March 2nd or 16th Council agenda.

11. OLD BUSINESS

There was no new business discussed.

12. ADJOURN The meeting adjourned at 5:25 p.m.

CODE ENFORCEMENT/ORDINANCE COMMITTEE MEETING
February 2, 2026, 4:30 p.m.
City Hall, Council Chamber
1705 Main Street, Daphne, AL 36526

MEETING MINUTES

MEMBERS PRESENT: Councilwoman Conaway, Councilman Roberts, Councilwoman Messinger, Councilman Olen, Councilman Green and Councilwoman Green

MEMBERS ABSENT: Councilman Hughes

ALSO PRESENT: Patrick Dungan, City Attorney; Christina Brazell, Code Enforcement; Mayor LeJeune; Troy Strunk, City Development; Bobby Purvis, Public Works; Chief Tacon, Fire; Vickie Hinman, Human Resources; Emma Coleman, Junior Councilmember; Schuyler Smith, Junior Councilmember; and Jessica Linne, Assistant City Clerk.

1) CALL MEETING TO ORDER / ROLL CALL

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

2) APPROVE MINUTES FROM THE January 5, 2026 Meeting

3) PUBLIC PARTICIPATION

4) ORDINANCE REVIEW/DISCUSSION

Council discussed the Ordinance presented to amend the Solicitors Ordinance. Council asked for the ordinance to be on the March Ordinance Agenda.

5) OTHER BUSINESS DEEMED NECESSARY

Council discussed the abatement of property located at 505 Van Avenue.

6) NEXT MEETING

The next meeting is scheduled for Monday, March 2, 2026 at 4:30 p.m.

7) ADJOURN

There being no further business to discuss, the Council adjourned at 4:57pm.

CATHERINE (CATHY) SCHIMMEL BARNETTE

612 Van Avenue · Daphne, AL 36526 · (251) 379-0462 · lcarnette@bellsouth.net

SUMMARY OF QUALIFICATIONS

Multifaceted, results-oriented professional with excellent organization, interpersonal communication, writing and presentation skills. Experienced manager with ability to conceive creative solutions to complex problems. Strong background in consensus building and mediation. Demonstrates leadership skills—formulates ideas, sets goals, consistently achieves results. Experienced in government relations and policy development carrying issues from concept to implementation, both in supporting and leadership roles. Demonstrates a high level of personal dedication, strong work ethic and overall professionalism.

Core Competencies: *Strategic Planning • Stakeholder Engagement • Mediation • Cross-Agency Collaboration • Environmental Permitting and Compliance • NEPA Documentation • Policy Development*

PROFESSIONAL EXPERIENCE

DEWBERRY ENGINEERS INC — Daphne, Alabama

Associate, Planning and Environmental Services Lead (November 2016 – Present)

- Responsible charge for environmental permitting to include National Pollutant Discharge Elimination System (NPDES) stormwater permitting, United States Army Corps of Engineers (USACE) wetland delineation, permitting and mitigation coordination, United States Fish and Wildlife Service (USFWS) Endangered Species Assessments and Habitat Conservation Plans, Cultural Resource Clearance and Alabama Department of Environmental Management (ADEM) Coastal Consistency for all clients.
- Prepare NEPA studies for state and federally funded projects, including Categorical Exclusions (CE) and Environmental Assessments (EA)
- Manager of planning department to include due diligence, project submittals and entitlements to facilitate regulatory approvals.
- Spearheads community engagement and involvement across panhandle
- Leader in business development and marketing to facilitate community presence and business growth.

ECOSOLUTIONS, INC — Daphne, Alabama

Operations Manager (August 2008 – November 2016)

- Coordinate environmental permitting to include National Pollutant Discharge Elimination System (NPDES) stormwater permitting, United States Army Corps of Engineers (USACE) wetland permitting and mitigation coordination, United States Fish and Wildlife Service (USFWS) Endangered Species Assessments and Habitat Conservation Plans, Cultural Resource Clearance and Alabama Department of Environmental Management (ADEM) Coastal Consistency for all clients.
- Coordinate, write and prepare all requests for proposals (RFPs) for EcoSolutions, Inc.
- Continuously track project status and delegate tasks to ensure all client objectives are met.
- Supervise marketing and business development efforts related to watershed planning, stormwater management and regulatory permitting.

CITY OF DAPHNE — Daphne, Alabama

Council President (October 2010 – October 2012)

- Responsible for setting Council agendas and serving as chair for all City Council meetings and work sessions.
- Initiated council retreat to develop the first multi-year comprehensive financial plan to prioritize needs with limited resources.

Council Member (October 2004 – October 2012)

- Served two four-year elected terms.
- Introduced mediation into Daphne government as a tool for conflict resolution.
- First council member to host regular community meetings, use social media and provide email updates on pressing issues to keep constituents informed.
- Identified and wrote grants to enhance city programs.

Planning Commissioner (October 2004 – October 2012)

- Daphne City Council representative to Daphne Planning Commission.
- Spearhead changes to land use ordinance and comprehensive plan to respond to changing needs of rapidly growing city.

CATHERINE (CATHY) SCHIMMEL BARNETTE—PAGE TWO

SANTA-AMERICA – Daphne, Alabama

Executive Director (November 2006 – December 2008)

- Developed programs, organizational and financial plans with the Board of Directors and staff. Carried out those plans, policies and programs.
- Took conceptual thoughts of newly formed organization and developed a long-range strategy to achieve mission and move forward with consistent and timely progress.

ALABAMA COASTAL FOUNDATION – Fairhope, Alabama

Executive Director (April 2001 – December 2006)

- Managed daily functions of non-profit membership organization including staff, budget, program development, fundraising and volunteer coordination.
- Developed working relationships with cooperating agencies and organizations to avoid duplication of programs.
- Supervised all public relations and served as Editor of *Osprey Outlook*, the organization's bi-monthly newsletter.

DAUPHIN ISLAND SEA LAB / ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS, COASTAL PROGRAMS—Daphne, Alabama

Public Education and Outreach Coordinator (November 1996 – September 2000)

- Coordinated policy development and public relations for Alabama Coastal Area Management Program, including the creation and distribution of pamphlets, working and facilitating educational and governmental partnerships.
- Served as State Coordinator for Annual Alabama Coastal Cleanup for 1997 – 1999 and Coordinator of National Marine Debris Monitoring Project, Region IV. Interacted with media, organized logistics, coordinated over 3,200 volunteers and established fundraising program that was able to make event sustainable.
- Edited *Alabama's Coastal Connection*, a quarterly newsletter for Alabama Coastal Foundation, Coastal Programs and the Mobile Bay National Estuary Program. Increased circulation from 800 to 2,500.

ALABAMA COASTAL FOUNDATION—Daphne, Alabama

Programs Director (May 1995 – November 1996)

- Managed a citizens' water quality monitoring program, and served as quality assurance/quality control officer.
- Edited *Alabama's Coastal Connection*, the organization's quarterly newsletter.
- Served as State Coordinator for 1995 and 1996 Annual Alabama Coastal Cleanup.

NATIONAL AUDUBON SOCIETY—Boulder, CO and Gibbon, NE

Population Program Assistant (Feb 1994 – May 1995)

- Served as principal planner for National Audubon Society *Road from Cairo* Conference held in Miami, Florida, November 18-20, 1994 and acted as editor for Population Program newsletter.
- Editor, Proceedings of the Road from Cairo Population Conference, 1995
- Editor, Proceedings of the Third Annual International Crane Symposium, People, Water and Wildlife, 1993, 1994
- Helped organize National Audubon's 1994 International Symposium on People, Water, and Wildlife.

EDUCATION

M.S., Environmental Education, Magna Cum Laude, May 1994

Audubon Expedition Institute/Lesley College - Cambridge, Massachusetts

B.S., Environmental Sciences, May 1992

University of Alabama - Tuscaloosa, Alabama

Research Studies in Marine Mapping, Turks and Caicos Islands, Summer 1991 Northeastern University / School for Field Studies – Boston, Massachusetts

Certifications/Training:

Trained Mediator, Alabama Center for Dispute Resolution
Certified Professional in Erosion and Sediment Control (CPESC)
Remote Pilot Certificate (Part 107), FAA
Transportation Worker Identification Credential (TWIC), TSA

CIVIC/COMMUNITY INVOLVEMENT

2024 Alabama People Against A Littered State Governor's Award, Coastal Cleanup Award
Chair, Environmental Advisory Board, Daphne, AL
Executive Leadership Team, Baldwin Heart Walk 2025, American Heart Association
Board Member and Past President, Olde Towne Daphne Association
Past President, Village Point Foundation
Board Member, Project CATE Foundation

Bio for Justice A. Manning, P.E.

Education: BCE (Civil Engineering), 1961; MS (Sanitary Eng.), 1964; Auburn University
MSEE (Environmental Engineering) University of North Carolina, 1974

Work Experience: Public Health Engineer with **Jefferson County, AL (Birmingham) Health Dept.** Responsible for maintaining public health through responding to citizen complaints, controlling personal sanitary systems, public swimming pools, and radiation exposure in hospitals, doctors' and dentists' offices. Had first radiation safety public health program in AL. Also, assisted in initiating an air pollution monitoring program for the county, one of the first ones in AL in the early to mid-60s.

Tennessee Valley Authority: responsible for air monitoring data quality around TVA coal fired power plants and the nation's largest fertilizer development and experimental facility (mid- to late 60s). Responsible for evaluating the public exposure to air pollutants from the coal fired power plants and assessing potential health impacts. Supervised engineers, meteorologists, and technicians responsible for evaluating potential public exposure to radiation from TVA's large nuclear power plants in accordance with the U. S. Nuclear Regulatory Commission (1980s).

U. S. Environmental Protection Agency: Assisted with preparing ambient air quality standards for the US in the early 1970s. Prepared the first preferred standards path for controlling hazardous air pollutants, assessed health effects of various pollutants and developed an approach for evaluating quantitative public exposure to volatile organic pollutants. Project officer for numerous pollutants (mid- to late 1970s). Responsible for technology transfer of methods to control various air pollutants emitted by the regulated community. Achieved this through being responsible for developing handbooks, manuals, and conducting seminars and workshops for the regulated community. Responsible for representing EPA and its responsibilities for protecting the public at the A&WMA Annual Conference and Exhibit (early to late 1990s).

Upon retirement from the Federal Government, Mr. Manning continued in part time roles as a minister in his church, Community of Christ. During his career and during retirement he served as a financial officer, youth leader, pastor, administrative official, and active member. Also, upon retirement he volunteered for several years as a coordinator for disaster volunteers with the American Red Cross. Another valuable role in which he served was as a 20-year volunteer Master Environmental Educator for the Baldwin County Extension Service where he visited schools (public and private) to present lessons on preserving the environment to students from 2nd grade through high school, with an occasional request for presentations to civic groups. His home county, Baldwin County, AL, has the only program of this nature in the state.

Mr. Manning was a long-time member of the Air & Waste Management Association (A&WMA), over 50 years, having continuous membership since 1967. He was elected an Honorary Member in 2011. He found the A&WMA to be a valuable asset in maintaining his career.

Roy Elliott Riser
8 Lake Shore Dr.
Daphne, AL

Summary:

Long time resident of Daphne AL. Retired as Engineering Manager from Everett WA in 2004 and returned to Daphne for retirement. Background in Project Engineering and Process Engineering, including Environmental projects.

Community Involvement:

Have served on the Board of Trustees of the Daphne Public Library since 2016.

Served as Chair of the Daphne Library Board from 2019 to 2021 and am current Chair.

Serving as a member of the Daphne Environmental Advisory Committee since 2016.

President of Lake View Property Owners Association from 2005-2012.

Successfully led the effort to petition the City of Daphne to take possession of the neighborhood street and assume ownership and maintenance responsibilities.

Helped organize like-minded property owners in Lake Forest in support of the D'Olive/Lake Forest Watershed Group Study led by the Mobile Bay National Estuary Program.

Career Background:

Plant Engineering Manager, 1998-2003, Kimberly-Clark Pulp & Tissue Mill, Everett, Wash.

Led the development and implementation of the \$20MM/Yr. capital upgrade program, including process improvements and environmental compliance projects. Served as Program Manager for the design, installation and commercialization of a \$60MM state-of-the-art Tissue Machine.

Pulp Mill Engineering Manager, 1984-1998, Scott Paper Co. Mobile Mill.

Led the Pulp Mill capital program to improve reliability, productivity, costs and environmental compliance. Served as Engineering Leader for the strategic study to define Pulp Mill capacity and technology options to meet emerging EPA Cluster Rule regulations.

Senior Project Engineer and Chief Process Engineer, 1977-1984, Scott Paper Co.

Implemented capital projects as well as process and environmental improvements.

Education:

B.S., Mechanical Engineering, Georgia Institute of Technology, Co-op plan.

Victoria Johnston Phelps **Project Manager / Senior Level**

Project Manager core experience with more than 15 years in Disaster Recovery FEMA Public Assistance (PA). Served as a FEMA Technical Assistance Contractor, PA Program Delivery Manager, PS Site Inspector, State PA Manager, Liaison, Direct Applicant Representative and as a Homeland Security FEMA Reservist for 24 Major Declared Events in 12 states for 8 of 10 FEMA regions. Previously with Department of Defense (DOD), over 15 years of Senior Supervision of complex engineering shipboard operational systems, project management, executing quality assurance standards for civil construction, conveyance drainage systems, and waterfront projects. Community Development, Zoning, and Planning service for 6 years. Versatile highly skilled manager with vast experience and knowledge of the FEMA PA Infrastructure Recovery Program and Strategies. FEMA PA Policy Eligibility expertise, Grant Writing, repair cost development, 406 Mitigation grant writing, adaptive coordination with environmental, and historical project reviews. Victoria completed 23 + years of Active-Duty service with the US Navy. She received an Honorable Discharge and Numerous Meritorious Awards for her Service. She was deployed on Active Duty in both leadership and support roles for Military Operations to all 5 Worldwide US Navy Fleet Mission Areas including many remote US Territories located in the Western Pacific and Mediterranean Theaters.

Education:

BS, Project Management and US History, Excelsior College, NY, 2010

US Naval Sea Systems Command College
Senior Project Management, Graduate
Pearl Harbor, HI, 1999

Certifications and Training:

FEMA trained PDMG, Grants Manager, Site Inspector, Grants Portal, Incident Command, FEMA Public Assistance Program, PAPPG – V4, 428 Sandy Alternative Procedures, 422 Simplified Procedures, 406 Mitigation, Cost Estimator, QA/QC, Site Inspector, Alabama Planning and Zoning Official

Investigation/Badging:

Homeland Security Public Trust Approved
Issued 01/15/2025 thru 01/12/2031
Badge Unique Identifier: # 5A

Federal Emergency Management Agency (FEMA-TAC) 2009-2025

PA TAC Disaster Recovery Project Manager / PA Program Delivery Manager / PA Site Inspector / PA Grant Writer / FEMA 406 Mitigation Reservist Cadre / Private Non-Profit Critical and Non-Critical Types Recovery Coordinator

- Senior Project Manager, TAC Coordinator, Work Force Director FEMA, STATE and Applicant PA Disaster Recovery Manager, Liaison for FEMA PA Infrastructure, Project Grant Writer, Cost Estimator, QA/QC Reviewer, PA Site Inspector, PA Policy Eligibility Reviewer (law PAPPG V4), Damage Documentation, Repair Scope Writer, 406 Hazard Mitigation Grant Writer, Initial Reviewer for Floodplain, Historical, Environmental Policy Laws and Regulations

Disaster Events Supported (Major):

DR-4781 / 4798-TX - Hurricane Beryl & Flood Event PA Program Delivery Manager Private Non-Profit Team
DR-4614-NJ – Hurricane Ida, Senior Project Manager and Grant Author for Major Utility Conveyance System Provider
DR-4022-VT - Hurricane Irene, Deputy Team Lead, QA/QC, PA Policy, 406 Mitigation, EHP Reviewer
DR-4085-NY - Hurricane Sandy, Private Non-Profit Team Lead for all 5 Boroughs of New York City, Project Author
DR-4086-NJ - Hurricane Sandy, Senior Project Manager project closeout for Major Utility Conveyance System Provider
DR-4024 / 4045-VA - Hurricane Irene & Tropical Storm Lee, State-side Recovery Project Lead and Liaison for VDOT
DR-4042-VA - Louisa Earthquakes, State-side Recovery Project Lead and Liaison for VDOT Debris Removal
DR-1971-AL - Tornadoes, Statewide, State-side Liaison Lead for Utilities Recovery Coordination for AEMA
DR-1551-FL - Hurricane Ivan, State-side, State Project Closeout Lead, Liaison, and Project Cost Validator for FDEM
DR-4177-FL - Severe Storms and Flooding, State Project Lead, Liaison and Project Cost for FDEM
DR-4485-TX - CVS Vaccination Center, Operational Co-Site Lead, coordinated vaccination of 500,000+ individuals
DR-4332-TX - Hurricane Harvey, Team Lead for Houston Branch II AFO Site Inspectors, Policy Eligibility Reviewer
DR-4277-LA - Severe Floods, PA Crew Leader, Contractor Team Lead, PA Policy Eligibility Reviewer
DR-4255-TX – Severe Flood Event, Team Lead for 406 Mitigation Branch II Houston AFO, Mitigation Project Author
DR-1603-LA - Hurricane Katrina, Project Grant Author, Site Inspector
DR-1607-LA - Hurricane Rita, Project Grant Author, Site Inspector
DR-1709-TX – Severe Flood Event, Project Grant Author, Site Inspector
DR-1763-IA – Severe Floods, Team Lead and PA Crew Lead, Project Grant Author, Site Inspector, 406 Grant Writer
DR-1934-MO – Tornadoes Severe Floods, QA/QC, 406 Mitigation and EHP Reviewer, Site Inspector
DR-4011-UT - Snow and Ice Storm, Project Grant Author, Site Inspector, Team Lead and Coordinator
DR-1817 / 1825-WA - Snow and Ice Storm, Project Grant Author, Site Inspector, TAC Team Lead and Coordinator

PROJECT ENGINEER

SUMMARY OF QUALIFICATIONS

Mechanical Engineer with 20+ years of experience as Project Engineer in PSM chemical plants. Able to effectively communicate across all levels of the organization. Develop project scopes and presentation packages for Capital projects using Stage Gate capital process. Excellent mechanical equipment and failure analysis skills. Served five years as contract Project Engineer at BASF Geismar site through Jacobs Engineering.

SKILLS

- Client and engineering firm interface
- Project controls and cost forecasting
- Safety related to project design and construction
- Plant startup and commissioning
- Gated project process and deliverables
- Contractor selection and oversight
- Equipment design and procurement
- Operability and reliability improvements
- Process instrumentation and PLC
- Effective inter-department coordination
- Mentor and train company employees
- Project documentation and procedures
- Packaging and conveying equipment
- Bid tab reviews and recommendations
- Continuous improvement activities
- Liquid batch operations
- Powder fill pneumatic conveying and packaging
- MS office and 3D CAD

WORK EXPERIENCE

PROJECT ENGINEER FOR TESORO REFINING - Salt Lake City, UT

- Develop project scopes and requests for appropriation submittal packages
- Manage project costs, budgets, and schedules
- Oversee engineering firms and construction contractors
- Operations reviews for improved reliability, performance, and safety

PROJECT ENGINEER FOR RHODIA / SOLVAY - Charleston, South Carolina

- Responsible for Capital projects at Charleston, SC, Baltimore, MD, and Marcus Hook, PA plants
- Served as North America corporate technical expert for piping
- Develop project budget and forecasts to dovetail with strategic goals
- Initiate continuous improvement procedures

PROJECT ENGINEER FOR JACOBS ENGINEERING - Baton Rouge, LA / Charleston SC

- Design engineering reviews for chemical and refinery projects
- Equipment start-ups and commissioning
- Interface and coordinate with internal and external customers
- Provide engineering studies and recommendations

Maintenance / Reliability Engineer for Freeport Chemicals - Uncle Sam, LA

- Responsibility for four sulphuric acid plants, power house, and water treatment facility
- Perform failure analysis and develop reliability improvement plans
- Oversee repairs and modifications to boilers, pressure vessels, storage tanks, and rotating equipment
- Integrate plant reliability with improved operability and production goals

EDUCATION

Bachelor of Science in Mechanical Engineering - University of Alabama

DAPHNE PUBLIC SCHOOL COMMISSION

Regular Meeting

January 26, 2026

Daphne Middle School

Meeting called to order at 5:30pm.

MEMBERS PRESENT: Marissa Rennaker, Marina Simpson, Lynn Davis, Andrea Lomax, Richard Perry, Audra Harper, Ben Hughes, Doug Stephens

MEMBERS NOT PRESENT:

Tommie Conaway

Others in attendance: Administrators representing each of the six schools in the Daphne feeder pattern: Comer (DHS), Edwards (DMS), Jordan (DMS), Ellis (BES), Heron (DES), Bottoms (WJC), Doherty (DEES); Shane Martin – Baldwin County Board of Education CFO;

Richard Perry welcomed everyone to the meeting.

MOTION: Lynn Davis made a motion to approve the meeting minutes from October 2025 as written. Seconded by Audra Harper.

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

Discussion on the distribution model Review of 3 mil distribution model data. General discussion of future adjustments to distribution model because of Jubilee Elementary School entering the feeder pattern in Fall of 2026. The new middle school will also be operating in Fall 2026 but will be located at Daphne Middle until WJ Carroll is ready to house the middle school.

The committee reviewed the Daphne Middle School proposal as written. General discussion about the proposal. No changes were needed.

MOTION: Ben Hughes made a motion to approve the proposal as written. Seconded by Marina Simpson.

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

The committee reviewed the Daphne High School proposal as written. General discussion about the proposal. No changes were needed.

MOTION: Ben Hughes made a motion to approve the proposal as written. Seconded by Andrea Lomax.

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

Updates from all the schools on the improvements and success of programs funded by the three mil allocation.

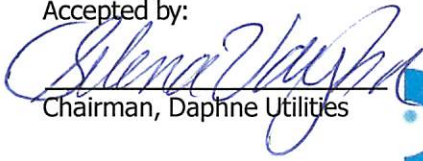
Daphne Middle School had a presentation highlighting their improvements in academic performance.

NEXT MEETING

The next meeting is scheduled for Monday, February 23 2026 at 5:30pm at WJ Carroll

Meeting adjourned at 6:05pm

Accepted by:


Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ January 28, 2026 ♦ 5:00 p.m.

I. Call to Order

The regular January 2026 Board meeting for the Utilities Board of the City of Daphne was held on January 28, 2026, in the Council Chambers at Daphne City Hall and called to order at 5:00 pm 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
Mayor Robin LeJeune, Board Member
Councilman Joel Coleman, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Scott Polk – CEO/General Manager
Lexus Carlee – Chief Finance Officer
Samantha Coppels – Chief Communications Officer
Kelly DeLaney – Customer Service Manager
Lori Wilson – Executive Assistant

Others Absent: Alex Godfrey – Chief Operations Officer

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 December 3, 2025

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the regular Daphne Utilities Board meeting of December 3, 2025.

With no additions, deletions or corrections, the Chairwoman declared that the submitted minutes of the regular Daphne Utilities Board meeting of December 3, 2025, would stand approved.

V. OLD BUSINESS –

A. None

VI. NEW BUSINESS –

- A. RESOLUTION 2026-01 – Resolution Designating Official Representative for DWSRF (Board Action: MOTION to Adopt RESOLUTION 2026-01)

CEO/GM Scott Polk explained that this was a standard form to be completed for ADEM to release the SRF funds in loans for which Daphne Utilities recently applied. He noted that the funds would be used to install a new well behind or around Trojan Plant or possibly Johnson Road area.

MOTION by Mr. Billy Mayhand to approve Resolution 2026-01 designating Scott Polk as the [Daphne Utilities'] Official Representative [for the DWSRF loan from the Alabama Department of Environmental Management (ADEM)], the Motion was seconded by Mr. Tim Patton.

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

- B. Recommendation for Bid Award – Annual Contract for Manhole Rehabilitation FY25-26 (Volkert Project No. 408283) (Board Action: MOTION to Approve)

Volkert's Mrs. Melinda Immel reminded the Board that it was time to rebid the annual manhole project and that BLD [Services, LLC] was the apparent low bidder and had previously worked on past projects for Daphne Utilities. She then gave recommendation that they be awarded the annual contract project.

MOTION by Mr. Tim Patton to award the Annual Contract for Manhole Rehabilitation FY25/26 (Volkert Project No. 408283) to BLD Services, LLC [in the amount of \$227,829.00], the Motion was seconded by Mr. Billy Mayhand.

Before voting, Mrs. Immel gave a more detailed explanation of the annual manhole rehabilitation project for the board members.

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

VII. BOARD ATTORNEY'S REPORT

Mr. Jerry Speegle notified the board members that the Tonsmeire case was not tried due to the judge giving a continuance and issuing a mediation order because of the time to try the case stated by the parties was over the allowable 2 hours. He advised that a tentative mediation date of March 12th with all board members welcome to attend.

VIII. FINANCIAL REPORT

Finance Manager Lexus Carlee reviewed for the Board of performances for: revenue for the year, metered services, year-to-date revenue, expenses for the year, total net income for the year, net income for November, and sewer, water, irrigation and natural gas services, and total

expenses. She reviewed financials for November and December 2025. Ms. Carlee also highlighted major expenses and checks for board members. She answered questions regarding natural gas rates.

IX. GENERAL MANAGER'S REPORT

A. GM Report

CEO/GM Scott Polk gave updates for: the delay for the bypass pump projects funded by GOMESA grants due to long lead times; the second workshop meeting for the WRF Improvement Plan took place with minutes included within the board book and a third meeting scheduled to take place later this week; with acceptable water quality at the test well behind the Trojan Plant, advertisement for bid requests were sent out; interconnect with Spanish Fort has slowed due to personnel and leadership changes; success at finding water south of Johnson Road in Daphmont on City-owned property & awaiting final results on water quality to aid in sequestering water in dealing with discolored water issues. He then answered a board question regarding the WRF meeting schedule and the objectives of the meetings.

He continued by updating board members regarding a situation developing between Ridgewood and Woodside Drive regarding an easement and a City storm drain in that area, most likely due to a significant rain event late last year that eroded the storm water main and in turn washed out some of our sewer gravity main in that area, noting that it should not interfere with anything the City may ultimately do. He noted that it may be a significant cost to the Utilities to move it out of the way. He thanked the City managers with their expedient action to assist.

Mr. Polk pointed out that the Sixth Street water tank had been removed with no incidents or street closings. He also reported that the latest Leadership Academy held its last meeting and three graduates will be at next month's board meeting. He pointed out that some changes would be implemented before resuming upcoming classes.

B. Operations Report

Chief Operations Officer Alex Godfrey was absent, but Mr. Polk offered to answer any questions the board may have relating to his report.

Communications Officer Samantha Coppels commented that pieces from the Sixth Street water tank would be donated to the Daphne Museum along with archived pictures in the Utilities' collection. She reported that 5 high school interns will be working at the Utilities this summer. She gave news the Board of the new grill trailer and the preparation to be used at upcoming events throughout the City.

C. Engineering & Consulting Reports

Mrs. Melinda Immel with Volkert updated the Board regarding the 6th Street tank removal.

X. BOARD ACTION – None

XI. PUBLIC PARTICIPATION – At 5:21pm, Chairwoman Vaughn opened and closed Public Participation noting that there was no participation.

XII. Discussion – General Manager's Performance Review

Chairwoman Vaughn called for either an Executive Session to discuss the General Manager's Performance Review or a Motion to Approve a Raise for the General Manager.

MOTION by Vice Chairman Mr. Tim Patton to approve a 3% raise for the General Manager retroactive to January 1, 2026; the Motion was seconded by Mr. Billy Mayhand.

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

XIII. BOARD COMMENTS –

Councilman Joel Coleman had no comment.

Mr. Billy Mayhand congratulated GM Scott Polk for his increase and that he deserved it.

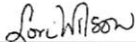
Mr. Tim Patton had no comment.

Mayor Robin LeJeune thanked the board for shouldering the burden while he was dealing with absences the past few meetings, noting that he was cancer clear.

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 5:22pm.

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: Eastern Shore Chamber of Commerce

APPLICANT NAME: Liz Thomson

STREET: 327 Fairhope Ave. CITY, STATE, ZIP: Fairhope, AL 36532

CONTACT PHONE: 2514223639 EMAIL: lroberts@eschamber.com

"ON SITE" CONTACT PERSON DAY OF EVENT: Liz Thomson

CELL PHONE: 2514223639 EMAIL: lroberts@eschamber.com

EVENT INFORMATION

EVENT NAME: 38th Jubilee Festival of Arts

TYPE OF/PURPOSE OF EVENT: Art Festival

EVENT DATE: 10/16/26 TIME (START- END): 10 a.m.-5p.m.

ASSEMBLY TIME: 10/17/26 10 a.m.- 5p.m. & 10/18 # PARTICIPANTS/VEHICLES: 130 artists/vendors

EVENT LOCATION: Lott Park and Main Street from Magnolia north to Randall

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

BE USED ON-SITE): wooden city stage, city tent for Kids Art Park, tables and chairs, Portalets

(provided by the Chamber), barricades, artist-provided booths

SPECIAL REQUESTS

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

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

Barricades and Main Street and Magnolia and Barricades at Main Street and Randall

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' # 1 X \$321.00 10' X 10' # 1 X \$123.00/EACH

TABLES: 8' L # 6 X \$45.00/EACH CHAIRS: # 20 X \$12.00/EACH

OTHER SPECIAL REQUESTS: trash cans and trash pick-up around park

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: ERT

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: Liz Thomson/Amanda Patterson CONTACT PHONE: 2514223639

OTHER MARKETING REQUESTS: Promotion on city electronic billboard and market on all social media

REVENUE/BUSINESS LICENSE

WILL SALES BE GENERATED AT YOUR EVENT: Yes** No ** If Yes, please provide your City of Daphne Business License Number here: each artist fills out appropriate tax forms and reports to the city

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

ERT

Jubilee Festival

INDEMNITY & HOLD HARMLESS AGREEMENT

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

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

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

APPLICANT SIGNATURE: Liz R. Thomson DATE: 01/28/26

INTERNAL USE ONLY

DATE REC'D: <u>1-28-2026</u>	CITY CLERK: _____
FIRE DEPT: <u>L. G. Taylor</u>	APPROVED ROUTE: _____
POLICE DEPT: _____	ROUTE MAP ATTACHED: <input type="checkbox"/> Yes <input type="checkbox"/> No
PUBLIC WORKS: <u>[Signature]</u>	EVENT FEE: <input type="checkbox"/> Paid \$ _____ CHK# _____
SPORTS & RECREATION: <u>[Signature]</u>	<input type="checkbox"/> Waived: _____
MARKETING & EVENTS: <u>[Signature]</u>	PROOF OF INSURANCE REC'D: <input type="checkbox"/> Yes <input type="checkbox"/> No
** REVENUE: _____	

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2026 - 14**

**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

DEPT	DESCRIPTION
Parks	Old Field Lights - SB Fields #1&4- Trione Sports Park

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 _____, 2026.

Robin LeJeune, Mayor

ATTEST:

Cindy Beaudreau, City Clerk

CITY OF DAPHNE, ALABAMA

RESOLUTION 2026-15

**AUTHORIZING RESOLUTION: FY2026 CAPITAL EQUIPMENT
BUSINESS LOAN AGREEMENT
(BRYANT BANK)**

A RESOLUTION OF THE CITY COUNCIL, THE GOVERNING BODY (“THE COUNCIL”) OF CITY OF DAPHNE, ALABAMA (THE “PAYEE”), FINDING IT NECESSARY TO ACQUIRE CERTAIN EQUIPMENT FOR GOVERNMENTAL PURPOSES AUTHORIZED BY LAW: FINDING THAT IT WOULD BE IN THE PUBLIC INTEREST TO ACQUIRE SUCH EQUIPMENT UNDER THE TERMS OF A BUSINESS LOAN AGREEMENT, THE CITY OF DAPHNE WILL ACQUIRE SUCH EQUIPMENT AND BE REIMBURSED FOR THE COST OF SUCH EQUIPMENT. FINDING THAT SUCH PROPOSAL IS IN THE INTEREST OF THE PAYEE AND AUTHORIZING AND DIRECTING THE AUTHORIZED OFFICER (AS HEREINAFTER DEFINED) TO EXECUTE A BUSINESS LOAN AGREEMENT AND SUPPORTING SCHEDULES AND ATTACHMENTS INCLUDING, BUT NOT LIMITED TO, ASSIGNMENTS OF TITLE TO THE EQUIPMENT TO BRYANT BANK TO THE END THAT THE EQUIPMENT SHALL BE ACQUIRED BY SUCH BANK AND FINANCED FOR THE PAYEE ON THE TERMS AND CONDITIONS EXPRESSED IN SUCH AGREEMENT.

WHEREAS, the Council has determined that it is necessary to acquire the following items of Equipment (the “Equipment”) for use by the Payee for purposes authorized by law: Eight (8) 2026 Ford Police Interceptor Utility AWD; and

WHEREAS, the Equipment shall be financed pursuant to a Business Loan Agreement executed by the Mayor (the “Agreement”); and

WHEREAS, the Council has determined that it would be in the public interest to acquire such Equipment through the Agreement as provided under Section 41-16A-1 *et seq.* of the Code of Alabama, 1975; and

WHEREAS, to the best knowledge and belief of the Council, the Agreement qualifies as a qualified project bond within the meaning of the Tax Reform Act of 1986; and

WHEREAS, BRYANT BANK has proposed to offer the City a Business Loan to acquire the equipment at the offered price at the rate of 4.367% per annum; and

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

SECTION 1: The Mayor (hereinafter the “Authorized Officer”) is hereby authorized and directed to execute a Business Loan Agreement, and all attachments thereto. Such Agreement shall be in substantially the form attached hereto as **Exhibit A**, with such appropriate variations, omissions and insertions as are permitted or required by this Resolution and as are consented to

by the Authorized Officer executing the Agreement, such consent being evidenced by their signatures.

SECTION 2: Upon delivery and acceptance by the Payee of the Equipment, the Authorized Officer is authorized and directed to execute a Certificate of Acceptance of such Equipment, and the term shall commence on the date of acceptance.

SECTION 3: The Authorized Officer is further authorized and directed to execute on behalf of the Payee a Financing Statement and all other documents as provided for in the Agreement to establish and maintain the security interest of BRYANT BANK in such Equipment.

SECTION 4: The Payee and the Council acknowledge that the Agreement contains certain provisions regarding insurance, and agree to provide property damage and liability insurance in accordance with the terms of the Agreement.

ADOPTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THIS THE _____ DAY OF _____, 2026.

CITY OF DAPHNE, ALABAMA

Robin LeJeune, Mayor

ATTEST:

Cindy Beaudreau, City Clerk

EXHIBIT A

Business Loan Agreement and Attachments

(attached)

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2026-16**

REQUEST TO RECLASSIFY STANTON ROAD TO MINOR COLLECTOR

WHEREAS, the City of Daphne is desirous of changing the Functional Classification of a section of road included in the Baldwin County Road System and described as follows:

Reclassify the Functional Classification of Stanton Road (US-98 to End of Pavement) from a Local Road to a Minor Collector.

WHEREAS, the City acknowledges that a safety assessment and recommendations report is required to be submitted to the Alabama Department of Transportation in accordance with the Federal Highway Administration Highway Functional Classification Concepts, Criteria, and Procedures; now therefore

BE IT RESOLVED, BY THE CITY OF DAPHNE IN REGULAR SESSION ASSEMBLED, hereby requests to change the Functional Classification of the above referenced road.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS ____ DAY OF _____, 2026.

ATTEST:

Robin LeJeune, Mayor

Cindy Beaudreau, City Clerk

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2026 - 17**

**REQUEST TO RECLASSIFY POLLARD/JONESBORO ROAD TO MINOR
COLLECTOR**

WHEREAS, the City of Daphne is desirous of changing the Functional Classification of a section of road included in the Baldwin County Road System and described as follows:

**Reclassify the Functional Classification of Pollard/Jonesboro Road
(County Road 64 to Friendship Road) from a Local Road to a
Minor Collector.**

WHEREAS, the City acknowledges that a safety assessment and recommendations report is required to be submitted to the Alabama Department of Transportation in accordance with the Federal Highway Administration Highway Functional Classification Concepts, Criteria, and Procedures; now therefore

**BE IT RESOLVED, BY THE CITY OF DAPHNE IN REGULAR SESSION
ASSEMBLED**, hereby requests to change the Functional Classification of the above referenced road.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE,
ALABAMA, THIS ____ DAY OF _____, 2026.**

ATTEST:

Robin LeJeune, Mayor

Cindy Beaudreau, City Clerk