CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
November 5, 2018
6:30 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL**
   INVOCATION: Pastor Nick Williams, 3 Circle Church in Daphne
   PLEDGE OF ALLEGIANCE

   PRESENTATION: Beautification Award – M&M Bank

3. **APPROVE MINUTES:** Council Meeting – October 15, 2018

4. **REPORTS OF STANDING COMMITTEES**
   - A. **FINANCE COMMITTEE** – Rudicell
     Review minutes of October 15, 2018 minutes
   - B. **BUILDINGS & PROPERTY COMMITTEE** – LeJeune
   - C. **PUBLIC SAFETY COMMITTEE** – Davis
   - D. **CODE ENFORCEMENT/ORDINANCE COMMITTEE** – Goodlin
   - E. **PUBLIC WORKS COMMITTEE** – Coleman
     Review Museum minutes of October 8, 2018 meeting

5. **REPORTS OF SPECIAL BOARDS & COMMISSIONS**
   - A. **BOARD OF ZONING ADJUSTMENTS** – Adrienne Jones
   - B. **DOWNTOWN REDEVELOPMENT AUTHORITY –** Conaway
   - C. **INDUSTRIAL DEVELOPMENT BOARD –** Davis
   - D. **LIBRARY BOARD –** Rudicell
   - E. **PLANNING COMMISSION –** Scott
     Review minutes of the September 27, 2018 meeting and the report of the October 25, 2018 meeting
   - F. **RECREATION BOARD –** LeJeune
   - G. **UTILITY BOARD –** LeJeune

6. **MAYOR'S REPORT**

7. **CITY ATTORNEY REPORT**

8. **DEPARTMENT HEAD REPORTS**

9. **CITY CLERK'S REPORT**

   MOTION to approve the Eastern Shore Chamber of Commerce Jubilee Festival of Arts on September 28 & 29, 2019.

ELECTION OF OFFICERS

10. PUBLIC PARTICIPATION

11. RESOLUTIONS & ORDINANCES

A. RESOLUTIONS:

2018–54 – Authorizing Resolution for FY2019 Leased Equipment: Used Caterpillar 316EL from Caterpillar Financial Services Corporation

2018–55 – Bid Award - 2019 – A – Park Chemicals

2ND READ ORDINANCES:

2018-40 - Re-Zone Property Located Southeast Corner of Randall Avenue and Guarisco Street Cynthia Dixon, L.L.C.

1ST READ ORDINANCES:

2018-41 – Appropriation: Additional Engineering Cost for the County Road 13 Intersection Improvement – Sidewalk Addition Project - Project: STPOA-0216(250)

12. COUNCIL COMMENTS

13. ADJOURN

The November City Council Work Session will be held on Tuesday, November 13, 2018 due to the observance of Veteran's Day.

City of Daphne Beautification Committee

presents this

Certificate of Recognition

to

M&M BANK

for your excellence in beautifying the City of Daphne.

Awarded on this 5th day of November 2018.

Dane Haygood, Mayor

Daphne
ALABAMA

October 15, 2018
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.

1. CALL TO ORDER:

There being a quorum present Council President Conaway called the meeting to order at 6:30 p.m.

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Tommie Conaway, Pat Rudicell, Joel Coleman, Doug Goodlin, Ron Scott, Robin LeJeune and Joe Davis

Also Present: Candace Antinarella, City Clerk; Jay Ross, City Attorney; David Carpenter, Police Chief; Vickie Hinman, Human Resources Director; Adrienne Jones, Planning Director; Kelli Kichler Reid, Finance Director/Treasurer; David McKelroy, Recreation Director; Jeremy Sasser, Public Works Director; Betsy Schneider, Operations Director; Troy Strunk, Executive Director, City Development; Margaret Thigpen, Civic Center Director; James White, Fire Chief; Tonja Young, Library Director; and Jessica Linne, Assistant City Clerk

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation was given by Ben Thomas, Jubilee Baptist Church.

PUBLIC HEARING:

Public Hearing on Cynthia Dixon Zoning Amendment located Southeast of the Randall Avenue and Guarisco Street opened at 6:34 p.m.

Harry Johnson gave a brief description of the Cynthia Dixon Zoning Amendment.

Jeanne Nelson, 1214 Randall Avenue, stated this was the first she's heard of the rezoning and said she did not want to see two entrances to the area if they are going to try and rezone for business.

Harry Johnson explained that the zoning request is for R6 (residential).

Public Hearing closed at 6:35 p.m.

3. APPROVE MINUTES:

The minutes of the October 1, 2018 regular meeting were approved.

4. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE
Councilman Rudicell said Finance Committee meets every 3rd Monday at 4:30 p.m.

B. BUILDINGS & PROPERTY COMMITTEE
Councilman LeJeune said the September Building report is in the packet.

C. PUBLIC SAFETY COMMITTEE
Councilman Davis said the committee minutes from the September 10, 2018 are in the packet. The next meeting will be Tuesday, November 13th at 4:30 p.m.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE
Councilman Goodlin said the next meeting will be November 5th at 4:30 p.m.

E. PUBLIC WORKS COMMITTEE
Councilman Coleman said the next meeting is November 5th at 5:30 p.m.

5. <u>REPORTS OF SPECIAL BOARDS & COMMISSIONS</u>:

A. Board of Zoning Adjustments
No report

B. Downtown Redevelopment Authority
Next meeting will be October 24th at 5:30 p.m.

C. Industrial Development Board
Councilman Davis introduced Steve Carey to discuss the DISC project. Mr. Carey presented a drone video from the Daphne JROTC showing progress and prospective as well as a report from. The engineering advisor, Dewberry, also provided a detailed report. To date, $536,000 has been spent on the project. By the end of October, $700,000 will be spent. They've had 25 days of rain working on the project and have charged 63 days to the project. They are 29% through the timeline, but should be at 35% complete by this point. Their plan is still to finish by early 2019 and plan to have a groundbreaking ceremony. Councilman Davis shared the EDA provided a $872,000 grant and have also blessed them with an additional $1.5 million. This project will provide opportunities for job training and internships for students.

D. Library Board

MOTION by Councilman Scott to approve Chuck Dean to the Daphne Public Library Board for a four year term ending September 30, 2022. Seconded by Councilman Davis.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to approve Jewel Lawson to the Daphne Public Library Board for a four year term ending September 30, 2022. Seconded by Councilman Davis.
MOTION CARRIED UNANIMOUSLY.

Councilman Rudicell said the Library Board meets the second Thursday of each month at 4:30 p.m. at the Library.

E. Planning Commission
Councilman Scott said the minutes from the August 23rd meeting are in packet along with a summary of the September meeting. Next meeting is at 5:00pm on Thursday, October 25, 2018.

F. Recreation Board
No report

G. Utility Board
Councilman LeJeune said there will be a budget work session this week.

6. <u>MAYOR'S REPORT</u>:

Mayor Haygood welcomed the new Assistant City Clerk, Jessica Linne. He mentioned there are fliers for Hurricane Michael Relief Efforts that can be picked up. Donations may be dropped off at any Fire Station or City Hall. Some of the items received will be carried over on Friday, October 19th. If anyone would like to be involved, they may speak to any of the city staff. Mayor Haygood commented on the "quiet response" to the Public Hearing this evening. It was in mention to a small parcel on Randall between Highway 98 and Main Street. It would be divided into 2 lots. It was a first read tonight and will be voted on at the next Council Meeting. Mayor Haygood referenced the Veto that was given to the City Clerk. He said it would be discussed more in the City Clerk's report.

7. <u>CITY ATTORNEY REPORT</u>:

No report

8. DEPARTMENT HEAD COMMENTS:

No report

9. CITY CLERK'S REPORT:

MOTION by Councilman Rudicell to approve the LSK Lupus Walk on March 16, 2019 (no street closure). Seconded by Councilman LeJeune.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Davis to approve the Baldwin County Martin Luther King Jr Day Celebration March on January 21, 2019. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Davis to approve the issuance of 020 – Restaurant Retail Liquor License for GWB III Inc dba Ollies Neighborhood Grill, located at 29740 A Urgent Care Dr, Daphne, AL. Seconded by Councilman LeJeune. Councilman Scott asked for clarification of where the building was located. It is in the old Mugshots building.
MOTION CARRIED UNAMINOUSLY.

MOTION by Councilman LeJeune to approve the publication and set a public hearing on November 19, 2018 for the Claymark Properties, LLC Zoning Amendment located Southwest of Van Avenue and Main Street. Seconded by Councilman Coleman. Councilman Scott abstained.
MOTION CARRIED.

MOTION by Councilman Coleman to approve the publication and set a public hearing on November 19, 2018 for the Danny & Donna Parks Pre-Zoning Amendment located Southeast corner of Belgrove Avenue and Alabama Highway 181. Councilman Rudicell.
MOTION CARRIED UNAMINOUSLY.

MOTION by Councilman LeJeune to approve the publication and set a public hearing on November 19, 2018 for the Danny & Donna Parks Annexation Petition located Southeast corner of Belgrove Avenue and Alabama Highway 181. Seconded by Councilman Rudicell.
MOTION CARRIED UNAMINOUSLY.

Mayor's Veto of Ordinance 2018-37. City Clerk made the Council aware of the Veto Letter received on October 2, 2018. City Clerk read the letter aloud. After little discussion, the Council suggests the meeting move forward. City Clerk recognizes there is no motion; the Mayor's Veto stands.

10. PUBLIC PARTICIPATION:

Public Participation was opened at 6:58 p.m.

Melanie Shong Helm, 310 Whiting Court, thanked the Daphne Police for their efforts in helping she and her family at home.

Mickey Boykin, 207 Beal Lane, member of the Daphne Museum asked about the status of the part time paid position for Daphne Museum. Mayor Haygood said the position was approved in the recent budget.

Public Participation closed at 7:03 p.m.

11. RESOLUTIONS & ORDINANCES:

RESOLUTIONS:

2018–51 – Declaring Certain Personal Property Surplus and Authorizing the Mayor to Dispose of Such Property

2018–52 – Declaring Certain Personal Property Surplus and Authorizing the Mayor to Donate or Dispose of Such Property

2018–53 – Authorizing for FY2019 Equipment: Used Caterpillar 316EL

MOTION by Councilman Scott to waive the reading of Resolutions 2018-51, 2018-52 and 2018-53. Seconded by Councilman LeJeune.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Resolutions 2018-51. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Resolutions 2018-52. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Resolutions 2018-53. Seconded by Councilman Coleman.
MOTION CARRIED UNANIMOUSLY.

ORDINANCES:

2nd READ:

2018-39 - Additional Appropriation: Corte/Austin Road Improvements Phase I & II

MOTION by Councilman Scott to waive the reading of Ordinances 2018-39. Seconded by Councilman Rudicell.
MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Scott to adopt Ordinance 2018-39. Seconded by Councilman Davis.
MOTION CARRIED UNANIMOUSLY.

Councilman Goodlin made a motion to call a special Work Session for the Old Town Daphne Planning Workshop on Wednesday, October 24 at 6:30pm in Council Chambers. Seconded by Councilman Scott. Mayor Haygood discussed details of the Work Session. Motion carried unanimously.

1st READ:

2018-40 - Re-Zone Property Located Southeast Corner of Randall Avenue and Guarisco Street Cynthia Dixon, L.L.C.

12. COUNCIL COMMENTS:

Councilman Rudicell thanked the Council for listening to the people of Daphne.

Councilman Coleman said various organizations are gathering supplies to help hurricane victims in Florida. He encouraged people to support.

Councilman LeJeune reminded everyone of the SEEDS Annual Golf Tournament that will be held at Timber Creek Golf Club on Friday, November 2nd with tee-off at noon. Lunch served beforehand at 11am.

13. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING ADJOURNED AT 7:09 P.M.

Respectfully submitted by,	Certification of Presiding Officer
____________________________	____________________________
Candace G. Antinarella, City Clerk	Tommie Conaway, Council President

CITY OF DAPHNE

FINANCE COMMITTEE MINUTES

OCTOBER 15, 2018

4:30 P.M.

I. CALL TO ORDER/ROLL CALL

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

Present were:

Chairman Mr. Pat Rudicell
Councilwoman Mrs. Tommie Conaway
Councilman Mr. Joel Coleman
Councilman Mr. Doug Goodlin
Councilman Mr. Ron Scott
Councilman Mr. Robin LeJeune – arrived 5:07p.m.
Councilman Mr. Joe Davis

Also Present: Mayor Dane Haygood, Finance Director Mrs. Kelli Reid, Senior Accountant Mrs. Suzânne Henson, Revenue Officer Mrs. Courtney Coleman, Public Works Director Mr. Jeremy Sasser, Operations Manager Mrs. Betsy Schneider, Civic Center Director Mrs. Margaret Thigpen, City Clerk Mrs. Candace Antinarella, Executive Director of City Development Troy Strunk, Library Director Tonja Young, City Attorney Mr. Jay Ross, City Attorney Mr. Patrick Dungan, and Engineer Mr. Andy Bobe, Dewberry.

II. PUBLIC PARTICIPATION

A. Sidewalk construction – Ms. Victoria Phelps

Ms. Victoria Phelps advocated for continued sidewalk construction in Lake Forest that would connect Lawson Road and County Road 13 through Lake Forest connecting at Main Street. Ms. Phelps continued discussing consideration for new sidewalks coming in at North Main Street at Windsor and running down Ridgewood as the next first step and working toward making all the Lake Forest sidewalks connect. Discussion continued on sidewalk construction throughout the City and that it would be discussed at the next Public Works Committee meeting.

III. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous minutes were approved.

MOTION BY Mr. Ron Scott to approve the previous months Finance Committee minutes. Seconded by Mr. Joel Coleman. MOTION CARRIED UNANIMOUSLY

IV. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resource Report:

- Posted positions – 2
- Reposted - 2
- Reviewing/Testing/Interviewing/Background check – 5 – Mrs. Hinman updated the report for recent changes.
- Promotion/Internal Transfer - 2 Mrs. Hinman updated the report for recent changes.
- New Hires – 4
- Open/Vacant positions - 3

Mrs. Hinman introduced the new Assistant City Clerk, Ms. Jessica Linne. Mrs. Hinman reviewed the monthly Safety Committee meeting topics discussed and other Human Resource projects and events. Mrs. Hinman stated the next Safety meeting will be on October 31, 2018. Mrs. Hinman reviewed the insurance inspection report from AMIC's annual inspection and noted that there were two items on the list. Mrs. Hinman noted that both insurance items have been addressed.

B. Overtime Report

Mrs. Reid reviewed the overtime report. Mr. Scott asked about the overtime in the Court department. Mrs. Reid stated this was overtime from earlier months and it has been discussed with the Judge. Mrs. Reid noted that year end payroll period needs to be accrued so the amount on the report presented is not the final total for FY2018.

V. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – September, 2018

Mrs. Coleman reviewed the following reports and information:

- Code enforcement issued 11 warnings resulting in businesses becoming compliant and $2,277 in revenue.
- New Businesses with a physical location in Daphne – 12
- Simplified Sellers Use Tax collections - $13,405 and YTD collections - $147,077

Business License Fee Historical Comparison 2017 / 2018				
	FY 17	FY 18	+/- Previous Year	Budget 2018 * $2,150,000
October	$7,103.71	$5,258.84	($1,844.87)	($2,144,741.16)
November	$11,604.68	$8,566.59	($3,038.09)	($2,136,174.57)
December	$33,347.73	$41,564.84	$8,217.11	($2,094,609.73)
January	$1,301,664.28	$1,420,279.64	$118,615.36	($674,330.09)
February	$603,134.76	$569,031.88	($34,102.88)	($105,298.21)
March	$154,190.39	$183,259.10	$29,068.71	$77,960.89
April	$42,906.33	$29,229.51	($13,676.82)	$107,190.41
May	$27,884.36	$15,686.44	($12,197.92)	$122,876.85
June	$13,209.58	$16,524.34	$3,314.76	$139,401.19
July	$16,453.52	$14,904.40	($1,549.12)	$154,305.59
August	$9,297.88	$10,524.31	$1,226.43	$164,829.90
September	$6,906.77	$12,237.73	$5,330.96	$177,067.63
Year to Date	$2,227,703.99	$2,327,067.63	**$99,363.63**	**$177,067.63**
*** Amounts include penalty and interest.**				

BUSINESS LICENSE COUNT through 9/30/2018	
Issued THIS MONTH:	
NEW Licenses	**61**
RENEWAL Licenses **(2018)**	**28**
PRIOR YEAR Licenses (**2017 and Prior**)	2
Total Issued THIS MONTH	**91**
Total Issued THIS MONTH - PREVIOUS YEAR	90
Net Gain/-Loss Current VS Previous Yr MONTH	**1**
Total Issued YTD 2018	**4,243**
Total Issued YTD - PREVIOUS YEAR	4,557
Net Gain/-Loss Current VS Previous Yr YTD	**-314**

VI. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: August, 2018

Mrs. Henson reviewed the Sales & Use Tax Reports and Graphs: $1,407,008 was collected for August, 2018 which was up $113,750 from August 2017's collections: :

- YTD Variance over Budget - $899,153

B. Lodging Tax Collections, August, 2018

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for August, 2018 were $104,229 which is up $16,625 from August 2017's collections .

- YTD Variance over Budget: $58,881

Discussion was made on the Lodging Tax report. Mr. Scott noted that a new hotel was going to be built in Daphne.

C. Lodging Tax Fund : Statement of Rev over Exp, September, 2018

Mrs. Henson reviewed the Lodging Tax Statement of Revenues over Expenditure report for September, 2018.

- Unreserved balance for Bayfront related purchases - $1,456,367.02
- Recreation related purchases - $ 946,460.99

Mrs. Henson noted that recent expenditures for Bayfront Park Improvements, Village Point Boardwalk, and Trione Sports Complex *are* reflected in the report.

VII. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: September, 2018

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT
As of September 30, 2018

Account Type/Title	Bank / Brokerage	9/30/2018	8/31/2018	Increase (Decrease) from last Month	9/30/2017	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	Compass Bank1	$ 7,736,406	$ 7,421,721	$ 314,685	$ 7,754,284	$ (17,878)
CERTIFICATE OF DEPOSIT	Trustmark Bank	502,134	502,134	-	-	$ 502,134
INVESTMENT FUND	Raymond James	5,325,910	5,325,910	-	5,379,342	$ (53,432)
CREDIT CARD ACCOUNT	Compass Bank3	4,154	7,894	(3,740)	4,364	$ (210)
Total Unrestricted Cash Balance		13,568,605	13,257,660	310,945	13,137,990	430,615
Total Restricted Cash Balance		16,335,078	16,464,745	(129,667)	20,328,232	(3,993,154)
Total City Cash Balance		$ 29,903,683	$ 29,722,405	$ 181,278	$ 33,466,222	$ (3,562,539)

Discussion was made on the City's investments and the one year term CD investment.

The Treasurer's Report as of* SEPTEMBER*, 2018 Total Unrestricted Cash Balance - $13,568,605 and Total City Cash Balance - $29,903,683 was presented to be filed for audit.

2. Encumbrance Report

- Preliminary Encumbrance balance is - $380,338.33 as of September**,** 2018.

Mrs. Reid reviewed the Encumbrance Report and stated this is the balance with expenditures through September 30, 2018 and that this report will be updated for year end. Discussion was made on projects that are pending completion. Mrs. Reid stated that she will be working on a RFQ for investment advisory services to be provided for the City.

3. Outstanding Appropriations

Mrs. Reid reviewed the Outstanding Appropriation report. Discussion continued on projects listed and when they would be completed and come off the report. Discussion continued on the Trione Park Fencing, parking lot resealing project and installation of security cameras citywide. Mrs. Reid noted that items that have a $0 balance will be removed when the FY2019 reporting starts and reviewed other projects that will be completed/removed.

4. Financial Overview: Debt Summaries, September, 2018

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), September, 2018
  - Musco Lighting - Notes Payable – $991,526 - first payment ($213,000) has been made and the note will reach maturity in 2023.
  - Jubilee Square: Debt payments are currently fully paid through December 2016 thus 21 months in arrears. Arrearage includes $631,369 in principal and $311,363 in interest

Mrs. Reid stated the Jubilee Square debt should be paid off around 2021 which will free up approximately $950,000/year at the current sales tax collection rate. Mrs. Reid reviewed current capital leases. Discussion continued on FY2019 future equipment leases.

Mrs. Reid noted that the Financial Statements would be included in the Finance packet after year end audit changes/adjustments were completed. Mrs. Reid stated the FY2018 yearend audit will begin November 15, 2018 and financial statements will be presented upon completion of the audit.

5. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary. Discussion continued various projects including Bayfront Park improvements, Fire Station #5 estimated construction cost ($1 million) and estimated operating cost ($650,000). Discussion continued that a minimum of nine firefighters would be needed to cover the three work shifts. Mr. Davis asked about the Pollard Road/CR64 project. Mr. Sasser reviewed the turn lane additions for this project. Mr. Scott discussed the $75,000/year for legal lobbying contract. Discussion continued on requesting a quarterly update/report for the lobbying activities.

6. Summary of Budgetary Amendments

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2018 Budget.

- Total Appropriations Year to Date – ($2,819,683)
- Adjusted Expenses over Revenue – ($2,782,365)

Mrs. Reid stated that monies will be encumbered for appropriations made for projects that are partially completed at yearend.

7. Bills Paid Reports – September, 2018

The Bills Paid Report was presented in the packet.

VIII. APPROPRIATION REQUESTS: *(Ordinance)*

A. Lott Park: Roof covering for new Bocce Court

Discussion was made on the estimate for the new Bocce Court. Mr. Sasser stated he was working on getting some estimates.

B. CR13-Sidewalk Addition Project Appropriation: Additional Engineering costs- $25,756

Mrs. Reid reviewed the information included in the packet from Mr. Andy Bobe, Dewberry Engineers for the request for funding for additional engineering cost on the County Road 13 Sidewalk Addition project. Mr. Bobe reviewed the project and discussed how ALDOT had notified him that the sidewalk portion of the project was not included in the TAP Grant funding so additional work had to be done to add the sidewalks. Mr. Bobe reviewed the additional time it took to obtain the proper easements and other preliminary work that had to be done prior to construction. Mr. Bobe stated he had submitted the final work to ALDOT and the project was complete.

MOTION BY Mr. Scott to adopt an ordinance appropriating $25,756 out of the Seven Cent Gas Tax Fund for additional engineering cost for the County Road 13 Sidewalk Addition project. Seconded by Mr. Goodlin.

MOTION CARRIED UNANIMOUSLY

IX. NEW BUSINESS

A. Authorizing Resolution for leasing a used CAT 316EL

Mrs. Reid stated that Caterpillar Financial required an authorizing Resolution for the equipment the City is leasing for a new lease term.

MOTION BY Mr. Scott to recommend to Council to adopt an Resolution authorizing the Mayor to enter into a lease for the used Caterpillar 316EL equipment . Seconded by Mrs. Conaway.

B. Surplus Resolution: 2004 Crown Vic –update to Donate to Guardians of the Ribbon *(on 10/15/18 Council Agenda)*

Mrs. Henson noted that the Guardians of the Ribbon organization approached the City and requested the 2004 Crown Vic be donated to their organization to be used to help create cancer awareness. Mrs. Henson stated a pamphlet giving some information on the organization was included in the packet. Mrs. Henson also noted that this was the vehicle discussed at the last Building and Property Committee meeting and is included in the October 15, 2018 Council packet.

MOTION BY Mr. Scott to recommend to Council to adopt an Resolution to donate the 2004 Crown Vic to Guardians of the Ribbon organization. Seconded by Mr. Goodlin.

MOTION CARRIED UNANIMOUSLY

C. Surplus equipment: Gator donation to Daphne High School

Mrs. Henson stated that the Resolution authorizing the donation of the surplus Gator is included in the October 15, 2018 Council packet. Mrs. Henson noted that this donation was discussed at the last Buildings and Property Committee meeting.

X. OLD BUSINESS

A. County Road 13 Sidewalk

Mr. Sasser gave an update on the project that the City would not have to get the easement which would the project move forward.

B. Lott Park Tennis Facility

Mrs. Henson stated the Lott Park Tennis Facility contract is signed. Mr. Sasser noted that the pre-construction meeting is set for Thursday.

C. Grounds personnel

Mr. LeJeune discussed additional personnel needed for Grounds department and considering using temp personnel. Mrs. Reid stated that if there is a vacancy then those monies are available for use for temporary personnel.

XI. ADJOURN

The meeting adjourned at 5:51p.m.

Daphne History Museum
Meeting Minutes

October 8, 2018

I. **Call to order**

Ken Balme called to order the regular meeting, followed by reciting the Pledge of Allegiance.

II. **Attendees:** Ken Balme, Rachel Burt, Mickey Boykin, Arva Brown, Helen Baroco, Emily Hammond, Scott & Dooley Berry, Jeanne Nelson, Stephanie Middleton, Candace Bishop, Lee Swetman, Ty Sturtevant, Lucy Cunningham,, Al Guarisco

III. **Approval of minutes from last meeting:** Approved

IV. **Treasures Report:** Period 8/31/18-9/30/18 Opening balance $5,994.21 Deposits: $0 Cks to :

#1362 Ken B. $50 (SoS name change) #1361 Rachel B. $440.18 (new copier) Ending balance

$5,504.03 Petty Cash $22.15

We have a CD that mature 10/18. The interest rates are very poor & we might need to look at other options. Mickey suggested maybe changing banks. Helen agreed it could be good to shop around & possibly use 1 bank instead of 2 different banks currently in place. It was decided we would call a board meeting to discuss this matter later this week.

V. **Volunteer Assignments/Schedules-** Good

VI. **Committee Reports**

- ***a)*** ***Exhibits/Events***: With everyone's busy schedule and parking an issues we voted to not have a Halloween event
- ***b)*** ***Publicity/Social Media****:* No reports
- ***c)*** ***Cemetery:*** No reports.
- *d)* ***Fund Raising & Volunteer Recruitment:*** Nothing scheduled No report
- *e)* ***Special Tours :*** None scheduled
- *f)* ***Archives, Curation:*** Daphne Standard News has been digitized. Rachel will put on the extra desktop computer for all to use & put the films & copies in the City vault with originals. The search function is not working yet, but they are still working on that.

VII. **Unfinished/Ongoing business**

1) ***Planning Calendar***

Jubilee Festival- : We made $53. The Chamber had our table in a completely different area that made matters very confusing. With rain on Sunday we closed early.

- *a)* ***Part-time employee***. No report
- *b)* ***Additional Bricks:*** Should place the next order just after the Jubilee Festival.
- *c)* ***Impact 100:*** We were not chosen. (5th time). Letter on file.

We discussed how & whys of refusals. We have been struggling for some time now. How can we get more help with work, support & preservation of the building? There is no news on an employee & communication is poor.

VIII. New Business & Announcements

- Ty suggested we could hold a yard sale in Downtown. Each person would bring their own items. Some thought it should be at the Museum, others suggested parking would be a problem. Ken advised to speak to Linda Sheron at the Art Center since they have done this in the past. Ken and/or Ty will gather more information.

- Al announced there are up to $2500 available in grants through the AL 200 for certain projects. Kara W. has been working on some for signage in the cemetery.

- The security system has been not functioning properly. ATT is supposed to service it.

- Helen expressed frustration with the fence installation. Without communication from the City about the overall design made it difficult with a recent burial. Someone did clear most of the parking, but the funeral home could not reach the plot properly. She has tried to find out the plan for the remaining last section of fencing without success.

- Scott & Dooley set made fall flower arrangement outside. The fountain pump problem is with the GFI switch not the pump. An electrician from the City will need to fix,

- Ken suggested trying a History Talk a few times a year. Although several groups host these types of events, they seem to be well attended. We will discuss further for 2019.

IX. Adjournment

Ken Balme adjourned the meeting.

Minutes submitted by: Rachel Burt

Next regular meeting: Monday November 12, 2018 @ 10AM!

To: Office of the City Clerk

From: Adrienne D. Jones, AJ
Community Development Director

Subject: Planning Commission Minutes and Report

Date: October 26, 2018

MEMORANDUM

Attached please find a copy of the approved minutes for the City of Daphne Planning Commission regular meeting of September 27, 2018, and the report of the regular meeting of October 25, 2018 for placement on the Monday, November 5, 2018 City Council agenda for review.

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

ADJ/jv

From the Office of ....

Adrienne D. Jones,
Community Development Director
P. O. Box 400
Daphne, Alabama 36526
251-621-3184 ph
251-621-3185 fx

FILE
10/26/18
2:00pm

The City of Daphne
Planning Commission Minutes
Regular Meeting of September 27, 2018
Council Chamber, City Hall - 5:00 P.M.

Call to Order:

Chairman called the regular meeting of the City of Daphne Planning Commission to order at 5:05 p.m. The number of members present constitutes a quorum.

Call of Roll:

Members Present:

Angie Phillips
Ed Kirby
Marybeth Bergin, Chairman
Phillip Hodgson, Vice Chairman
Ron Scott (excused @ 6:45 p.m.)
Andrew Prescott
Chief White (excused @ 5:30 p.m.)

Staff Present:

Adrienne Jones, Director of Community Development
Jan Vallecillo, Planning Coordinator
Patrick Dungan, Attorney
Troy Strunk, Executive Director, City Development

The first order of business is the approval of the minutes.

Chairman asked for questions, comments or corrections to the minutes ***of the regular meeting of August 23, 2018. There being none, minutes are approved as submitted.***

Mr. Scott recused himself from discussion and action on the next agenda item.

Chairman explained six members are required for action on the Claymark Properties, L.L.C. zoning amendment, and stated the agenda has been rearranged to hear this agenda item first.

The next order of business is a zoning amendment for Claymark Properties, L.L.C.

An introductory presentation was given by Larry Chason, representative of Chason & Earle, of a request to rezone a one-point one-five acre parcel located southwest of Van Avenue and Main Street, and stated that the proposed use is office space associated with the proposed development at the southeast corner of Van Avenue and Main Street. He stated there is no immediate plan for development. Five of the seven mobile homes and/or residence in the mobile home park are occupied, and that at the time of development the owner plans to provide assistance with the occupants' relocation.

Chairman asked for Commission questions or comments and opened the floor to public participation. As no one came forth the chairman closed the floor and called for a motion.

A ***Motion*** was made by Mr. Kirby and ***Seconded*** by Mr. Prescott ***to set forth a favorable recommendation to the City Council to rezone the subject property for Claymark Properties, L.L.C. from R-2, Medium Density Single Family Residential, to B-3, Professional Business. There was no discussion on the motion. The Motion carried. Mr. Scott abstained.***

Chief White was excused @ 5:30 p.m.

The next order of business is a site plan review for Lot 7, Austin Place Commercial Park, Phase One.

An introductory presentation was given by David Stovall, representative of Engineering Design Group, requesting site plan review of an office located northwest of the intersection of County Road 64 and Equity Drive.

Chairman asked for Commission questions or comments and if staff deficiencies have been addressed. Mr. Stovall stated that the Public Works comments regarding first flush and curb cuts were addressed.

Chairman asked for Commission questions or comments and for a motion.

A **Motion** was made by Mrs. Phillips and **Seconded** by Mr. Kirby ***to approve Lot 7, Austin Place Commercial Park, Phase One site plan and a waiver to sidewalk requirement, as no adjacent sidewalks exist on Equity Drive. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is a site plan review for Elite Way.

An introductory presentation was given by Vince LaCoste, representative of Bethel Engineering, requesting site plan review of a multi-tenant lease space located northeast of County Road 64 and Edgewood Drive. He noted that he is not comfortable presenting a certification for the drainage system of Winged Foot Subdivision, Phase One. He also asked for a waiver to the sidewalk requirement due to the deep back slope necessary to install a drainage pipe along County Road 64.

Ms. Jones responded that the Commission should grant a temporary waiver to allow for additional time to address the issues of the sidewalk and drainage at the time of the review of future phases.

Chairman asked is storm water directed to the detention pond or ditch along County Road 64. Mr. LaCoste responded to the detention pond.

Chairman asked for Commission questions or comments and stated staff deficiencies have been addressed. Ms. Campbell confirmed acceptance.

Jeremy Sasser, Public Works Director, commented regarding flooding in the turn lane on County Road 64 near this development because the turn lane is lower than the entrance of Predazzer Lane. Ms. Jones responded that water is over the top of and on south side of the road.

Chairman asked for Commission questions or comments and for a motion.

A **Motion** was made by Mr. Kirby and **Seconded** by Mr. Prescott ***to approve Elite Way site plan and a temporary waiver to the sidewalk requirement along County Road 64. The sidewalk issue will be re-visited upon review of future planned site improvements. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is a final plat review for Oldfield Subdivision, Phase 3A.

An introductory presentation was given by Joe Rector, representative of Mullins, L.L.C., requesting final plat review of a forty-lot subdivision consisting of approximately fourteen point one-six acres located north and west of Oldfield Subdivision, Phase One.

Chairman asked about correspondence from Riviera Utilities. Ms. Jones responded submission of documentation of acceptance is still outstanding.

Chairman asked about vegetation and detention. Mr. Rector commented the subdivision has grass. Jeremy Sasser, Public Works Director, responded sparsely grassed. Mr. Rector stated that storm water is captured and directed north to a common detention pond.

Chairman asked about Richard Johnson's, previous Public Works Director, review comments regarding filling the lots during the construction. Mr. Sasser expressed his concerns about drainage and condition of the right-of-way associated with mass earth moving or the amount of dirt required to fill the lots. Ashley Campbell, Environmental Programs, concurred and expressed her concerns about drainage and erosion control.

Chairman asked for Commission questions or comments and for a motion.

A Motion was made by Mr. Kirby and Seconded by Mrs. Phillips to table Oldfield Subdivision, Phase 3A final plat, until the meeting of October 25, 2018. There was no discussion on the motion. The Motion carried unanimously.

The next order of business is a preliminary plat review for Oldfield Subdivision, Phase 3B.

An introductory presentation was given by Jason Estes, representative of Dewberry, requesting preliminary plat review of a ninety lot subdivision consisting of approximately twenty-five point seven-seven located south and west of Oldfield Subdivision, Phase One.

Chairman asked for Commission questions or comments and about the presentation of a landscape plan. Ms. Jones confirmed receipt.

Chairman asked if staff deficiencies have been addressed. Ms. Campbell questioned whether the outfall directs storm water into wetlands.

Mr. Estes responded there will be no impact to the wetlands, and noted that the wetlands are located in a future phase located in the county.

Chairman asked for Commission questions or comments and opened the floor to public participation.

Tom Bierster, 23325 State Highway 181, displayed photographs and expressed his concerns about the adverse effects that flooding and storm water have had on his property since the development of these phases of Oldfield subdivision.

Chairman closed public participation and allowed Mr. Estes addressed the Commission to clarify the drainage issues concerning Phase 3A and 3B. Mr. Estes indicated that flooding has not been caused by the Oldfield development as the original topography flowed to the south. The new roadway has been built up and the detention pond has doubled in size. Swales could be added to mitigate the drainage concerns.

Chairman asked for Commission questions or comments and for a motion.

A **Motion** was made by Ms. Phillips and **Seconded** by Mr. Prescott ***to approve Oldfield Subdivision, Phase 3B preliminary plat. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is a request for pre-zoning for Danny and Donna Parks.

An introductory presentation was given by Larry Smith, representative of S.E. Civil, of a request to pre-zone and annex a three-point three-seven acre parcel located at the southeast corner of Belgrove Avenue and Alabama Highway 181. He described the surrounding land uses and recent precedent set by the City of Daphne in annexing the land to the north and zoning it B-1(a) and indicated that the land would be subdivided for residential lots and one commercial lot to mirror the land across Belgrove Avenue.

Chairman asked for Commission questions or comments and opened the floor to public participation.

Christina Quick, 10111 Belgrove Avenue, spoke in opposition and stated that the zoning change would negatively impact Belgrove Avenue and shared her concerns regarding a proposed business zone, traffic; negative impact on neighborhood character, property values; and safety of the children that live in the neighborhood.

Christina Quick read a letter on behalf of Natalie & Derek Douglas, 10147 Belgrove Avenue, in opposition and reiterated the previous concerns regarding traffic congestion; negative impact on character of the residential neighborhood, and the safety of the children that live in the neighborhood. Both letters were submitted for the record.

Brook Whittington, 10109 Belgrove Avenue, spoke in opposition and on behalf of Patrick Kain, and read a letter which was submitted for the record. She stated a zoning change for a use other than single family residential is in direct conflict with the Comprehensive Plan and voiced concerns about the quality of life of the Belgrove Avenue residents, the goals of preserving established neighborhoods, protecting the value of adjacent residential properties, and developing moderate to high end residential uses.

During rebuttal, Mr. Smith responded there is not a specific use proposed for the commercial parcel. The existing residence is to remain.

Chairman closed public participation and asked for Commission questions or comments.

Commissioners asked Ms. Jones to present the uses allowed in a B-1(a) zone.

Ms. Jones read from the Land Use and Development Ordinance Article 35, Table of Permitted Uses, a summary of uses allowed in a B-1(a), Limited Local Business District.

Mr. Scott expressed his concern regarding speculative zoning.

Chairman asked about the consideration to pre-zone to R-1 rather than R-3. Mr. Smith responded the size of the lots could meet the requirements of R-1.

Chairman closed public participation.

Chairman asked for Commission questions or comments and for a motion.

A ***Motion*** was made by Mr. Kirby and ***Seconded*** by Mr. Prescott ***to set forth a favorable recommendation to the City Council to rezone the subject property for Danny & Donna Parks to R-3, High Density Single Family, and B-1(a), Limited Local Business. There was no discussion on the motion. The Motion carried. Mr. Scott voted nay.***

A ***Motion*** was made by Mr. Kirby and ***Seconded*** by Mr. Prescott ***to set forth a favorable recommendation to the City Council to annex the subject property into the Daphne city limits. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is Planning Commission discussion.

Ms. Jones commented about a proposed amendment to the Olde Towne Daphne District of which a resubdivision of substandard lots of record would create lots which are more in conformance and consistent with the general context with the area. She reiterated that the proposed language is a result of the Board of Zoning Adjustment's denial of a variance request associated with a proposed replat of three-lots. A draft will be presented to the Ordinance Committee on Monday, October 1, 2018 meeting and then presented to the Planning Commission.

The next order of business is the election of officers.

Chairman opened the floor for nominations for Chairman. Mr. Scott nominated Ms. Bergin. The nominations were closed. With no other nominations, Ms. Bergin is Chairman.

Chairman opened the nominations for Vice Chairman. Mr. Scott nominated Mr. Hodgson. The nominations were closed. With no other nominations, Mr. Hodgson is Vice Chairman.

Chairman opened the nominations for Secretary. Mr. Scott nominated Mr. Prescott. The nominations were closed. With no other nominations, Mr. Prescott is Secretary.

The next order of business is public participation.

Chairman asked for public participation.

None presented.

The next order of business is the attorney's report.

Mr. Dungan stated no report.

The next order of business is commissioner's comments.

None presented.

Mr. Scott was excused @ 6:45 p.m.

The next order of business is director's comments.

Ms. Jones asked Commissioners to begin to envision the future of the Highway 181 corridor with hopes that the contiguous areas are annexed into the city to ensure that development is done well and coordinated rather than hodgepodge and haphazard. She also presented the following:

a. City Council Actions: 2nd read on the ordinance for Jacob's Well, L.L.C. zoning amendment on October 1, 2018;
b. The upcoming meeting dates: site preview, October 17 & regular meeting, October 25, 2018; and,
c. Requested a change to November regular meeting date from Tuesday, November 20th to Thursday, November 29th. In consideration of the 2018 Thanksgiving Holiday, the **Planning Commission voted unanimously to move the regular meeting date to Thursday, November 29th.**

There being no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted by:

Jan Vallecillo

Jan Vallecillo, Planning Coordinator

Approved: October 25, 2018

Mary E Bergin

Marybeth Bergin, Chairman

CITY OF DAPHNE
PLANNING COMMISSION AGENDA AD
REGULAR MEETING OF OCTOBER 25, 2018 **REPORT**
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

1. **CALL TO ORDER:** 5:03 p.m.

2. **CALL OF ROLL:** Marybeth Bergin, Ed Kirby, Chief White, Phillip Hodgson, Andrew Prescott, Angie Phillips, Charles Smith and Ron Scott

3. **APPROVAL OF MINUTES:** Review of minutes for the regular meeting of September 27, 2018. **(Approved as submitted)**

4. **OLD BUSINESS:**

   A. **FINAL PLAT REVIEW:**

      1. **File SDF18-07:** **(Approved final plat, with condition that Supplemental Declaration of Covenants shall be recorded prior to the issuance of building permits)**

         Subdivision: **Oldfield, Phase 3A**

         Zoning(s): ***R-3, High Density Single Family Residential***

         Location: North and west of Oldfield Subdivision, Phase One
         Area: 14.16 Acres ±, (40) lots
         Owner(s): Smart Living, L.L.C. - Louis Breland
         Surveyor: SmithClark & Associates - Daniel Clark
         Engineer: Mullins, L.L.C. - Micah Jones

5. **NEW BUSINESS:**

   A. **SITE PLAN REVIEW:**

      1. **File SP18-13:** **(Approved hotel site plan, with a waiver of the requirement for a sidewalk along Sawwood Street)**

         Site: **Home 2 Suites**

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

         Location: Northwest of Sawwood Street and Woodrow Lane, Lot 1, TimberCreek Commercial South, Phase Three, Resubdivision of Lot 4
         Area: 2.03 ± Acres
         Owner: P & R Property & Investments, L.L.C. - Pankaj "Pete" Patel
         Engineer: Anil Badve, P.E.

   B. **ALDI GROCERY STORE:**

      PRELIMINARY/FINAL PLAT REVIEW:

      1. **File SDPF18-08:** **(Approved)**

         Subdivision: **Resubdivision of Lot 1A, TimberCreek Village, Phase Two, Resubdivision of Lots 1 & 2**

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

         Location: Southwest of U.S. Highway 181 and Highway 31
         Area: 5.89 Acres ±, (3) lots
         Owner: Baldwin (AL) Development, L.L.C. - Wayne Cave
         Surveyor: Hutchinson, Moore & Rauch - Scott Hutchinson

2. **SITE PLAN REVIEW:**

File SP18-14: (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: Baldwin (AL) Development, L.L.C. - Wayne Cave
Agent: Duplantis Design Group- Nikolas Melancon & Benjamin Chiasson
Developer: Director of Real Estate - ALDI - Dave Hassen
Engineer: Duplantis Design Group - Kainen LeBlanc

C. **PRELIMINARY/FINAL PLAT REVIEW:**

1. **File SDPF18-06:** (Approved)

Subdivision: **ChemPro**

Zoning(s): ***B-2, Neighborhood Business District, Baldwin County District 15, in the Extraterritorial Planning Jurisdiction of Daphne***

Location: Southeast corner of County Road 13 and Milton Jones Road
Area: 4.91 Acres ±, (2) lots
Owner: M & H Commercial Investments, L.L.C.-Aaron Hayek
Surveyor: Johnny Holley

2. **File SDPF18-07:** (Approved)

Subdivision: **Randall Place**

Present Zoning: R-2, Medium Density Single Family Residential

Proposed Zoning: R-6(G), Garden/Patio Home

Location: Southeast corner of Randall Avenue and Guarisco Street
Area: 0.45 Acres ±, (2) lots
Owner: Cynthia Dixon
Agent: HPJ Properties, L.L.C. - Harry Johnson

D. **PLANNING COMMISSION DISCUSSION:**

City Council Request - Presentation to be given by Adrienne Jones, Director of Community Development, of a proposed amendment to Article 14, the Olde Towne Daphne District Provisions. (No action taken)

6. **PUBLIC PARTICIPATION:** None presented

7. **ATTORNEY'S REPORT:** Mr. Ross advised of proposed litigation by WPNVA, L.L.C., Jay-E, L.L.C., John White-Spunner & Chester J. Stephen for the denial by City Council of zoning amendment on May 7, 2018.

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

9. DIRECTOR'S COMMENTS:

Ms. Jones presented the following:

a. City Council Actions:
   1. 2nd read for Cynthia Dixon zoning amendment on November 5, 2018; and,
b. The upcoming meeting dates are site preview, November 14 & regular meeting, November 29, 2018.

10. ADJOURNMENT: 5:54 p.m.

City of Daphne
Event Permit Application

Date of Application: 10/30/18 Permit Requested: ☒ Event/Fundraiser ☐ Parade/Run ☐ Band

Contact Information

Organization Name: Eastern Shore Chamber of Commerce

Contact Name: Liz Thomson E-mail Address: lroberts@eschamber.com

Address: 327 Fairhope Ave. Fairhope, AL 36532

Street / P.O. Box City/State/Zip Code

Primary Phone Number: 251-928-6387 Secondary: 251-422-3639

Event Information

Event Name: Jubilee Festival of Arts Event Date: 9/28/19 & 9/29/19

Event Location: Main Street in Olde Towne Daphne frc # Participants/Vehicles: Max 200 Vendors

Start Time: 9 a.m. 9/28/1 Stop Time: 6 p.m. 9/29/1 Assembly Time: ____

Parades/Runs Only

Special Requests: Street closure as stipulated above and on official street request. Use of council chε for supplies and volunteers. A special event permit for Road Closures Requested: ☒ Yes ☐ No

Special Instructions

Approval: Internal Use Only

Date Routed: 10-31-18

Fire Dept: [signature]

Police Dept: David Carpenter

Public Works: [signature]

Parks & Recreation: ____

Only required if event interrupts traffic near Daphne parks

For Special Event/Band Permits:

Council Member: ____

District # Signature

For Parade/Run Permits & Use of City Grounds:

City Council: ____

Date of Approval

Parade/Run Permits ONLY

☐ Fee Paid: $ ____ ☐ N/A ☐ Waived

☐ Insurance Filed ☐ N/A

Route Selection: ☐ 1 ☐ 2 ☐ 3 ☐ 4

EASTERN SHORE
CHAMBER OF COMMERCE
327 Fairhope Avenue, Fairhope, AL 36532 · 251.928.6387 · www.eschamber.com · office@eschamber.com

October 15, 2018

City of Daphne
Mayor Haygood & City Council
Post Office Box 400
Daphne, Alabama 36526

Re: 31st Annual Jubilee Festival: September 28 & 29, 2019

Dear Mayor Haygood and City Council Members:

With great excitement, we are pleased to announce that the 31st Annual Jubilee Festival is scheduled to be held September 28 & 29, 2019. As always, the continued support of the Mayor and City Council is essential for a successful event. At this time the Festival Committee would like to request the following from the City of Daphne:

1. Permission to block Main Street from Magnolia Avenue South to Dryer Avenue. The closing of this area would still allow access by area residents and church visitors. Permission to close Trione Street from Guarisco Street to Main Street for KidsART infrastructure.
2. Permission to use Centennial Park for KidsART.
3. Permission to allow children to paint on the back fence in Centennial Park.
4. Assistance from Police and Street Department with street closings and barricades from Friday, September 27, 2019 after 5:00 p.m. until Sunday, September 29, 2019 after 6:00 p.m.
5. Coordination by the Mayor with Riviera Utilities for additional electrical power access at the City Hall entrance utility pole.
6. Permission to use City Hall as headquarters for the festival staff and volunteers.
7. Permission to place temporary banners to help promote the 31st Annual Jubilee Festival. Specifics of the banners are as follows:
   - Banners to read: Jubilee Festival, September 28 & 29, 2019
   - Banners to be posted 2 weeks prior to event
   - Size of Banners to be 120" x 34"
   - Locations to include:
     Santa Rosa & Main Street
     Jubilee Mall
     Johnson Road

8. Permission to place banners within the site of the festival.
9. Permission to place banner over road in Olde Towne two weeks prior to festival.

ACCREDITED

EASTERN SHORE
CHAMBER OF COMMERCE
327 Fairhope Avenue, Fairhope, AL 36532 · 251.928.6387 · www.eschamber.com · office@eschamber.com

We respectively ask that you place this request on the agenda for the next available City Council Meeting and contact Liz R. Thomson at the Eastern Shore Chamber of Commerce (928-6387 or lroberts@eschamber.com) with the date of the meeting.

The Eastern Shore Chamber of Commerce and the Jubilee Festival Committee greatly appreciate the City's continued support of this annual event. We are looking forward to another great event for both the Chamber and the City. The success of the Jubilee Festival is only possible through the combined effort of the City, the Chamber and our volunteers. Again, thank you for your past and continued support.

Sincerely,

Casey Gay Williams

Casey Gay Williams
President

cc: City Council, Eastern Shore Chamber of Commerce Board of Directors

ACCREDITED

CITY OF DAPHNE, ALABAMA
RESOLUTION – 2018-54

AUTHORIZING RESOLUTION FOR FY2019 LEASED EQUIPMENT: USED CATERPILLAR 316EL FROM CATERPILLAR FINANCIAL SERVICES CORPORATION

WHEREAS, the laws of the State of Alabama (the "State") authorize the CITY OF DAPHNE, ALABAMA (the "City"), a duly organized municipal corporation of the State, to purchase, acquire and lease personal property for the benefit of the City and its inhabitants and to enter into any necessary contracts related to the same; and

WHEREAS, the City desires to lease, purchase, and/or finance equipment ("Equipment") from Caterpillar Financial Services Corporation and/or an authorized Caterpillar dealer ("Caterpillar") by entering into that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar; and

WHEREAS, the form of the Agreement has been presented to the Daphne City Council at this meeting.

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

1. That the Agreement, including all schedules and exhibits attached to the Agreement, is approved in substantially the form presented at the meeting, with any Approved Changes (as defined below); and

2. That the Mayor is authorized to enter into the Agreement with Caterpillar on behalf of the City; and

3. That the Agreement shall be adopted as a binding obligation of the City; and

4. That changes may later be made to the Agreement if the changes are approved by the City's legal counsel or the Mayor (the "Approved Changes") and that the signing of the Agreement and any related documents is conclusive evidence of the approval of the changes; and

5. That the persons listed below, who are the incumbent officers of the City (the "Authorized Persons"):

Name (Print or Type)	*Title (Print or Type)*
Dane Haygood	Mayor
Kelli Kichler	Finance Director

be, and each is, authorized, directed and empowered, on behalf of the City, to (i) sign and deliver to Caterpillar, and its successors and assigns, the Agreement and any related documents, and (ii) take or cause to be taken all actions he/she deems necessary or advisable to acquire the Equipment, including the signing and delivery of the Agreement and related documents; and

6. That the City Clerk is authorized to attest to these resolutions and affix the seal of the City to the Agreement, these resolutions, and any related documents; and

7. That nothing in these resolutions, the Agreement, or any other document imposes a pecuniary liability or charge upon the general credit of the City or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the City as provided in the Agreement; and

8. That a breach of these resolutions, the Agreement, or any related document will not impose any pecuniary liability upon the City or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the City as provided in the Agreement; and

9. That the authority granted by these resolutions will apply equally and with the same effect to the successors in office of the Authorized Persons.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _______ day of _______________, 2018.

____

Dane Haygood, Mayor

I, the City Clerk of CITY OF DAPHNE, ALABAMA, certify that the resolutions above are a full, true, and correct copy of resolutions of the Daphne City Council. I also certify that the resolutions were duly and regularly passed and adopted at a meeting of the Daphne City Council. I also certify that such meeting was duly and regularly called and held in all respects as required by law, in the Council Chambers at City Hall.

I also certify that at such meeting, a majority of the Daphne City Councilmembers were present and voted in favor of these resolutions. I also certify that these resolutions are still in full force and effect and have not been amended or revoked.

ATTEST:______________________________________

Candace G. Antinarella, City Clerk

{S E A L}

CITY OF DAPHNE, ALABAMA
RESOLUTION NO. 2018-55

2019-A-PARK CHEMICALS

WHEREAS, The City of Daphne is required under section 41-16-20 of the Code of Alabama to secure competitive bids for items in excess of $15,000; and

WHEREAS, The City of Daphne acknowledges that the cost for the PARK CHEMICALS will exceed this amount; and

WHEREAS, Staff has reviewed the bids for the PARK CHEMICALS and determined that the bid as presented is reasonable; and

WHEREAS, Staff recommends the bid for the PARK CHEMICALS be awarded to SiteOne Landscape Supply LLC.

NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA that the City hereby accept the bid of SiteOne Landscape Supply LLC for unit cost listed as attached herein and made a part hereof for BID SPECIFICATION NO. 2019-A-PARK CHEMICALS.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _______ day of _________, 2018

____
Dane Haygood, Mayor

ATTEST:

____
Candace G. Antinarella, City Clerk

Agency

Bid Document 2019-A-PARKS CHEMICALS					
	Chemicals used by PW-Grounds Department				
PRODUCT	**UNIT**		**UNIT PRICE**	**EXTENDED COST**	**EXCEPTIONS/COMMENTS**
Fertilizer					
18-24-12 50%MOP	50 pound	100	$ 21.90 -	$ 2190.00	
24-2-11 40% PPSCU 6FE	50 pound	90	$ 20.99 -	$ 1889.10 -	
Pre-m 0-0-8 (Herbicide: Pre-emerge with fertilize	50 pound	1	$ 16.91 -	$ 16.91 -	
Insecticide					
Acephate 90 Prill	5 pound	40	$ 38.10 -	$ 1524.00 -	
Top Choice	50 pound	70	$ 125.00 -	$ 8750.00	Purchase less than 20 bags price #137.58
Herbicide					
Revolver (A)	87 OZ	6	$ 577.00 -	$ 3462.00	
Monument (A)	5 X 5 packets	1	$ 245.00 -	$ 245.00	
Drive 75DF	1/2 Gal	80	$ 73.15 -	$ 5852.00	
MSMA 6.6	2.5 gallon	15	$ 78.51 -	$ 1177.65	
Prosecutor Pro	2.5 gallon	40	$ 59.77 -	$ 2390.80	#069289 Lesco Prosecutor Pro
Three Way Selective	2.5 gallon	20	$ 60.96 -	$ 1219.20	#10446225 Lesco Three Way
Miscellaneous					
Turface	50 pound	480	$ 8.94 -	$ 4291.20	#088782 Lesco Turface All Sport
Spreader Sticker, Non-ionic	2.5 gallon	18	$ 55.61 -	$ 1000.98	#019255 Lesco Spreader Sticker
Tracker Dye	2.5 gallon	9	$ 48.00 -	$ 432.00 -	#008820 Lesco Tracker Blue
Rye Grass Seed Perennial - Eagle Blend	50 pounds	300	$ 57.00 -	$ 17100.00	#30-62-950 Lesco Double Eagle
Athletic Field Marking Chalk	50 lb	224	$ 6.95 -	$ 1556.80	
80% of the items listed above must be bid on for your bid to be considered.				$ 53097.64	

OTHER CHEMICALS PURCHASED BY THE CITY:					
Fertilizer					
18-0-18 50%PPSCU	50 pound	172	$ 19.63 -	$ 3376.36	
Pre-M 25-2-5 (Herbicide: Pre-emerge with fertiliz	50 pound	1	$ 20.08 -	$ 20.08 -	
Insecticide					
Talstar Flowable	~~1 quart~~ gallon	1	$ 55.68 -	$ 55.68 -	#10056776 Talstar P 1gal
Varsity Ant Bait	~~12 pound~~ 25 pound	1	$ 298.46 -	$ 298.46 -	# 53209 Advion Fire Ant Bait
Orthene T&O	~~WSP packets~~ 7.73lb bag	1	$ 74.18 -	$ 74.18 -	# 12603 Orthene 97 T&O 7.73lb bag

Merit 75 WP	~~2 oz.~~ 4x4x1.6oz	1	$ 75.00 -	$ 75.00 -	#19381549 Lesco Bandit 75 WSP
Sevin	2.5 gallons	1	$ 103.59 -	$ 103.59 -	# 79721501 Lesco Sevin
Herbicide					
Sedgehammer	1.3 ounce	1	$ 55.23 -	$ 55.23 -	
Manor	2 ounce	15	$ 21.47 -	$ 322.05 -	#10154442 Mansion
Reward	1 gallon	1	$ 95.27 -	$ 95.27 -	
Snapshot	50 pound	1	$ 72.35 -	$ 72.35 -	
Vantage	1 gallon	1	$ 241.00/gal	$ 241.00/gal	#59014427 Segment II 2.5 gal
Image Herbicide	~~1 pint~~ 11.43oz	1	$ 125.00 -	$ 125.00 -	#13997 Scepter T&O 70WDG 11.43oz
Dismiss	16 ounce	1	$ 179.66 -	$ 179.66 -	#10057894 Dismiss South Pint
Certainty	1.25 ounce	1	$ 75.08 -	$ 75.08 -	
Fungicide					
Banol	1 gallon	1	$ 544.53 -	$ 544.53 -	
T-Storm	2.5 gallon	1	$ 110.69 -	$ 110.69 -	Lesco Tstorm
Mancozeb	12 pound	1	$ 57.96 -	$ 57.96 -	#00172896 Lesco Mancozeb
Heritage (A)	1 pound	1	$ 317.00 -	$ 317.00 -	
Manicure Ultrex	5 pound	1	$ 48.66 -	$ 48.66 -	
Subdue (A)	1 gallon	1	$ 528.00 -	$ 528.00 -	
Miscellaneous					
Double Eagle Blend Rye Grass Seed	50 pound	134	$ 57.00 -	$ 7638.00 -	#30-62-950 Lesco Double Eagle
Chelated Iron Liquid	2.5 gallon	10	$ 26.67 -	$ 266.70 -	#084043 Lesco Iron + Chelated
Dolomitic Lime (pelletized)	50 pound	96	$ 8.00 -	$ 768.00 -	#08051
Wasp & Hornet Spray	17.5 ounce can	1	$ 5.82 -	$ 5.82 -	#10076057 Lesco Wasp 14oz
Recede Antifoam	~~1 gallon~~ 16oz	2	$ 5.61 -	$ 11.22 -	#060727 Lesco Recede
Ecogentral Moisture Manager	2.5 gallon	1	$ 128.88 -	$ 128.88 -	#089075 Lesco Moisture Manager
	TOTAL			$ 15594.45	
List Percentage (%) off List Cost for other products not listed in bid. Attach additional sheet if necessary for list.	0 %				

COMPANY NAME: SiteOne Landscape Supply **SIGNATURE:**

CITY OF DAPHNE, ALABAMA
ORDINANCE NO. 2018-40

Ordinance to Re-Zone Property Located
Southeast Corner of Randall Avenue and Guarisco Street
Cynthia Dixon, L.L.C.

WHEREAS, Cynthia Dixon, L.L.C. as the owner of certain real property located within the City of Daphne, has requested that said property that is currently under zoning as R-2, Medium Density Single Family Residential District, to be Re-Zoned as R-6(G) Garden or Patio Home District; and

WHEREAS, said real property is located at the southeast corner of Randall Avenue and Guarisco Street, and more particularly described as follows:

Legal Description for Re-Zone:

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 17, TOWNSHIP 5 SOUTH, RANGE 2 EAST, ST. STEPHENS MERIDIAN, BALDWIN COUNTY, ALABAMA, RUN NORTH 00 DEGREES 07 MINUTES 30 SECONDS WEST, ALONG THE WEST BOUNDARY OF SAID SECTION 17 A DISTANCE OF 1,410.9 FEET TO THE PROJECTED INTERSECTION OF THE CENTERLINE OF RANDALL AVENUE; THENCE RUN NORTH 89 DEGREES 47 MINUTES EAST, ALONG SAID CENTERLINE A DISTACE OF 657.8 FEET TO A POINT; THENCE RUN SOUTH 00 DEGREES 30 MINUTES 40 SECONDS EAST, A DISTANCE OF 22.51 FEET TO AN IRON PIN MARKER LYING ON THE SOUTH RIFHT-OF-WAY LINE OF SAID RANDALL AVENUE FOR THE POINT OF BEGINNING; THENCE RUN NORTH 89 DEGREES 47 MINUTES 00 SECONDS EAST, ALONG SAID SOUTH RIGHT-OF-WAY LINE A DISTANCE OF 160.50 FEET TO AN IRON PIN MARKER; THENCE RUN SOUTH 00 DEGREES 06 MINUTES 00 SECONDS WEST, A DISTANCE OF 122.30 FEET TO AN IRON PIN MARKER WHICH BEARS NORTH 00 DEGREES 06 MINUTES 00 SECONDS EAST, A DISTANCE OF 139.90 FEET FROM THE SOUTHEAST CORNER OF THE "OLD SCHOOL LOT"; THENCE RUN SOUTH 89 DEGREES 47 MINUTES 00 SECONDS WEST, A DISTANCE OF 159.19 FEET TO AN IRON PIN MARKER WHICH BEARS NORTH 00 DEGREES 30 MINUTES 40 SECONDS WEST, A DISTANCE OF 139.90 FEET FROM THE SOUTHEAST CORNER OF THE "OLD SCHOOL LOT", LYING ON THE EAST RIGHT-OF-WAY LINE OF GUARISCO STREET; THENCE RUN NORTH 00 DEGREES 30 MINUTES 40 SECONDS WEST, ALONG SAID EAST RIGHT-OF-WAY LINE A DISTANCE OF 122.27 FEET TO THE POINT OF BEGINNING.

WHEREAS, at the regular Planning Commission meeting on August 23, 2018, the Commission considered said request and set forth a favorable recommendation; and,

WHEREAS, due notice of said proposed re-zoning has been provided to the public as required by law through publication and open display at the Daphne Public Library and City Hall, a public hearing was held before the City Council on October 15, 2018; and,

WHEREAS, the City Council of the City of Daphne after due consideration and upon consideration of the notes of the Planning Commission, deemed that said application for re-zoning of the above described real property is proper and in the best interest of the health, safety and welfare of the citizens of the City of Daphne, Alabama; and

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

SECTION I: ZONING

That above described real property is hereby rezoned from R-2, Medium Density Single Family Residential District, to R-6(G) Garden or Patio Home District, and that the zoning ordinance and zoning map be amended to reflect the said zoning change.

SECTION II: REPEALER.

All other City Ordinances or parts thereof in conflict with the provisions of this Ordinance, in so far as they conflict, are hereby repealed.

SECTION III: SEVERABILITY.

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

SECTION IV: EFFECTIVE AND EXPIRATION DATE.

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

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _________ day of _________________, 2018.

____
Dane Haygood,
Mayor

ATTEST:

____
Candace G. Antinarella,
City Clerk

CITY OF DAPHNE, ALABAMA
ORDINANCE # 2018-41

Appropriation: Additional Engineering cost for the County Road 13 Intersection Improvement – Sidewalk Addition project - *Project: STPOA-0216(250)*

WHEREAS, Ordinance 2018-35 approved and adopted the Fiscal Year 2019 Budget on October 1, 2018; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2019 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2019 budget; and

WHEREAS, the City of Daphne is a member Government of the Eastern Shore Metropolitan Planning Organization (MPO); and

WHEREAS, the Eastern Shore MPO was formed in June 2012 and has three years to allocate MPO Surface Transportation Project funds through the adoption of the 2040 Long Range Transportation Plan and FY16-19 Transportation Improvement Program (TIP); and

WHEREAS, the City of Daphne *appropriated $67,754 in Ordinance 2015-60* to install Intersection Improvements on County Road 13 at Sehoy Blvd. and Longue Vue Drive (CR 13 Intersection Improvement Project) for inclusion in the FY 2016-2019 Transportation Improvement Program; and

WHEREAS, the project was bid and awarded by the MPO and an *additional appropriation of $98,807* was required and appropriated in Ordinance 2017-43 *(total project cost-$785,625 (including CE&I) - City's 20% match is $166,561 less the previous appropriation of $67,754*).

WHEREAS, the MPO made an Administrative Modification to the project to include the construction of a section of sidewalk on CR13 and fund 80% of the cost with the *City funding the remaining 20% -$45,423* which was appropriated in Ordinance 2018-17; and

WHEREAS, due to the changes made in the CR13 Sidewalk project additional engineering cost were incurred in the amount of $25,756.

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

1). funds in the amount of **$25,756 from the Seven Cent Gas Tax Fund** are appropriated and made a part of the Fiscal Year 2019 budget for the additional engineering services cost for the Count Road13 Sidewalk project.
2). the Mayor is hereby authorized to execute any and all documents required in order for the City of Daphne to participate in such project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS ___________ DAY OF_____________, 2018.

____
Dane Haygood, Mayor

ATTEST:

____
Candace G. Antinarella, City Clerk