



CITY OF FAIRHOPE
CITY COUNCIL PACKET FOR PRESS
DISCLAIMER

PLEASE TAKE NOTICE:

**THE INFORMATION IN THIS PACKET IS IN
PRELIMINARY FORM.**

**IT IS SUBMITTED TO THE CITY COUNCIL FOR
CONSIDERATION AND DISCUSSION.**

**THIS PACKET DOES NOT CONTAIN
FINAL AND/OR APPROVED
MINUTES, RESOLUTIONS OR ORDINANCES.**

**CITY OF FAIRHOPE
CITY COUNCIL WORK SESSION AGENDA**

MONDAY, 14 NOVEMBER 2016 – 4:30 P.M. – DELCHAMPS ROOM

1. Discussion of City Administrator/Utilities Director Position
2. Discussion of Moratorium Ordinance
3. Committee Updates
4. Department Head Updates

Next Regular Meeting Monday, November 28, 2016 Same Time and Place

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF FAIRHOPE, ALABAMA,
TO PROTECT THE HEALTH, SAFETY AND GENERAL WELFARE
OF THE PEOPLE RELATING TO THE SUBDIVISION
REGULATIONS, DECLARING A MORATORIUM
ON THE FILING OF SUBDIVISION AND MULTIPLE OCCUPANCY
PROJECT APPLICATIONS
WITHIN THE CITY LIMITS AND THE FIVE MILE
PLANNING JURISDICTION**

WHEREAS the City of Fairhope has adopted the Fairhope Subdivision Regulations that regulate the subdivision of land and multiple occupancy projects within the city limits and the five mile planning jurisdiction;

WHEREAS there has been rapid and substantial growth in and around the City of Fairhope; and

WHEREAS the City Council desires to evaluate public utility availability, address traffic issues, review and amend the City's drainage regulations, review requirements to protect sensitive environmental areas, review of existing subdivision regulations and zoning ordinance, access management on major corridors and other traffic related concerns; and

WHEREAS the City Council has determined that the adoption of the moratorium is appropriate to prevent conditions that may threaten the community's health, safety, and welfare; and

WHEREAS placing a moratorium of limited duration and limited scope would be in the public interest and promote orderly land development;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA, DOES ORDAIN AS FOLLOWS:

- Section 1. Moratorium Established. Except as hereafter set forth, a moratorium is imposed upon the acceptance and consideration of all Subdivision and Multiple Occupancy Project Applications by the City of Fairhope Planning Commission (the "Moratorium").
- Section 2. Exemption for Current Projects. Notwithstanding anything contained in Section 1 hereof to the contrary, the Moratorium shall not apply to any project for which any of the following has been made to and received by the City of Fairhope Planning Commission prior to the effective date of this ordinance:
- a. Application for preliminary plat approval; or
 - b. Application for final plat approval.
 - c. Application for multiple occupancy project approval.
- Section 3. Categorical Exemptions. The following forms of subdivision are expressly exempted by the Moratorium based upon a finding by the City Council that such subdivisions do not materially impact the issues sought to be addressed during the Moratorium:

Ordinance No. _____
Moratorium – Subdivision/Multiple Occupancy Project Applications
Page -2-

- a. Replat as defined in Article IV, Section E. of the Fairhope Subdivision Regulations.

Section 4. Effective Period of Moratorium. The Moratorium shall be effective immediately upon passage, publication as required by law, and shall continue for a period of six (6) months, unless terminated sooner by action of the City Council.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-exemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING
THEREOF ON THE 14TH DAY OF NOVEMBER 2016

Timothy M. Kant, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 14 NOVEMBER 2016 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve Minutes of 24 October 2016 Regular City Council Meeting, minutes of 24 October 2016 Work Session, 24 October 2016 Agenda Meeting, and minutes of 7 November 2016 City Council Organizational Meeting.
2. Report of the Mayor
 - * Recognition of Cori Yonge
3. Public Participation – Agenda Items
4. Council Comments
 - * Canadian Consulate
 - * Cub Scout Pack 47 Fairhope
 - * Recycling Committee – America Recycles Day Art Project Contest
5. Resolution – That the City Council approves the selection of Matthew C. McDonald with Jones Walker, LLP for Professional Legal Services for review of Pending Litigation; and authorizes Mayor Karin Wilson to sign an Engagement Letter between the City of Fairhope and Matthew C. McDonald.
6. Resolution – That Mayor Karin Wilson is hereby authorized to execute Change Order No. 1 to Project No. PW013-16, Emergency Repairs Civic Center Brick Collapse, with a deduction from the contract in the amount of \$4,550.00, and award the Change Order to Youngblood-Barrett Construction & Engineering. The scope of work will be modified to exclude painting over the brick finish which resulted in a monetary deduction change to the Contract.
7. Resolution – Extending the Budget for the fiscal year through December 22, 2016 to allow invoices and expenditures to continue as needed.
8. Resolution – That the City of Fairhope has voted to purchase Kronos Timekeeping System Maintenance Annual Renewal for December 2016 to December 2017 for the IT Department; and the type of maintenance renewal needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$16,982.34.
9. Resolution – That the City Council hereby approves and authorizes Mayor Karin Wilson to execute the attached Resolution for the State of Alabama, acting by and through the Alabama Department of Transportation regarding the construction and maintenance items for Project No. STPOA-0042 (529) for adaptive signal installation along SR-42 (US-98) in Baldwin County (28 intersections). The Alabama Department of Transportation is now or may later be desirous of receiving Federal Aid for improvement of said highway. The traffic signal layouts, diagrams and typical sections as submitted to the City are now on file in the office of the City Clerk.

10. Resolution – That the City Council hereby authorizes Mayor Karin Wilson to pay off the Utilities Revenue Warrants, Series 2009, in the principal amount of \$510,000.00.
11. Resolution – that Mayor Karin Wilson is hereby authorized to execute a Contract with SEA Entertainment Booking Agency for the band known as “B Street Benny” for the New Year’s Eve Downtown Celebration (Saturday, December 31, 2019) with a cost not to exceed \$5,000.00.
12. Resolution – Airport Authority – Authorizing Mayor Wilson and the Fairhope Airport Authority/City of Fairhope to make application for airport improvement funding assistance from the State of Alabama Department of Transportation, for the purpose of undertaking a project to make improvements at the H. L. "Sonny" Callahan Airport.
13. Site Plan Review – Request of Brian Britt, Britt Properties, LLC, for approval of 455 Magnolia Avenue [proposed mixed use, three (3) story building] – located on the north side of Magnolia Avenue between Bancroft Street and School Street.
14. Site Plan Extension Request – Robert Cummings, P.E. with Hutchinson, Moore & Rauch, LLC acting as the authorized agent for Knoll Park Flats, LLC - requesting a 180 day extension of the Site Plan approval that was granted for the property located at the southwest corner of Fairhope Avenue and South Bayview Street.
15. Site Plan Extension Request – Pete Sikorowski with Dreamtech Design Services - requesting a 180 day extension of the Site Plan approval that was granted for the property located at 406 Oak Street.
16. Application for a Non-Profit Tax Exempt License (Alcoholic Beverage License) by the Baldwin County Humane Society, for the 2016 Christmas by the Bay located at 161 North Section Street, Fairhope, Alabama on December 1, 2016 from 6:00 p.m. to 11:00 p.m.
17. Public Participation
18. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, November 14, 2016 – Delchamps Room**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, November 14, 2016 – Delchamps Room**

Next Regular Meeting - Monday, November 28, 2016 - Same Time and Place

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 24 October 2016.

Present were Council President Jack Burrell, Councilmembers: Rich Mueller, Diana Brewer, Michael A. Ford, and Kevin Boone, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Mayor Timothy M. Kant was absent.

There being a quorum present, Council President Burrell called the meeting to order. The invocation was given by Reverend Matt McCollum of Trinity Presbyterian Church, and the Pledge of Allegiance was recited. Councilmember Brewer moved to approve minutes of the 10 October 2016, regular meeting; minutes of the 10 October 2016, work session; minutes of the; and minutes of the, agenda meeting; and minutes of the 11 October 2016 special City Council meeting. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Council President Burrell stated there was a need to add on an agenda item after Agenda Item Number 19: a resolution that the City Council authorizes Mayor Timothy M. Kant to execute a Work Squad Agreement between the Alabama Department of Corrections Loxley C.W.C. and the City of Fairhope with a cost of \$15.00 per inmate, per day.

Councilmember Brewer moved to add on the above mentioned item **not** on the printed agenda. Seconded by Councilmember Ford, motion passed unanimously by voice vote.

Councilmember Mueller addressed the City Council and stated it was an honor and privilege to serve the City and to work with staff and Councilmembers.

Councilmember Brewer addressed the City Council and read the following statement:

I'm a writer. It's what I do. So you'll have to bear with me. I want to start by thanking my fellow councilmembers. It has been a pleasure getting to know you and serving with you. We accomplished a lot when we decided that communication, compromise and respect were more important than always getting our way, and the citizens benefited.

I'd also like to thank the city staff because that's where the real work gets done. We, as elected officials, can legislate, pass new ordinances, create new projects, and decide what to fund and what not to fund. But it's the 350-plus city employees who make this great city happen, day in and day out. And they do so knowing their boss (or bosses for that matter) could change every four years. That's a different kind of pressure, but I promise you, they are dedicated to our city and to our citizens, no matter whose names are on these placards.

24 October 2016

For almost four years, we, the governing body of the City of Fairhope managed to escape the negative tone and timbre of the national political scene. I remember thinking how amazing it was, like we'd gotten away with something. That we had maintained civility. That we stayed positive, even when we strongly disagreed. We had conversations. We didn't yell. We had disagreements, but we worked them out. I won some and I lost some. We all did. But then something happened. A small group of people found an opportunity to gain power, a power that I will never understand. Because, you see, four years ago I didn't run for office, for power, I ran for a cause. It was a cause I'd been supporting for many, many years, and in my mind was the most non-controversial cause we would ever know. After all, who is NOT for excellence in education? And we made strides in local education. We shifted funds to our schools, much-needed funds. We enabled the high school to purchase AP and IB textbooks so that students would be better prepared to not just take the AP texts, but prepared to earn passing grades on the AP tests. We provided funds for reading programs in the lower grades, robotics programs in the intermediate and professional development for the entire science department at the middle school. And the list goes on.

We also funded an academic audit that told us more about where our schools are, where our children are performing, than any amount of research we'd done before. Finally, we had the information we needed, the benchmark so to speak, to be able to gauge whether we were moving the needle academically, and even more importantly a solid plan for improving academics.

What became interesting, though, was that all during the course of this last election, the general and the runoff, no one, not a person, asked me about education unless they wanted to trap me with a question about city schools, something that had been off the table for years. No one asked about our parks program, our recreation program, or the feasibility study for the performing arts center. No one asked how our treasured Knoll Park is doing, or what our plans were for keeping it vibrant. It was disturbing to me because in less than one year we became an angry community where people yelled at other people in public, where people heckled the mayor during a candidate's forum, and where people heckled the mayor during a candidate's forum, and where people took to social media to disparage the names of people who didn't think exactly like them.

Was it because that had become the national norm? And if so, why did I always believe that Fairhope was different? Because Fairhope was different. Fairhope was a place where thoughtful, intellectual conversations took precedence over discussions about someone's socioeconomic status. Where instead of pointing fingers at each other, we pointed to ourselves and said, "How can we help?" We planned events together. We worked out our differences behind closed doors so that when the spotlight shined, everyone was smiling. We didn't insult each other in public. And we sure didn't teach our children that this was the way adults behaved.

I'm not perfect. Far from that, in fact. I've made plenty of mistakes and took many missteps. But I do know the difference between right and wrong, and I know the difference between being kind and being mean-spirited. I also know that when people respect one another, a whole lot more good than bad happens.

So this is my wish for the new mayor and council. That you will believe in the Fairhope that I believe in. That by your words AND your actions, people will know that name-calling and insults are absolutely unacceptable here. And that finally, by your GOOD and only your good deeds, people will know you to be a leader, and will follow your lead.

24 October 2016

Thank you for allowing me to serve you. It has been a privilege, and maybe, just maybe, a little bit of fun!

Councilmember Ford addressed the City Council and said he has enjoyed serving Fairhope and thanked everyone. The audience gave Councilmember Ford a standing ovation.

Councilmember Boone addressed the City Council and stated it has been a privilege serving the City and gave Councilmember Ford an at-a-boy.

Council President Burrell addressed the City Council and said it has be a privilege to serve with Rich, Diana, and Mike. He said Rich did great things behind the scenes. He said Diana studied the issues and will be sorely missed. Council President Burrell said that Mike has served this City for 34-1/2 years; and has served us well and his passion shows. We named a tennis center after him; and he thanked Councilmember Ford for his service.

Jim Jeffries recognized and announced that Fairhope's Veteran of the Year for 2016 is Tyrel "Ty" Northrop who was selected by his peers. Mr. Northrop retired from the United States Army as a SSG E6. Mr. Jeffries said that SSG Northrop enlisted in the Alabama National Guard on March 13, 1990 and was discharged on March 12, 2012. SSG Northrop has multiple military awards and decorations, medals, badges citations and campaign ribbon awarded and authorized. He is a life member of the VFW Post 5660 in Fairhope, volunteer fire fighter for 8 years, and other community and civic organization. SSG Northrop works for the City of Fairhope in the Gas Department. He has retired from the military, but he keeps and helps anyone he can: Veterans and any family that he can.

Council President Burrell recognized Councilmember Mueller for his service in the Navy; Councilmember Ford for his service in the Army; and Councilmember-Elect Brown for his service in the Army.

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope resolves to support the Baldwin County Board of Education ("BCBE") in its endeavor to realign the current Fairhope feeder pattern to include three PreK-6 schools; the City requests that this realignment is completed as expeditiously as possible, and ideally, in advance of the 2017-2018 school year; the City requests that the realigned schools include all current Fairhope students and that all of the schools are reasonably equitable by all measures, including but not limited to facility, programming, personnel and student composition; and it is the intent of the City Council to request from the BCBE that a series of logistical deadlines and intentions is communicated to the citizens of Fairhope in the very near term. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

24 October 2016

RESOLUTION NO. 2595-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

1. The City of Fairhope resolves to support the Baldwin County Board of Education (“BCBE”) in its endeavor to realign the current Fairhope feeder pattern to include three PreK-6 schools.
2. The City requests that this realignment is completed as expeditiously as possible, and ideally, in advance of the 2017-2018 school year.
3. The City requests that the realigned schools include all current Fairhope students and that all of the schools are reasonably equitable by all measures, including but not limited to facility, programming, personnel and student composition.
4. It is the intent of the City Council to request from the BCBE that a series of logistical deadlines and intentions is communicated to the citizens of Fairhope in the very near term.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope hereby adopts and approves the section of the Community Development Budget for the FY 2016-2017 which only applies to City Events and City Sponsored Events. Seconded by Councilmember Brewer, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2596-16

WHEREAS, the City Council has not adopted the proposed Budget for the FY 2016-2017; and

WHEREAS, the City of Fairhope is desirous to hold City Events and City Sponsored Events throughout the year which require advanced planning; and reserving locations and dates; and

WHEREAS, the City Council is also desirous to adopt and approve the proposed section of the Community Development Budget for 2016-2017 which only applies to City Events and City Sponsored Events.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope hereby adopts and approves the section of the Community Development Budget for the FY 2016-2017 which only applies to City Events and City Sponsored Events.

ADOPTED THIS 24TH DAY OF OCTOBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope hereby approves to continue appropriations for the Fairhope Public Library and the Haven at the same levels in the FY 2015-16 budget until such time the Budget for FY 2016-17 is adopted. Seconded by Councilmember Brewer, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2597-16

WHEREAS, the City Council has not adopted the proposed Budget for the FY 2016-2017; and

WHEREAS, the City of Fairhope is desirous to continue appropriations for the Fairhope Public Library and the Haven at the same levels in the FY 2015-16 budget until such time the Budget for FY 2016-17 is adopted; and

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope hereby approves to continue appropriations for the Fairhope Public Library and the Haven at the same levels in the FY 2015-16 budget until such time the Budget for FY 2016-17 is adopted.

ADOPTED THIS 24TH DAY OF OCTOBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of 405 96-gallon Toter garbage carts for the fiscal year 2017 for the Public Works Department which will be procured in three separate orders of 135 units per truck load at \$7,423.19 each plus freight (total annual cost not to exceed \$25,000.00). The procurement will be through the National IPA Buying Group Contract #120576-01; and therefore does not have to be let out for bid. This has been nationally bid through the NIPA's bid process, and will not impact our bid limit for like items. Seconded by Councilmember Ford, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2598-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of 405 96-gallon Toter garbage carts for the fiscal year 2017 for the Public Works Department which will be procured in three separate orders of 135 units per truck load at \$7,423.19 each plus freight (total annual cost not to exceed \$25,000.00). The procurement will be through the National IPA Buying Group Contract #120576-01; and therefore does not have to be let out for bid. This has been nationally bid through the NIPA's bid process, and will not impact our bid limit for like items.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of Neptune Water Meters and Neptune Water Meter Heads for the Water Department for the fiscal year 2017 to be purchased as needed from Consolidated Pipe & Supply Co., Inc. as Sole Source Provider in the State of Alabama for Neptune Technology Group, Inc. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The estimated number of units is 650 Meters at \$175.00 per unit at a not to exceed annual cost of \$113,750.00; and 250 Meter Heads at \$175.00 per unit at a not to exceed annual cost of \$43,750.00. The total estimated annual cost is \$157,500.00. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2599-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of Neptune Water Meters and Neptune Water Meter Heads for the Water Department for the fiscal year 2017 to be purchased as needed from Consolidated Pipe & Supply Co., Inc. as Sole Source Provider in the State of Alabama for Neptune Technology Group, Inc. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The estimated number of units is 650 Meters at \$175.00 per unit at a not to exceed annual cost of \$113,750.00; and 250 Meter Heads at \$175.00 per unit at a not to exceed annual cost of \$43,750.00. The total estimated annual cost is \$157,500.00.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of Gas Meters for the Gas Department for the fiscal year 2017 to be purchased as needed from Elster American Meter Company, LLC (manufacturer of these meters). The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The procurement is not to exceed estimated annual total of \$70,000.00. Seconded by Councilmember Brewer, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2600-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope approves the procurement of Gas Meters for the Gas Department for the fiscal year 2017 to be purchased as needed from Elster American Meter Company, LLC (manufacturer of these meters). The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The procurement is not to exceed estimated annual total of \$70,000.00.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Timothy M. Kant is hereby authorized to execute the first extension of the Contract with DCP Enterprises, LP for Supply of Hydrated Lime and Gas Chlorine Chemicals for the Water & Sewer Department (Bid Number 003-16) for an additional one year as per the terms and conditions of the original contract. The cost of the products will be \$10.50 per 50 lb. bag for Hydrated Lime and \$97.50 per 150 lb. cylinder for Gas Chlorine. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2601-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Timothy M. Kant is hereby authorized to execute the first extension of the Contract with DCP Enterprises, LP for Supply of Hydrated Lime and Gas Chlorine Chemicals for the Water & Sewer Department (Bid Number 003-16) for an additional one year as per the terms and conditions of the original contract. The cost of the products will be \$10.50 per 50 lb. bag for Hydrated Lime and \$97.50 per 150 lb. cylinder for Gas Chlorine.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase four (4) Decorative Concrete Poles and fifteen (15) LED Lighted Bollards for the parking lot behind the Fairhope Public Library (Project No. EL001-17); authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The total cost will be \$29,613.00 which includes freight. This is a Fairhope Single Tax Corporation project. Councilmember Brewer thanked the Fairhope Single Tax Corporation for this project. Council President Burrell stated the City previously agreed to light and landscape. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2602-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope has voted to purchase four (4) Decorative Concrete Poles and fifteen (15) LED Lighted Bollards for the parking lot behind the Fairhope Public Library (Project No. EL001-17); authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The total cost will be \$29,613.00 which includes freight. This is a Fairhope Single Tax Corporation project.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Timothy M. Kant is hereby authorized to execute a Right of Way Entry Agreement between City of Fairhope and Mediacom Communications Corporation to run cable behind the City of Fairhope Welcome Center. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

RESOLUTION NO. 2603-16

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Timothy M. Kant is hereby authorized to execute a Right of Way Entry Agreement between City of Fairhope and Mediacom Communications Corporation to run cable behind the City of Fairhope Welcome Center.

Adopted this 24th Day of October 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

24 October 2016

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution That Mayor Timothy M. Kant is hereby authorized to fill the position of City Clerk's Assistant at Grade 22 with a starting salary not to exceed the mid-point of that grade. The Assistant's job responsibilities and time will be split between the City Clerk's office (60 percent) and the Human Resources Department (40 percent). Council President Burrell explained the position and it fills a need. He stated the employee for position already is a Grade 22. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

RESOLUTION NO. 2604-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council authorizes Mayor Timothy M. Kant to fill the position of City Clerk's Assistant at grade 22 with a starting salary not to exceed the mid-point of that grade. The Assistant's job responsibilities and time will be split between the City Clerk's office (60 percent) and the Human Resources Department (40 percent).

ADOPTED THIS 24TH DAY OF OCTOBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope is authorized to enter into a partnership with the Fairhope Single Tax Corporation for Concession Stand and Restrooms project at the Manley Road Soccer Complex with a fifty/fifty match: the City of Fairhope will match, dollar for dollar, the Fairhope Single Tax Corporation contributions to this project up to \$300,000.00. The motion was seconded by Councilmember Boone. Council President Burrell thanked the Fairhope Single Tax Corporation for the generous contribution. The Soccer League will build and oversee this project. Councilmember Brewer said we are just giving to complete the soccer complex. After further discussion, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2605-16

WHEREAS, the City Council supports the construction of Concession Stand and Restrooms at the Manley Road Soccer Complex; and

The partnership will be a fifty/fifty match” to state “The City of Fairhope will match dollar for dollar, the Single Tax Contributions to this project up to \$300,000.”

WHEREAS, the City of Fairhope desires to partner with the Fairhope Single Tax Corporation for Concession Stand and Restrooms project. The partnership will be a fifty/fifty match: the City of Fairhope will match, dollar for dollar, the Fairhope Single Tax Corporation contributions to this project up to \$300,000.00.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that the City of Fairhope is authorized to enter into a partnership with the Fairhope Single Tax Corporation for Concession Stand and Restrooms project at the Manley Road Soccer Complex with a fifty/fifty match: the City of Fairhope will match, dollar for dollar, the Fairhope Single Tax Corporation contributions to this project up to \$300,000.00.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City gratefully accepts the Deed of Property for the City of Fairhope’s Sewer Lift Station from Angelo A. Corte to the City of Fairhope in the form as attached hereto as Exhibit A. A copy of Exhibit A is on file in the City Clerk’s office. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

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24 October 2016

RESOLUTION NO. 2606-16

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA, that the City gratefully accepts the Deed of Gift for the City of Fairhope's Sewer Lift Station from Angelo A. Corte to the City of Fairhope in the form as attached hereto as Exhibit A.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City Council reviewed an application for a Beer/Wine On/Off Premises License by Ashley Peryer for Locals, LLC d/b/a Locals located at 410 Fairhope Avenue, Fairhope, Alabama. Councilmember Brewer moved to approve the issuance of the license. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

Councilmember Brewer moved to grant the request of the Eastern Shore Optimist Club requesting permission to block two (2) to three (3) parking spaces daily around Faulkner Community College for 2016 Christmas Tree Sales from November 22, 2016 through December 16; and to use of one set of portable lights and for the Fairhope Utility Department to install posts and cables for trees by November 21, 2016. Seconded by Councilmember Ford, motion passed unanimously by voice vote.

Councilmember Brewer introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council authorizes Mayor Timothy M. Kant to execute a Work Squad Agreement between the Alabama Department of Corrections Loxley C.W.C and the City of Fairhope with a cost of \$15.00 per inmate, per day. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

24 October 2016

RESOLUTION NO. 2607-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council authorizes Mayor Timothy M. Kant to execute a Work Squad Agreement between the Alabama Department of Corrections Loxley C.W.C and the City of Fairhope with a cost of \$15.00 per inmate, per day.

Adopted on this 24th day of October, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

The following individual spoke during Public Participation:

1. Dick Leeds addressed the City Council and thanked them for the Veterans Day Parade. He said the VFW will have an Open House after the parade. This will be the seventh (70th) anniversary with a celebration and dance on November 12, 2016. Mr. Leeds said that charter members would be recognized.

Councilmember Brewer moved to adjourn the meeting. Seconded by Councilmember Mueller, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:55p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council met in a Work Session at 4:30 p.m.,
Delchamps Room, 161 North Section Street,
161 North Section Street, Fairhope, Alabama 36532, on
Monday, 24 October 2016.

Present were Council President Jack Burrell, Councilmembers: Rich Mueller, Michael A. Ford, and Kevin Boone, Mayor Timothy M. Kant, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Diana Brewer and Mayor Timothy M. Kant were absent.

Council President Burrell called the meeting to order at 4:30 p.m.

The following topics were discussed:

- 2017 Tap Grant was discussed by Public Works Director Jennifer Fidler and Grant Writer Stacey McKean. Ms. Fidler mentioned the TAP Grant for walking and pedestrian trail for Highway 104 and U. S. 98; and the Manley Road and County Road 13 TAP Grant. She requested from the City Council if they wanted Ms. McKean to help with a new TAP Grant, and if so, what scope of work would they like designed. County Road 44 sidewalk and the gap of sidewalk on Manley was suggested with a possible partnership with Fairhope Single Tax Corporation.
- Councilmember Mueller gave an update on the Historic Preservation Committee and the ordinance for a Historic Preservation Authority. He explained the need for some type of control. A survey of the buildings has already been done and our heritage needs preserving. Mayor-elect Wilson is in favor of an ordinance. Councilmember-elect Conyers stated this would be good for downtown Fairhope.

Councilmember Mueller also mentioned the Fairhope Environmental Advisory Board and the need for Fairhope to track the bacteria, found in Mobile Bay, more in depth.

- Councilmember Ford gave an update on the Recycling Committee and said the schools are pushing children to recycle. He said the education is needed. Public Works Director Jennifer Fidler commented the new baler is being used and have been selling our recycling.

Councilmember Ford suggested having a lacrosse field for the City of Fairhope; and to keep doing what we have been doing.

- Council President Burrell encouraged all Councilmembers to attend meetings. He brought up the AMEA nomination to its board; and explained replacing Mayor Kant. Mayor-elect Wilson stated to the Councilmembers that she wanted this position and would take one of the Utilities with her.
- Water and Sewer Superintendent Dan McCrory addressed the City Council and explained the painting of one of our water towers. Council President Burrell said we need to put an item in the budget to paint and begin setting aside funds to pay for it now.

- Council President Burrell mentioned debt reduction and paying off the 2009 URW. Mayor-elect Wilson commented we need to look at trend not just year to year. Council President Burrell stated that the majority of the City's budget is constant.
- Dan McCrory addressed the City Council and stated that the Upgrades to the Wastewater Treatment Plant received the Water & Wastes Digest (W&WD) 2016 Top Project Award and Volkert received an award for Engineer of the project. Mr. McCrory said the Plant was also featured on the front cover of The Wave magazine. Councilmember Mueller mentioned the pink fuzzy filters and explained the upgrade. 1.8 million gallons run through the City's pipes and treated; and the plant has a 4.2 million capacity for treatment.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:51 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)

The City Council met in an Agenda Meeting at 5:30 p.m.,
Delchamps Room, 161 North Section Street,
Fairhope, Alabama 36532, on Monday, 24 October 2016.

Present were Council President Jack Burrell, Councilmembers: Rich Mueller, Michael A. Ford, and Kevin Boone, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Diana Brewer and Mayor Timothy M. Kant were absent.

Council President Burrell called the meeting to order at 5:51 p.m. The City Council reviewed and discussed the agenda for their meeting to be held today at 6:00 p.m. Agenda Item Number 7: a resolution that the City of Fairhope hereby adopts and approves the section of the Community Development Budget for the FY 2016-2017 which only applies to City Events and City Sponsored Events was briefly discussed. These items are being approved due to contracts, deadlines, etc. that need to be handled as soon as possible.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:00 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in an organizational session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 7 November 2016.

Present were Councilmembers: Jack Burrell, Jay Robinson, Robert Brown, and Kevin Boone, Mayor Karin Wilson (arrived at 6:15 p.m.), City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Jimmy Conyers was absent.

There being a quorum present, City Clerk Lisa Hanks took the seat as president and called the meeting to order. The invocation was given by Reverend Matt McCollum of Trinity Presbyterian Church, and the Pledge of Allegiance was recited.

This being the organizational meeting to begin the new administration, Mayor Wilson, and the newly-elected Councilmembers, Jack Burrell, Jay Robinson, Robert Brown, and Kevin Boone, who were sworn into office during the Swearing In Ceremony at 5:00 p.m., took their seats on the dais and continued with business.

Ms. Hanks conducted the procedures for electing a Council President. The floor was opened for Council President nominations. Councilmember Boone nominated Councilmember Burrell. Seconded by Councilmember Brown and no other nominations were made. The floor for nominations was then closed. Councilmember Burrell was elected Council President unanimously by voice vote.

Council President Burrell took the president's seat. The floor was then opened for Council President Pro Tempore nominations. Councilmember Boone nominated Councilmember Robinson. Seconded by Councilmember Brown and no other nominations were made. The floor for nominations was then closed. Councilmember Robinson was elected Council President Pro Tempore unanimously by voice vote.

Council President Burrell asked for a moment of silence for Councilmember Jimmy Conyers, his wife Ashley, and their family who could not be with us tonight due to the loss of his brother-in-law. He asked for everyone to keep the family in your prayers and thoughts.

Council President Burrell then opened the floor to the audience for Public Participation. No one present spoke during Public Participation.

7 November 2016

Councilmember Boone introduced in writing Ordinance No. 1587, an ordinance to adopt the Rules of Procedure in all Instances for Meetings of the City Council. In order to take immediate action, Councilmember Boone moved for immediate consideration. Seconded by Councilmember Robinson, motion for immediate consideration passed unanimously by the following voice votes: AYE – Burrell, Robinson, Brown, and Boone. NAY - None. Councilmember Boone then moved for final adoption of Ordinance No. 1587. Seconded by Councilmember Robinson, motion for final adoption passed by the following voice votes: AYE – Burrell, Robinson, Brown, and Boone. NAY - None.

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing signees of all City of Fairhope Accounts. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 2608-16

WHEREAS, two signatures are required on all monetary transactions of the City of Fairhope; and

WHEREAS, travel is sometimes required of the Mayor and of the Treasurer and provisions should be made to cover monetary requirements of the City in the absence of one or both; THEN, THEREFORE

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, FAIRHOPE, ALABAMA, that all Financial Depositories where monies of the City are deposited, whether in checking, savings, or other type accounts, currently or in the future; be and hereby are advised that **any two of the following signees** are authorized to sign any monetary transaction between said Depositories and the City of Fairhope, Alabama. Attached is a list of all Depositories for the City of Fairhope;

_____ Karin Wilson, Mayor

_____ Jackey O. Burrell, Council President

_____ Deborah A. Smith, City Treasurer

_____ Lisa A. Hanks, City Clerk

7 November 2016

BE IT FURTHER RESOLVED that Deborah A. Smith and Lisa A. Hanks are hereby authorized to use a facsimile signature for routine checks and paperwork:

Sample:

Sample:

BE IT FURTHER RESOLVED that Mayor Karin Wilson is hereby authorized to use computer generated signature for routine checks under One Thousand Dollars (\$1,000.00). All monetary transactions must have at least one true signature.

Sample:

BE IT FURTHER RESOLVED that a certified copy of this resolution be sent to all Depositories as authorization of, and as a record of, above signee signatures.

ADOPTED THIS 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Depositories

Bancorp South
Branch Banking and Trust Company
BBVA Compass Bank
Centennial Bank
Community Bank
Regions Bank
Wells Fargo Securities

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to adopt the holidays for FY 2016 - 2017. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

*

*

7 November 2016

RESOLUTION NO. 2609-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT THE FOLLOWING 2016 – 2017 HOLIDAYS WILL BE OBSERVED BY ALL CITY PERSONNEL EXCEPT EMERGENCY EMPLOYEES:

<i>Veterans Day</i>	-	<i>Friday, November 11, 2016</i>
<i>Thanksgiving</i>	-	<i>Thursday & Friday, November 24 & 25, 2016</i>
<i>1/2 Day Christmas Eve</i>	-	<i>Friday, December 23, 2016</i>
<i>Christmas</i>	-	<i>Monday, December 26, 2016</i>
<i>New Year's Day</i>	-	<i>Monday, January 2, 2017</i>
<i>Martin Luther King, Jr.</i>	-	<i>Monday, January 16, 2017</i>
<i>Memorial Day</i>	-	<i>Monday, May 29, 2017</i>
<i>Independence Day</i>	-	<i>Tuesday, July 4, 2017</i>
<i>Labor Day</i>	-	<i>Monday, September 4, 2017</i>

DULY ADOPTED THIS 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to appoint Lisa A. Hanks as City Clerk. Seconded by Councilmember Robinson, motion passed unanimously by voice vote. Council President Burrell stated that the City Clerk Lisa Hanks does a tremendous job; and this is a no brainer. He said she is also the recent Past President of the Alabama Association of Municipal Clerks and Administrators. Council President Burrell said "I am proud to have her as our City Clerk."

7 November 2016

RESOLUTION NO. 2610-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That **LISA A. HANKS** is hereby appointed as City Clerk. The term of the City Clerk shall serve until the next general municipal election and until a successor is elected by the council and qualified. Section 11-43-3, Code of Alabama, 1975.

ADOPTED 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution to appoint Deborah Smith as City Treasurer. Seconded by Councilmember Boone, motion passed unanimously by voice vote. Council President Burrell stated that City Treasurer Deborah Smith has been with the City a little over a year and is utmost professional in her job. He said Ms. Smith does everything morally and ethically correct.

RESOLUTION NO. 2611-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That **DEBORAH SMITH** is hereby appointed as City Treasurer. The term of the City Treasurer shall serve until the next general municipal election and until a successor is elected by the council and qualified. Section 11-43-3, Code of Alabama, 1975.

ADOPTED 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

7 November 2016

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to appoint Joseph Pettier as Chief of Police. Seconded by Councilmember Brown, motion passed unanimously by voice vote. Council President Burrell stated you hear a lot of rumors regarding certain appointments, but the City could not have chosen a finer man or finer Police Chief for this position. He said Chief Petties is a humble servant who serves the City well. Councilmember Boone commented “you can’t go wrong with Joe.”

RESOLUTION NO. 2612-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That **JOSEPH H. PETTIES** is hereby appointed as Chief of Police. The term of the Chief of Police shall serve until the next general municipal election and until a successor is elected by the council and qualified. Section 11-43-5, Code of Alabama, 1975.

ADOPTED 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to appoint Marion E. “Tut” Wynne as City Attorney. Seconded by Councilmember Robinson, motion passed unanimously by voice vote. Council President Burrell stated that City Attorney Wynne has been with the City since 1981; and he too has served this City well. He said “Tut” knows the ins and outs of Municipal Government; and is always there to answer questions from the Mayor, the Councilmembers, and City Staff. Council President Burrell also commented that “Tut” and Marcus have done a great job as our City Prosecutors for Municipal Court.

*

*

7 November 2016

RESOLUTION NO. 2613-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That **Marion E. (Tut) Wynne** is hereby appointed as City Attorney. The term of the City Attorney shall serve until the next general municipal election or until a successor is elected by the council and qualified. Section 11-43-3, Code of Alabama, 1975.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that Mayor Karin Wilson is authorized to sign an engagement letter between the City of Fairhope and Marion E. Wynne for legal services.

ADOPTED THE 7TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Council President Burrell explained the Expenditure Procedures and requested for the City Council to review these procedures. He said these are a matter of trust between the Mayor and Councilmembers; and these can be changed at any time.

Councilmember Boone moved to approve the following appointments for Planning Commission terms. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

11/07/16 - 08/31/17	Councilmember Conyers
09/01/17 - 05/31/18	Councilmember Robinson
06/01/18 - 02/28/19	Councilmember Burrell
03/01/19 - 11/30/19	Councilmember Brown
12/01/19 - 09/30/20	Councilmember Boone

Council President Burrell asked the Councilmembers to attend all of the Committee meetings if you wish; and reminded them of their fiduciary responsibilities. He said the appointments are presented in the agenda and asked if they were okay with these appointments. The Council responded these were okay. He then appointed the following Committee Assignments:

7 November 2016

Utilities Gas/Water/Sewer/Electric	Councilmembers Boone and Brown
Parks & Recreation and Library	Councilmembers Brown and Robinson
Finance & Audit	Councilmembers Burrell and Conyers
Public Works & Industrial Recruitment	Councilmembers Burrell and Conyers
Police, Fire, & Court	Councilmembers Robinson and Boone

Council President Burrell continued with the Agenda Items Number 15 through Number 27 and asked the Councilmembers if they would serve on these Committees or had an issue with the appointments. No one opposed any of the appointments.

Mayor Wilson stated she would like for the AMEA nomination to be pushed to the next City Council meeting for more discussion.

Councilmember Boone moved to nominate Jack Burrell to represent the City of Fairhope on the AMEA Board. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Robinson addressed the City Council and stated he was glad to be here and excited to serve the City of Fairhope. Councilmember Robinson said he plans to listen and hopes everyone will listen to him.

Councilmember Brown addressed the City Council and thanked everyone for allowing him to serve; and he looks forward to working with everyone.

Councilmember Boone addressed the City Council and thanked everyone for their support and for allowing him to serve another term.

Council President Burrell addressed the City Council and thanked Mayor Wilson, Heather Hudson, and City Staff for the Swearing in Ceremony held at the Nix Center. He told everyone the best is yet to come for the City of Fairhope.

Mayor Wilson addressed the City Council and commented she had already given her speech during the Swearing in Ceremony. Mayor Wilson said she wants to bring the community together, have a transparent way; and appreciates everyone for coming out tonight.

Councilmember Boone addressed the City Council and commented he appreciated everyone in attendance tonight. He said we will do the best job we can do. He also stated we want to put the City back to where it should be.

7 November 2016

Councilmember Boone moved to adjourn the meeting. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:29 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

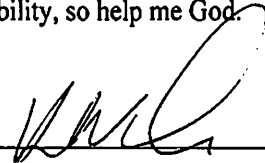
7 November 2016

OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

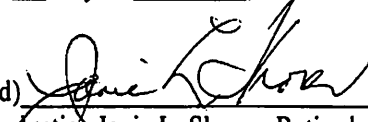
I, **KARIN WILSON**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed) _____



Sworn to and subscribed before me this 7th Day of November, 2016

(Signed) _____



Justice Janie L. Shores, Retired
Supreme Court of Alabama

7 November 2016

OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

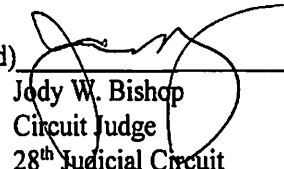
I, **JACKEY O. BURRELL**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed)



Sworn to and subscribed before me this 7th Day of November, 2016

(Signed)




Jody W. Bishop
Circuit Judge
28th Judicial Circuit
State of Alabama

7 November 2016

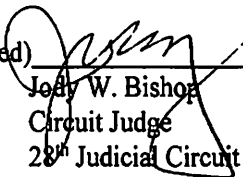
OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

I, **JAY ROBINSON**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed)  _____

Sworn to and subscribed before me this 7th Day of November, 2016

(Signed)  _____
Jody W. Bishop
Circuit Judge
28th Judicial Circuit
State of Alabama

7 November 2016


OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

I, **JAMES REID CONYERS, JR.**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed) 

Sworn to and subscribed before me this 9th Day of November, 2016

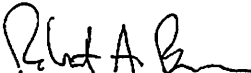
(Signed) 
Haymes S. Snedeker
Municipal Judge
City of Fairhope
State of Alabama

7 November 2016

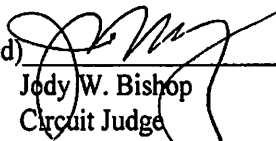
OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

I, **ROBERT A. BROWN**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed)  _____

Sworn to and subscribed before me this 7th Day of November, 2016

(Signed)  _____
Jody W. Bishop
Circuit Judge
28th Judicial Circuit
State of Alabama

7 November 2016

OATH OF OFFICE

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)
 :
CITY OF FAIRHOPE)

I, **KEVIN G. BOONE**, solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed) *Kevin G. Boone*

Sworn to and subscribed before me this 7th Day of November, 2016

(Signed) *Jody W. Bishop*
Jody W. Bishop
Circuit Judge
28th Judicial Circuit
State of Alabama

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Matthew C. McDonald with Jones Walker, LLP for Professional Legal Services for review of Pending Litigation; and authorizes Mayor Karin Wilson to sign an Engagement Letter between the City of Fairhope and Matthew C. McDonald.

DULY ADOPTED THIS 14TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Karin Wilson is hereby authorized to execute Change Order No. 1 to Project No. PW013-16, Emergency Repairs Civic Center Brick Collapse, with a deduction from the contract in the amount of \$4,550.00, and award the Change Order to Youngblood-Barrett Construction & Engineering. The scope of work will be modified to exclude painting over the brick finish which resulted in a monetary deduction change to the Contract.

Adopted on this 14th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

Received 11/8/16
2:42 p.m.
ZPH

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: November 7, 2016

Re: Placing Change Order No. 1 to Project No. PW013-16, Emergency Repairs Civic Center Brick Collapse, on City Council agenda

Concerning placing Change Order No. 1 to Project No. PW013-16, Emergency Repairs Civic Center Brick Collapse, on City Council agenda:

The Engineer of Record recommends and approves the scope of work be modified to exclude painting over the brick finish, resulting in a monetary deductive change to the contract. The cost of this Change Order No. 001 will be minus Four Thousand Five Hundred Fifty Dollars (- \$4,550.00). The contract amount changes from One Hundred Three Thousand One Hundred Seven Dollars (\$103,107.00), to Ninety Eight Thousand Five Hundred Fifty Seven Dollars (\$98,557.00). If approved, total change orders to the contract to date will remain at less than 10%.

Please place on the next available City Council Agenda this request for approval of Change Order No.001 to Project No. PW013-16, Emergency Repairs Civic Center Brick Collapse, in the amount of -\$4,550.00; award of the Change Order to Youngblood-Barrett Construction & Engineering; and authorization of the execution of Change Order No. 001 by the Mayor.

Cc: file

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer



JINRIGHT & ASSOCIATES DEVELOPMENT ENGINEERS CONSULTING, LLC

CHANGE ORDER NUMBER 1

Project Name: Emergency Repairs Civic Center Brick Collapse
Owner: City of Fairhope
Contractor: Youngblood-Barrett Construction & Engineering, LLC

Change Order Date: 11/8/16
Contract Date: 4/25/16
Project No.: PW013-16

Description /Reason for Change Order:

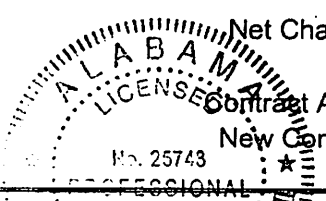
Add Items to Contract:

Table with 6 columns: No., Description, Unit, Qty, Unit Price, Amount

Deduct Items to Contract:

Table with 6 columns: Item #, Description, Unit, Qty, Unit Price, Amount. Row 1: 1, Painting brick (see attached), LS, 1, (\$4,550.00), (\$4,550.00)

Original Contract Amount: \$103,107.00
Net Change by Previously Authorized Change Orders: \$0.00
Contract Amount Prior to this Change Order: \$0.00
Contract Amount will be INCREASED/DECREASED by: (\$4,550.00)
New Contract Amount INCLUDING this Change Order: \$98,557.00



APPROVAL:

Recommended By:

Date: 11/9/16

Contractor Signature:

Date: 11/9/16

Owner Signature:

Date:



**Youngblood-Barrett
Construction & Engineering, LLC**
5482 Todd Acres Drive
Mobile, AL 36619

Change Order Request

Date	COR #
9/16/2016	1

Phone # 251-443-5682 Fax # 251-443-5684

Job Name
Emergency Repairs Civic Center Brick

Attention:
Jinright & Associates Development Engineers (JADE)
Attn: Martin Pitts, P.E.
P.O. Box 1929
Fairhope, AL 36533

Project No.
PW013-16

YBCE Project No.
1604

Description of Work

This COR #1 - Painting is presented at the request of the Owner. The original scope of work called for the new brick veneer to be painted with two (2) coats of Sherwin Williams latex paint. At the completion of the brick work YBCE was informed by City of Fairhope personnel that the Mayor was pleased with the look of the brick and did not wish to paint it. This credit change order request represents the overall credit associated with the deletion of the painting of the brick.

This work has no impact on the critical path and will not require any additional contract days.

Description	UOM	Est. Qty.	Rate	Amount
1. Work Performed by SC A. Subcontractor	LS	1.00	(4,550.00)	(\$4,550.00)
<i>Thank You!</i>			Total	(\$4,550.00)
Balance Due			Payments/Credits	\$0.00
Balance Due			Balance Due	(\$4,550.00)

If you are in agreement with this proposal, please sign below and this document will serve as our authorization for the extra work.

Owner Representative's Signature: _____

Date: _____

RESOLUTION NO. _____

WHEREAS, the newly elected City Council officially took office on November 7, 2016; and

WHEREAS, the Budget for the fiscal year ending September 30, 2017 has not been adopted by the incumbent City Council; and

WHEREAS, Resolution No. 2593-16 was adopted on October 10, 2016 to allow invoices and expenditures to continue as needed through November 15, 2016; and

WHEREAS, the City invoices need to continue being paid on a weekly basis, in order to take advantage of any available discounts, and to more nearly match the outflow of cash to the receipt of revenue from the three utility billing cycles.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that the Budget for the fiscal year ending September 30, 2016 be extended through December 22, 2016 to allow the invoices and expenditures to continue as needed.

Adopted on this 14th day of November 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 2593-16

WHEREAS, the newly elected City Council will officially take office on November 7, 2016; and

WHEREAS, the Budget for the fiscal year ending September 30, 2017 has not been adopted by the incumbent City Council; and

WHEREAS, the City invoices need to continue being paid on a weekly basis, in order to take advantage of any available discounts, and to more nearly match the outflow of cash to the receipt of revenue from the three utility billing cycles.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that the Budget for the fiscal year ending September 30, 2016 be extended through November 15, 2016 to allow the invoices and expenditures to continue as needed.

Adopted on this 10th day of October 2016

Timothy M. Kant, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope has voted to purchase Kronos Timekeeping System Maintenance Annual Renewal for December 2016 to December 2017 for the IT Department; and the type of maintenance renewal needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$16,982.34.

Adopted on this 14th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Received 11/24/16 2:22 P.M.

COF Project No. 1099

City of Fairhope Project Funding Request

Issuing Date 10/25/2016 Please return this Routing Sheet to Treasurer by 10/25/2016

Project Name: Annual Support Services for KRONOS Timekeeping System

Project Location: City-wide

Presented to City Council: 11/14/2016 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$16,982.34

Providers: Kronos Incorporated
from the State contract list

Project Engineer: n/a

Order Date: _____ Lead Time: n/a

Department Funding This Project							
General XX	Gas	Electric	Water	Sewer	Gas Tax	Cap. Proj.	Impact

Division of General Fund Funding This Project							
Admin 10	XX	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35	
		San 40	Golf 50		Debt Service 85		

Expense Code 001-10-50300 Revenue Code _____

Project will be: Expensed xx Capitalized _____
 Project Financed By: Grant: _____ Federal - not to exceed amount

Project Budgeted: Provided for in the 2017 Budget _____ State _____ City _____

(Over) Under budget amount: _____
 Bond: _____ Title _____ Year _____
 Loan: _____ Title _____ Year _____
 Funding: General Fund Operating Funds Capital Lease: _____ Payment _____ Term _____

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer	<u>Deborah Smith</u>
Request received by City Treasurer	<u>10/25/2016</u>	Request approved by Finance Director	<u>[Signature]</u>
Received by Finance Department	<u>10/26/16</u>	Request approved by Mayor	<u>[Signature]</u>
Received by Mayor	<u>10-28-16</u>		

Contact Person: Jeff Montgomery



Timothy M. Kant, ACOMO
Mayor

Council Members

Kevin G. Boone

Diana J. Brewer

Jack Burrell, CMO

Michael A. Ford, ACOMO

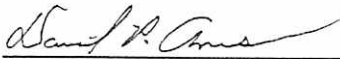
Richard A. Mueller, Sr.

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

MEMO

To: Deborah Smith, Treasurer

From: 
Daniel P. Ames, Purchasing Manager

Date: October 24, 2016

Re: Council Approval -- request for over \$15,000 timekeeping system service renewal

The I.T. Department requests approval to renew support services for our KRONOS timekeeping system. This will be off the State of Alabama contract list T00A, Contract Number 4012568. See attached quotation for details. Included specifications determined by I.T. Department. The cost of the timekeeping system will be Sixteen Thousand Nine Hundred Eighty Two Dollars and Thirty Four Cents (\$16,982.34). The vendor is Kronos Incorporated, of Chelmsford, MA.

NOTE:

See Attached Vendor Quote, and STATE CONTRACT printout for details.

Please compose a greensheet and forward to City Council to approve this procurement over \$15,000.00.

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.cofairhope.com

Printed on recycled paper

Deborah Smith

From: Williams, Dionne <Dionne.Williams@Kronos.com>
Sent: Wednesday, October 05, 2016 10:35 AM
To: Dan Ames
Cc: Jeff Montgomery; Deborah Smith; Dee Dee Brandt
Subject: RE: Kronos timekeeping quotation #6109223

Hi Dan,

The amount of the quote is only \$16982.34. Kronos calculates pricing on a per day basis. There is one In Touch clock that is prorated on this year's renewal for only 323 days. Next year, all of these items reflected on your renewal will invoice for a full 365 says. Therefore, the annualized value provides the amount for the next renewal if there is no change.

If there are any additional questions, please let me know.

Regards,

Dionne Williams | Contract Renewal Specialist | Kronos Incorporated
tel: +1 713 802 6844 | fax: +1 713 802 6830
Kronos | Time & Attendance • Scheduling • Absence Management • HR & Payroll • Hiring • Labor Analytics

Join Kronos on: kronos.com | [Facebook](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)

From: Dan Ames [<mailto:dan.ames@COFairhope.com>]
Sent: Thursday, September 29, 2016 3:37 PM
To: Williams, Dionne
Cc: Jeff Montgomery; Deborah Smith; Dee Dee Brandt
Subject: Kronos timekeeping quotation #6109223

To: Dionne Williams
Kronos, Inc.
713-802-6830

In reviewing your quotation, Solution ID 6109223 (see attached) presented to our I.T. Director, Jeff Montgomery –

Under contract summary:

1. The contract period is stated as “30-DEC-2016 – 29-DEC-2017”, which is 365 days.
2. The amount quoted is \$16,982.34.
3. You then state -- “Annualized Contract Value: \$17,016.20 The Annualized Contract Value is the value of the contract if all services are priced for 365 days... this quote may include services priced for prorated periods”.

As you are aware, if this goes further, the City would be procuring off the current State Of Alabama Contract No. T00A. I spoke with Jaeri Ellis, the State Buyer over your contract, about the double figure quotation, and she said the \$16,982.34 figure was the appropriate quotation, and to have you send a corrected quote.

Please provide a corrected quotation that lists the \$16,982.34, and references the current, applicable State contract that you were awarded (T00A), the contract number your company holds under the T00A, the line item numbers and

commodity codes applicable to your quotation. If accepted and approved by the City, following standard procedure for procuring off State of Alabama contracts, a Purchase Order would be issued for the line items quoted.

Regards,

Daniel P. Ames
Purchasing Manager
City of Fairhope
P.O. Drawer 429
Fairhope, Al 36533
Ph 251-928-8003
Email dan.ames@cofairhope.com



Support Services Quote

Page 1 of 2

Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:

Quote Type: Renewal
Customer: CITY OF FAIRHOPE
Solution ID: 6109223
Contract #: 1194509 R31-AUG-16
Date: 08-SEP-2016
Prepared by: Dionne Williams / US Central5

Bill To: CITY OF FAIRHOPE
PO DRAWER 429
FAIRHOPE AL 36533
UNITED STATES

Ship To: CITY OF FAIRHOPE
555 SOUTH SECTION ST
FAIRHOPE AL 36532
UNITED STATES

Contact: JEFF MONTGOMERY
Email: JEFF.MONTGOMERY@COFAIRHOPE.COM

CONTRACT SUMMARY

Contract Period: 30-DEC-2016 - 29-DEC-2017

Description	Support Services	Estimated Tax	Subtotal
Software Support Services	\$10,366.30	\$0.00	\$10,366.30
Equipment Support Services	\$4,344.45	\$0.00	\$4,344.45
Educational Services	\$2,271.59	\$0.00	\$2,271.59
Total	\$16,982.34	\$0.00	\$16,982.34

Annualized Contract Value: \$17,016.20

The Annualized Contract Value is the value of the contract if all services are priced for 365 days. The Annualized Contract Value does not include estimated tax. Please note that this quote may include services priced for prorated periods.

IMPORTANT NOTES

Support Services are subject to applicable taxes. The tax amount shown on this quote is only an estimate. The actual tax due will be reflected on the invoice.

CITY OF FAIRHOPE	KRONOS INCORPORATED
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____



Support Services Quote

Page 2 of 2

Payment Terms: Net 30 Days
 Currency: USD
 Customer PO Number:

Quote Type: Renewal
 Customer: CITY OF FAIRHOPE
 Solution ID: 6109223
 Contract #: 1194509 R31-AUG-16
 Date:
 Prepared by: Dionne Williams / US Central5

Bill To: CITY OF FAIRHOPE
 PO DRAWER 429
 FAIRHOPE AL 36533
 UNITED STATES

Ship To: CITY OF FAIRHOPE
 555 SOUTH SECTION ST
 FAIRHOPE AL 36532
 UNITED STATES

Contact: JEFF MONTGOMERY
 Email: jeff.montgomery@co.fairhope.com

SOFTWARE SUPPORT SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Gold	WORKFORCE ABSENCE MANAGER V7	400	30-DEC-2016	29-DEC-2017	365
2	Gold	WORKFORCE EMPLOYEE V7	400	30-DEC-2016	29-DEC-2017	365
3	Gold	WORKFORCE INTEGRATION MANAGER V7	400	30-DEC-2016	29-DEC-2017	365
4	Gold	WORKFORCE MANAGER V7	35	30-DEC-2016	29-DEC-2017	365
5	Gold	WORKFORCE TIMEKEEPER V7	400	30-DEC-2016	29-DEC-2017	365

Support Services	Estimated Tax	Subtotal
Software Support Services	\$10,366.30	\$0.00
		\$10,366.30

EQUIPMENT SUPPORT SERVICES

Line	Support Service Level	Covered Product	Quantity	Start Date	End Date	Duration (days)
1	Depot Exchange	Data Collection: InTouch	13	30-DEC-2016	29-DEC-2017	365
2	Depot Exchange	Options: InTouch	1	30-DEC-2016	29-DEC-2017	365
3	Depot Exchange	Data Collection: InTouch	1	10-FEB-2017	29-DEC-2017	323

Support Services	Estimated Tax	Subtotal
Equipment Support Services	\$4,344.45	\$0.00
		\$4,344.45

EDUCATIONAL SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Ed Services Subscription	KNOWLEDGE PASS		30-DEC-2016	29-DEC-2017	365

Support Services	Estimated Tax	Subtotal
Educational Services	\$2,271.59	\$0.00
		\$2,271.59

PROG ID: POCNBK3A

DATE: 03/15/16

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

TIME & ATTEND SOLUTION - KSH
CONTRACT

T-NUMBER..... : T00A
USAGE..... : STATEWIDE CONTRACT
PERIOD..... : MARCH 6, 2013 TO MARCH 5, 2017
SOLICITATION NO : 2244297

CONTRACT BUYER..... : JAERI ELLIS

BUYER PHONE.. : (334) 242-7259 PURCHASING NUMBER..... : (334) 242-7250
FAX NUMBER... : (334) 242-4419
DATE PRINTED. : 03/15/16

DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

TERMS AND CONDITIONS

PAGE: 2

FAMILIARIZE YOURSELF WITH THIS CONTRACT AND THE TERMS AND CONDITIONS
REGARDING THE RESPONSIBILITIES OF THE STATE AND THE VENDORS.

- * * * * *
- * IT IS THE RESPONSIBILITY OF THE ORDERING AGENCY TO MAKE SURE THAT *
- * ALL OF THE INFORMATION SUBMITTED ON THEIR REQUISITION IS CORRECT. *
- * ALWAYS BE SURE TO RECHECK YOUR COMMODITY NUMBERS. AS SOON AS YOUR *
- * PURCHASE ORDER ARRIVES, CHECK IT FOR ACCURACY. IF THERE ARE ANY *
- * DISCREPANCIES, PLEASE NOTIFY THE VENDOR FIRST, THEN CONTACT THE *
- * BUYER LISTED ON THE FRONT OF THIS CONTRACT AS SOON AS POSSIBLE. *
- * IN MOST INSTANCES, PROBLEMS CAN BE CORRECTED. *
- * * * * *
- * COMPLAINTS MUST BE DOCUMENTED & SUBMITTED TO THE BUYER IN WRITING.*
- * * * * *

SOLICITATION NUMBER : 2244297

FREIGHT:
BID IS F.O.B. DESTINATION, INSIDE DELIVERY. ANY FREIGHT CHARGES
MUST BE INCLUDED IN THE BID PRICES.

CONTRACT PERIOD:
ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND,
THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS
AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD,
IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST,
SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE
EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO
LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH
PERIOD.

DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

TERMS AND CONDITIONS

PAGE: 3

PURPOSE:
ESTABLISH A CONTRACT FROM THE ITEMS LISTED FOR ALL STATE AGENCIES.
CONTRACT PRICES ARE AVAILABLE TO ALL LOCAL GOVERNMENTAL AGENCIES.

DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

CONTRACT VENDORS

PAGE: 4

CONTRACT NUMBER	VENDOR NUMBER NAME AND ADDRESS	CONTACT PERSON PHONE NUMBERS/FAX	TERMS AND DELIVERY
4012568	042640942-02 KRONOS ATTN RYAN HAMMOND 17 DAPPLE GRAY CT SIMPSONVILLE SC 29680	RYAN HAMMOND 864-640-6361	NET 28 DAYS ARO

DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

COMMODITY LISTING

PAGE: 5

CONTRACT	COMMODITY NUMBER	UNIT PRICE	VENDOR #	TERMS
----------	------------------	------------	----------	-------

NUMBER/LINE #	COMMODITY DESCRIPTION	MEASURE	NAME	
4012568 00001	195-68-061670 TIME CLOCKS, AND RELATED HARDWARE.	EA	.00 8 042640942-02 KRONOS	NET
4012568 00002	205-56-051756 SOFTWARE, TIME & ATTENDANCE.	EA	.00 8 042640942-02 KRONOS	NET

DIVISION OF PURCHASING
CONTRACT NOTICE OF AWARD

 IF YOU NEED ASSISTANCE CONCERNING THIS CONTRACT, PLEASE CONTACT THE
 BUYER LISTED ON THE COVER PAGE.

THIS CONTRACT CONTAINS 6 PAGES.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and authorizes Mayor Karin Wilson to execute the attached Resolution for the State of Alabama, acting by and through the Alabama Department of Transportation regarding the construction and maintenance items for Project No. STPOA-0042 (529) for adaptive signal installation along SR-42 (US-98) in Baldwin County (28 intersections). The Alabama Department of Transportation is now or may later be desirous of receiving Federal Aid for improvement of said highway. The traffic signal layouts, diagrams and typical sections as submitted to the City are now on file in the office of the City Clerk.

Adopted and Approved this 14th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 2558-16

BE IT RESOLVED, BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE AS FOLLOWS:

1. That the City of Fairhope, Alabama enters into an agreement with the State of Alabama, acting by and through the Alabama Department of Transportation, for:

Utility program for Project STPOA-0042 (529), Project Reference Number 100065671 for adaptive signal installation along SR-42 (US-98) in Baldwin County (28 intersections); which Agreement is before this Council.

2. That the Agreement shall be executed in the name of the City of Fairhope, by its Mayor Timothy M. Kant, for and on its behalf.
3. That the Agreement shall be attested by the City Clerk, Lisa A. Hanks, and the seal of the City of Fairhope affixed thereto.

BE IT FURTHER RESOLVED, that upon the completion of the execution of the Agreement by all parties, that a copy of such Agreement be kept on file by the City Clerk.

Adopted and Approved this 11th day of July, 2016

Timothy M. Kant, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

I, the undersigned qualified and acting City Clerk of the City of Fairhope, Alabama do hereby certify that the above and foregoing is a true copy of a resolution passed and adopted by the City Council of the City of Fairhope therein, at a regular meeting of such Council held on the 11th day of July 2016, and that such resolution is on file in the City Clerk's Office.

In WITNESS WHEREOF, I have hereto set my hand and affixed the official seal of the City of Fairhope on this _____ day, of _____, 2016.

Lisa A. Hanks, MMC
City Clerk

RESOLUTION

WHEREAS, the City of Fairhope, Alabama (hereinafter at times referred to as City) is desirous of having certain improvements made on SR-42(US-98) within the City Limits of Fairhope, in accordance with plans prepared by the Alabama Department of Transportation and designated as Project Number STPOA-0042(529), Adaptive Signal Installation along SR-42 (US-98) in Baldwin County.

WHEREAS, The Alabama Department of Transportation is now or may later be desirous of receiving Federal Aid for improvement of said highway; and

WHEREAS, The Federal Highway Administration, an agency of the United States of America, will not participate in any funding for the construction of said project until and unless the City of Fairhope will agree to certain requirements of the Federal Highway Administration. The City of Fairhope for the purpose of complying with requirements of the Federal Highway Administration in regard to its funding of improvements of the type and kind in this agreement provided for does hereby pass and adopts the following resolution.

BE IT RESOLVED by the City Council of Fairhope that the plans of said project including traffic signal layouts, diagrams and typical sections as submitted to this City and which are now on file in the office of the City Clerk are hereby approved and that the location of said project as staked out by the Alabama Department of Transportation and as shown by said plans referred to are hereby approved and the Alabama Department of Transportation, in cooperation with the Federal Highway Administration, is hereby authorized to proceed with the traffic signal installation of said project in accordance with said plans.

The City by and through its Council hereby grants to the Alabama Department of Transportation the full use of and access to the dedicated widths of any existing streets for the construction of said project and hereby agrees to permit and allow the Alabama Department of Transportation to close and barricade the said project and intersecting streets for as long as necessary while the said project is being constructed and otherwise improved.

BE IT FURTHER RESOLVED by the City, that for and in consideration of the Alabama Department of Transportation in cooperation with the Federal Highway Administration, installing signals and routing traffic through the City over said project, such City hereby agrees with the Alabama Department of Transportation and for the benefit of the Federal Highway Administration, that on the above mentioned project the City will not in the future permit encroachments upon the right of way; nor will it pass any ordinances or laws fixing a speed limit contrary to those limits provided for in Title 32, Chapter 5, Code of Alabama 1975, as amended, and other laws of Alabama; nor will it permit other than parallel parking in areas where parking is permitted; nor will it allow the placing of any informational, regulatory, or warning signs, signals, median crossover, curb and pavement or other markings, and traffic signals without written approval of the Alabama Department of Transportation and the Federal Highway Administration, of the location, form and character of such installations. The traffic control devices and signs installed during construction, and those installed after completion of this project shall be in accordance with the latest edition of the national Manual on Uniform Traffic Control Devices and accepted standards adopted by the Alabama Department of Transportation of the State of Alabama and by the Federal Highway Administration. The City further agrees that subsequent traffic control devices deemed necessary by it in keeping with applicable statutes, rules and regulations to promote the safe and efficient utilization of the highway under the

authority of Title 32, Chapter 5, Code of Alabama 1975, and all other applicable laws of Alabama, shall be subject to and must have the approval of the Alabama Department of Transportation of the State of Alabama and of the Federal Highway Administration, prior to installation and the City further agrees that it will enforce traffic and control the same under the provisions of Title 32, Chapter 5, Code of Alabama 1975, and other applicable laws of Alabama.

It is understood and agreed that no changes in this Resolution or Agreement shall in the future be made without having obtained the prior approval of the Federal Highway Administration.

THIS RESOLUTION PASSED, ADOPTED, AND APPROVED this the _____
day of _____, 2016.

ATTEST

City Clerk

Mayor

I, the undersigned, Clerk of the City of Fairhope do hereby certify that the above and foregoing is a true and correct copy of a resolution duly and lawfully adopted by the Council, of the foregoing City, at its regular meeting held on the _____ day of _____, 2016, which resolution is on file in the office of the City Clerk.

Given under my hand and the official seal of such City this _____ day of _____, 2016.

City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that the City Council of the City of Fairhope, Alabama, that the City's Utilities Revenue Warrants, Series 2009, dated April 2, 2009, are hereby called for redemption and payment on December 1, 2016, and, in connection with the said redemption, the City Council hereby finds and declares the City is not in default under its Trust Indenture to Regions Bank, dated as of November 1, 1996, as amended from time to time, pursuant to which the said warrants were issued; further, be it resolved by the City Council that the trustee under the said Trust Indenture is hereby authorized to give not less than ten (10) days prior written notice of such redemption, which redemption shall be at a redemption price equal to the par amount being redeemed (that is, \$390,000.00) plus accrued interest (if any) to the date fixed for redemption.

Adopted on this 14th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a Contract with SEA Entertainment Booking Agency for the band known as “B Street Benny” for the New Year’s Eve Downtown Celebration (Saturday, December 31, 2019) with a cost not to exceed \$5,000.00.

DULY ADOPTED THIS 14TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

To: Deborah Smith, Treasurer

From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: November 9, 2016

Re: Approval for Mayor to execute contract with Professional Artist
for New Year's Eve 2016 Entertainment

The City needs to hire professional musical artists to provide entertainment at the Fairhope New Year's Eve 2016 celebration. Per our Procedure for Procuring Professional Services, Sherry Sullivan, Director of Community Affairs and Recreation, and I routed a short list to the Mayor. The Mayor selected B Street Benny c/o SEA Entertainment Booking Agency, Birmingham, Alabama.

The fee for the services is Five Thousand Dollars (\$5,000.00).

Please place on the next available City Council Agenda this request to authorize the Mayor to execute a contract with B Street Benny to provide professional musical entertainment at the Fairhope New Year's Eve 2015 celebration.

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

Printed on recycled paper



SEA Entertainment Booking Agency
 1025 23rd St S • Ste 302 • Birmingham, AL 35205
 205.307.6790 • 205.307.6798 fax • amber@seattractions.com

DATE	DEP	BAL
Date: _____	Date: _____	
Amt: _____	Amt: _____	
Type: _____	Type: _____	

This contract for the services of Artist(s) (musicians) on the engagement described below, made this 4 day of November 2016 between the undersigned Purchaser and **B Street Benny** (Artists). The Artist(s) (musicians) is/are engaged severally on the terms and conditions stated herein. The Leader (of the Artists) represents that all the Artist(s) (musicians) already designated have agreed to be bound by the terms and conditions of this contract. Artist(s), upon acceptance, shall be bound by the terms and conditions stated herein and may enforce this agreement. **Any and all additions, deletions and/or alterations to this Contract must be in writing and approved in writing by all parties to this Contract.**

- 1 ARTIST(S): **B Street Benny**
- 2 PLACE OF ENGAGEMENT: City of Fairhope
- 3 ADDRESS OF ENGAGEMENT: 20 North Section St
Fairhope, AL 36532
- 4 DATE(S) OF ENGAGEMENT: Saturday December 31, 2016
- 5 HOURS OF ENGAGEMENT: Approximate Times, 8:30pm-12:30am
- 6 TYPE OF ENGAGEMENT: Festival
- 7 FEES AGREED UPON: \$5,000.00
New Years Eve Celebration

TERMS

The monetary compensation (fees) includes all expenses including, but not limited to travel, lodging, Social Security etc., unless otherwise stated. The Artist(s) executes this agreement as an independent contractor, not as an employee of SouthEastern Attractions, Inc. Responsibility for appropriate payments of payroll taxes and charges under applicable federal and state law will be assumed by the Artist(s). The monetary compensation (fees) also must be paid in full without any deductions whatsoever.

8. Purchaser will make payment of fees as follows:

DEPOSIT of \$2,500.00 to be forwarded to and paid in the name of SouthEastern Attractions, Inc. upon the execution of this Contract. **BALANCE of \$2,500.00** to be paid in the name of SouthEastern Attractions by 11/30/2016.

9. The terms of this Contract shall control the provision of services by the Artist(s). The Purchaser shall supervise, direct and control the Artist(s) during said engagement. SouthEastern Attractions, Inc. shall in no way be responsible for the control of the manner, means and details of the performance of the Artist(s).

Artist(s) reserves the right to refuse to perform outdoor engagements when, in their judgment, weather conditions would be detrimental to instruments and/or Artists. A suitable indoor location should be reserved as an alternate in the event of poor weather conditions. Further, Purchaser agrees that the full contract price shall be paid to the Artist(s) if no alternative site is reserved as this completely is the Purchaser's responsibility. Purchaser agrees to be responsible for any and all damage to Artist(s)'s equipment if said damage is caused by the Purchaser and/or its guests.

10. MISCELLANEOUS:

SPECIAL PROVISIONS: Buyer agrees to provide bottled water/non-alcoholic beverages + hot meals for band and crew members.

Terms and conditions on back page hereby are made part of this Contract (Attached riders, if any, also are hereby made part of this Contract.)

_____ Purchaser	_____ Date
Paige Crawford City of Fairhope One Bayou Dr Fairhope, AL, 36352	251-929-1466

_____ Artist (by leader)	_____ Date
B Street Benny 1025 23rd St S, Ste 302 Birmingham, AL 35205	



Additional Terms and Conditions

Agreement of the Artist(s) to perform is subject to detention by sickness, accident, civil tumult, strikes, epidemics, acts of God and/or conditions beyond their control. In any such event, any deposit paid by Purchaser immediately will be refunded. No part of the performance shall be recorded, reproduced or transmitted from the place of the engagement in any manner or by any means whatsoever in the absence of a specific written agreement with the Artist(s) relating to and permitting such recording, reproduction or transmission.

Artist(s) and Purchaser agree that SouthEastern Attractions Inc. has performed a valuable service to each of them and for the service agree with each other and guarantee to SouthEastern Attractions Inc., should Artist(s) accept employment again from the Purchaser within twentyfour (24) months following the play date of this Contract, the Artist(s) and Purchaser will negotiate any such play date through SouthEastern Attractions Inc. and in the event that said future play date is not negotiated by SouthEastern Attractions Inc., Artist(s) shall pay SouthEastern Attractions Inc., its usual and customary commission for the arrangement of said play date. This Contract only can be canceled if both Purchaser and Artist(s) agree to such cancellation in writing with notice to be sent immediately to SouthEastern Attractions Inc. If the Purchaser and Artist(s) agree to cancel this Contract, Purchaser's deposit will be refunded only if cancellation notice is received by SouthEastern Attractions, Inc. at least ninety (90) days prior to the date of this engagement. In the event that Purchaser does not obtain Artist(s)'s agreement to cancellation, Purchaser will forfeit One hundred (100%) percent of the total monetary compensation (fee). Non-payment of the deposit shall not relieve the Purchaser of the obligations set forth herein. This forfeiture is in addition to any other remedies enumerated in this Contract or afforded by law to the Artist(s) and/or SouthEastern Attractions, Inc.

Purchaser, in entering into this Contract, or in causing the same to be signed by a representative acknowledges his/her authority to do so, warrants that he/she is of legal majority and hereby personally assumes full responsibility and liability for the amount (fee) stated herein, plus any fees and costs (including attorney's fees in the maximum amount authorized by law) incurred in collecting the full monetary compensation (fee).

This agreement shall be governed by, construed and enforced in accordance with the laws of The State of Alabama. It is understood and agreed by the Purchaser and the Artist(s) that SouthEastern Attractions inc. is not a party to this Contract and that its only function is that of an entertainment bureau and further that SouthEastern Attractions, Inc. is not responsible to either party for breach of this Contract. It further is understood that SouthEastern Attractions, Inc. assumes no liability hereunder.

ARBITRATION

Arbitration is final and binding on the parties. The parties are waiving their right to seek remedies in court including the right to a jury trial. Any controversy or claim arising out of or relating to this Contract (agreement) and all associated negotiations, conversations and/or discussions of the parties and SouthEastern Attractions, Inc. and/or their officers, directors, agents, and/or employees directly and/or through a broker shall be resolved by arbitration in Birmingham, AL in accordance with the rules of the American Arbitration Association. Judgment upon any award rendered by the arbitrators may be entered in any court having jurisdiction thereof. The undersigned hereby acknowledge that they voluntarily have agreed to submit any controversies arising as a result of this Contract as stated hereinabove to arbitration.

Purchaser

Date

Artist (by Band Leader/ Manager)

Date

RESOLUTION NO. _____

WHEREAS, the Fairhope Airport Authority/City of Fairhope intends to apply for State matching funds for an airport improvement project for the H. L. Sonny Callahan Airport during fiscal year 2017.

THEREFORE BE IT RESOLVED, by the Fairhope Airport Authority/City of Fairhope as follows:

1. That the Fairhope Airport Authority/City of Fairhope is authorized to make an application for airport improvement funding assistance from the State of Alabama Department of Transportation, for the purpose of undertaking a project in fiscal year 2017 to make improvements at the H. L. Sonny Callahan Airport.
2. That the application be submitted for and on behalf of the Fairhope Airport Authority/City of Fairhope by its Chairman who is authorized by this resolution to sign the application and any related forms or documents on behalf of the Fairhope Airport Authority/City of Fairhope.
3. That the Fairhope Airport Authority/City of Fairhope is authorized to enter into an airport improvement funding agreement with the State of Alabama, acting by and through the Alabama Department of Transportation, for the purpose of undertaking a project to make improvements at the H. L. Sonny Callahan Airport, with partial funding provided by the State of Alabama.
4. That the agreement be executed in the name of the Fairhope Airport Authority/City of Fairhope for and on behalf of the Fairhope Airport Authority/City of Fairhope by its Chairman.
5. That the authority of the Fairhope Airport Authority/City of Fairhope to enter into contracts with the State of Alabama has been reviewed by the Fairhope Airport Authority/City of Fairhope attorney, and in his/her opinion, the Fairhope Airport Authority/City of Fairhope is duly authorized to commit the Fairhope Airport Authority/City of Fairhope to an agreement with the Alabama Department of Transportation.

BE IT FURTHER RESOLVED, that the Fairhope Airport Authority/City of Fairhope hereby affirms that the local matching share of funds in the amount required for this airport improvement project has been officially approved, placed into the budget of the airport and is available for expenditure upon execution of the State of Alabama's funding agreement and the start of the project.

I, the undersigned qualified and acting as the City Clerk of Fairhope Airport Authority/City of Fairhope, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the Fairhope Airport Authority/City of Fairhope named therein, at a regular meeting of such body held on the 14th day of November, 2016, and that such resolution is on file in the office of the Fairhope Airport Authority/City of Fairhope.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Fairhope Airport Authority/City of Fairhope on this 15th day of November, 2016.

Adopted on this 14th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



**AIRPORT CAPITAL IMPROVEMENT PLAN
 FISCAL YEARS 2017 TO 2021**

AIRPORT: H.L. Sonny Callahan Airport		COUNTY: Baldwin	AIRPORT CONTACT:		
ADDRESS: 161 North Section Street Fairhope, AL 36532			PHONE: (251) 610-3334	Joe McEnerney, Chairman	
			FAX: (251) 990-0107		
			EMAIL: joemcenerney1@gmail.com		
FISCAL YEAR	PROJECT DESCRIPTION (BY PRIORITY ORDER)	FEDERAL FUNDS	STATE FUNDS	LOCAL FUNDS	PROJECT TOTAL
2017	Construct East Terminal Area - Phase III (Base and Pave)	\$2,350,000.00	\$130,555.00	\$130,555.00	\$2,611,111.00
2017	Land Acquisition (East Terminal Area)	\$150,000.00	\$8,333.00	\$8,333.00	\$166,667.00
2018	Land Acquisition (East Terminal Area)	\$150,000.00	\$8,333.00	\$8,333.00	\$166,667.00
2018	Drainage Improvements - Phase II	\$148,500.00	\$8,250.00	\$8,250.00	\$165,000.00
2018	Rehabilitate Apron (3 inch) - Phase II (Design)	\$90,000.00	\$5,000.00	\$5,000.00	\$100,000.00
2019	Rehabilitate Apron - Phase II (Construction)	\$450,000.00	\$25,000.00	\$25,000.00	\$500,000.00
2019	Construct Terminal Building	\$0.00	\$375,000.00	\$375,000.00	\$750,000.00
2021	Construct New Fuel Farm - East Terminal Area	\$675,000.00	\$37,500.00	\$37,500.00	\$750,000.00
2021	Expand East Terminal Apron	\$1,800,000.00	\$100,000.00	\$100,000.00	\$2,000,000.00
2021	Construct TW C (3000 x 50) - Phase I	\$2,250,000.00	\$125,000.00	\$125,000.00	\$2,500,000.00
2022	Construct TW C (2000 x 50) - Phase II	\$1,800,000.00	\$100,000.00	\$100,000.00	\$2,000,000.00

RESOLUTION NUMBER _____

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3. That the Fairhope Airport Authority/City of Fairhope is authorized to enter into an airport improvement funding agreement with the State of Alabama, acting by and through the Alabama Department of Transportation, for the purpose of undertaking a project to make improvements at the H. L. Sonny Callahan Airport, with partial funding provided by the State of Alabama.
4. That the agreement be executed in the name of the Fairhope Airport Authority/City of Fairhope for and on behalf of the Fairhope Airport Authority/City of Fairhope by its Chairman.
5. That the authority of the Fairhope Airport Authority/City of Fairhope to enter into contracts with the State of Alabama has been reviewed by the Fairhope Airport Authority/City of Fairhope attorney, and in his/her opinion, the Fairhope Airport Authority/City of Fairhope is duly authorized to commit the Fairhope Airport Authority/City of Fairhope to an agreement with the Alabama Department of Transportation.

BE IT FURTHER RESOLVED, that the Fairhope Airport Authority/City of Fairhope hereby affirms that the local matching share of funds in the amount required for this airport improvement project has been officially approved, placed into the budget of the airport and is available for expenditure upon execution of the State of Alabama's funding agreement and the start of the project.

I, the undersigned qualified and acting as the Chairman, Fairhope Airport Authority, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the Fairhope Airport Authority/City of Fairhope named therein, at a regular meeting of such body held on the _____ day of _____, 20____, and that such resolution is on file in the office of the Fairhope Airport Authority/City of Fairhope.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Fairhope Airport Authority/City of Fairhope on this _____ day of _____, 20____.

Fairhope Airport Authority Chairman

**CITY OF FAIRHOPE
CITY COUNCIL COVER SHEET**

October 4, 2016

SR 16.04 Request of SE Civil, LLC for Site Plan Review and approval of a New Mixed Use Development for Britt Properties, LLC. The property is located on the north side of Magnolia Avenue between Bancroft Street and School Street, at 455 Magnolia Avenue.

STAFF INTERPRETATION:

The subject property is located in the City of Fairhope and zoned B-2 (General Business District). The property is approximately 9,281 square feet in size. The applicant is proposing a mixed use project. The first two floors will be office space and the third floor will consist of 2 residential units.

The property is bordered on all sides by B-2 zoned property. The sole investor in this project is Brian Britt.

Setbacks: The proposed project is zoned B-2. The setbacks for B-2 are as follows: Front-20 foot; Side-none; Rear-none.

The applicant is proposing a common property line adjustment to accommodate the development. The applicant shall re-plat the lot, prior to issuance of a land disturbance permit.

Buildings: The applicant is proposing a 4,530 square foot mixed use building.

Landscaping plan: The site shall be in compliance with the City of Fairhope Landscape ordinance. Jennifer Fidler has approved the site plan with the exception of the following: 1) the applicant shall install the two required frontage trees in the back and 2) add at least one additional tree species to meet the variety requirement. These two remaining items shall be addressed.

Lot Access: The site did not have enough access for a two way drive aisle. A one way 20 foot drive aisle was provided with the exit easement located on an adjacent property (owned by Kopesky-Britt).

Parking: The parking spaces proposed appear to consist of 20 foot X10 foot spaces. The applicant is proposing off-site parking for the majority of the office space and on-site parking for the residential component of the development. There are 3 on-site parking spaces provided and the remaining 49 parking

spaces will be off-site. The applicant has proposed reworking the right of way in front of the building for three additional parking spaces.

The applicant has indicated that 46.2% of the area will be pervious paving.

LID Ordinance: The applicant provided an LID narrative in the Storm Water Management Plan.

Sidewalks: The applicant has provided sidewalks. Sidewalk installation shall not disturb the tree root system.

Building Height: The proposed building height is 35 feet. The height shall be measured as per the definition of building height in the City of Fairhope Zoning Ordinance.

Locations, intensity, and height of exterior lights: The applicant is not proposing any pole lights.

Mechanical equipment: The applicant has mechanical equipment shown behind a 6 foot block wall.

Dumpster location and Screening: No dumpster is proposed. The applicant is providing trash cans, which will be stored in an accessible location under the stairwell.

Storm water: The applicant has provided signed and sealed drainage calculations. The applicant is proposing a drainage easement to accommodate drainage flows to Bancroft. A small detention system will be located on the northeast corner of the property.

Location and size of all signage: Any proposed signage shall be in compliance with the City of Fairhope Zoning Ordinance and addressed under a separate permit application.

Erosion control: Kim Burmeister, Code Enforcement Officer, commented that the erosion and sediment control plan (sheet C03) appears to meet the minimum requirements for sediment and erosion control.

Water and Sewer: Dan McCrory, Water and Sewer Superintendent, had no comments on the site plan.

Gas: Gas is available.

ADA Requirements: ADA requirements shall be met.

Other: Any applicable outside agency permits shall be obtained.

PLANNING COMMISSION RECOMMENDATION:

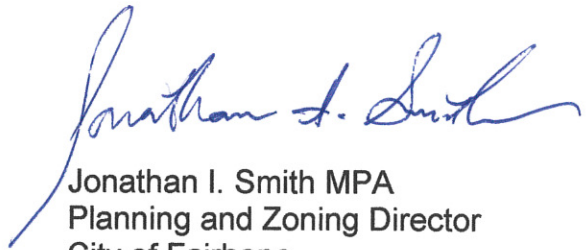
On October 3, 2016 the Planning Commission unanimously recommended the City Council approve the proposed site plan contingent upon the following conditions:

1. The landscape plan has been approved by Jennifer Fidler, City of Fairhope Horticulturist with two minor comments. The minor comments shall be addressed.
2. The applicant shall re-plot the proposed lot line, prior to the issuance of a land disturbance permit.

Respectfully Submitted for Consideration,

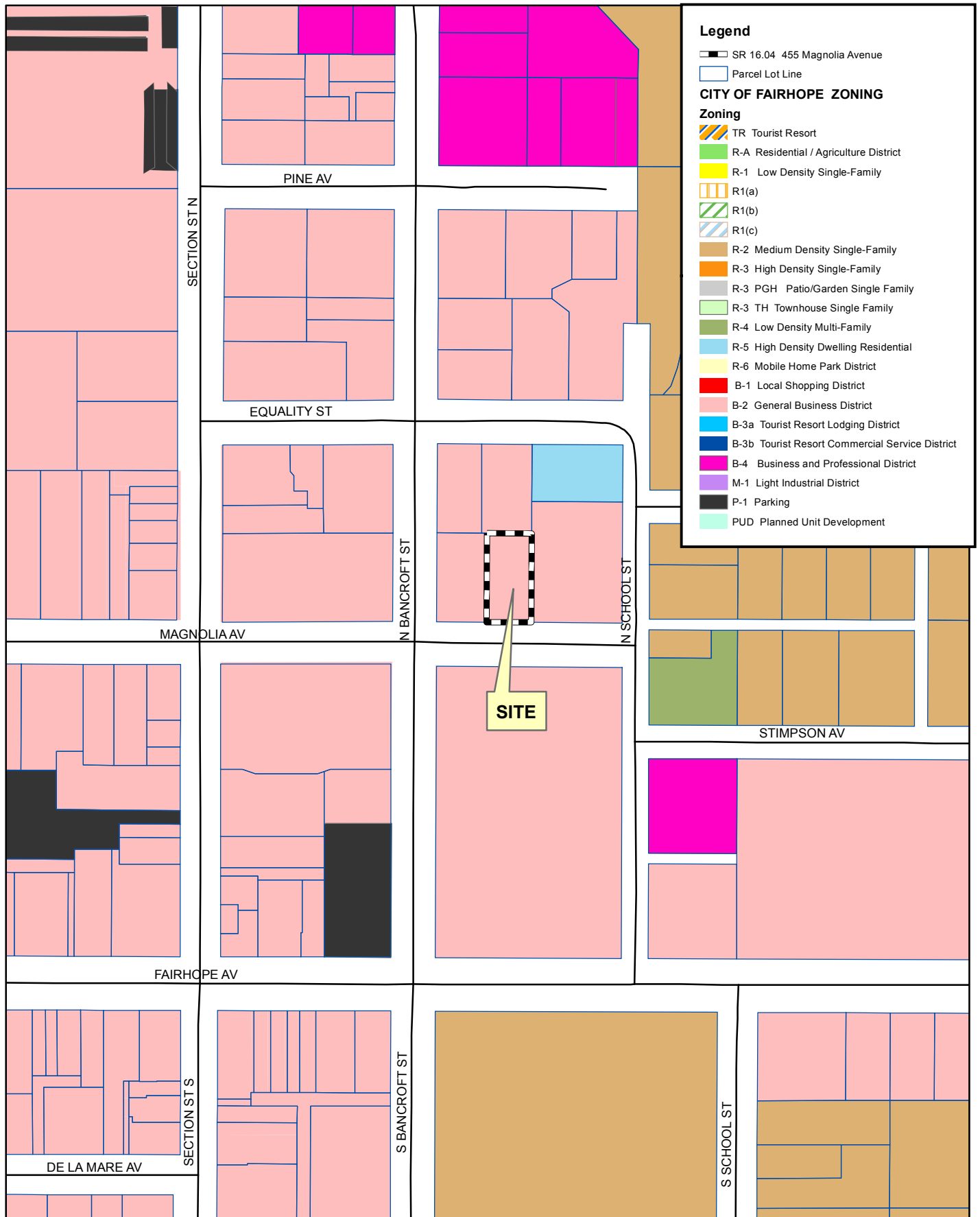


Nancy Milford
Planner
City of Fairhope



Jonathan I. Smith MPA
Planning and Zoning Director
City of Fairhope

SR 16.04 and SD 16.23 455 Magnolia Avenue



Legend

- SR 16.04 455 Magnolia Avenue
- Parcel Lot Line

CITY OF FAIRHOPE ZONING

Zoning

- TR Tourist Resort
- R-A Residential / Agriculture District
- R-1 Low Density Single-Family
- R1(a)
- R1(b)
- R1(c)
- R-2 Medium Density Single-Family
- R-3 High Density Single-Family
- R-3 PGH Patio/Garden Single Family
- R-3 TH Townhouse Single Family
- R-4 Low Density Multi-Family
- R-5 High Density Dwelling Residential
- R-6 Mobile Home Park District
- B-1 Local Shopping District
- B-2 General Business District
- B-3a Tourist Resort Lodging District
- B-3b Tourist Resort Commercial Service District
- B-4 Business and Professional District
- M-1 Light Industrial District
- P-1 Parking
- PUD Planned Unit Development

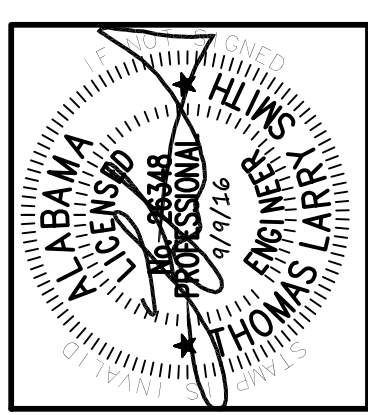
SR 16.04 and SD 16.23 455 Magnolia Avenue
Parcel No.: 05-46-03-37-0-007-071.504



OWNER:
BRIT PROPERTIES, LLC
P.O. BOX 477
FAIRHOPE, AL 36533
251-526-8600



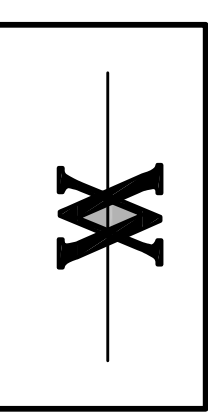
WALCOTT
ADAMS
VERNEUILLE
ARCHITECTS
1 S. SCHOOL STREET
FAIRHOPE, AL 36532
(251) 928-6041



A New Mixed Use Development
for
Britt Properties, LLC
Magnolia Ave
Fairhope, AL 36532

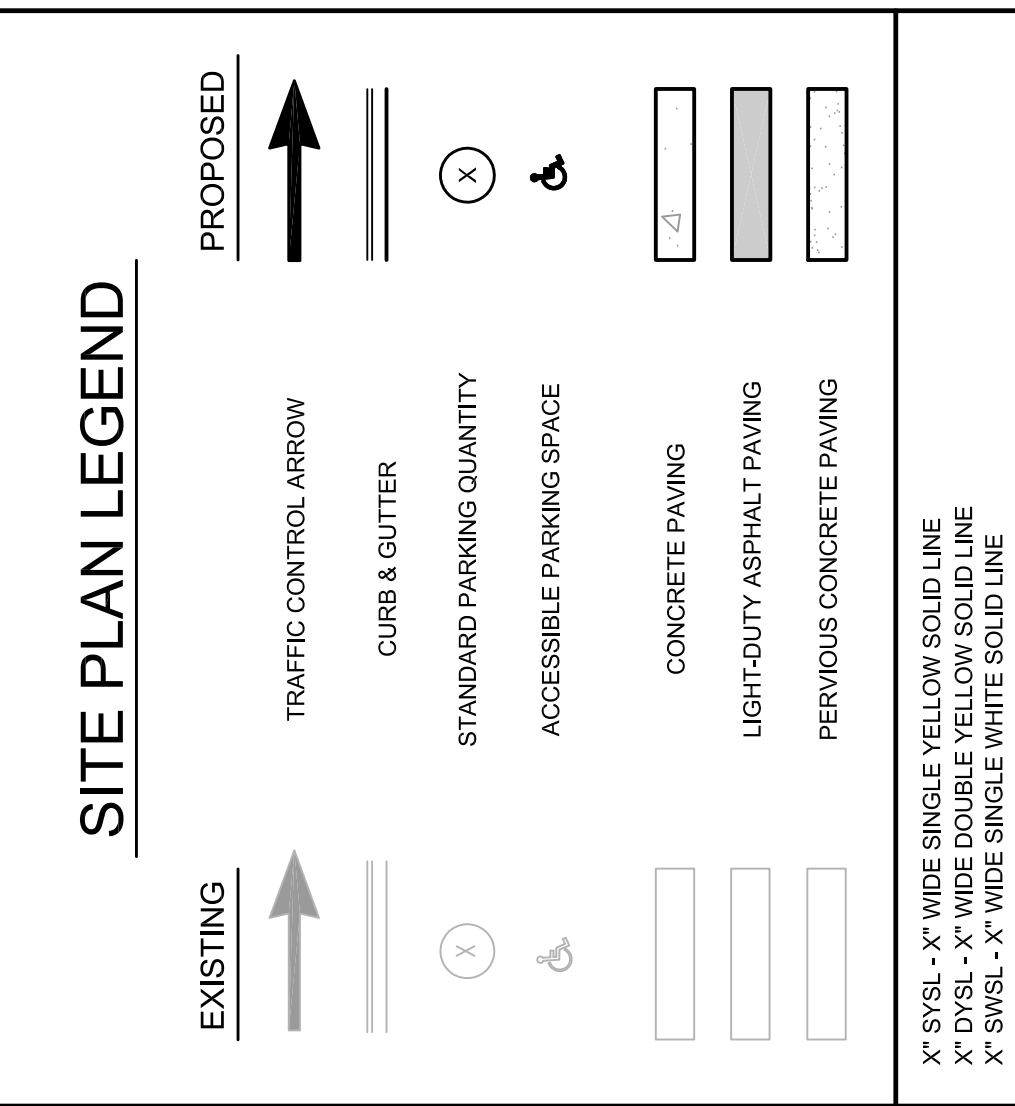
Date	August 23, 2016
Revised	
Revised	
Revised	
Revised	
Designed	S.E. Civil
Checked	TLS
Copyright 2016 Walcott Adams Verneuille Architects, Inc.	

C01
SITE PLAN



SITE PLAN NOTES

- ALL WORK AND MATERIALS SHALL COMPLY WITH THE CITY OF FAIRHOPE REGULATIONS AND CODES AS WELL AS O.S.H.A. AND ADOPT STANDARDS.
- CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF EXIT PORCHES, PRECISE BUILDING DIMENSIONS, EXACT BUILDING UTILITY ENTRANCE LOCATIONS, AND STAIR DETAILS.
- ALL ISLANDS WITH CURB & GUTTER SHALL BE LANDSCAPED.
- ALL CURBED OR STRIPED RADII ARE TO BE 4' UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
- EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN THE BASE BID.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, INCLUDING BUT NOT LIMITED TO ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED BY THE CITY OF FAIRHOPE. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF FAIRHOPE SPECIFICATIONS AND SHALL BE APPROVED BY SUPR. ALL COST SHALL BE INCLUDED IN BASE BID.
- THE DIMENSIONS SHOWN ARE TO FACE OF BUILDING UNLESS OTHERWISE SHOWN.
- REFER TO THE STRUCTURAL PLANS FOR THE COLUMN GRID LAYOUT AND INFORMATION REQUIRED TO LAYOUT THE BUILDING WITHIN THE FOUNDATIONS.
- THE SURVEY OF EXISTING CONDITIONS IS SHOWN WITHIN THESE PLANS. ALL EXISTING CONDITIONS SHALL BE VERIFIED TO BE TRUE AND ACCURATE PRIOR TO BEGINNING WORK.
- REFER TO THE LANDSCAPING PLANS FOR PLANTING LOCATIONS AND ISLAND DETAILS.
- PAINTED STRIPES SHALL BE BRIGHT AND CLEAR. STRIPES SHALL BE PER PLAN AND PAINTED ON CLEAN ASPHALT OR CONCRETE.
- CURING SHALL BE FORMED AND POURED CONCRETE UNLESS OTHERWISE DETAILED WITHIN THE DRAWINGS. CONCRETE FOR CURBING SHALL BE 3000 PSI.
- HANDICAP RAMPS AND PARKING STALLS SHALL BE PER ADA REQUIREMENTS AND LOCAL REGULATIONS.
- THIS SITE IS ZONED B-2.
- TOTAL SITE ACREAGE = 40.21 ACRES.
- NOTIFY CITY OF FAIRHOPE INSPECTIONS 24 HOURS BEFORE THE BEGINNING OF EVERY PHASE OF CONSTRUCTION.
- NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED GOVERNMENTAL INSPECTIONS.
- A COPY OF THE APPROVED LAND DISTURBANCE PLAN AND PERMIT SHALL BE PRESENT ON SITE WHENEVER LAND DISTURBANCE ACTIVITY IS IN PROGRESS.
- CONSTRUCTION EQUIPMENT SHALL NOT BE PARKED IN REQUIRED R.O.W. WITHOUT PERMISSION FROM THE CITY.
- DURING CONSTRUCTION, ACCESS ROADWAYS CONSTRUCTED OF AN ALL WEATHER SURFACE SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. THE WIDTH OF THE ACCESS ROADWAY DURING CONSTRUCTION, SHALL BE 20 FT PER STANDARD PRE PREVENTION CODE, LATEST EDITION.
- ALL NON-HANDICAP PARKING SPACE LINES WILL BE WHITE.
- ALL TRAFFIC CONTROL SIGNS AND MARKINGS USED ON THE SITE WILL CONFORM WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), FHWA, LATEST EDITION. REFERENCE THE SIGN CODES CONTAINED IN THE MUTCD FOR ALL TRAFFIC CONTROL SIGNS. ALL SIGNAGE SHALL BE PER THE CITY OF FAIRHOPE SIGNAGE SPECIFICATIONS AND ROADWAY AND TRAFFIC DESIGN STANDARDS WHERE APPLICABLE.
- NO "PROTECTED TREES" WILL BE REMOVED. DESTRUCTIVELY DAMAGED, MUTILATED, OR EXCESSIVELY PRUNED DURING CONSTRUCTION ACTIVITIES.
- FIRE LANES AND SIGNAGE TO MEET REQUIREMENTS OF NFPA 1 CHAPTER 18.
- THE CONTRACTOR SHALL FAMILIARIZE THEMSELVES WITH ALL OF THE EXISTING CONDITIONS AT THE SITE, INCLUDING UTILITIES, SURFACES, ETC. AND SHALL BE FULLY RESPONSIBLE FOR ANY DAMAGES THEY CAUSE TO NEW AND EXISTING CONSTRUCTION, PROPERTY AND ANY UNAUTHORIZED DISRUPTION TO UTILITIES ON SITE AND TO ADJACENT PROPERTIES.
- PRIOR TO CONSTRUCTION, EXISTING UTILITIES AT PROPOSED CONNECTIONS AND CROSSINGS SHALL BE FIELD EXCAVATED TO VERIFY LOCATIONS, ELEVATION AND SIZE. NOTIFY THE ENGINEER IMMEDIATELY WITH ANY DEVIATIONS OR CONFLICTS.
- ALL SIGNAGE SHALL BE IN COMPLIANCE WITH THE CITY OF FAIRHOPE SIGN ORDINANCE.
- THE CONTRACTOR SHALL PROVIDE THE CITY OF FAIRHOPE A STAGING PLAN FOR THE CONSTRUCTION OF THE PROJECT. THE STAGING PLAN SHALL BE APPROVED BY THE CITY DEPARTMENT OF DEMOLITION ACTIVITIES, COORDINATION WITH THE BUILDING DEPARTMENT WILL BE NECESSARY DURING DEMOLITION AND CONSTRUCTION.
- THE CONTRACTOR SHALL ERECT TEMPORARY FENCING AROUND THE CONSTRUCTION SITE.
- ALL SITE LIGHTING SHALL BE IN COMPLIANCE WITH THE CITY OF FAIRHOPE ZONING ORDINANCE. SITE LIGHTING SHALL BE ARRANGED AS TO NOT NEGATIVELY EFFECT ADJACENT PROPERTIES.



SITE ANALYSIS

SITE ACREAGE (PROPOSED)	BUILDING HEIGHT	BUILDING (UNDER ROOF)
40.21 AC (6,281 SF)	35 FT	4,530 SF
REQUIRED PARKING		PROPOSED PARKING
14 SPACES (SEE PARKING DATA)		52 SPACES
JURISDICTION		ZONING
CITY OF FAIRHOPE		B-2
IMPERVIOUS AREA (EXCLUSIVE OF BLDG)		PERVIOUS AREA (EXCLUSIVE OF BLDG)
305 SF (6.4%)		4,448 SF (93.6%)
BUILDING SETBACKS:		REQUIRED:
FRONT YARD: 20 FT		20 FT
SIDE YARD: 0 FT		0 FT
REAR YARD: 0 FT		0 FT
MAXIMUM BUILDING HEIGHT:		35'
MAX. BUILDING SITE COVERAGE:		---

PARKING DATA

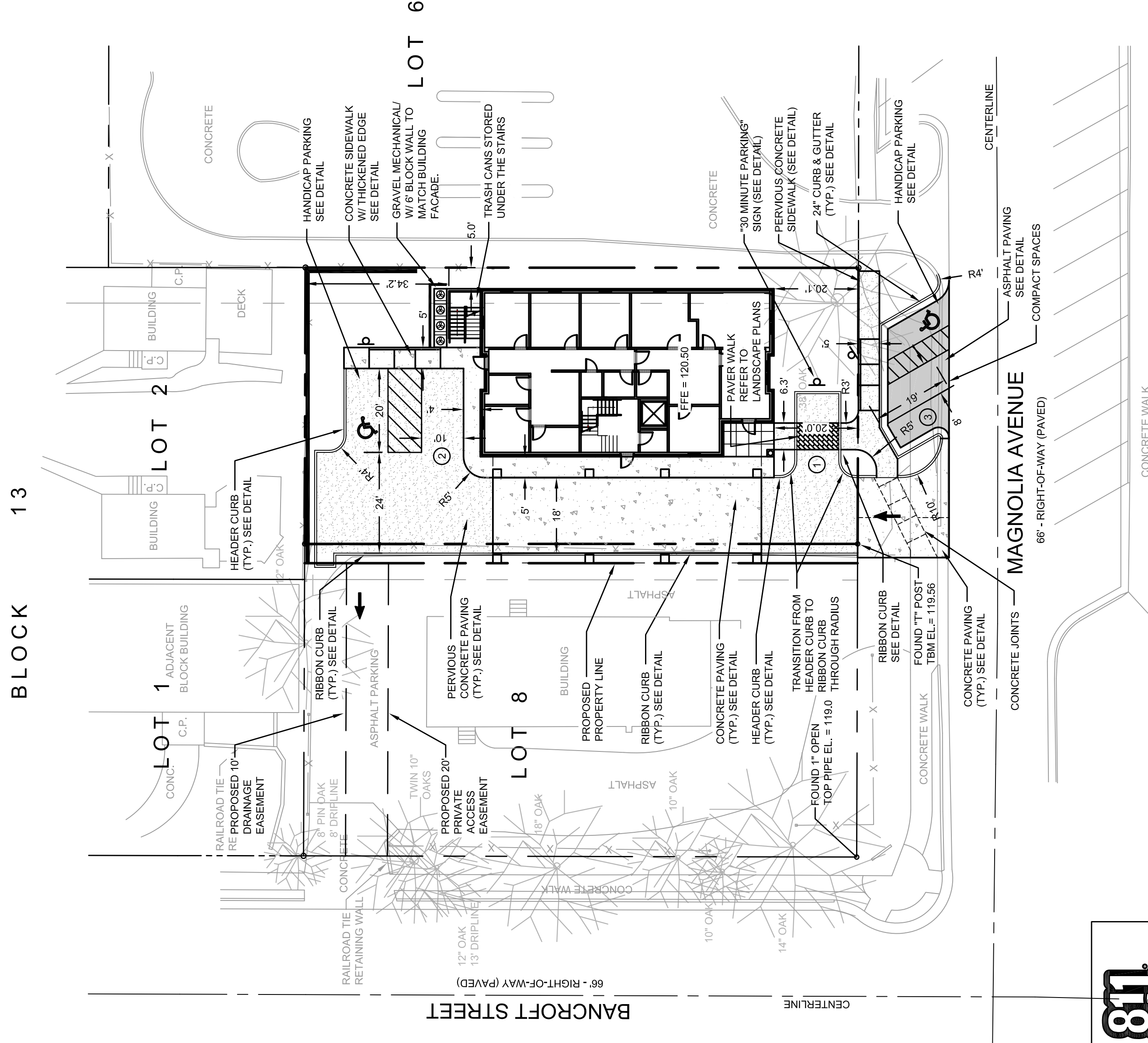
PARKING REQUIREMENT	SPACES
OFFICE (FIRST & SECOND FLOOR)	4
4 SPACES FOR 400 SF	12
1 SPACES/400 SF TO 5000 SF	11
1 SPACES/200 SF OVER 5000 SF	
MIXED USE DWELLING UNIT (THIRD FLOOR)	
1 SPACE PER DWELLING UNIT	2
2 DWELLING UNITS	
TOTAL REQUIRED =	29
PARKING CREDIT FOR EXISTING ON-STREET PARKING (1 SPACE FOR EVERY 2 EXISTING ON-STREET PARKING WITHIN 300')	46
PROPOSED PARKING	6
TOTAL PROVIDED =	52

PARKING SPACE SIZES:
THE SITE PROVIDES 3 STANDARD SPACES AND 3 COMPACT SPACES. ANALYZING THE OVERALL PARKING, THERE ARE 49 STANDARD PARKING SPACES AVAILABLE, (46 OF WHICH ARE EXISTING PUBLIC SPACES). COMPACT SPACES MAKE UP 6% OF THE AVAILABLE PARKING.

PARKING CALCULATION NOTE:
PLEASE NOTE THAT THESE CALCULATIONS DO NOT TAKE INTO ACCOUNT THE NEW PUBLIC PARKING LOT GOING IN ACROSS THE STREET.

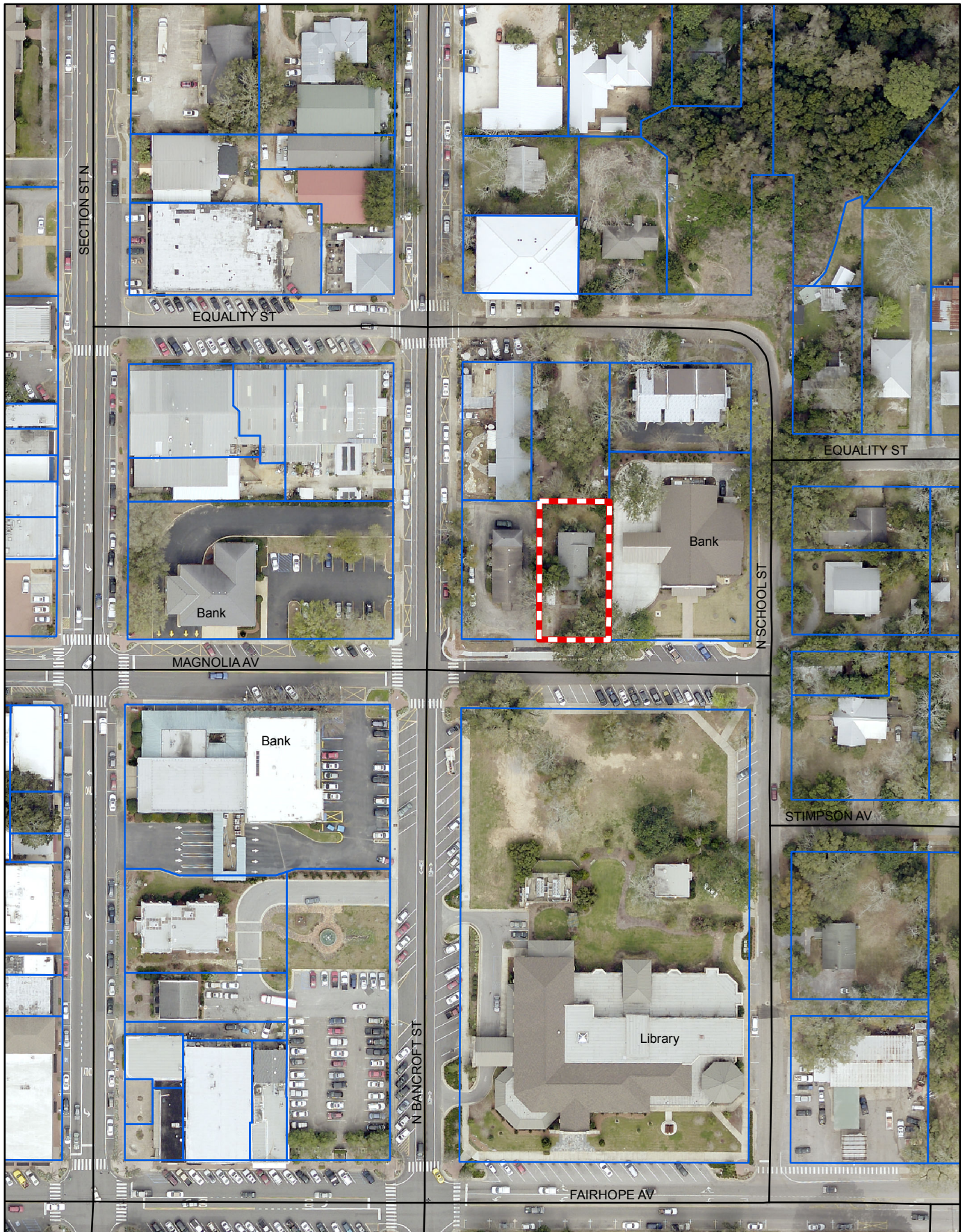
LAND USAGE

DESCRIPTION	AREA	% OF PROPERTY AREA
PROPERTY AREA	9,281 SF = 0.21 ACRES	--
BUILDING AREA	4,530 SF = 0.10 ACRES	48.8%
SITE AREA EXCLUSIVE OF BLDG	4,751 SF = 0.11 ACRES	--
IMPERVIOUS PAVING EXCLUSIVE OF BLDG	305 SF = 0.01 ACRES	6.4%
PERVIOUS PAVING	2,195 SF = 0.05 ACRES	46.2%
GRASSED/LANDSCAPED AREA	2,251 SF = 0.05 ACRES	47.4%



Know what's below.
Call before you dig.

SR 16.04 and SD 16.23
455 Magnolia Avenue



SR 16.04 and SD 16.23 455 Magnolia Avenue
Parcel No.: 05-46-03-37-0-007-071.504





HUTCHINSON, MOORE & RAUCH, LLC

Post Office Box 1127
Daphne, Alabama 36526

Telephone: (251) 626-2626
Fax: (251) 626-6934

October 18, 2016

Ms. Emily Boyett
City of Fairhope
P.O. Drawer 429
Fairhope, AL 36533

RE: SR 16.04 Knoll Park Flats
HMR Project No. K1037-4190-10.01

Dear Ms. Boyett:

Please be advised that Hutchinson, Moore & Rauch, LLC (HMR) acting as the authorized agent for Knoll Park Flats, LLC hereby requests a 1 year extension for the Knoll Park Flats site plan at the southwest corner of Fairhope Avenue and South Bayview Street. This project was approved at the December 28, 2015 City Council meeting.

Please feel free to call me if you have any questions, 380-8748.

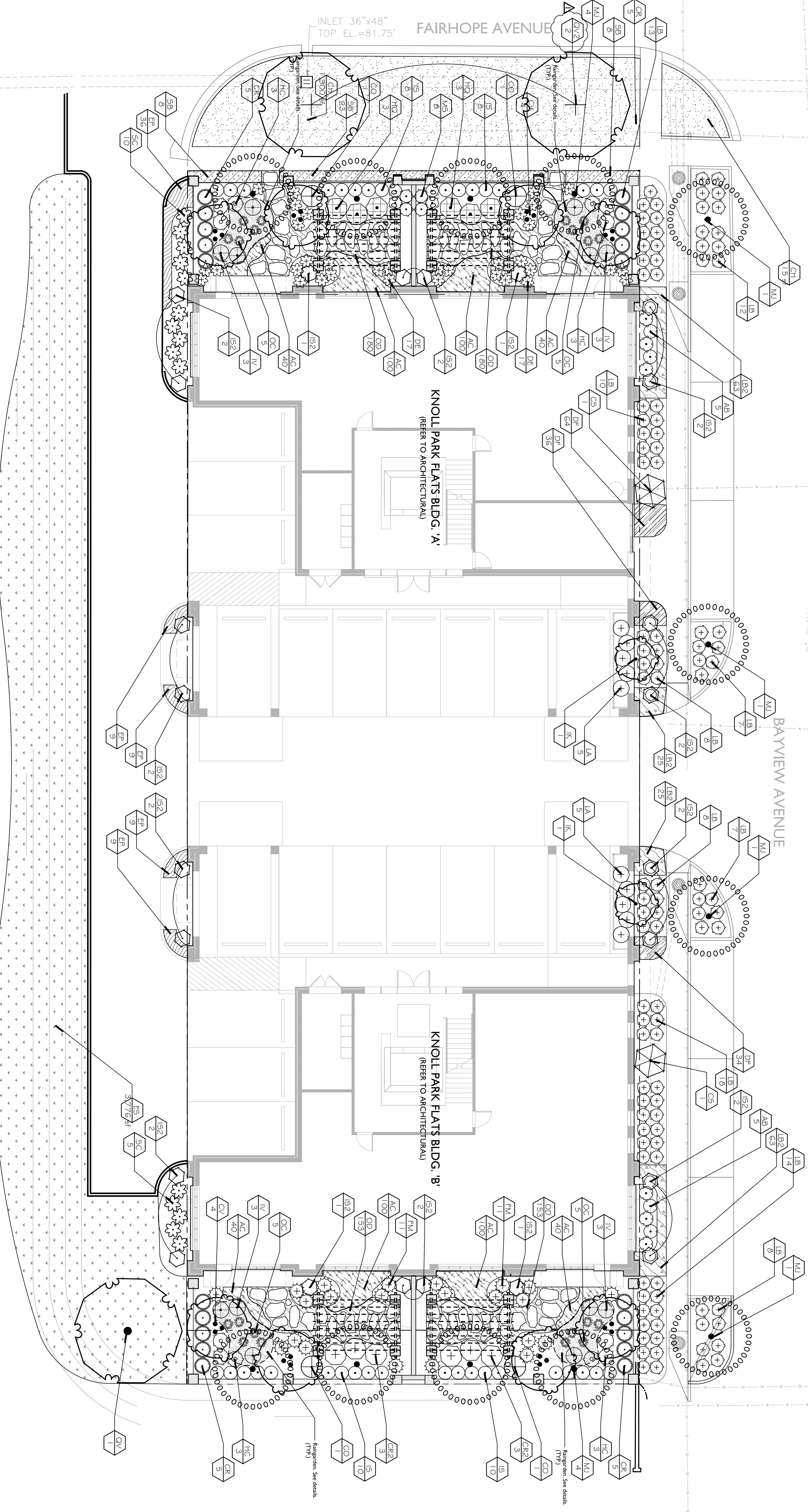
Sincerely,

HUTCHINSON, MOORE & RAUCH, LLC

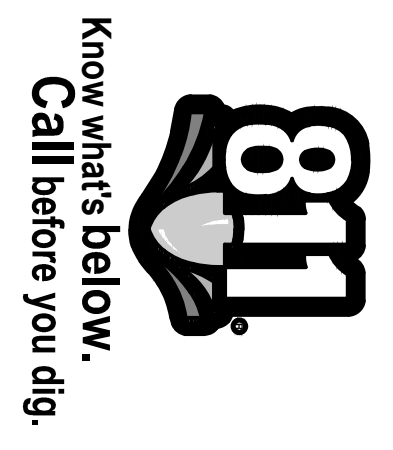
A handwritten signature in cursive script that reads 'Robert A. Cummings'.

Robert A. Cummings, P.E.
Project Manager

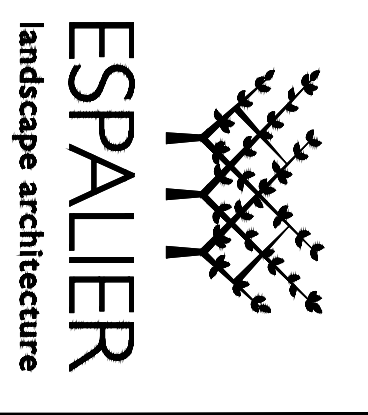
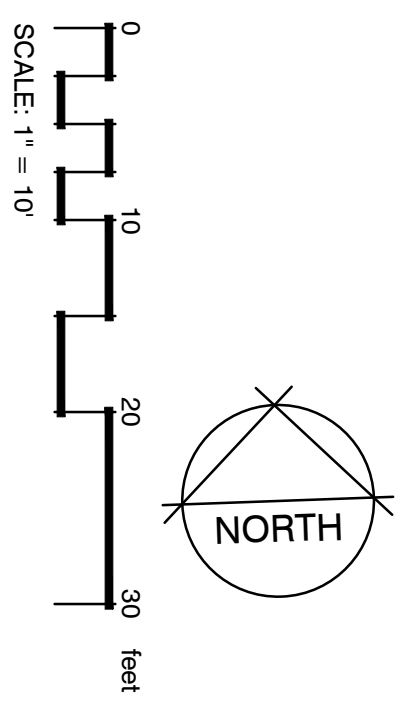
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- NOTES:
1. BASE SURVEY PROVIDED BY H.M.R. ENGINEERING.
 2. LOCATION OF STRUCTURES, HARDSCAPE, AND EXISTING VEGETATION SHALL BE FIELD VERIFIED.
 3. VERIFY ALL LAYOUT AND DIMENSIONS IN FIELD.
 4. PLANT COUNTS ARE FOR CONVENIENCE ONLY. FIELD VERIFY ACCORDINGLY.
 5. CONTRACTOR IS RESPONSIBLE FOR ENSURING POSITIVE DRAINAGE.
 6. CONTRACTOR TO OBTAIN ALL REQUIRED PERMITS.
 7. NOTIFY LANDSCAPE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN DRAWINGS OR FIELD CONDITIONS.
 8. REFER TO ARCH. / CIVIL FOR ALL DEMOLITION, TREE SAVERREMOVAL, UTILITIES, GRADING, DRAINAGE & HARDSCAPE.



DRAFT - FOR REVIEW ONLY
NOT FOR CONSTRUCTION



Espalier, LLC
P.O. Box 1247
Fairhope, Alabama 36533
F: 251-931-3300
espalierdesign.com

KNOLL PARK FLATS

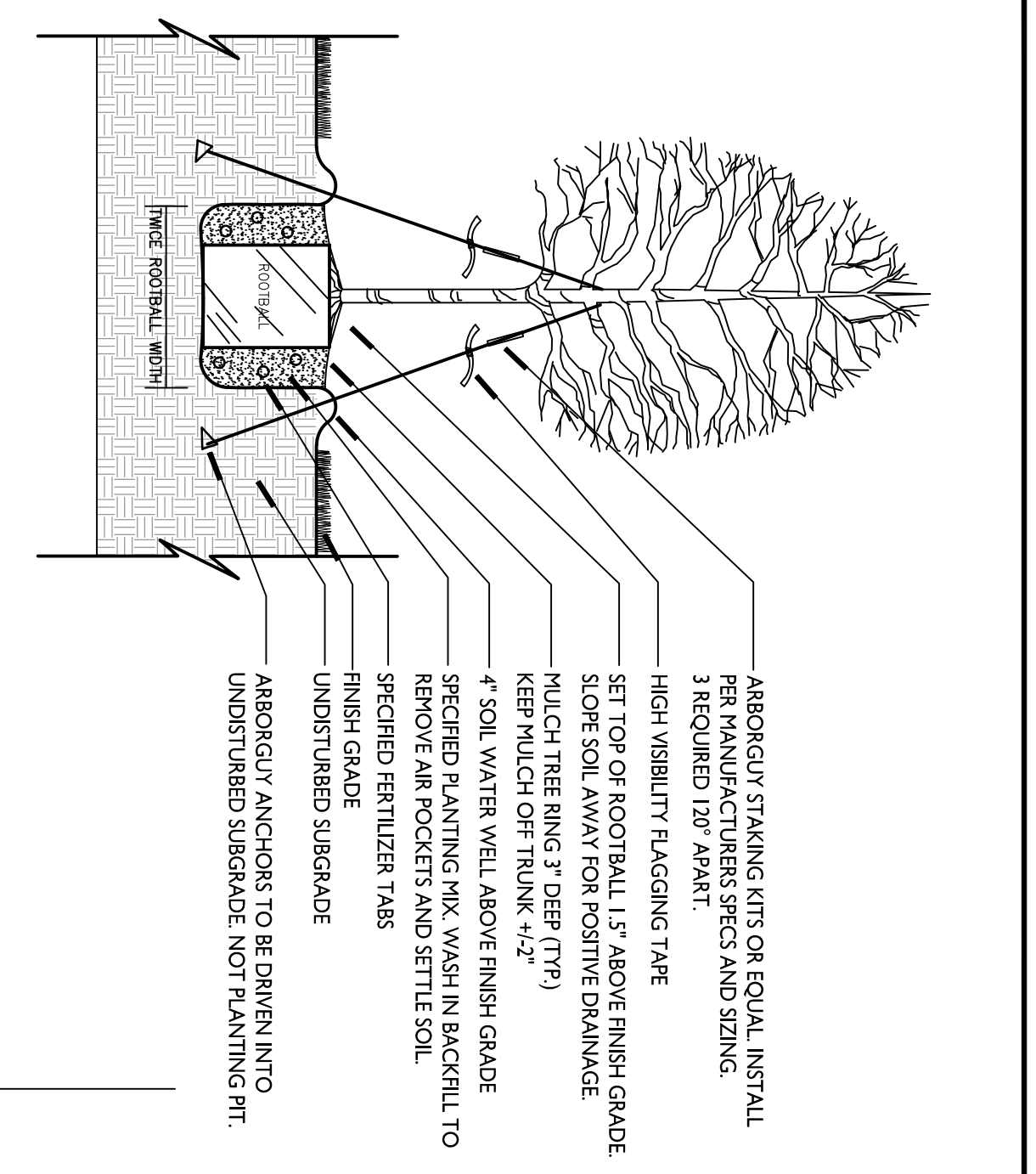
FAIRHOPE AVENUE
FAIRHOPE, AL



ISSUED/REVISED	Site Plan Review
10/27/15	
City Comment	11/17/15

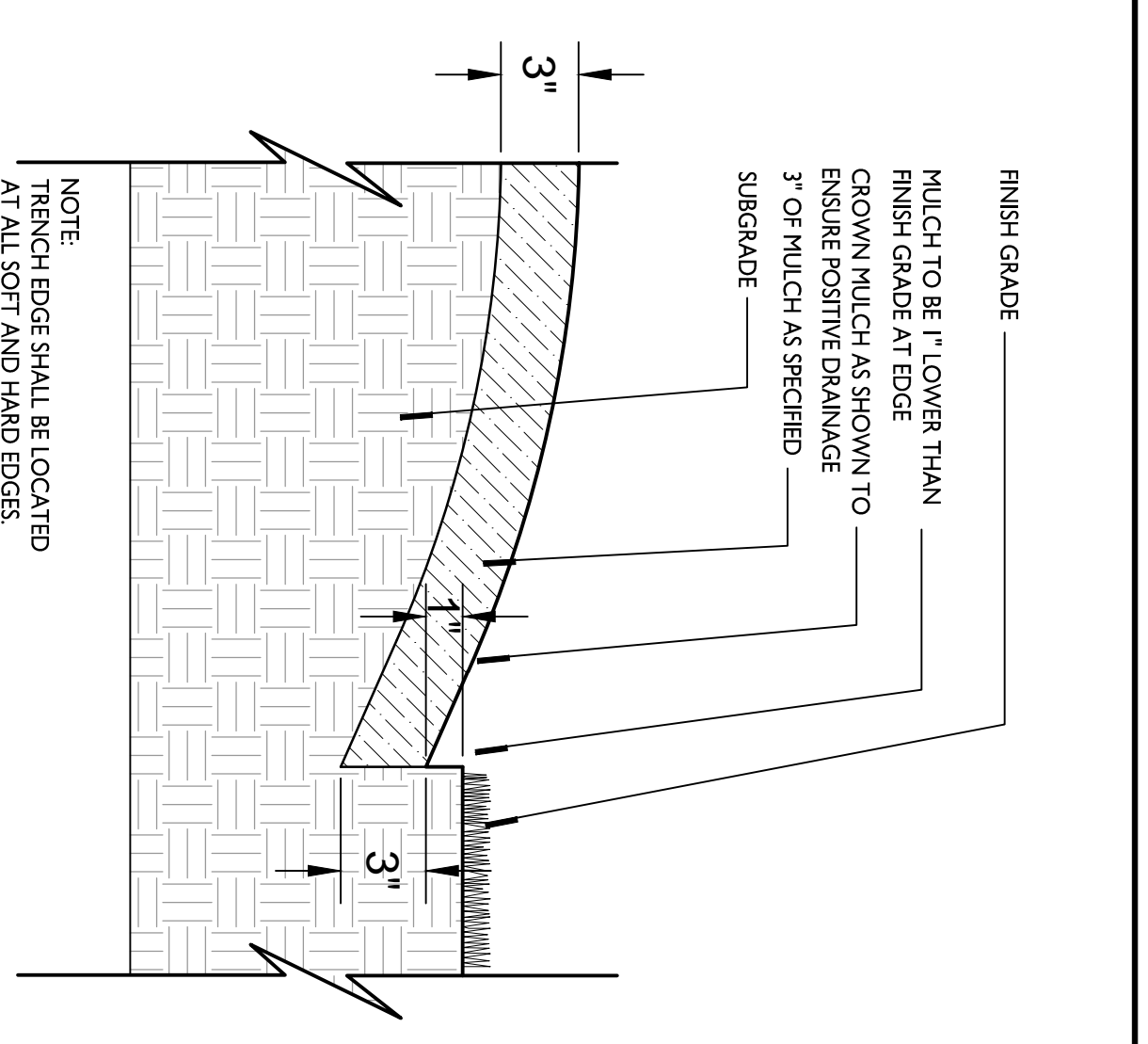
LANDSCAPE PLAN

DESIGNED BY	FOR THE CLIENT
PROJECT NO.	KNOLL PK
DATE	10/13/15
L-1.1	



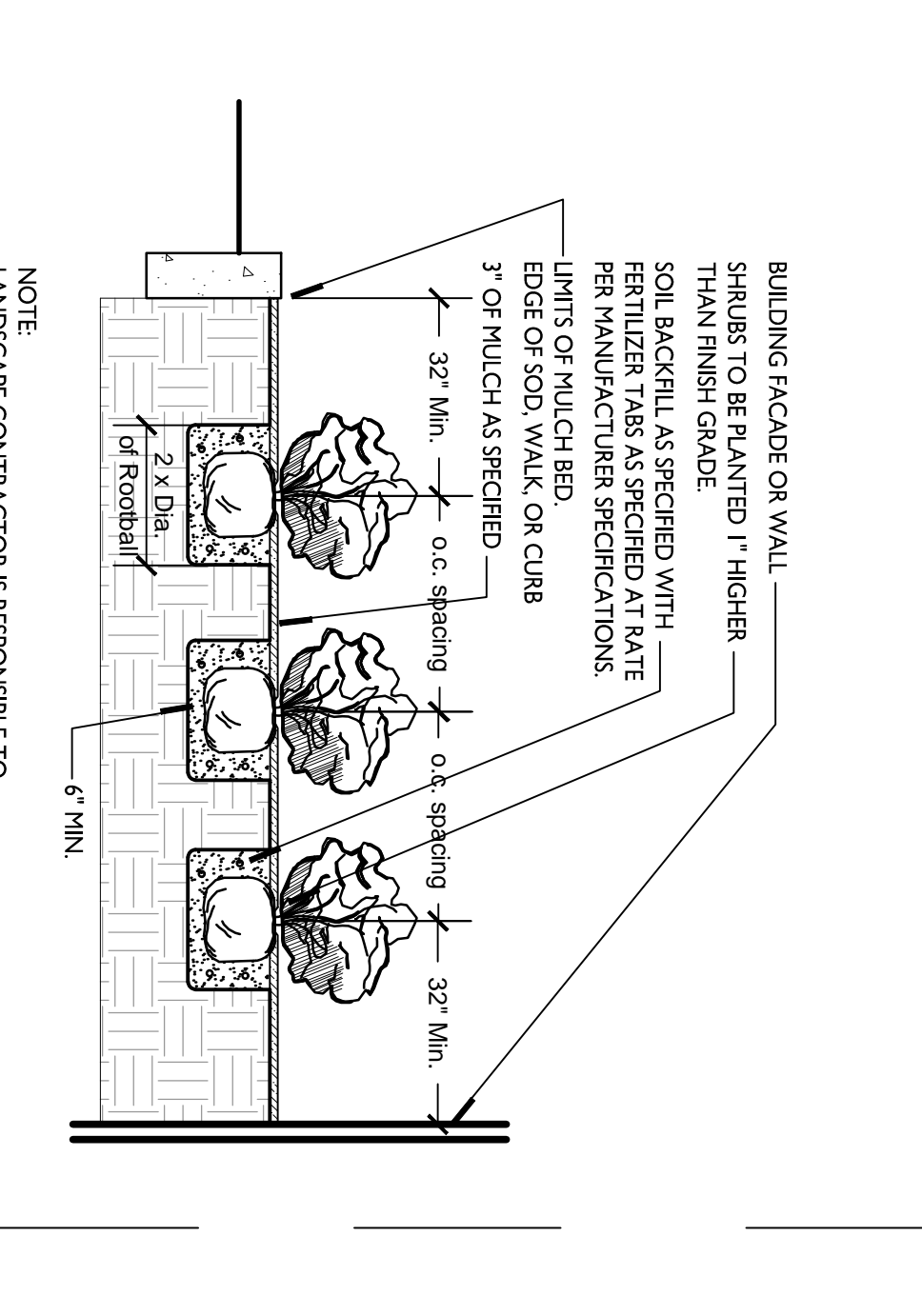
1 TREE PLANTING

LA-01
N.T.S.



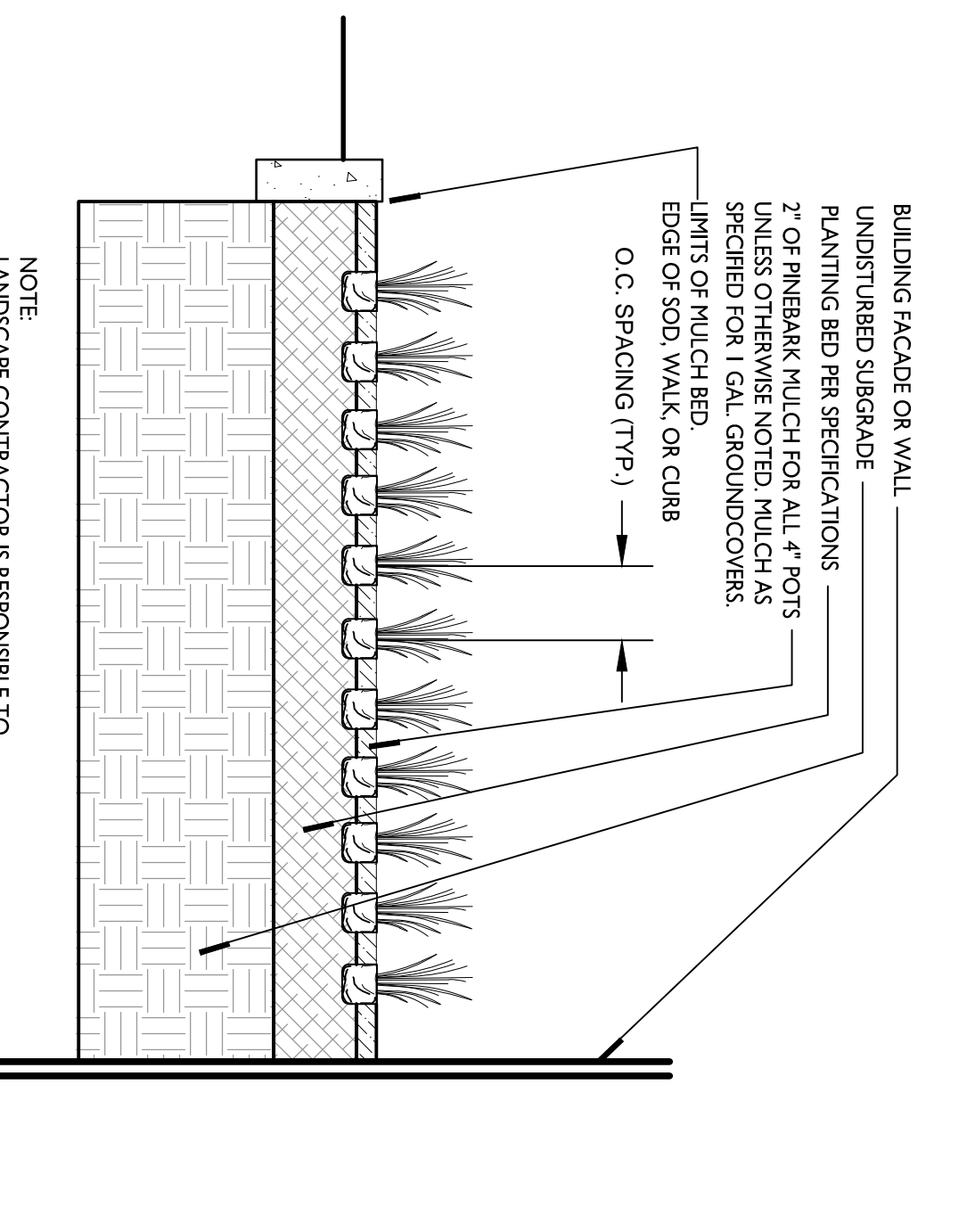
4 TRENCH BED EDGE

LA-04
N.T.S.



2 SHRUB PLANTING DETAIL

LA-02
N.T.S.



3 GROUNDCOVER PLANTING DETAIL

LA-03
N.T.S.

LANDSCAPE NOTES:
 1. This section covers furnishing and installing all landscape plants and non-plant materials covered by the drawings and these specifications. The contractor shall include materials, labor, equipment and services as described herein and indicated on the drawings. Also, the work shall include the maintenance of all plants and planting areas until acceptance by the Owner. and fulfillment of all guarantee provisions as herein specified.
 2. Before beginning work, the contractor shall thoroughly acquaint himself with the existing site conditions and proposed plans. The intent is to provide a smooth transition between existing conditions that are to remain and the new site features with minimal damage to existing trees and vegetation.
 3. Contractor is made aware of active existing underground utilities. It is the contractor's responsibility to familiarize himself with the location of said utilities and other obstructions. The contractor shall investigate and verify, in the field, the existence and location of all utilities and any existing irrigation piping, and take necessary precautions to prevent their disturbance and avoid interruption of service. Contractor is responsible for calling appropriate line location service. All damaged utilities shall be repaired to owners satisfaction by contractor with no additional charge to owner.
 4. Discrepancies between site conditions and conditions on plans shall be call to the attention of the Owner immediately.
 5. Existing grades shall be verified in field prior to beginning any work. Discrepancies shall be brought to the landscape architect's attention immediately. Landscape contractor to provide fine grading to ensure positive drainage.
 6. The landscape architect shall have the right to reject any and all work and/or materials at any stage of progress which in his opinion do not meet the requirements of these plans and specifications. Such rejected material shall be removed from the site immediately and replaced with acceptable materials.
 7. Landscape contractor is responsible for obtaining all state and local permits and licenses required to perform this work.
 8. Landscape contractor shall abide by all state and local laws and ordinances. Contractor shall also conform to POA or ARB guidelines if applicable.
 9. All work shall comply with the current edition of the Standard Building Code published by the Southern Building Code Congress International, Inc.
 10. Topsoil shall be sandy/loam natural, friable, and fertile with a PH of 5.5 to 6.5. Topsoil shall be free from roots, stones, debris, noxious weeds, or any substance harmful to plant growth. Quality of Topsoil to be approved by Landscape Architect.
 11. Once delivered to the site, the contractor is responsible for the protection, including theft, of all materials.
 12. The landscape plan is to serve as a guide for installation. Field adjustment and changes to layout may be made by Landscape Architect.
 13. Contractor shall layout all plant material per planting plans and schedule a site meeting with landscape architect for approval with a minimum of 48 hours notice.
 14. Quantities shown on plant list are for convenience only.
 15. All groundcover & lower beds shall receive 3" minimum of planting mix consisting of decomposed pinebark or mushroom compost and blended into the top 6" of existing soil. Rake beds smooth and top dress with 2" min. of ground pinebark prior to planting.
 16. All tree and shrub planting pits shall be backfilled with 75% excavated soil & 25% planting mix consisting of decomposed pinebark or mushroom compost.
 17. All trees shrubs and groundcovers shall be planted with Woodace fertilizer at rates per manufacturers recommendations. All planting beds shall also be top dressed with a slow release Osmocote fertilizer or equal per manufacturers recommendations prior to mulching.
 18. All beds shall receive Frenhand pre-emergent herbicide or equal.
 19. Unless otherwise noted, all beds shall receive 3" compacted depth of fresh Long Leaf pine straw free from sticks and pine cones. Groundcover areas with 4" plants or plugs shall be mulched with pulverized pinebark, much unless other wise noted.
 20. All bed lines shall have 3" V-shaped trenches. See detail.
 21. All plant material shall meet or exceed federal, state, and county laws requiring inspection for plant disease and insect control.
 22. All plant material shall be Florida #1 or better and meet the latest standards of the American Society for Nursery Stock.
 23. All trees shall be staked with arbor gay (or equal) tree stakes per manufacturers recommendations.
 24. All distaste shall be irrigated and staked.
 25. Contractors shall submit all drawings and have a reasonable final acceptance by owner and landscape architect. Unless specified otherwise, maintenance includes mowing, edging, weeding, blowing, pruning, weeding, mulching, and watering.
 26. Bio-on or other weed control plants shall be removed and replaced immediately.
 27. All materials and workmanship for landscape and irrigation shall be guaranteed for a minimum of one year from final acceptance.
 28. No work shall be performed in any R.O.W. without approval by the appropriate Federal, State, County, or City authority.

5 LANDSCAPE NOTES

LA-16
N.T.S.

PLANT SCHEDULE

CITY REQUIRED TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	REMARKS
	CV	8	Chionodoxa virginica	White Froglily	30 gal	8 Min. Multi-Trunk, 1" Per-Cane Min.
	IK	2	Ilex vomitoria	Katdy Ann	30 gal	8 Min. Multi-Trunk, 3 Cane Min., 5" Per-Cane
	MJ	12	Higelia virginiana	Jim Wilson'	45 gal	Multi-Trunk, 10' Min., Greenforest Nursery
DONATED TREES	QV	1	Quercus virginiana	Southern Live Oak	45 gal	3" Cal. Min., 10' Ht. Min.
	QV2	2	Quercus virginiana	Southern Live Oak	45 gal	
	A8	10	Aegiphos africanus	Blue Lily of the Nile	1 gal	3" Cal. Min., 10' Ht. Min. Install only with written permission from the City of Fairhope. Limp Up to 8' Face out of the Triangle.
	CS	2	Camelia japonica	Sea Foam	15 gal	77" o.c.
	CR	20	Camelia sasanqua	Rose of Autumn	3 gal	36" o.c.
	CO	4	Cephalanthus occidentalis	Butterbush	3 gal	48" o.c.
	CR2	6	Clerodermis tinctoria	Ruby Spice	3 gal	48" o.c.
	DE	34	Dryopteris erythrosora	Autumn Fern	1 gal	30" o.c.
	FH	22	Fothergilla Sp.	Redneck Nation	3 gal	36" o.c. Green Nursery
	HC	12	Hibiscus moscheutos	Common Wonder	3 gal	36" o.c.
	HQ	6	Hydrangea quercifolia	Oakleaf Hydrangea	3 gal	48" o.c.
	IS	36	Ilex glabra	Shamrock Holly	3 gal	30" o.c.
	IS2	24	Ilex vomitoria	Scarlet Peak	15 gal	36" o.c.
	IV	12	Ilex virgilica	Henry's Gamet	3 gal	36" o.c.
	LA	10	Leucothoe axillaris	Coastal Leucothoe	7 gal	36" o.c.
	LB	105	Lamarckia longifolia	Breeze Grass	1 gal	30" o.c.
	HS	8	Hottonia euryphylla	Soft Grass	3 gal	30" o.c.
	OC	20	Odontaspis cinnamomea	Cinnamon Fern	1 gal	24" o.c.
	SC	15	Scaevola repens	Sliver Saw	3 gal	36" o.c.
GROUND COVERS	AC	560	Alysicarpus	Chocolate Chip	47pc	9" o.c.
	CH	1,414 sf	Crnodon dactylo	419 Bermuda Grass	sod	
	DF	134	Dianthus x	Fuchsia Pink	47pc	9" o.c. Classic Groundcovers
	EP	72	Echinacea purpurea	Purple Coneflower	1 gal	15" o.c.
	LB2	176	Liriodendron muscari	Big Blue Lilyburl	47pc	12" o.c.
	OD	446	Ophioglosson	Dwarf Florida Grass	47pc	9" o.c.
	ES	3,776 sf	Eced Mix	seed		80% Ergoxost spectabilis - Purple Love (547) 39 20% Paspalum - Brown Miller (1 1/2 SF) Note: Apply seed at manufacturers recommended rate. substrate annual rye seed for brownmp if applied from October through March.

CITY OF FAIRHOPE LANDSCAPE REQUIREMENTS:

PERIMETER REQUIREMENTS:
 Road Frontage Fee = \$84/30' = 3 Overstory Trees in First 25' regardless of tree credits.
 Road Frontage Fee = \$34.65/30' = 18 Trees
 No Parking Requirements: Parking is under building and on street.
 Total Trees Required = 21 Trees (at least 50% Overstory)
 Total Trees Provided = 55 - (15) Overstory & 10 Understory)
 No Existing Trees Outside

LANDSCAPE PERCENTAGE DATA:

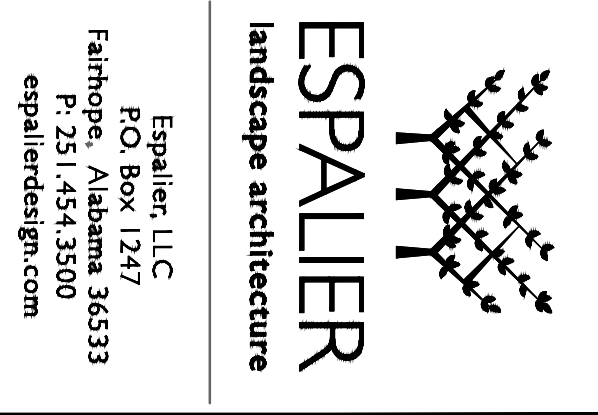
Code	QTY	Botanical Name	Common Name	CONT.	Spacing	Remarks
58	39	Sagittaria arifolia	Arrowhead Fern	1 gal	24" o.c.	

NOTES:
 1. All beds shall receive 3" compacted depth of fresh Long Leaf pine straw free from sticks and pine cones.
 2. Groundcover areas with 4" plants or plugs shall be mulched with pulverized pinebark, much.
 3. This plant list is for convenience only. Contractor to verify.
 4. No bare ground shall be left exposed.
 5. All points of access from public rights of way or at corners of intersecting streets, provide unobstructed visibility between 2.5 and 10' in height.

APPROVED NURSERIES:
 1. GREEN FOREST NURSERY
 2. FLOWERWOOD NURSERY
 3. KINNEY NURSERY
 4. GREENS NURSERY
 5. CHERRY LAKE NURSERY
 6. POSEY & SON NURSERY
 Other nurseries may be approved at the discretion of the landscape architect.

70% Required Green Space:
 18,931 x 20' = 378,620 SF of required green space
 Proposed Office Green Space Along Biveway = 1,282 SF
 Total Proposed Green Space = 4839 SF
 Additional Landscape Created by Owner Outside Property = 41,554 SF

DRAFT - FOR REVIEW ONLY
NOT FOR CONSTRUCTION



Esपालien, LLC
 P.O. Box 1247
 Fairhope, Alabama 36533
 P. 251-951-3500
 espalientd@gmail.com

KNOLL PARK FLATS

BAYVIEW
 FAIRHOPE, AL



ISSUED/REVISED
 Site Plan Review
 10/27/15
 City Comment
 11/17/15

REVISION	BY	DATE
1	DR	11/17/15
2	DR	11/17/15
3	DR	11/17/15

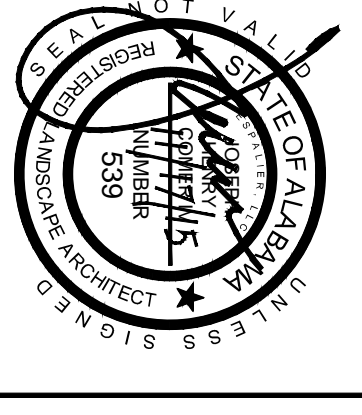
LANDSCAPE DETAILS
 L-1.2



Espalier, LLC
 P.O. Box 1247
 Fairhope, Alabama 36533
 P. 251-951-3500
 espalierdesign.com

KNOLL PARK FLATS

FAIRHOPE AVENUE
 FAIRHOPE, AL

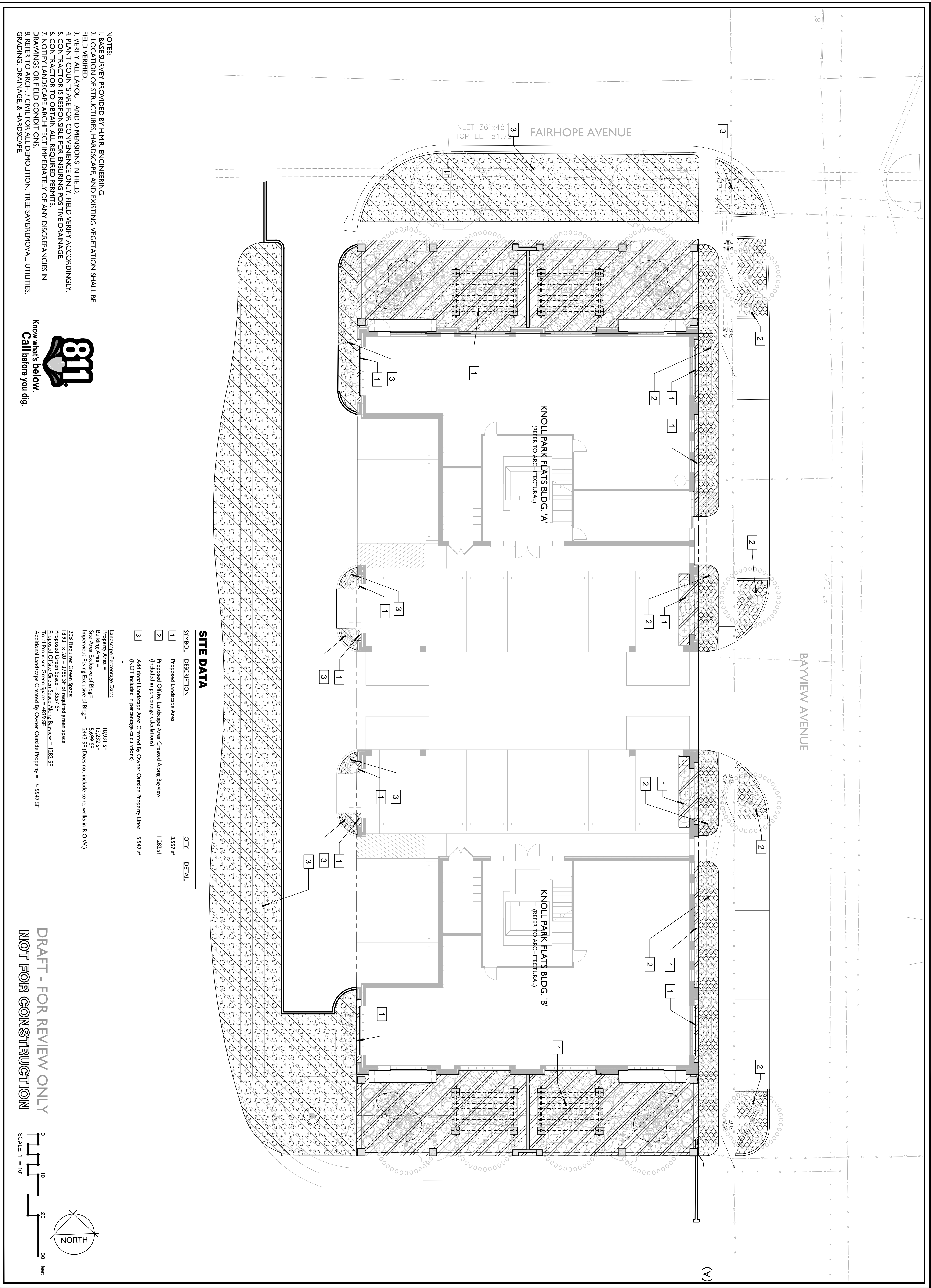


ISSUED/REVISED
 City Comment
 11/17/15

DESIGNED BY	DATE
DRAWN BY	
CHECKED BY	
PROJECT NO.	
DATE	

LANDSCAPE PERCENTAGE PLAN

811 Know what's below. Call before you dig.



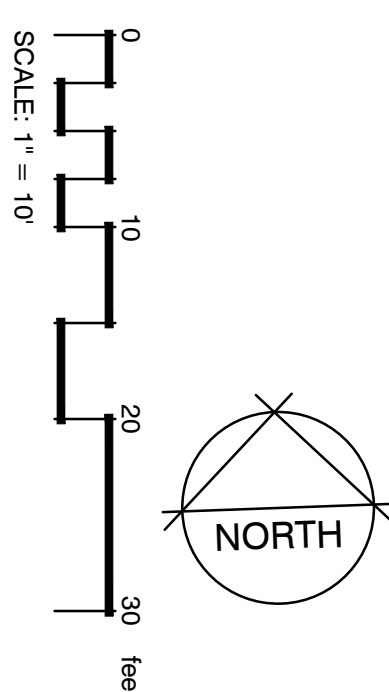
SITE DATA

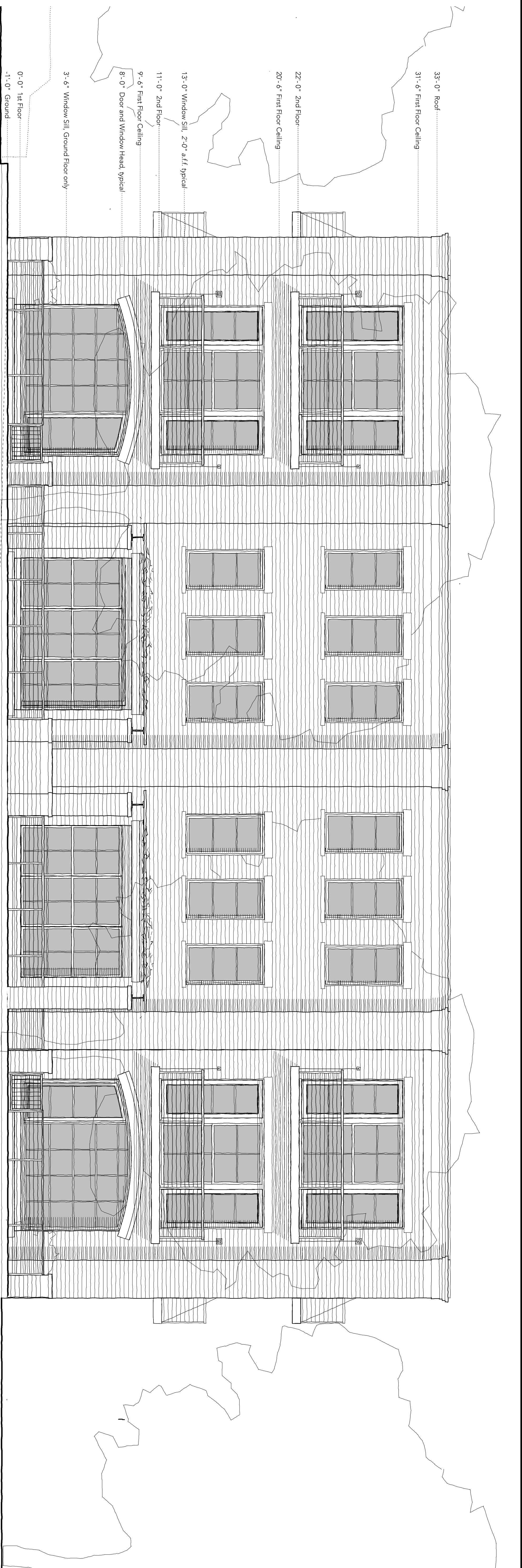
SYMBOL	DESCRIPTION	QTY	DETAIL
1	Proposed Landscape Area	3,557 sf	
2	Proposed Office Landscape Area Created Along Bayview (included in percentage calculations)	1,282 sf	
3	Additional Landscape Area Created By Owner Outside Property Lines (NOT included in percentage calculations)	5,547 sf	

Landscape Percentage Data:
 Property Area = 18,931 SF
 Building Area = 13,223 SF
 Site Area = 5,708 SF
 Impervious Paving Exclusive of Bldg = 2,443 SF (Does not include conc. walks in R.O.W.)
 20% Required Green Space:
 18,931 x .20 = 3,786 SF of required green space
 Proposed Green Space = 3,557 SF
 Proposed Office Green Space Along Bayview = 1,282 SF
 Total Proposed Green Space = 4,839 SF
 Additional Landscape Created By Owner Outside Property = +/- 5,547 SF

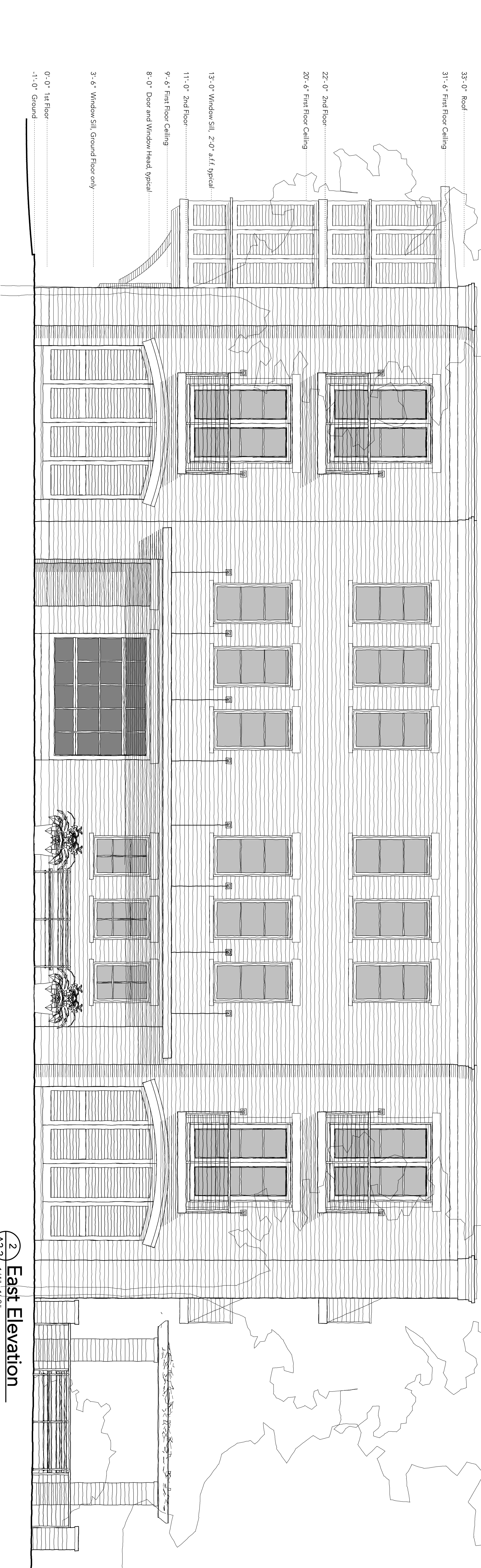
- NOTES:**
1. BASE SURVEY PROVIDED BY H.M.R. ENGINEERING.
 2. LOCATION OF STRUCTURES, HARDSCAPE, AND EXISTING VEGETATION SHALL BE FIELD VERIFIED.
 3. VERIFY ALL LAYOUT AND DIMENSIONS IN FIELD.
 4. PLANT COUNTS ARE FOR CONVENIENCE ONLY. FIELD VERIFY ACCORDINGLY.
 5. CONTRACTOR IS RESPONSIBLE FOR ENSURING POSITIVE DRAINAGE.
 6. CONTRACTOR TO OBTAIN ALL REQUIRED PERMITS.
 7. NOTIFY LANDSCAPE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN DRAWINGS OR FIELD CONDITIONS.
 8. REFER TO ARCH. / CIVIL FOR ALL DEMOLITION, TREE SAVEREMOVAL, UTILITIES, GRADING, DRAINAGE & HARDSCAPE.

DRAFT - FOR REVIEW ONLY
 NOT FOR CONSTRUCTION





1 North Elevation
A2.2 1/4" = 1'-0"



2 East Elevation
A2.2 1/4" = 1'-0"

Bayview Building

A Mixed Use Development
Fairhope, Alabama



www.watershed.pro

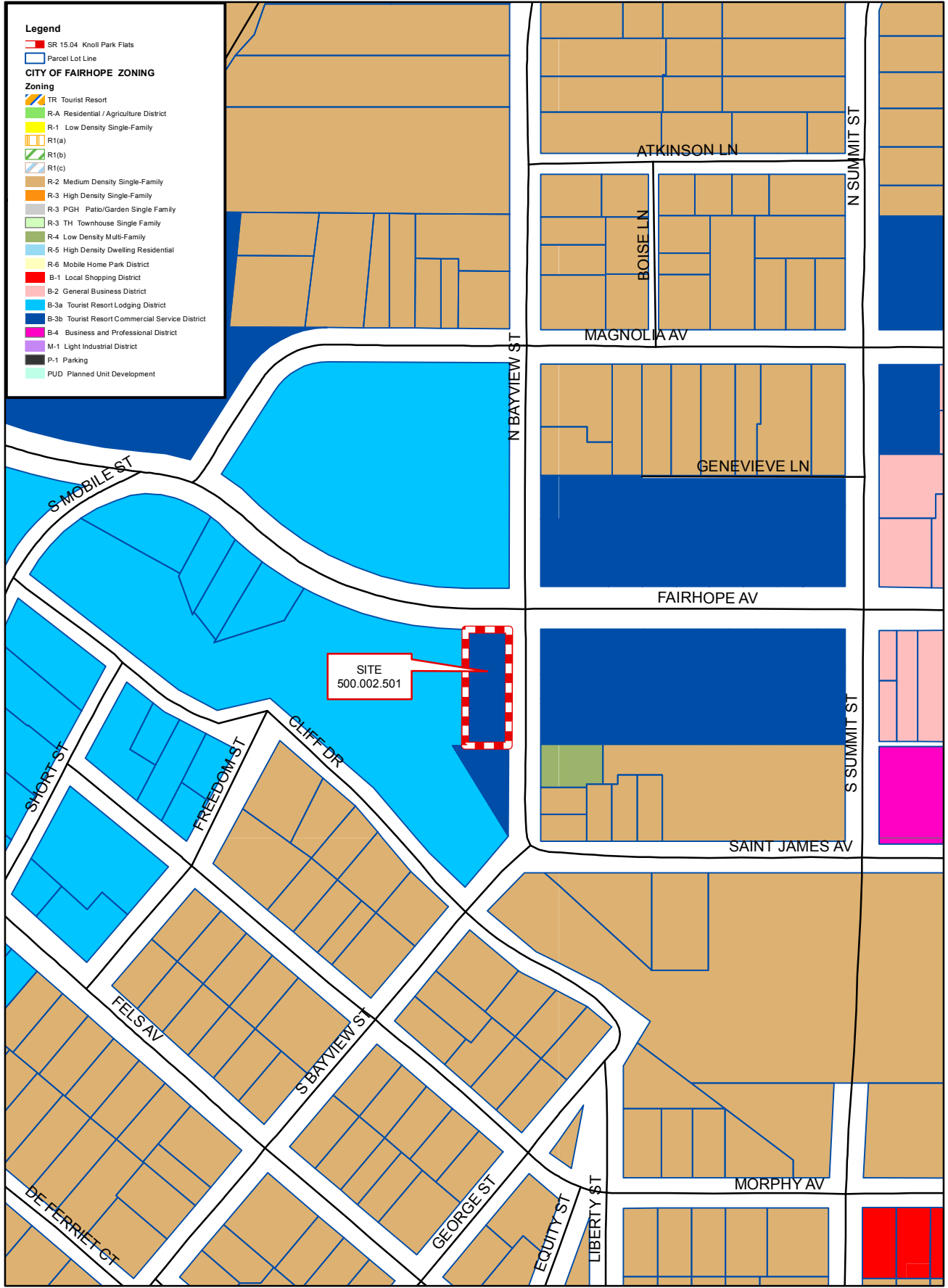
NOT FOR
CONSTRUCTION

Date 03 / 24 / 15
Issued Conceptual Design

WATER SHED
Building Sustainability
302 Magnolia Avenue
Fairhope, AL 36532
p.251.929.0514

A2.1
Elevations
Sections

SR 15.04 Knoll Park Flats



Legend

- SR 15.04 Knoll Park Flats
- Parcel Lot Line

CITY OF FAIRHOPE ZONING

Zoning

- TR Tourist Resort
- R-A Residential / Agriculture District
- R-1 Low Density Single-Family
- R1(a)
- R1(b)
- R1(c)
- R-2 Medium Density Single-Family
- R-3 High Density Single-Family
- R-3 PGH Patio/Garden Single Family
- R-3 TH Townhouse Single Family
- R-4 Low Density Multi-Family
- R-5 High Density Dwelling Residential
- R-6 Mobile Home Park District
- B-1 Local Shopping District
- B-2 General Business District
- B-3a Tourist Resort Lodging District
- B-3b Tourist Resort Commercial Service District
- B-4 Business and Professional District
- M-1 Light Industrial District
- P-1 Parking
- PUD Planned Unit Development

SITE
500.002.501

SR 15.04 Knoll Park Flats
Parcel No.: 05-46-03-37-0-010-005.002.501



DREAMTECH

Design Services

404 Oak Street Fairhope, Alabama 36532

Phone: 251-928-5968 ~ Fax: 251-533-33550

**ATT: Mr. Jonathan Smith
Ms. Nancy Milford
And Members of the Fairhope City Council**

Date: 11-08-2116

I Peter Sikorowski as the Reprehensive Sandy Wise and Designer am requesting a 180 day extension of the site plan approval that was granted for the property located at 406 Oak Av. Fairhope, AL 36532. The site plan was approved by the planning department as well as the city council last year. We are not asking for any changes, alterations just a 180 day extension for the existing site plan approval for the above mentioned property.

Regards:
Pete Sikorowski
404 Oak Ave.
Fairhope, AL. 36535



CITY OF FAIRHOPE
 P.O. DRAWER 429
 FAIRHOPE, AL 36533
 251/928-2136

ALCOHOLIC BEVERAGE LICENSE APPLICATION

PLEASE PRINT

We hereby apply for a license to sell Alcoholic Beverages in the City of Fairhope or its Police Jurisdiction. We agree to abide by all applicable Ordinances of the City, or any amendments to same, and to promptly furnish all reports required by the City.

KATHERINE GAY ZITO

APPLICANT'S NAME THE BALDWIN CO. HUMANE SOCIETY SSN# _____

AGE 55 DATE OF BIRTH 7/30/1961 PLACE OF BIRTH MOBILE, AL

MAILING ADDRESS 1000 CAPTAIN O'NEAL DRIVE DAPHNE, AL 36526

HOME # _____ WORK # _____

CELL # 251-623-0210 FAX # _____

RESIDENCE ADDRESS Same

NO. YEARS AT PRESENT ADDRESS 10 NO. YEARS AT PREVIOUS ADDRESS _____

PREVIOUS ADDRESS _____

NAME AND ADDRESS OF BUSINESS 2016 CHRISTMAS BY THE BAY
CIVIC CENTER DECEMBER 1, 2016 6-11

NAME OF CORPORATION _____

BUSINESS LOCATION _____

HAS APPLICANT EVER HAD AN ALCOHOLIC BEVERAGE LICENSE BEFORE YES

IF SO, WHERE FAIRHOPE UNDER WHAT NAME CHRISTMAS BY THE BAY

HAS APPLICANT EVER BEEN ARRESTED NO IF SO, WHERE _____

WHEN _____ WHAT WAS CHARGE _____

DISPOSITION _____

LIST THREE REFERENCES:

NAME	ADDRESS	PHONE NUMBER
NANCY ROBERTSON		
BEVERLEY ALLEN		
DOE FURMAN		

City of Fairhope
Alcoholic Beverage
License Application
Page -2-

PLEASE SELECT TYPE OF LICENSE APPLYING FOR:

- 011 - PACKAGE STORE LICENSE** – Allows sale of liquor, wine, or beer at Retail, TO GO only. No one under age 21 allowed on premises. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.
- 010- LOUNGE LIQUOR LICENSE** – Allows sale of liquor, wine, or beer for on and off consumption. No one under age 21 allowed on the premises. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.
- 031- CLUB LIQUOR LICENSE** – Allows sale of liquor, wine, or beer but must meet ABC Board's "club" regulations. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.
- 020 - RESTAURANT LIQUOR LICENSE** – Allows sale of liquor, wine, or beer for on-premises consumption only and 51% of gross receipts must come from the sale of food. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.
- 140 - SPECIAL EVENTS LICENSE**
- 160 - SPECIAL RETAIL LICENSE** – More than 30 days
- 040 - BEER ON/OFF PREMISES LICENSE** – Allows sale of Beer Only, on and off consumption.
- 050 - BEER OFF-PREMISES LICENSE** – Allows sale of Beer Only, TO GO only.
- 060 - WINE ON/OFF PREMISES LICENSE** – Allows sale of Wine Only, on and off consumption.
- 070 - WINE OFF-PREMISES LICENSE** – Allows sale of Wine Only, TO GO, only.
- 100 - WINE WHOLESALER LICENSE**
- 210 - WINE IMPORTER LICENSE**
- 200 - WINE MANUFACTURER LICENSE**
- 240 - NON-PROFIT TAX EXEMPT LICENSE**

I STATE ALL THE ABOVE TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Katherine Day Job
SIGNATURE (FULL NAME)

10/25/16
DATE

NOT APPROVED _____ DATE _____
Chief of Police

NOT APPROVED
BY COUNCIL _____ DATE _____
City Clerk

APPROVED Joseph H. Pettit DATE 11-01-2016
Chief of Police

APPROVED
BY COUNCIL _____ DATE _____
City Clerk

** The Chief of Police is only acquiring a background check on the owners, partners, or corporate officers of the business for the City of Fairhope. The Alabama Alcoholic Beverage Control Board does a thorough Federal and State background check before issuing the License.