

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

MONDAY, 8 MAY 2017 – 4:30 P.M. – COUNCIL CHAMBERS

1. Library Board - Dan Stankoski
2. Marina/Boatyard Lease Discussions
3. Committee Updates
4. Department Head Updates

Next Regular Meeting Thursday, May 18, 2017 Same Time and Place

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 8 MAY 2017 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 24 April 2017 Regular City Council Meeting, minutes of 24 April 2017 Work Session, and minutes of 24 April 2017 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** - Ordinance - Amend Zoning Ordinance No. 1253.
Request to rezone the property of Ecumenical Ministries, Inc. from R-2 Medium Density Single Family Residential District to B-2 General Business District. This property is generally located at 566 Fairhope Avenue, Fairhope, Alabama. Parcel No. 05-46-03-37-0-008-006.510.
6. Ordinance – An Ordinance establishing that the Placement and Negotiations of City Insurance will be at the Discretion of the City Treasurer.
7. Ordinance – An Ordinance to repeal and replace Ordinance No. 1388 to exempt certain “Covered Items” from the Municipal Sales and Use Tax during the third full weekend of July, 2017, as authorized by Act 2017-120, generally referred to as the State Sales Tax Holiday Legislation.
8. Ordinance – An Ordinance amending Ordinance No. 1587: The Rules of Procedures in all instances for Meetings of the City Council; Section VIII.
9. Resolution – That City Council approves the selection of Valley House Design to perform Professional Consulting Services for Graphic Design and Layout (RFQ No. PS022-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.
10. Resolution – That the City Council approves the selection of Jessica Sawyer to perform Professional Consulting Services to Develop Public Relations, Communications and Social Media Plan (RFQ No. PS023-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.
11. Resolution – That the City Council approves the selection of Cavanaugh MacDonald Consulting, LLC to perform Professional Consulting Services to Prepare Actuarial Valuation of the City’s OPEB Liability for fiscal year ending 09-30-16 (RFQ No. PS027-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

12. Resolution – That the City Council approves the selection of Clair Byrd Dorough to perform On-Call Professional Consulting Services for Technical Writing for the Planning Director (RFQ No. PS024-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.
13. Resolution – That the City of Fairhope hereby terminates the contract between the City of Fairhope and R. E. Pender, Inc.; and authorizes Mayor Wilson to sign the necessary paperwork.
14. Resolution – To Reject all Bids for Supply Zinc Orthophosphate and TKKP Chemicals 2017 for the Water Department (Bid No. 002-017).
15. Resolution – That the City of Fairhope has voted to procure Zinc Orthophosphate and TKKP Chemicals for the Water Department; based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7), these are materials needed, used and consumed in the operations of our waterworks system; and allow to negotiate with the current supplier to obtain pricing favorable to the City and to continue using materials with a proven history of success.
16. Resolution – That the City of Fairhope has voted to purchase five (5) Vehicles (2017 Chevy Tahoe SUV) for the Police Department and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The Total Cost for five is \$160,055.95 (\$32,011.19 each).
17. Resolution – That the City of Fairhope has voted to procure non-budgeted Meter Reading Equipment for the Meter Department 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. The total cost is \$6,220.00.
18. Resolution – That the City of Fairhope has voted to purchase Three-Phase Pad Mount Transformers for the Electric Department: 2 each 300 KVA and 2 each 500 KVA; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$36,548.00.
19. Resolution – To Award Bid for Pest Control 2017 to Beebe's Pest & Termite Control with a bid proposal of \$7,200.00 per year.
20. Resolution – Authorizing Mayor Karin Wilson to inform and submit the Municipal Water Pollution Prevention Program (MWPP) Report for 2016 to the Department of Environmental Management.
21. Resolution – That Mayor Karin Wilson is hereby authorized to execute the Agreement between Cunningham DeLaney Construction, LLC and the City of Fairhope regarding Woodlawn Subdivision, Phase 3 and the Tree Remediation Plan.
22. Resolution – That Mayor Karin Wilson is hereby authorized to execute a Release and Settlement Agreement between the City of Fairhope, Alabama Municipal Insurance Corporation, and The Charter Oaks Fire Insurance Company a/k/a Travelers Insurance Company.

23. Appointment – Airport Authority
24. Charge off Uncollectible Utility Accounts for the fiscal year 2012-2013 in the amount of \$118,174.89.
25. Charge off Insufficient Checks (“NSF”) through prior to fiscal year ending 2013 in the amount of \$1,688.00.
26. Executive Session – Discuss the consideration the City is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property; and discuss preliminary negotiations involving matters of trade or commerce in which the City is in competition with private individuals or entities. The discussions could have a detrimental effect upon the competitive position of the City in the negotiations if the matter was discussed in public.
27. Public Participation – (3 minutes maximum)
28. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, May 8, 2017 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, May 8, 2017 – Council Chamber**

Next Regular Meeting – Thursday, May 18, 2017 - 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 April 2017.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks.

There being a quorum present, Council President Burrell called the meeting to order. The invocation was given by Dr. Ed Glaize, Senior Pastor of Fairhope United Methodist Church, and the Pledge of Allegiance was recited.

Council President Burrell stated that the Mayor's Veto would be addressed after Public Participation; and was placed on the agenda by City Clerk Lisa Hanks where prior vetoes had been placed. He also stated there was a need to add on one agenda item after Council Comments: a Resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Planning Technician; and the Job Description with stated pay range (\$15.00 to \$19.00 per hour).

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

Councilmember Robinson moved to approve minutes of the 10 April 2017, regular meeting; minutes of the 10 April 2017, work session; and minutes of the 10 April 2017, agenda meeting. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Mayor Wilson addressed the City Council regarding the proposed budget. She stated the budget sets goals and objectives for the City; and as CEO the Mayor prepares and presents recommendations to the Council. Mayor Wilson commented on the omission to the budget for funding of the Economic and Community Development Director position and the department. She stated this position was created four months ago with a pay grade based on the job description. Mayor Wilson stated her decisions are being made for the best interest of the City.

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Mayor Wilson read the following reasons for vetoing the Ordinance amending Ordinance No. 1572: Fly Creek PUD Sunset Provision; Paragraph 3 (a).

When this ordinance originally passed on April 11, 2016 the great majority of our citizens opposed the zoning change allowing the construction of this large apartment complex in an environmentally sensitive area.

The developer of this project, to persuade the prior Council to approve the change, agreed to a more environmentally sensitive storm water drainage system as well as a one year sunset provision. The developer then changed the drainage plan to a more conventional drainage system that is a point discharge from a pipe into a detention pond. This is the same system that already failed and damaged Fly Creek and is unacceptable. The Planning Commission rightly denied approval of this plan and it is the developer who is at fault if the sunset provision causes this apartment project to fail - not the City. I cannot, therefore, in good conscience sign this into law and request the Council respect the wishes of the citizens of Fairhope in this matter. The third reason is the acceptance of a deed of gift from Corte for the lift station property on October 24, 2016. She questioned the 3 acres of land that was accepted and being wetlands; and stated this was the source of the Publix lawsuit.

The following individuals spoke during Public Participation for Agenda Items:

- 1) Francis Paul Ripp, 22985 High Ridge Road, addressed the City Council on Agenda Item No. 3: Mayor's Veto of an Ordinance amending Ordinance No. 1572: Fly Creek PUD Sunset Provision; Paragraph 3 (a). He stated the property where the lift station is located is the lowest point of all of that property; and it was accepted after being recorded.
- 2) Johnny Chaney, 598 Middle Street, addressed the City Council regarding three new construction projects near his property and not cleaning up. He said they have messed up drains; and needs an engineer to look at the sites.
- 3) Maggie Mosteller, resident for 34 years, addressed the City Council and said she was grateful for all who are serving the citizens of Fairhope. She thanked the City Council regarding the "Design Studio". Ms. Mosteller said that Perkes and Johnson have done well so far with the Community. Ms. Mosteller also addressed the budget and stated the City needs an Economic and Community Development Director; and this position is crucial to the City.
- 4) Lee Frailie, 213 North Circle, addressed the City Council on Agenda Item No. 3: Mayor's Veto of an Ordinance amending Ordinance No. 1572: Fly Creek PUD Sunset Provision; Paragraph 3 (a). Mr. Frailie stated he was opposed to apartment construction on Corte property; but does not oppose the extension.

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- 5) Dean Mosher, 456 Oak Avenue, addressed the City Council regarding Agenda Item No. 3: Mayor's Veto of an Ordinance amending Ordinance No. 1572: Fly Creek PUD Sunset Provision; Paragraph 3 (a). Mr. Mosher said he has been a resident for 42 years; and the City cannot handle growth and handle density. He said economic development is a must; and also, mentioned parking issues need to be addressed.
- 6) Ron Allen, 6612 Willow Bridge, addressed the City Council regarding Agenda Item No. 17: Approval of 2016 – 2017 Budget. He requested the City Council to give full discussion of omissions.
- 7) Kelly Eby, 9828 Chariot Avenue, addressed the City Council and questioned their experience for preparing a budget of this size. Council President Burrell replied he has been on the Council for five years. Councilmember Robinson replied he has a Finance Degree from the University of South Alabama and is litigator of complex litigation over 11 years. Councilmember Conyers replied he works for a community bank with a budget over \$65 million. Councilmember Brown responded he is on the Alabama State Homebuilders Board and is their Treasurer. Councilmember Boone responded for over 35 years has been running his own business. Ms. Eby stated there needs to be transparency. Councilmember Robinson stated citizens reached out to him this weekend with questions. Ms. Eby said the City Council needs to communicate before voting; and not just before agenda items.
- 8) Unknown Citizen addressed the City Council and stated she truly believes that all of the Councilmembers and Mayor love the City and are in these positions for a reason. She said they all have a higher level of accountability to the citizens. She said they need to get to know each other and stop the fighting. She said they need transparency, respect, and unity.
- 9) Reverend Larry Williams, 623 Middle Street, addressed the City Council and stated one vote is all he has in an election. He said the majority of Fairhope fell in love with the Mayor's agenda and voted her in office. He said we elected the Councilmembers to help Mayor with her agenda.

Councilmember Robinson stated that negative and inaccurate information can lead to more issues. He mentioned a press release that said potential services would be cut or shut down. Councilmember Robinson said he called City attorneys for answers; and called the Alabama League of Municipalities for answers. He said City services are budgeted and approved and cannot be touched without City Council's approval. He said, "we need to stop political posturing in this City." He brought up two of the items in question: (1) Special Events Coordinator; position is still in budget he has seen; and (2) Press Release – who determines hours of operations; policy is set by Council. He encouraged the Mayor and City Council to seek advice and resources before putting something out to public. Councilmember Robinson said he enjoys speaking with citizens; and encouraged them to reach out to the Mayor and City Council.

Mayor Wilson said the divide is caused by the hiring freeze; and we still have to post jobs, interview, hire, and train. She commented overtime has never been shown on the budget until now.

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Councilmember Robinson replied the hiring freeze has not affected departments; and the ability to post was not in the hiring freeze. He said the needs of open positions consisted of only six positions. Councilmember Robinson commented Mayor Wilson received a preliminary budget and took four months. He said we received her proposed budget in March which is a little over one month.

Councilmember Conyers stated Ms. Eby pointed out better communication and he agrees with that need. He brought up the Airport Authority appointments and said the Mayor nominates and the City Council approves the appointments. He said what is fair and what is right for citizens are not the same. Councilmember Conyers thanked the Department Heads, the Mayor, Councilmembers Burrell and Brown, and everyone else for their work on the budget.

Councilmember Brown read all of the proposed new positions: 28 full-time positions and the rest were part-time positions. He commented all were budgeted except nine. Councilmember Brown explained the City Council was told it was a single position not a department when we approved this high paid position: Economic and Community Development Director. He suggested everyone to get the facts from others and not just one person. He stated we should be one City under God. Councilmember Brown announced the Puttin' on the Grits fundraiser on April 27, 2017.

Councilmember Boone announced the Fairhope Rotary Steak Cook-off event scheduled for May 12, 2017. He invited everyone out to have a good time.

Council President Burrell explained how the agendas are put together; and stated that only two items were put on this agenda by the City Council. He said that staff puts together items at the request of the Mayor or Department Heads.

City Attorney Wynne addressed the City Council on the Corte deed of gift and that Lot 6 C of the Subdivision went before the Planning Commission with 1.6 acres being uplands and the rest wetlands. He stated it was publicly known when it went before the Commission and already on the recorded plat. He commented just owning wetlands does not create a liability; and the City of Fairhope was dismissed from the Publix lawsuit. The property was needed for City sewer lines which run almost up the middle of the property. Council President Burrell said the City Clerk is relying on expert to make sure all items are there and part of the packet.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Planning Technician; and the Job Description with stated pay range (\$15.00 to \$19.00 per hour). Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2715-17

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Planning Technician; and the Job Description with stated pay range (\$15.00 to \$19.00 per hour).

ADOPTED THIS 24TH DAY OF APRIL, 2017

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone moved to overturn Mayor Wilson's veto of Ordinance amending Ordinance No. 1572: Fly Creek PUD Sunset Provision; Paragraph 3 (a). The motion was seconded by Councilmember Brown. Councilmember Robinson said that his discussion has already been given; and Exhibit A needs to be addressed. He said there are two other options for Fly Creek PUD and Sunset Provision that he felled to mention at the last meeting: (1) request approved, developer meets all requirements, and will be built; and (2) request approved, developer does not meet requirements, will not be built. Councilmember Conyers stated his position had not changed; and feels he is doing right for all. Councilmember Boone stated the eco and environmental issues are the same for apartments and condos. He said no one would appreciate being given a year and then take it away. Council President Burrell stated this is a matter of fairness; and Fly Creek PUD was approved and we must give them a year. Council President Burrell said that if he finds out something was not right with the deed of gift, he would find a way to reverse. After further discussion, the motion passed by the following voice votes: AYE – Burrell, Robinson, Brown, and Boone. NAY – Conyers.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Karin Wilson is hereby authorized to execute a Second Extension of Agreement concerning Tolling of the Statute of Limitations between the Utilities Board of the City of Daphne and the City of Fairhope regarding jointly owned gas lines. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2716-17

WHEREAS, the City Council adopted Resolution No. 2634-16 on December 12, 2016 which authorized the execution of the Agreement concerning Tolling of the Statute of Limitations between the Utilities Board of the City of Daphne and the City of Fairhope regarding jointly owned gas lines; and

WHEREAS, Fairhope and Daphne Utilities executed a first extension for an additional ninety (90) days effective January 15, 2017; and

WHEREAS, Fairhope and Daphne Utilities desire to extend the Tolling Agreement an additional ninety-two (92) days.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a Second Extension of Agreement concerning Tolling of the Statute of Limitations between the Utilities Board of the City of Daphne and the City of Fairhope regarding jointly owned gas lines.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection of Diversified Emergency Management Associates, LLC to perform Professional Consulting Services for Composing Disaster Debris Management Plan 2017 and Modification of Disaster Debris Removal and Disposal Bid for Agency Compliance (RFQ No. PS020-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, establish a not-to-exceed limit of \$20,000.00; and execute the associated contract. The motion was seconded by Councilmember Robinson. Purchasing Manager Dan Ames explained we need to do bid specs for disaster debris removal; and we need to be compliant with FEMA before bids go out. He commented this should not be over \$20,000.00 and we need to move forward quickly with this bid. After further discussion, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2717-17

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Diversified Emergency Management Associates, LLC to perform Professional Consulting Services for Composing Disaster Debris Management Plan 2017 and Modification of Disaster Debris Removal and Disposal Bid for Agency Compliance (RFQ No. PS020-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, establish a not-to-exceed limit of \$20,000.00; and execute the associated contract.

DULY ADOPTED THIS 24TH DAY OF APRIL, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Karin Wilson is hereby authorized to execute a contract with Engineering Design Technologies, Inc., for RFQ No. PS018-17, Professional Engineering Services for repairs to Quail Creek Clubhouse 2017, with a not to exceed \$24,500.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 2718-17

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 Engineering Design Technologies, Inc., for RFQ No. PS018-17, Professional Engineering Services for repairs to Quail Creek Clubhouse 2017, with a not to exceed \$24,500.00

DULY ADOPTED THIS 24TH DAY OF APRIL, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

24 April 2017

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Karin Wilson is hereby authorized to execute a contract with Mississippi State University Gulf Coast Community Design Studio for RFQ No. PS021-17, Professional Consulting Services for South Fairhope Community Action Plan, with a not to exceed \$27,380.35. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 2719-17

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 Mississippi State University Gulf Coast Community Design Studio for RFQ No. PS021-17, Professional Consulting Services for South Fairhope Community Action Plan, with a not to exceed \$27,380.35.

DULY ADOPTED THIS 24TH DAY OF APRIL, 2017

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 that Mayor Karin Wilson is hereby authorized to execute a Reimbursable Agreement for Relocation of Utility Facilities for County Project Number ERPR-8980(911) between the City of Fairhope and the Baldwin County Commission on CR32 500' east of SR181 with the proposed location remaining the same and depth being lowered an additional 12' (approximately). The total estimated reimbursable cost is \$17,031.47. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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24 April 2017

RESOLUTION NO. 2720-17

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that Mayor Karin Wilson is hereby authorized to execute a Reimbursable Agreement for Relocation of Utility Facilities for County Project Number ERPR-8980(911) between the City of Fairhope and the Baldwin County Commission on CR32 500' east of SR181 with the proposed location remaining the same and depth being lowered an additional 12' (approximately). The total estimated reimbursable cost is \$17,031.47.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure Service for Project No. GAS002-17 to Relocate Gas Line on CR 32 for the County Drainage Project; and to purchase Materials (required pipe and fittings) for same. The total project cost is \$17,031.47: \$14,905.13 for Service and \$2,216.34 for Materials. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 2721-17

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

[1] That the City of Fairhope has voted to procure Service for Project No. GAS002-17 to Relocate Gas Line on CR 32 for the County Drainage Project; and to purchase Materials (required pipe and fittings) for same. The total project cost is \$17,031.47: \$14,905.13 for Service and \$2,216.34 for Materials. Please note the cost borne by the City of Fairhope for the utility relocation is 100% reimbursable and the County will reimburse the City as soon as the work has been completed.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

24 April 2017

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Karin Wilson is hereby authorized to execute a South Alabama Mutual Assistance Agreement with between the City of Fairhope and among the counties, towns, and cities of the South Alabama Mutual Assistance Compact to provide and receive mutual aid as a result of a Disaster. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 2722-17

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, that Mayor Karin Wilson is hereby authorized to execute a South Alabama Mutual Assistance Agreement between the City of Fairhope and among the counties, towns, and cities of the South Alabama Mutual Assistance Compact to provide and receive mutual aid as a result of fire, flood, storm, epidemic, technological failure or accident, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, earthquake, explosion, terrorism, or man-made disaster, or other conditions (“Disasters”).

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope hereby terminates the contract titled City Engineer Services between the City of Fairhope and Jade Consulting, LLC due to Clause No. E Terms and Conditions (11); and authorizes Mayor Wilson to sign the necessary paperwork. The motion was seconded by Councilmember Robinson. Council President Burrell commented that this was not a reflection of Jade Consulting. He said we have hired an Operations Director who is an engineer; and we will hire a Public Works Director who will also be an engineer. After further discussion, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2723-17

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

1] That on October 27, 2014 the City of Fairhope entered into a contract with Jade Consulting, LLC for City Engineer Services (RFQ PS003-17).

[2] That the City of Fairhope hereby terminates the contract titled City Engineer Services between the City of Fairhope and Jade Consulting, LLC due to Clause No. E Terms and Conditions (11); and authorizes Mayor Wilson to sign the necessary paperwork.

Adopted on this 24th day of April, 2017

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 accepting all of Fairhope's public utilities located in right-of-ways within Bridlewood Farms for maintenance and to authorize Mayor Karin Wilson to execute the Maintenance and Guaranty Agreement between the City of Fairhope and BR549, LLC. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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24 April 2017

RESOLUTION NO. 2724-17

WHEREAS, the Owners of Bridlewood Farms desire to have all Fairhope public utilities dedicated on the plat filed for record in the Probate Records of Baldwin County, Alabama, on Slide 2591-E accepted for maintenance by the City of Fairhope, Alabama, and;

WHEREAS, the City of Fairhope, Alabama, has received notice from the engineers of the project that the design and capacity of the public improvements have been designed in conformance with City requirements, and;

WHEREAS, the Water and Sewer Superintendent has indicated that the improvements meet City requirements, and;

WHEREAS, the City of Fairhope, Alabama, has received from the owners of Bridlewood Farms, maintenance bonds for the public improvements constructed for a period of 2 years, and;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA that the public improvements indicated herein for Bridlewood Farms are hereby accepted for public maintenance subject to the bond posted; and authorizes Mayor Karin Wilson to execute the Maintenance and Guaranty Agreement between the City of Fairhope and BR549, LLC (the "Subdivider").

BE IT FURTHER RESOLVED this resolution of acceptance shall not obligate the City of Fairhope to maintain any utility or drainage facilities outside the limits of the right-of-way of the public streets, whether or not such may be located within dedicated easements in any of these developments.

Adopted this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

24 April 2017

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to Award Bid for Miniature LED Lights 2017 (Bid No. 013-17) with the total bid proposal of \$8.62 per strand for a total cost of \$129,300.00 for approximately 15,000 strands. Seconded by Councilmember Brown, motion passed unanimously by voice vote. Purchasing Manager Dan Ames explained that we spent about the same last year, but these are LED lights.

RESOLUTION NO. 2725-17

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

[1] That the City of Fairhope did request, receive, and open bids for Miniature LED Lights 2017 for the Electric Department (Bid Number 013-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Please see attached Bid Tabulation for
Miniature LED Lights 2017 for the Electric Department

[3] After evaluating the bid proposals with the required bid specifications, Jubilee Ace Home Center, with the total bid proposal of \$8.62 per strand for a total cost of \$129,300.00 for approximately 15,000 strands, is now awarded the bid for Miniature LED Lights 2017 for the Electric Department.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

24 April 2017

CITY OF FAIRHOPE
 BID TABULATION
 BID NUMBER: 013-17
 BID NAME: Miniature LED Lights 2017
 OPENED: February 23, 2017, 9:00 a.m.

(City anticipates procuring approximately 15,000 strands)

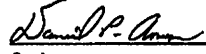
VENDOR	Non-Collusion/ Proposal Executed /Signed / Notarized	Signed Addenda #1 and #2	ARO in days	Instructions /Specification Compliance	Manufacturer/ Model Number	Base Bid Price per		Base Bid Price per ft	
						\$	(Ft. Length)	\$	Ft.(length)
JUBILEE ACE HOME CENTER, Inc. dba JUBILEE ACE HOME CENTER	YES		5 days	some	Celebrations 40840-71	\$8.62	29'		
DISPLAY SALES COMPANY	YES			some	China ML100G3WW	\$19.18	100'		
ALL AMERICAN CHRISTMAS CO.	NO BID								
DIXIE DECORATIONS	NO RESPONSE								
ALLIED ELECTRONICS, INC.	NO RESPONSE								
WAL-MART (Daphne)	NO RESPONSE								
HOLIDAY DESIGNS	NO RESPONSE								
CHRISTMAS LIGHTS, ETC	NO RESPONSE								
WAL-MART (Fairhope)	NO RESPONSE								
GRAYBAR	NO RESPONSE								
COASTAL EXPOSURES LANDSCAPES, INC	NO RESPONSE								
CITY ELECTRIC SUPPLY	NO RESPONSE								
WINTERGREEN CORPORATION	NO RESPONSE								
LOWES	NO RESPONSE								
NOVELTY LIGHTS, INC	NO RESPONSE								
HOME DEPOT	NO RESPONSE								
HOLIDAY DESIGNS	NO RESPONSE								
GRAYBAR	NO RESPONSE								
ROBERT MOORES CHRISTMAS TOWN	NO RESPONSE								
BAY SHORE ELECTRIC	NO RESPONSE								

NOTE: In the bid we asked for the stringers to be 24 to 34 feet long. Jubilee Ace is the only one to meet that at 29 feet. Display Sales bid 100 feet per strand -this does not meet spec.

Recommendation: Award bid to JUBILEE ACE HOME CENTER in the amount of \$8.62 per 29' strand.

To my knowledge this is an accurate bid tabulation


 Jimmy Cluser
 Superintendent, Electric Department


 Dan Ames
 Purchasing Manager

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby approves and authorizes Mayor Karin Wilson to execute a Memorandum of Understanding between the Baldwin County Commission, the City of Fairhope, and the Fairhope Volunteer Fire Department regarding the shared use of certain communications infrastructure owned by Baldwin County Commission for the purpose of supporting an interoperable P-25 public safety communications system. The motion was seconded by Councilmember Robinson. IT Director Jeff Montgomery explained the purchased the P-25 system with a Fire Grant and the initial agreement for three years; and after that we would pay \$10.00 per user subscription fee for 120 to 130 radios. He stated this would be between \$15,000.00 to \$16,000.00 per year. After further discussion, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2726-17

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 a Memorandum of Understanding between the Baldwin County Commission, the City of Fairhope, and the Fairhope Volunteer Fire Department regarding the shared use of certain communications infrastructure owned by Baldwin County Commission for the purpose of supporting an interoperable P-25 public safety communications system.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brown read through the changes for the proposed budget that were made with numerous hours meeting with Council President Burrell. He commented the changes were sent to the other Councilmembers for feedback. He stated the surplus is about the same, but fluctuates with Utilities. Council President Burrell went over the Capital Projects Fund which had a \$829,000 plus deficit. He met with City Treasurer Deborah Smith and Finance Director Jill Cabaniss and went over the Funds projects. He commented this information which is usually in the budget was not given to him until this morning.

Council President Burrell read the entire Budget Resolution. Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that that the proposed Budget presented and reviewed the 24th day of April 2017, be hereby approved and adopted for the FY 2016-2017. The motion was seconded by Councilmember Boone. Councilmember Conyers said this budget process was a first time for three of us and the Mayor. He briefly mentioned a few of the changes: \$383,000.00 in debt retirement, \$500,000.00 for painting of water tower, approximately \$197,000.00 for two percent cost of living raise, and \$220,000.00 utility transfer, reduced proposed positions by nine positions, and we captured one year not just six months. Councilmember Conyers mentioned this would be a 12 percent increase which is more than the budget can allow.

24 April 2017

Council President Burrell stated there is concern with the Economic and Community Development Director, but we budgeted \$94,500.00 for the Community Affairs and Recreation Director. He said the position was on the Organizational Chart in the Economic and Community Development Department. He said State law gives the Council the authority to create and fund positions. He stated the Mayor presents a framework and the Council finalizes. Council President Burrell also mentioned the City Council being over policies and procedures as well as over real estate.

Councilmember Brown commented the Mayor repeatedly mentioned savings, but never produced to the Council. Councilmember Robinson said we did meet two at a time or one on one with the Mayor on the budget. Council President Burrell did comment the City Council did not go to the Mayor with this budget due to prior meetings not agreeing and hearing why items are in the budget. Councilmember Boone said we met again and again; and each time more documents were produced. After further discuss, motion passed unanimously by voice vote.

RESOLUTION NO. 2727-17

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the proposed Budget presented and reviewed the 24th day of April 2017, be hereby approved and adopted for the FY 2016-2017; and

BE IT FURTHER RESOLVED that the Annual Salaries of City Personnel shall be as shown on a list entitled Annual Salaries of All City Personnel and said list filed in the Office of the City Treasurer; and

BE IT FURTHER RESOLVED that a two percent cost of living raise adopted in the Budget will become effective on April 24, 2017 for all full-time employees who have been with the City for a minimum of one year; and

BE IT FURTHER RESOLVED that Mayor Karin Wilson is hereby authorized to fill all positions that have been approved and budgeted as needed; and

BE IT FURTHER RESOLVED that the City Council hereby authorizes for FY 2016-2017 to use the portion of the Sales and Use Tax revenue that is restricted in the General Fund Debt Pre-payment Account can be used for General Fund operations up to the \$2,000,000.00 reduction; and

BE IT FURTHER RESOLVED that the following procedure is hereby established for expenditures:

City invoices will 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. A monthly report will be given to the Councilmembers at the beginning of each month reporting all invoices paid during the prior month.

24 April 2017

The City of Fairhope Administration has the authority to spend on any operational budgeted item up to \$10,000.00 in the aggregate, or the budgeted amount, whichever is less. The City of Fairhope Administration has the authority to spend on any operational non-budgeted item up to \$5,000.00 in the aggregate. Any purchase order over \$7,500.00 requires the signatures, on a green sheet, of the Mayor, City Treasurer, and Finance Director. In the aggregate means that a purchase, contract, etc. cannot be broken into several purchases to circumvent the law.

Any budgeted capital item may be bid with the approval of the Mayor, City Treasurer, and Finance Director. After the bids are received, the Purchasing Manager shall forward to the City Council a report and recommendation concerning the award of each bid. The City Council will review the report and adopt a resolution rendering a decision.

The following resolution is hereby repealed: Resolution No. 1879-11 adopted by the governing body on November 28, 2011.

BE IT FURTHER RESOLVED that all Professional Services contracts over \$2,500.00 must be approved by the City Council; and should City Council disapprove of the Professional Service chosen, they may select another from the list. This policy supplements Resolution No. 2043-13 which adopted the most recent Administrative Policy and Procedure: Quality Based Selection for Professional Services Contracts.

ADOPTED THIS 24TH DAY OF APRIL, 2017

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the Governing Body hereby expressly lifts the hiring freeze and authorizes filling of budgeted positions. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

24 April 2017

RESOLUTION NO. 2728-17

WHEREAS, the City Council adopted Resolution No. 2690-17 which placed a temporary hiring freeze on authorized positions, open, unaccepted or vacated as of February 27, 2017; and

WHEREAS, the City Council desires to lift the hiring freeze to allow for budgeted positions to be filled.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Governing Body hereby expressly lifts the hiring freeze and authorizes filling of budgeted positions.

Adopted on this 24th day of April, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers moved to appoint Paul Czajka to the Museum Advisory Board for a 3-year term which will expire April 2020. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Conyers stated he was a supporter of a compromise. He commented there is no support for this from either side. He said this should not be put on the agenda again. Council President Burrell commented the Alabama League of Municipalities suggested the Council redoing the policies and procedures for the agenda. He said the Mayor nominates, so we should put on the agenda.

Council President Burrell read the nominee of Kristine Kiernan replacing Vince Boothe to the Airport Authority whose term expired in March 2017; and requested a motion for the appointment. The appointment failed for lack of a motion.

24 April 2017

Council President Burrell read the nominee of Blake Waller replacing Pam Caudill to the Airport Authority whose term expired in March 2017; and requested a motion for the appointment. The appointment failed for lack of a motion.

Council President Burrell stated the members will remain on the Airport Authority until replaced. He also commented the Airport Authority voted unanimously to recommend reappointment to Mayor Wilson; and did not try to appoint.

City Council reviewed an application for a Non-Profit Tax Exempt License (Alcoholic Beverage License) by Jamie Seelye for Project Mouvement in Art, Inc., for "Dance Arts South Generation Z," at 161 North Section Street, Fairhope, Alabama on June 3, 2017 from 2:00 p.m. to 7:00 p.m. Councilmember Robinson moved to approve the issuance of the license. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Councilmember Conyers moved to grant the request of Katie Evans, Board President of The Exceptional Foundation of the Gulf Coast, requesting permission to block streets (School Street, Fairhope Avenue, Bancroft Street, and Morphy Avenue) for the bike parade from 6:00 p.m. to 6:20 p.m.; use the Fairhoper's Community Park; and use of barricades for the Red White & Bike Event on July 1, 2017 from 5:00 p.m. to 7:00 p.m. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Conyers moved to grant the request of the Fairhope Volunteer Fire Department – Requesting to use the James P. Nix Center on Saturday, December 2, 2017, for the Fairhope Volunteer Fire Department Wives Dinner; and have requested fees to be waived. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Conyers moved to grant the request of the Fairhope Volunteer Fire Department – Requesting to use the James P. Nix Center on Thursday, September 7, 2017, for the Baldwin County Fire Chiefs Association meeting from 4:30 p.m. to 9:00 p.m.; and have requested fees to be waived. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

The following individuals spoke during Public Participation for Non-Agenda Items:

- 1) Jay Harlan, 410 Wisteria Street, addressed the City Council and said this is a great place and a great place to live. He stated the only issue is the Mayor being restricted from doing her job.

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24 April 2017

- 2) Ron Allen, 6612 Willow Bridge Drive, addressed the City Council and said that they were all honorable. He said people have mentioned deep pockets with no proof.
- 3) Francis Paul Ripp, 22985 High Ridge Road, addressed the City Council and mentioned he said we settled the case. City Attorney Wynne reiterated the City did not settle; we were dismissed in the case. Mr. Ripp said the budget was rubberstamped when Kant was her; but Wilson's was stopped. He said the community sees abrasiveness and not working together. He commented something needs to give and we need cohesiveness.

Council President Burrell stated he has never seen the Council post anything on social media against the Mayor. He said it feels like we are constantly being attacked and people planted to speak against the Council. Councilmember Robinson stated he receives complaints due to not responding to the posts; and said he will not drag our community through the mud.

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

There being no further business to come before the City Council, the meeting was duly adjourned at 8:50 p.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.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 24 April 2017.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks.

Council President Burrell called the meeting to order at 4:30 p.m. and stated that at the request of Building Official Erik Cortinas Agenda Item No. 1 will be removed.

The following topics were discussed:

- The first item on the agenda was the Marina Discussions by Lynn Maser and Ashley Gordon. Ms. Maser explained her project for the Economic and Community Development Department was to interview City or municipal marinas to find out how they operate. Ms. Maser stated she researched marinas around the country from Washington to Maine that were destination Cities and with water. She gave the Council a handout. (See attached handout – Marina Study). She mentioned out of the top 10 only two were leased out.

Mr. Gordon, retired Coast Guard Officer and Maritime, addressed the City Council and commented on the City marina. He stated there are three phases to look at:

1. Phase I – Infrastructure and Safety Issues and Channel needs to be navigable. The marina needs curb appeal and bathrooms need painting. There are numerous safety issues that need to be addressed, but the main one is where the boat lift and fuel tanks are located
2. Phase II – Maximize Revenue and Invest Back. Mr. Gordon mentioned marina identity; accurate A/R billing system; and market and target the marina.
3. Phase III – Create New Revenue Stream. He stated this would be at least 12 to 18 months in. Mr. Gordon commented on the possible venue on West side; and creating a self-sustaining marina budget.

Council President Burrell stated we have several options with the leases for the Marina and the Boatyard: we could keep two separate leases, combine the leases, or the City could keep one or the other or both. Councilmember Boone commented the Harbor Board has been working on getting both leases ready for bid. He said they were concerned if the boatyard could sustain itself without the marina. He said the Harbor Board has recommended for the City Council to allow a survey of the entire property.

Mr. Gordon commented the footprint is not conducive right now for a high-end marina. Council President Burrell and Councilmember Boone both commented on the fisherman that have boats in our marina; and are not currently affected at this time.

Bob Riggs, Chair of the Harbor Board, addressed the City Council and requested the City Council to listen to Mr. Gordon's recommendations. He said the Harbor Board are split with taking back the marina or leaving as is. Mr. Riggs said he would like for the City to take back the marina and then look at the boatyard. Councilmember Conyers questioned the revenue. Mr. Gordon stated he estimated with \$8.00 per foot up to 32 feet which would be over \$300,000.00 gross; a 550 percent increase.

- Discussion of the Sales Tax Holiday Ordinance was next on the agenda. Council President Burrell stated he was not in favor or renewing and thought it was not in place. City Clerk Hanks commented it was never repealed and continued each year unless repealed. She mentioned the Severe Weather Preparedness Holiday was for one year only. The consensus of the City Council was the allow for the Sales Tax Holiday. Council President Burrell requested for the ordinance to be placed on the next agenda.
- Mayor Wilson explained the need for a professional consulting service for Graphic Design and Layout. She said this would be for website design and a monthly newsletter. Mayor Wilson stated that IT Director Jeff Montgomery redid our website to a user friendly, but we need graphic design. She mentioned the monthly newsletter will have calendar events and possibly highlights like highlighting an employee.
- Councilmember Boone stated that the Personnel Board met and discussed safety issues and dress code for the summer season. He commented that Human Resource Director Pandora Heathcoe has been doing a great job with safety for the City.
- Councilmember Robinson said that the Tree Committee met and discussed Arbor Day for next year. He mentioned the Recycling Committee participating in Earth Day this past Saturday. He said the Recreation Board met last week and discussed the Volanta Master Plan.
- Councilmember Brown stated that the Pedestrian and Bicycle Committee meeting did not have a quorum; and mentioned the child that was hit at Earth Day. He said the Education Advisory Committee are still working with the County on long range plans.
- Councilmember Conyers mentioned the Fairhope Public Library won the Gold Award for excellent risk management and safety. He said the Fairhope Environmental Advisory Board has been working with the Harbor Board on being a "Clean Marina." Councilmember Conyers said he missed the Historic Preservation Committee meeting. stated that the Fairhope Environmental Advisory Board will meet this coming Friday.

- Council President Burrell gave an update on the Airport Authority: FAA Grant of \$2.0 million, new construction, aviation members regarding fuel farms and possible leases, and the need for an FBO.
- Building Official Erik Cortinas addressed the City Council and said his department had 2,705 inspections from January to March with 81 percent being inside the City. Mr. Cortinas mentioned some large projects for his department: 3 Circle Church building a 1200 seat sanctuary; First Baptist Church renovation, four medical offices being built, and the Grand Hotel renovations which will take three years to complete.
- Water and Sewer Superintendent Dan McCrory addressed the City Council and said he would be reporting on awards that the City and the engineers have won for the Waste Water Treatment Plant.
- Gas Superintendent Robert Rohm addressed the City Council of the Fly Creek Seawall Project and said bids were let, will hold the mandatory pre-bid meeting; and the bids will be opened on May 9, 2017.
- Fire Chief Chris Ellis addressed the City Council regarding the number of calls for the past month. He also mentioned the Volunteer Fire Explorers going to Trussville for a competition and they came in third. Chief Ellis also commented that Firefighter Bryan Bossard won a scholarship to the Alabama Fire College.
- Planning Director Wayne Dyess addressed the City Council and stated that Buford King, the City's new planner, will begin work on May 8, 2017. He stated that his department is still working on moratorium items and the moratorium expires on July 4, 2017.
- Operations Director Richard Peterson addressed the City Council and said he had been working with BCSS on the Fish River contract; and will meet with Joey Nunnally at the County regarding culverts, close out contracts, and look at sites. Mr. Peterson commented that each department needs more people for the budget.

Council President Burrell presented the Electric Department the American Public Power "Reliability of Excellence Award." Operations Director Peterson and Assistant Electric Superintendent Joe Wolchina accepted the award for the department.

- Chief Joseph Petties addressed the City Council and mentioned each Tuesday, at the Nix Center, is Coffee with Cops. Chief Petties stated that three vehicles that were left unlocked had guns and other valuables stolen out of them. He told everyone to please take valuables out of cars and lock the doors. He said to put cell phones down while driving. Chief Petties also mentioned citizens requesting for tickets to be fixed. He said, "once the button is pushed, cannot fix ticket."
- Recreation Director Tom Kuhl addressed the City Council and mentioned 120 teams coming to Fairhope for a soccer tournament.
- Assistant Public Works Director Arthur Bosarge addressed the City Council and announce the City will begin charging fees at the beach this coming weekend.

Work Session
Monday, 24 April 2017
Page -4-

- Golf Director Bobby Hall addressed the City Council and said Quail Creek Golf Course is doing well and is a great asset for the City. He mentioned the numerous upcoming tournaments and fundraisers.

Councilmember Brown asked Purchasing Manager Dan Ames about the Library Project and the Quail Creek Project. Mr. Ames gave an update on each one.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:35 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

Our Director of Economics & Community Development is in D.C. today working with Senator Byrne and meeting with several agencies with which she has worked before and seeking assistance from them for Fairhope. So she asked me to step in this afternoon on her behalf to introduce some of the work we've been doing on looking at our lease at the marina ending in October of this year. Sherry-Lea asked me to interview city or municipal marinas to find out how they operate.

I covered the coastline from the state of Washington to Maine; eliminated cities considerably larger than Fairhope and included cities regardless of size that were similar in nature to Fairhope. I narrowed to down to nineteen marinas. And then I started calling. I chose ten without prejudice that were most similar to Fairhope and/or were located on the 'loopers' route and catered to the same clientele Fairhope does and will in the future. These marinas represent the standard by which we will be measured.

Only two of all nineteen I called leased their marina and one is about to foreclose on their lessee. The other is an anomaly – a seasonal marina in Michigan that caters to loopers, but the city keeps a very tight rein on the two brothers who run it. Both the men I charge of overseeing those marinas echoed everyone else's advice and flat out told me we need to operate our own marina.

Interestingly, there are no leased marinas on the Gulf Coast.

This a bare bones synopsis of my report.

Bottom line everyone I spoke with, whether the marina made it into my report or not, said – MARINAS MAKE MONEY. Some of what I was told is"

- City-operated marinas have more and better control over public perception of the city by boaters – first impressions are lasting impressions
- Marinas managed by a lessee are always returned to the city in poor condition
- All the cities with which I spoke consider their marinas an amenity for their residents
- We have better and more control over our marina environment as owner-operator by having the opportunity to be pro-active
- The city has control over quality of staffing
- Marinas provide the city with revenues
- And more....

The next step was to find someone locally who could independently assess our marina and give us some direction. I know Jack and Kevin have met him, and it is my pleasure to introduce Ashley Gordon to the rest you.....



Department of Economic

&

Community Development

Marina Study

March 2017

PRIMARY/COMMON ISSUES DISCUSSED WITH ALL MARINAS

Of the nineteen marinas from Washington State to Maine that were researched, ten were contacted because the town in which they are located are similar in size and/or nature to Fairhope. Two of the marinas were leased out by the city, and one of those is about to be foreclosed on. Not included in this report are marinas that were completely rebuilt after Katrina as their history and current business is skewed toward total waterfront renovations. There were no leased marinas located on the Gulf Coast.

All the marinas contacted that are city operated are self-supporting. They are also all managed by city employees, some within the Enterprise Fund system. They are all making money. Most, because they've been in business for a number of years, have reserve funds sufficient to cover ongoing maintenance and improvements to their marinas.

Some offer fuel. None had a shipyard facility and not for any particular reason. Shipyards are available nearby, sometime adjacent to the marina itself. All agree that shipyards do make money.

Some entered into 'partnerships' with entrepreneurs and each has a different way of handling those partnerships. Those who do have partnerships agreed they benefit the marina and the boaters first impression of their cities.

In every case, the harbormasters we spoke with overwhelmingly agreed that the city-owned and operated scenario is the only way to go. Those who tried leasing in years past all claimed the marina had been returned to them in worse condition than it was when the lease started and the city had to put money into before it could even consider releasing. That recognition led them to take on management themselves and it has worked out very well for all of them.

City of Alpena Marina

City-owned Marina with Management Agreement (copy included in report)

This is a seasonal marina; deep water, sells fuel, has a hoist, mechanics. Business is down because of recession and auto industry.

This is a Grant in Aid Harbor which means the marina needs permission from the state Waterways Commission to do anything.

Although this marina is different from ours, as is the weather and operating seasons, it does have a second party operating the marina.

Lessee pays the city \$25,000 a year and the lessee gets to keep the rest – whatever he makes. Don Gilmet of Parks & Rec who oversees the marina operation figures if the city operated the marina and if it were a year-round operation, it would probably break even. He admits that the lessee does not take care of the facility the way he should. The city is responsible for major maintenance issues, but when the lessee neglects the little issues, they grow to be big ones and then become the city's problem.

Mr. Gilmet said he felt we would be better off if operated the marina ourselves.

Mr. Gilmet told me about the Harbor Maintenance Fund run by the federal government. He was part of a Michigan delegation that went to D.C. to secure the monies in this fund so that it would be there when needed for dredging projects. The Corps of Engineers' dredging projects are funded out of this fund. There was a time when the money had disappeared from the fund, but the Michigan delegation got it reinstated and he assured me it was there today.

We should find out if we have been designated a harbor of safe refuge. Such designation would open us to getting money for the corps to dredge. This designation would have been done many years ago.

Dunedin Municipal Marina

An Enterprise Account operation meaning the city owns the marina but it is run as a separate business which does a better job of securing the funds for the marina's ongoing maintenance, repairs, etc. The marina is supported by its revenues from slip rentals (179).

It is staffed by 2 full-time employees and 1 part-time (weekends). Open 363 days, 8 a.m. – 5 p.m.

No fuel, no ship's store, no shipyard.

No partnerships. But they do lease docks, 17' x 43', to businesses that include dolphin sighting, fishing charter, site seeing, sailing charter, etc. The marina receives slip rental fees and 40% of their gross revenues.

The city runs summer boating camps out of the marina.

Bill Frantz, with whom I spoke, believes city operation is best because the lessee never leaves the facility in a good condition. There is no pride of ownership. The marina is an amenity of the city and when

leasing the customer base is outside of the city control resulting in higher prices and a “corporate” feeling versus the charm of the community.

The problem with city operation, without the protection of an Enterprise Account system, is getting the money back from the city’s general fund to pay for the upkeep of the facility.

Harbormaster’s opinion is we shouldn’t lease. We should take our marina back and hire the right staff. But, once we start making a profit, make sure we get the funds returned to the marina in order to maintain it properly.

City of Ft. Myers Yacht Basin

An Enterprise Fund operation which means it operates solely on revenues: 11 acres of property, 250 slips; 17 years made \$5.5M profit; city owned fuel service buys on contract profits TY \$150,000 making 50-55 cents/gallon; 30% of slips leases are live aboard for \$80,000 fees annually; dockage when docks are maintained are pure profit for a marina = \$1M this year alone.

Own the ship’s store and all sales.

Open 363 days a year, 7 a.m. to 10 p.m. Staffing is 8, 4 of whom are dock hands; sell lots of fuel and require one dockhand to be on fuel dock when customer is fueling; dockhands do not fuel, if customer spills fuel in water, customer cleans it up – takes liability away from city.

Mr. Dodson, the interim dockmaster, is a proponent of city operated because it takes better care of the facility than a lessee; city more interested in making money for city than lease. Pitfall is when you have a councilman who doesn’t understand the marina business and makes decision based on his lack of understanding and wants to sell the marina not realizing the money it brings to the city.

One of the problems with city-owned operation is city doesn’t return funds to marina for repairs, maintenance, etc. The marina had to take out a \$1M loan, paid for by marina but guaranteed by city, because city didn’t have the \$5M the marina had given it in profits.

The marina operation doesn’t have partnerships with entrepreneurial businesses. However, they do lease space to dinner cruise boat (300 capacity); a beauty salon that leases both parking and a slip offering manicures, massages, hair with 5 stylists; and a yacht brokerage business.

They have plans on expanding the marina within the next 12 months with more docks and office space; they will lease the current ship’s store space and office out to a waterfront dining enterprise.

Looper business is increasing.

Marinas of Greenwich

Greenwich owns and operates 4 marinas. They are open 5-7 days a week seasonally with 1.5 staff members per marina which doesn’t include the parks and rec employees at the office doing the paperwork. They provide docks, water, electric, winter storage, pump out and ramp. No boatyard, no fuel, no ice, no services.

They do not have partnerships with any other business entities but, since they are on a federal channel they are required to have public access so some charter boats are allowed and there is a sailing school at one of the marinas.

They once tried contracting with small food stations and that went sour. The city loses all control over what and in what condition. And the city has no recourse with such vendors.

Owning the marina and any operation in it allows the city to operate as it sees fit.

Fuel docks create complications:

- Spill issues and liability

- Staffing

- Can't allow customers to pump because spills are still marina's liability

- Missing fuel issues

Any outside vendors hired to do work on a boat in the marina are required to have a vendor's permit and to carry insurance with the city named as an insured

Greenwich has no incentive to make money; marinas are a service offered residents; budget is the same whether they make money or lose money.

Brian Dodson, with whom I spoke, recommends we own and operate our marina. The Marinas of Greenwich are managed under Parks & Rec.

City of LaCrosse Marina

This was an interesting interview. Steve Carlyon, the gentleman with whom I spoke, is retired career department of defense with significant boating background. Right off the bat his recommendations are as follow:

- Audit Wall's books – we can do this at our discretion and at our cost

- Get Wall's tax filings

- Try to understand our market

Strongly recommends we own and operate. They have tried, with several of their facilities, to lease and have experimented with different types.

See if the Marriott would be interested in leasing the marina from us.

Elements to consider in a lease:

- Flat fee + 1.5% gross sales on EVERYTHING. That 1/5% offsets major improvements the city must make. So, \$44,000 base lease plus 1.5% which comes right off lessee's tax return.

- Repairs under \$5000 the lessee is responsible for; over \$5000 the city covers.

Require lessee to carry indemnification insurance against city

Lessee does all work on marina; goes through the city; gets reimbursed – gives city better handle on repairs and makes sure they get done

Anything we do goes through negotiation and term sheet

For large projects (like we are facing) some marinas contract the amount at the city's bond rate and then lessee does work; lessee gets a better rate for money spent

City gets to use necessary facilities for free – we want to run a sailing class then we get required boat slip(s) for free; if we want to sponsor an event at the beach we get it for free, etc.

Despite all his information, he did tell me the city is moving to foreclose on lessee and taking the marina back and managing it with minimal services – fuel and ships store.

New Smyrna Beach Marina

This marina has 43 slips with 36 annual leases, 5 live aboards and 7 open for transients.

Staff requirements are 1 FT, 3 PT and a request for a floater to cover when part-timers go on vacation.

The marina has Enterprise Account with City. It makes money and the city actually leaves the marina money alone. That way they can make repairs and maintain the marina without having to beg funds from the city.

The marina has made use of a number of grants to help fund improvements: Clean Vessel Act grants, , grants for dock improvements and grants for marina upgrades. Their new pump out facility was partially funded by the Clean Vessel Act which resulted in New Smyrna Marina having to pay only a couple thousand dollars. There are a number of grants available to municipalities for marina upgrades – all federal. Check with the manager of our waterways to get granting opportunities.

No shipyard and no fuel.

Don't allow commercial businesses on the facility.

Harbormaster firmly believes marinas will make money. Those with Enterprise Accounts with their cities all make money.

Requires long-term leases to carry \$300,000 liability insurance on boats and requires proof of insurance before tying up.

Fees: daily \$1.25/ft; weekly \$7.50/t; monthly (off season only) \$17.50/ft includes everything; annual \$10.30/ft (\$11.33 on floating dock) for whichever is greater – length of boat or length of dock; live aboard flat \$125.

Newport, RI Marina

Newport represents a slightly different take on city-owned marinas. They have several properties servicing transients and long-term users.

Newport has taken advantage of Fish & Wildlife grants which then require that there be no overnight transient docking.

Newport at one time had leased out a pier but then decided to develop it with a Maritime Center.

Newport Yacht Club leases property from the City and is adjacent to the city facilities. This lease requires the yacht club to do all exterior maintenance from large projects (sea wall) to small (painting) even requiring the amount of money to be spent each year doing so.

Newport is a destination harbor.

It is supported by way of an Enterprise Fund which somewhat protects the marina from the city just taking the revenues in and not giving back. The city still can use the funds however but generally for something that also benefits the marina like road repair. The city recently relieved the fund of \$100,000 to repair roads. The shuttle services and buses from cruise ships use the roads. The marina also benefits from \$6 pp being paid by the cruise lines which represents about 1/3rd of their revenues.

There are no partnerships but a harbor shuttle service and ferries are well established and all they pay are licensing fees.

No fuel. No ships store. No shipyard. Private industry surround the marina handles that.

It is important to get the right people to staff the marina when city owned and operated. People need to know what's going on in town, who the players are, and understand the marina business. People who are vested in their town.

This harbor master, Tim Mills, is always in favor of owner operator.

Panama City Marina & St. Andrews Marina

Panama City owns two marinas. St. Andrews is more of a commercial business with 4-5 employees while the City Marina has 9.

Both are open 363 days/year 7 days/week with operating hours 7 a.m.-5 p.m., 6 p.m. on the weekends.

Both are totally self-sufficient and remain 80-85% full.

They have their own ships stores.

No shipyard in either marina.

Panama City Marina has a \$3M fund established out of their revenues which the city did not touch until a developer wanted to develop that spot. They City started tapping the fund to pay for lawyers, etc. and the development itself is still up in the air.

They sell fuel.

5. In addition, this marina research effort uncovered several grants that are available to marinas for various reasons. Descriptions of these grants can be found in this report as located on their websites.

They have a boat launch.

There is a company that leases a slip from which it runs a tour business. The city does not participate in this business.

The City Marina was once leased out and the condition in which it was returned to the city at the lease end was so bad that the city decided it would never lease its facility again. The same with the ships store which was once a leased operation. The ships store does require considerable man hours.

St. Augustine Municipal Marina

This is an Enterprise Fund operated marina which means the City owns the marina but it is separate business; hire and fire own employees; operates as a hospitality business; allows marina to turn a profit; turns over about \$80,000 a year to city – so this marina operates differently from most

The marina is open 24 hours with 14 on staff; AS A CITY MARINA YOU CANNOT CLOSE ANY HOUR AND DAY OF THE YEAR

The marina operates totally on its own revenues – the purest form of tax relief for the citizens of the city

They lease out the ship's store at a flat monthly rate by the square foot

They lease space to 5 other businesses all involved in boating: pirate ship day/night trips; schooner charters; parasail company; eco tours with kayaks, small catamarans, etc. Marina does not participate in these businesses and receives no percentage of their business but benefits from them being there as customer doesn't know the difference between city ownership and private business on the property.

No shipyard. No courtesy car to city but within one block of 60 restaurants and shopping.

The amenities include private showers and baths operated with key card (like hotels) and coin op laundry – all facilities are AC which is an exception.

They sell fuel BUT purchase it through a state contract; sells competitively which allows them to have a healthy margin. (Selling competitively actually helps the neighboring marinas. A good problem to have.)

PITFALLS OF CITY OWNED MARINA: speed is very slow in accomplishing anything; marinas struggle because of budget – city willing to take the money the marina earns but very hesitant to give it back to improve, repair, etc.

ADVANTAGES OF CITY OWNED MARINA: deep pockets behind you; don't have to turn a profit; breakeven is okay

RECOMMENDATION: don't lease your marina

Do not operate it under parks and rec

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council met in an Agenda Meeting at 5:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 24 April 2017.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks.

Council President Burrell called the meeting to order at 5:35 p.m. The City Council reviewed and discussed the agenda for their meeting to be held today at 6:00 p.m. He said that Agenda Item Number 4 will be held before Item Number 3 and explained why this was put on the agenda after Report of the Mayor. John Saraceno, City's Emergency Management, explained the South Alabama Mutual Assistance Agreement; and IT Director Jeff Montgomery explained the Memorandum of Understanding between the Baldwin County Commission, the City of Fairhope, and the Fairhope Volunteer Fire Department. Mr. Montgomery stated the cost would be approximately \$17,000.00 per year for maintenance of antenna.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:41 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. ____

**AN ORDINANCE AMENDING ORDINANCE NO. 1253
KNOWN AS THE ZONING ORDINANCE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA as follows:

The ordinance known as the Zoning Ordinance (No. 1253), adopted 27 June 2005, together with the Zoning Map of the City of Fairhope, be and the same hereby is changed and altered in respect to that certain property described below:

After the appropriate public notice and hearing of the Planning Commission of the City of Fairhope, Alabama has forwarded a **favorable** recommendation,

The property of Ecumenical Ministries, Inc. generally located at 566 Fairhope Avenue, Fairhope, Alabama.

TAX PARCEL 05-46-03-37-0-008-006.510

Legal Description: (Case number ZC 16.10)

THE WEST 99 FEET OF THE EAST 247 FEET OF THE NORTH 158 FEET OF LAND ON THE SOUTH SIDE OF FAIRHOPE AVENUE, BETWEEN MERSHON AND BROWN STREETS, DIVISION FOUR (4), LANDS OF THE FAIRHOPE SINGLE TAX CORPORATION IN THE CITY OF FAIRHOPE, ALABAMA AS PER ITS PARTIAL REPALENT THEREOF FILED FOR RECORD SEPT. 30, 1931; MAP BOOK 1, PAGE 134, SECTION 17, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA.

A map of the property to be zoned is attached as Exhibit A

The property is hereby rezoned from R-2 Medium Density Single Family Residential District to B-2 General Business District. This property shall hereafter be lawful to construct on such property any structures permitted by Ordinance No. 1253 and to use said premises for any use permitted or building sought to be erected on said property shall be in compliance with the building laws of the City of Fairhope and that any structure shall be approved by the Building Official of the City of Fairhope and that any structure be erected only in compliance with such laws, including the requirements of Ordinance No. 1253.

Severability Clause - if any part, section or subdivision of this ordinance shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remainder of this ordinance, which shall continue in full force and effect notwithstanding such holding.

Effective Date – This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

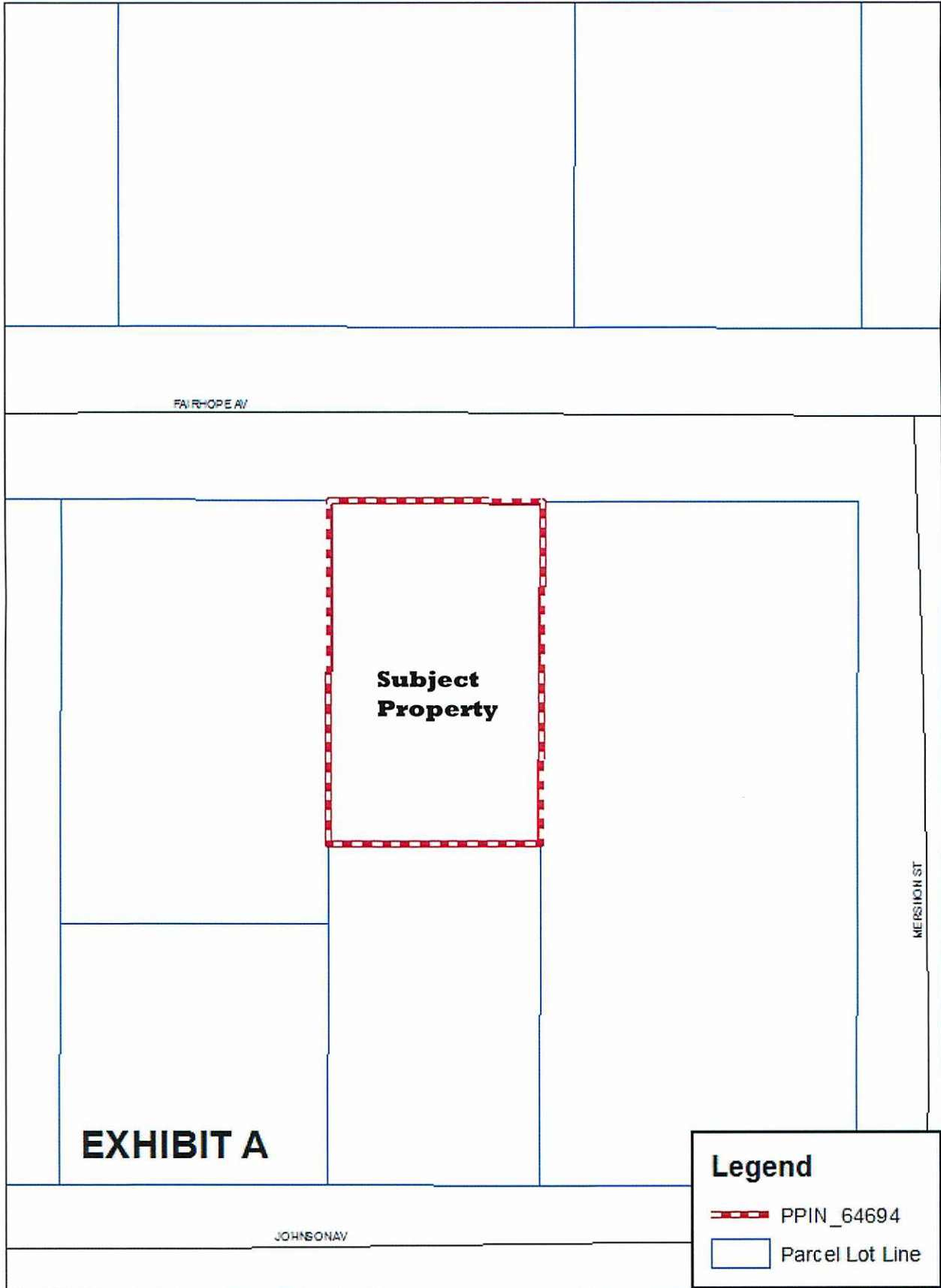




EXHIBIT A

**Subject
Property**

Legend

-  PPIN_64694
-  Parcel Lot Line

PPIN No.: 64694



**CITY OF FAIRHOPE
CITY COUNCIL COVER SHEET**

March 23, 2017

<p>ZC 16.10 Public Hearing to consider the request of Ecumenical Ministries, Inc. to rezone property located at 566 Fairhope Avenue from R-2 Medium Density Single Family Residential District to B-2 General Business District. The property is located on the south side of Fairhope Avenue just west of Mershon Street.</p>
--

STAFF INTERPRETATION:

The subject property is currently zoned R-2 (Medium Density Single Family Residential District) and located in the City of Fairhope. The applicant is requesting a zoning change from R-2 to B-2 (General Business District). According to the Baldwin County mapping service, the parcel under review is approximately 15,642 square feet.

The property has had a dual use, commercially and residentially, for the past 50 years. The various businesses located on the subject property include a video store, a Christian Bookstore, a printing company, an antique shop and a law office. The property abuts Emmy's Thrift Store, Ecumenical Ministries, Jubilee Ace Hardware and Pro Cycle & Tri on the west side.

The surrounding adjacent properties are zoned B-2 to the north and west, and R-2 to the south and east.

The setbacks for the R-2 zoning district are as follows: front-35 feet, rear- 35 feet, side- 10 feet, driveway side- 15 feet and maximum lot coverage of 37%.

The setbacks for B-2 are as follows: front-20 feet, rear- 20 feet (where the property abuts residential to the rear), side-10 feet (where the property abuts residential to the east) and none, where the property abuts B-2 to the west. There is no minimum specified lot coverage in the area and dimension table in the Zoning Ordinance. However, in this particular case the setbacks will limit the allowable lot coverage.

The maximum building height for both zoning designations is thirty feet (30') as measured per the City of Fairhope Zoning Ordinance.

The B-2 zoning district is intended to provide opportunity for activities causing noise and heavy traffic, not considered compatible in the more restrictive

business district. These uses also serve a regional as well as a local market and require location in proximity to major transportation routes. Recreational vehicle parks, very light production and processing activities are included. Short term rental is allowed in a B-2 zoning district but not the R-2 zoning district.

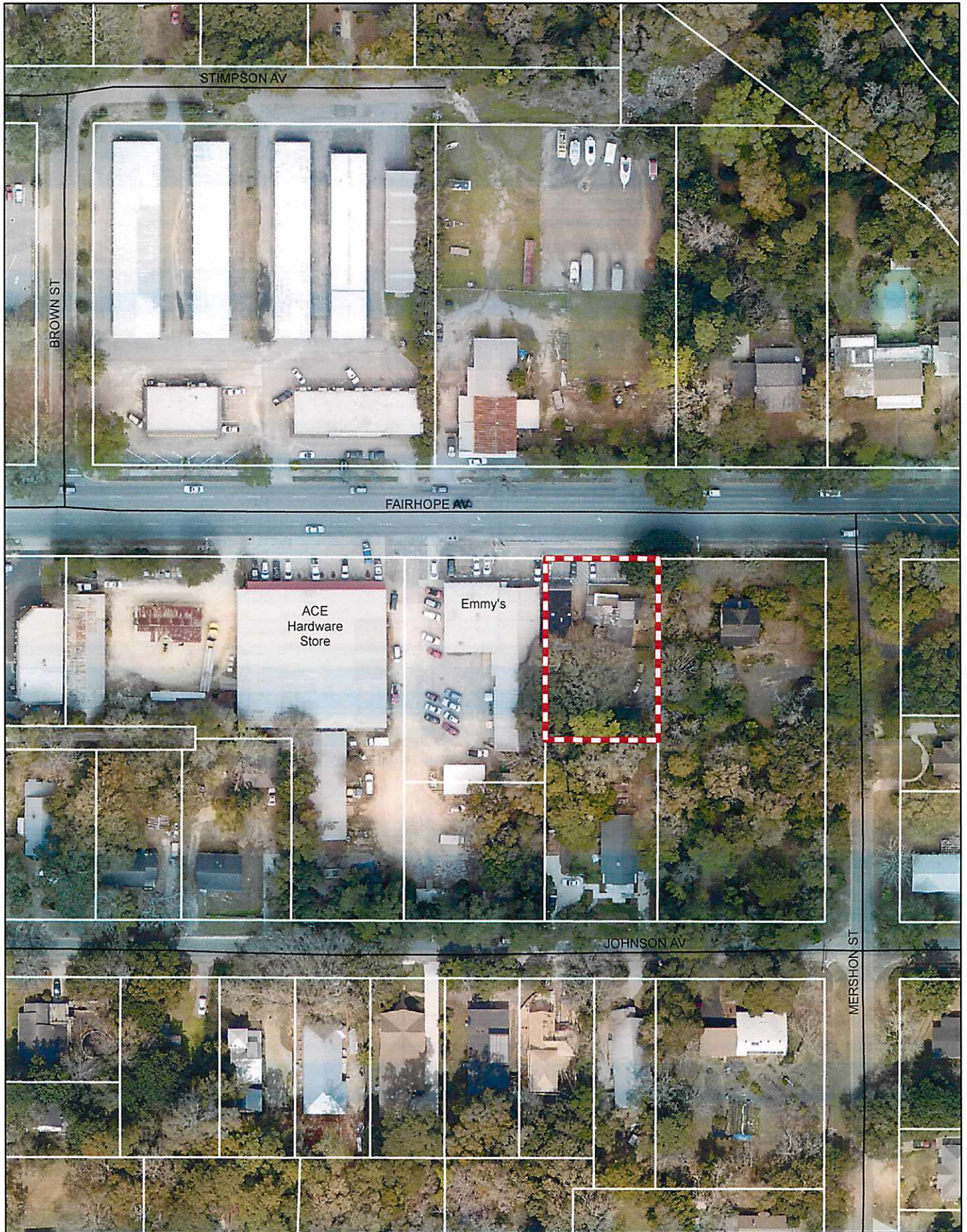
The request does not appear to be contrary to the City's Comprehensive Plan or the criteria in the Zoning Ordinance for a Zoning Amendment (Article II, Section C. (1) – Zoning Amendments).

On October 3, 2016 the Planning Commission held an Informal Review regarding the subject application. The majority of the Commission provided favorable feedback.

PLANNING COMMISSION RECOMMENDATION:

On December 5, 2016 the Planning Commission unanimously recommended the City Council approve the proposed rezoning request from R-2 to B-2.

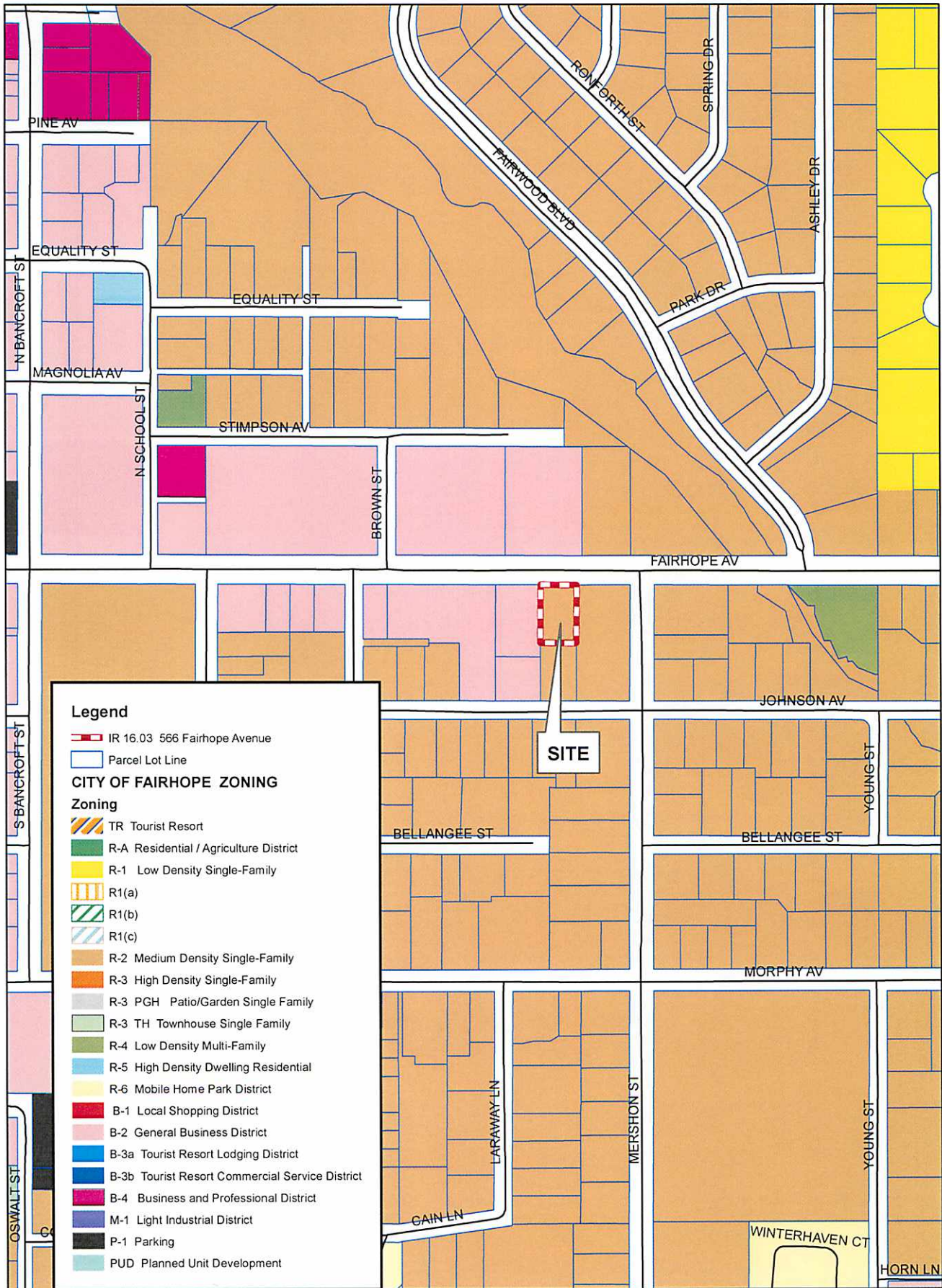
ZC 16.10 566 Fairhope Avenue



PPIN: 64694



ZC 16.10 566 Fairhope Avenue



PPIN: 64694



ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING THAT THE PLACEMENT
AND NEGOTIATIONS OF CITY INSURANCE WILL BE AT THE
DISCRETION OF THE CITY TREASURER**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE,
ALABAMA, AS FOLLOWS:**

SECTION I: PLACEMENT AND NEGOTIATIONS OF CITY INSURANCE.

It is hereby established that all negotiations for, and placement of the City's insurance contracts shall be at the discretion of the City Treasurer. The City's insurance contracts include, but may not be limited to, contracts for property, casualty, liability, vehicle and equipment, health, and workers' compensation insurance. The Treasurer shall present recommendations for changes and annual renewal contracts to the City Council for final approval. Upon final approval, the City Council shall authorize the Mayor to execute those contracts. The Treasurer is authorized to approve changes for additions / deletions to the annual insurance contracts that may occur in the normal course of business.

SECTION II. SEVERABILITY

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

SECTION III. EFFECTIVE DATE

This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED THIS 8TH DAY OF MAY 2017

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. _____

AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE NO. 1388 TO EXEMPT CERTAIN "COVERED ITEMS" FROM THE MUNICIPAL SALES AND USE TAX DURING THE THIRD FULL WEEKEND OF JULY, 2017, AS AUTHORIZED BY ACT 2017-120, GENERALLY REFERRED TO AS THE STATE SALES TAX HOLIDAY LEGISLATION.

BE IT ORDAINED BY THE CITY COUNCIL OF FAIRHOPE, ALABAMA, AS FOLLOWS:

Section 1. In conformity with the provisions Act 2017-120 enacted by the Alabama Legislature during the 2017 Regular Session, providing for a State Sales Tax Holiday, the City of Fairhope, Alabama, exempts "covered items" from municipal sales and use tax during the same period, beginning at 12:01 a.m. on the third Friday in July 2017 (July 21, 2017) and ending at twelve midnight the following Sunday, **and each year thereafter until rescinded.**

Section 2. This ordinance shall be subject to all terms, conditions, definitions, time periods, and rules as provided by Act 2017-120.

Section 3. The City Clerk is hereby authorized and directed to certify a copy of this ordinance under the seal of the City of Fairhope, Alabama, and to forward said certified copy to the Alabama Department of Revenue to be recorded and posted on the Department website.

Section 4. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 5. This ordinance shall take effect immediately upon its due adoption and publication as required by law.

ADOPTED AND APPROVED THIS 8TH DAY OF MAY, 2017

Karin W. Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. 1388

AN ORDINANCE OF THE CITY OF FAIRHOPE, ALABAMA, TO EXEMPT CERTAIN "COVERED ITEMS" FROM THE MUNICIPAL SALES AND USE TAX DURING THE FIRST FULL WEEKEND OF AUGUST, 2009, AS AUTHORIZED BY ACT 2006-574, GENERALLY REFERRED TO AS THE STATE SALES TAX HOLIDAY LEGISLATION.

BE IT ORDAINED BY THE CITY COUNCIL OF FAIRHOPE, ALABAMA, AS FOLLOWS:

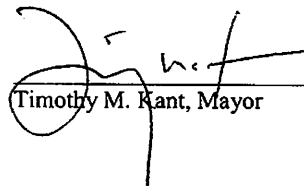
Section 1. In conformity with the provisions Act 2006-574 enacted by the Alabama Legislature during the 2006 Regular Session, providing for a State Sales Tax Holiday, the City of Fairhope, Alabama, exempts "covered items" from municipal sales and use tax during the same period, beginning at 12:01 a.m. on the first Friday in August 2009 (August 7, 2009) and ending at twelve midnight the following Sunday, and each year thereafter until rescinded.

Section 2. This ordinance shall be subject to all terms, conditions, definitions, time periods, and rules as provided by Act 2006-574.

Section 3. The City Clerk is hereby authorized and directed to certify a copy of this ordinance under the seal of the City of Fairhope, Alabama, and to forward said certified copy to the Alabama Department of Revenue to be recorded and posted on the Department website.

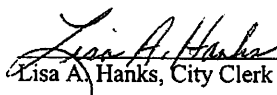
Section 4. This ordinance shall become effective on July 1, 2009.

ADOPTED AND APPROVED THIS 8TH DAY OF JUNE, 2009.



Timothy M. Kant, Mayor

ATTEST:



Lisa A. Hanks, City Clerk

Ord. No. 1388 Published in
THE FAIRHOPE COURIER
on Saturday June 13, 2009
L. Hanks City Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING ORDINANCE NO. 1587:
THE RULES OF PROCEDURE IN ALL INSTANCES
FOR MEETINGS OF THE CITY COUNCIL**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA that the Order Procedure in all instances for meetings of the City Council shall be as follows:

The ordinance known as the City of Fairhope's Council Procedures Ordinance (No. 1587), adopted 7 November 2016, is hereby amended in respect to the certain sections below and all other sections within this ordinance remain as written, adopted, and codified:

AMENDING SECTION VIII:

That all motions, resolutions, ordinances or other business, required to be in writing, shall be prepared and supplied to all Councilmembers by four o'clock in the afternoon on the Thursday prior to the Monday meeting in which it is to be presented. (e.g. if City offices are not open, the Thursday before the Monday Council meeting, then the writings and documentation shall be supplied to each Councilmember by placing same in each member's mailbox at City Hall by noon Wednesday). Items to be added to the agenda must be approved by Council President or two Councilmembers prior to the agenda deadlines. Agenda items rejected by the Council cannot be added to an agenda for sixty (60) days following the rejection without unanimous consent of the Council.

- a. It is desired that information be supplied to the City Clerk in time to be made part of the agenda packet.
- b. When a work session is called or scheduled between two Council meetings, all motions, resolutions, ordinances or other business required to be in writing shall be presented in substantially the same form as that which is required for presentation at Council meeting.
- c. Notwithstanding Sections a. and b. here and above, in the situation of an actual emergency sections a. and b. here and above shall not apply. For purposes, herein an actual emergency exists from failure to act will result in an immediate and irrefutable harm to the City or any of its citizens and or otherwise it was physically impossible to comply with a notice requirements set forth herein as the same may be determined by the Presiding Officer of the Council.
- d. An agenda shall be prepared by the City Clerk for all business to come before each regular session and all business to be transacted shall be put on the agenda no later than Wednesday at noon (12:00 p.m.). Items may be added to the end of the regular agenda up to twenty-four (24) hours past Wednesday's deadline with the consent of the Council President. If the City Clerk does not receive confirmation from the Council President to add all items by Thursday noon, these items will not appear on the regular agenda. All other items may be added to the regular agenda during the regular Council meeting upon receiving a motion and seconded and unanimous vote by the Council. The agenda must be faxed or e-mailed to the local newspaper by Thursday at 4:00 p.m. The Council books (iPads) shall be ready for pickup no later than 4:00 p.m. on Thursday before the next regular Council meeting on the following Monday night.

Ordinance No. _____

Page -2-

- e. Any item including background material to be placed on the agenda must be turned in by the Wednesday deadline, as stated in d. here and above, before the Council meeting or Work Session to the City Clerk subject to the review of the Council President.
- f. If any item that appears on the agenda should need to be pulled prior to Monday night's meeting and after the 24 hours after the agenda deadline on Wednesday, the Council will vote at the Monday night meeting to amend the agenda.

Severability. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

Effective Date. This ordinance shall take effect upon its due adoption and publication as required by law.

APPROVED AND ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Sec. 2-33. - Submission of motions, etc. in writing; agenda.

That all motions, resolutions, ordinances or other business, required to be in writing, shall be prepared and supplied to all councilmembers by 4:00 p.m. in the afternoon on the Thursday prior to the Monday meeting in which it is to be presented. (e.g. if city offices are not open, the Thursday before the Monday council meeting, then the writings and documentation shall be supplied to each councilmember by placing same in each member's mailbox at City Hall by noon Wednesday).

(a)

It is desired that information be supplied to the city clerk in time to be made part of the agenda packet.

(b)

When a work session is called or scheduled between two (2) council meetings, all motions, resolutions, ordinances or other business required to be in writing shall be presented in substantially the same form as that which is required for presentation at council meeting.

(c)

Notwithstanding subsections (a) and (b) here and above, in the situation of an actual emergency sections (a) and (b) here and above shall not apply. For purposes herein an actual emergency exist from failure to act will result in an immediate and irrefutable harm to the city or any of its citizens and or otherwise it was physically impossible to comply with a notice requirements set forth herein as the same may be determined by the presiding officer of the council.

(d)

An agenda shall be prepared by the city clerk for all business to come before each regular session and all business to be transacted shall be put on the agenda no later than Wednesday noon. Items may be added to the end of the regular agenda up to twenty-four (24) hours past Wednesday's deadline with the consent of the council president. If the city clerk does not receive confirmation from the council president to add all items by Thursday noon, these items will not appear on the regular agenda. All other items may be added to the regular agenda during the regular council meeting upon receiving a motion and seconded and unanimous vote by the council. The agenda must be faxed or e-mailed to the local newspaper by Thursday at 4:00 p.m. The council books shall be ready for pickup no later than 4:00 p.m. on Thursday before the next regular council meeting on the following Monday night.

(e)

If any item that appears on the agenda should need to be pulled prior to Monday night's meeting and after the twenty-four (24) hours after the agenda deadline on Wednesday, the council will vote at the Monday night meeting to amend the agenda.

(Ord. No. 1479, § 8, 11-5-12; Ord. No. 1587, § 8, 11-7-16)

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Valley House Design to perform Professional Consulting Services for Graphic Design and Layout (RFQ No. PS022-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

APR 26 '17 PM2:38

ZAM

To: Deborah Smith, Treasurer

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

Date: April 26, 2017

Re: RFQ No. PS022-17, Professional Consulting Services for Graphic Design and Layout

The City needs to hire a professional firm to provide Consulting services for:

RFQ No. PS022-17, Professional Consulting Services for Graphic Design and Layout

Per our Procedure for Procuring Professional Services, at the request of the Mayor, I routed a short list through you, to the Mayor. The Mayor chose Valley House Design, of Rockford, IL

Please move this procurement of professional services forward to the City Council to approve the choice of Valley House Design, of Rockford, IL. For RFQ No. PS022-17, Professional Consulting Services for Graphic Design and Layout, and authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit, with that firm.

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

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

Tyler Rudick
Valley House Design
2020 Valley Rd.
Rockford, IL 61107
713-336-3827
tyler.rudick@gmail.com

April 4, 2017

Daniel P. Ames, Purchasing Manager
City of Fairhope
P.O. Drawer 429
Fairhope, AL 36533

Re: RFQ PS022-17, Project no. ECO002-17

Dear Mr. Ames,

Please accept this letter as evidence of my interest in designing materials for the City of Fairhope, with specific regards to RFQ PS022-17 Professional Consulting Services for Graphic Design and Layout (Project No. ECO002-17).

Working as a writer and designer for the last decade, I've produced countless digital and print materials primarily for nonprofit groups and public outreach foundations. After working as a news reporter in Houston for several years — covering city government among other beats — I launched my own writing and design firm in 2013. I specialize in projects that bridge the gap between written and visual content, using the best and most relevant communication tools available. Visit valleyhousedesign.com for a detailed portfolio.

For the City of Fairhope, I plan to create a brief visual presentation on the office's strategic priorities, highlighting key initiatives and tasks in an engaging and easy-to-follow Powerpoint-style format. In turn, this presentation can be shared to gather further input from staff and city council members. Taking all feedback into account, a final version of the presentation can be printed as a small booklet to pass out to the community at large.

Should you have any questions, please feel free to contact me at the information listed above. Thanks so much for your time and I look forward to having a chance to work with the City of Fairhope.

Sincerely,

A handwritten signature in black ink, appearing to be 'TR', written over a horizontal line.

Tyler Rudick

FIRM NAME:

Valley House Design
2020 Valley Rd.
Rockford, IL 61107
www.valleyhousedesign.com

OWNER AND PRINCIPAL DESIGNER:

Tyler Rudick
tyler.rudick@gmail.com
713-336-3827

PROJECTS LED BY PRINCIPAL DESIGNER:

- **Presentations, annual reports and brochures** for both the American Institute of Architects Foundation and its National Resilience Institute. Created layouts, designed infographics and wrote copy. 2014-15. *(Contact Marta Zaniewski for reference, information below.)*
- **Website design and marketing materials** for the AIA Store, part of the American Institute of Architects' main national branch in Washington, DC. 2005-17. *(Contact Laura Petty for reference, information below.)*
- **Writing and research** as a staff city reporter for the news website Culturemap Houston. 2011-14. *(Contact Clifford Pugh for reference, information below.)*

KEY PERSONNEL:

Tyler Rudick for writing and graphic design projects, including presentations, graphics and reports. Contact Valley House Design if additional credentials are required.

NUMBER OF STAFF READILY AVAILABLE FOR CITY OF FAIRHOPE PROJECTS:

One designer, Tyler Rudick

RESPONSIBLE FIRM MEMBER/MUNICIPAL SERVICES PROJECT MANAGER:

Tyler Rudick
tyler.rudick@gmail.com | 713-336-3827

STATEMENT ON QUALITY ASSURANCE PROGRAM:

Valley House Design works closely with its clients during all phases of a project. We promise to deliver the final product on time, on budget and to the 100% satisfaction of our clients and their stakeholders.

REFERENCES:

Marta Zaniewski, former deputy director of the American Institute of Architects Foundation
martazaniewski@aia.org | 202-626-7343

Laura Petty, director of the AIA Store
laurapetty@aia.org | 202-626-7575

Clifford Pugh, editor-in-chief at CultureMap Houston
clifford@culturemap.com | 713-503-7756



MEMO

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

Date: April 6, 2017

Re: RFQ No. PS022-17, Professional Consulting Services for Graphic Design and Layout

The Economic and Community Development Department needs to hire a professional consulting firm for RFQ No. PS022-17, Professional Consulting Services for Graphic Design and Layout. Per our Procedure for Procuring Professional Services for Projects Under \$100K, I routed a short list through you, to the Mayor, who chose one firm to receive the RFQ. The RFQ was issued, and responses received and evaluated by two department heads, and myself. The evaluation summary supports our recommending Valley House Design, of Rockford, IL, for this task. Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

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

[Mayor, please initial and date your selection]

DSW 4/6/17

Valley House
Rockford, IL
Contact: Tyler Rudick
Phone: 713-336-3827

_____ / / none (send another list)

Cc: file

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Jessica Sawyer to perform Professional Consulting Services to Develop Public Relations, Communications and Social Media Plan (RFQ No. PS023-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

APR 26 '17 PM 2:38

ZAH

To: Deborah Smith, Treasurer

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

Date: April 26, 2017

Re: RFQ No. PS023-17, Professional Consulting Services to Develop Public Relations, Communications and Social Media Plan

The City needs to hire a professional firm to provide Consulting services for:

RFQ No. PS023-17, Professional Consulting Services to Develop Public Relations, Communications and Social Media Plan. This for Project No. ECO-003 Develop Public Relations, Communications and Social Media Plan.

Per our Procedure for Procuring Professional Services, , I routed a short list through you, to the Mayor. The Mayor chose Jessica Sawyer, of Daphne, AL. for this task.

Please move this procurement of professional services forward to the City Council to approve the choice of Jessica Sawyer, of Daphne, AL, for RFQ No. PS023-17, Professional Consulting Services to Develop Public Relations, Communications and Social Media Plan, and authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit, with that firm.

Cc: file

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

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

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Cavanaugh MacDonald Consulting, LLC to perform Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for fiscal year ending 09-30-16 (RFQ No. PS027-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



APR 26 '17 AM9:14

LSH

MEMO

To: Deborah Smith, Treasurer

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

Date: April 17, 2017

Re: RFQ No. PS027-17, Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for Fiscal Year Ending 09-30-16

The City needs to hire a professional firm to provide Consulting services for:

RFQ No. PS027-17, Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for Fiscal Year Ending 09-30-16. This is for Project No. TREA001-17 prepare actuarial valuation of the City's OPEB Liability for fiscal year ending 09-30-16.

Per our Procedure for Procuring Professional Services, I routed a short list through you, to the Mayor. The Mayor chose Cavanaugh MacDonald Consulting, LLC, of Kennesaw, GA., for this task.

Please move this procurement of professional services forward to the City Council to approve the choice of Cavanaugh MacDonald Consulting, LLC, of Kennesaw, GA, for RFQ No. PS027-17, Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for Fiscal Year Ending 09-30-16, and authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit, with that firm.

Cc: file

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

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MEMO

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

Date: April 17, 2017

Re: RFQ No. PS027-17, Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for Fiscal Year Ending 09-30-16

The City needs to hire a professional firm to provide Consulting services for:

RFQ No. PS027-17, Professional Consulting Services to Prepare Actuarial Valuation of the City's OPEB Liability for Fiscal Year Ending 09-30-16. This is for Project No. TREA001-17 prepare actuarial valuation of the City's OPEB Liability for fiscal year ending 09-30-16.

Per our Procedure for Procuring Professional Services, I am routed a short list through you, to the Mayor to choose a firm for this task. The estimated not-to-exceed fee is less than \$15,000, but this is an unbudgeted request, and therefore, must go forward to City Council.

Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

The purpose for hiring the company is to perform consulting services required to prepare our City's OPEB Liability for the fiscal year 2016.

[Mayor, please initial and date your selection]

[Signature] 4/25/17 Cavanaugh MacDonald Consulting, LLC
Kennesaw, GA
Contact: Alisa Bennett
Phone: 678-388-1700

Menard Consulting, Inc.
Addison, IL
Contact: John Ritchie
Phone: 630-228-0676

Rebowe & Fontenot, LLC
Birmingham, AL
Contact: Scott Fontenot
Phone: 205-970-1811

None. Submit another list

Cc: file

- 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

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Clair Byrd Dorough to perform On-Call Professional Consulting Services for Technical Writing for the Planning Director (RFQ No. PS024-17), and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MAY 1 '17 AM 11:49

ZPH

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: May 1, 2017

Re: RFQ No. PS024-17 On-Call Professional Consulting Services for Technical Writing

The Planning Department is requesting hiring a professional firm for RFQ No. PS024-17 On-Call Professional Consulting Services for Technical Writing.

Per our Procedure for Procuring Professional Services, the Planning Director and I routed a short list through you, to the Mayor to choose a consultant for the task. The Mayor chose Clair Byrd Dorough, of Bay Minette, AL for the task. This is an unbudgeted request.

Please move this procurement of professional services forward to the City Council to select Clair Byrd Dorough, of Bay Minette, AL, for RFQ No. PS024-17 On-Call Professional Consulting Services for Technical Writing, and authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit, with that firm.

Cc: file

161 North Section Street
P.O. Drawer 429
Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

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RFQ PS024-17 On-Call Consulting Services for Technical Writing	EVALUATOR NO. 1	EVALUATOR NO. 2	EVALUATOR NO. 3	AVERAGE SCORES
EVALUATION SUMMARY				
Clair Byrd Dorrough	206	312	211	243

45-89 =poor
 90-134 =fair
 135-179 = good
 180-224 = excellent
 225-320 = superior

RESOLUTION NO. _____

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

1] That on September 16, 2007 the City of Fairhope entered into a contract with R. E. Pender, Inc. for Professional Consulting Services.

[2] That the City of Fairhope hereby terminates the contract between the City of Fairhope and R. E. Pender, Inc.; and authorizes Mayor Wilson to sign the necessary paperwork.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

APR 25 '17 PM4:31

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

Date: April 25, 2017

Re: Terminating Professional Consultant contract with R.E. Pender, Inc.

The Mayor is requesting termination of the current contract with R.E. Pender, Inc., of Winter Park, Florida; a professional service provider who has provided monthly utility rate adjustments for the City of Fairhope. The contract was dated September 16, 2007

Please place on the next City Council agenda this request to terminate the contract between the City of Fairhope and R.E. Pender, Inc., of Winter Park, FL., and approve the Mayor to sign the necessary paperwork.

Cc: file

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

161 North Section Street

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Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

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R. E. Pender, Inc.
1133 Louisiana Ave., Suite 106, Winter Park, FL 32789

September 11, 2007

Mr. James Gillespie
Administrative Superintendent
City of Fairhope
P O. Drawer 429
Fairhope, AL 36533

Subject: Letter of Engagement for Consulting Services

Dear Mr Gillespie:

R. E Pender, Inc. ("Consultant") is providing this Letter of Engagement to set forth the general scope and terms of providing consulting services to the City of Fairhope, Alabama ("City" or "Client") The proposed services to be provided generally involve the preparation of various studies and analysis related to the City's electric, water and gas systems Such work may include, but not be limited to (i) calculation of the monthly electric fuel cost adjustment; (ii) calculation of the monthly gas cost adjustment; (iii) preparation of quarterly utility financial reports; and (iv) other studies and analyses as requested by the Client

This letter constitutes an agreement between the Client and Consultant. Consultant will perform the consulting services described above at the direction of the Client.

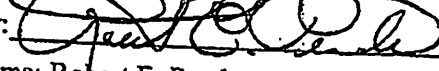
All work undertaken in performing the work described herein shall be billed to the Client at the Consultant's labor rate of \$140.00 per hour Expenses such as travel, lodging, meals, car rental, parking, and airline ticket shall be reimbursed by the Client at the Consultants actual out-of-pocket cost Invoices for services will be rendered each month as work progresses and are payable on receipt by the Client

I appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of the engagement. If you agree with the terms of the engagement, as described herein, please execute each copy and return one to me. If the need for additional services arises, this letter agreement will need to be revised through an appropriate addendum.

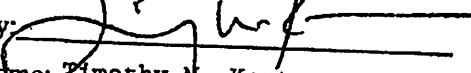
Upon execution of this letter agreement, the services described herein shall be provided and completed at the direction of the Client. This letter agreement shall be deemed executed and accepted on the date it is signed by the Client.

AGREED AND ACCEPTED:

R. E. PENDER, INC.

By: 
Name: Robert E. Pender
Title: President
Date: Sept. 16, 2007

CITY OF FAIRHOPE

By: 
Name: Timothy M. Kant
Title: Mayor
Date: September 13, 2007

RESOLUTION NO. _____

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

[1] That the City of Fairhope did request, receive, and open bids for Supply Zinc Orthophosphate and TKKP Chemicals 2017 for the Water Department (Bid No. 002-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluation of the bid responses resulted in the discovery that the award of the bid to any of the responders would not be in the best interest of the City, the recommendation is to reject all bids for Bid No. 002-17.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

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

Date: April 25, 2017

Re: Request for City Council to reject all bids for RFQ No. 002-17, Supply Zinc Orthophosphate and TKKP Chemicals 2017

APR 26 '17 PM 2:38

DPA

On Wednesday, April 5, 2017, RFQ No. 002-17, Supply Zinc Orthophosphate and TKKP Chemicals 2017, was opened. The evaluation of the bid responses resulted in the discovery that the award of the bid to any of the responders would not be in the best interest of the City. Therefore, the recommendation of the requesting department (Water Department) is to reject all bids.

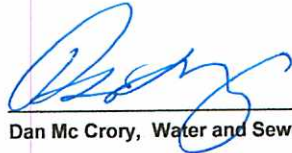
Please place on the next available City Council Agenda this Recommendation to reject all bids for RFQ No. 002-17, Supply Zinc Orthophosphate and TKKP Chemicals 2017.

Cc: file,

CITY OF FAIRHOPE
 QUOTATION TABULATION & RECOMMENDATION
 RFQ NO : 002-17
 RFQ NAME: SUPPLY ZINC ORTHOPHOSPHATE AND TKPP CHEMICALS
 RFQ OPENED: April 10, 2017 9:00 A.M.

VENDOR	Addendum #1, 2, 3, 4 signed	Non Collusion Bid Proposal Executed / Signed / Notarized	Phosphate price per lb.	TKPP price per lb.	4.9 MGD average daily use LBS.
Shannon Chemical Corporation	yes	yes	\$1.07	\$1.35	120
Thornton Musso Bellimin, INC	yes	yes	\$1.04	\$1.64	186.2
Alberty & Blakeney, LLC	yes	yes	\$1.05	\$1.40	153
U. S. Water Services, LLC	yes	yes	\$1.52	\$1.35	115
Sterling Water Technologies, LLC	NO BID	NO BID	NO BID	NO BID	NO BID
GE BETZ	NO BID	NO BID	NO BID	NO BID	NO BID
Harcros Chemicals, Inc.	No Response				
PENCCO, INC	No Response				
INDUSTRIAL CHEMICAL	No Response				
F2 INDUSTRIES	No Response				
CERILLIANT CORPORATION	No Response				
GE WATER & PROCESS TECHNOLOGIES	No Response				
WATER TREATMENT & CONTROLS	No Response				
AQUA PRODUCTS	No Response				
C & S CHEMICAL	No Response				
CARUS CORPORATION	No Response				
BASF CORPORATION	No Response				
ROWELL CHEMICAL CORPORATION	No Response				
NUGEN TEC	No Response				
AMERICAN CONTROL SERVICE, LLC	No Response				
ECO Chemical	No Response				

Recommendation: Reject all bids

 4/19/17
 Dan Mc Crory, Water and Sewer Dept Superintendent

To my knowledge this is an accurate tabulation.

 4/19/17
 Daniel P. Ames, Purchasing Manager

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 procure Zinc Orthophosphate and TKKP Chemicals for the Water Department; based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7), these are materials needed, used and consumed in the operations of our waterworks system; and allow to negotiate with the current supplier to obtain pricing favorable to the City and to continue using materials with a proven history of success.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

APR 26 '17 PM 2:38

ZAH

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

Date: April 25, 2017

Re: Request for City Council to approve procurement of, Zinc Orthophosphate and TKKP Chemicals

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

The Water Department needs Zinc Orthophosphate and TKKP chemicals. These are materials needed, used and consumed in the operation of our waterworks system. I recommend we procure the needed chemicals in the following manner:

Utilize the option allowed by Code of Alabama 1975, Section 41-16-51(b)(7),

Code of Alabama 1975, Section 41-16-51(b)(7) states the following as not requiring sealed bids:

The purchase of equipment, supplies, or materials needed, used, and consumed in the normal and routine operation of any waterworks system, sanitary sewer system, gas system, or electric system, or any two or more thereof, that are owned by municipalities, counties, or public corporations, boards, or authorities that are agencies, departments, or instrumentalities of municipalities or counties and no part of the operating expenses of which system or systems have, during the then current fiscal year, been paid from revenues derived from taxes or from appropriations of the state, a county, or a municipality. (emphasis added)

Please place on the next available City Council Agenda this Recommendation to allow the procurement of the needed chemicals per Code of Alabama 41-16-51(b)(7), and negotiate with the current supplier to obtain pricing favorable to the City, and continue using materials with a proven history of success.

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

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 five (5) Vehicles (2017 Chevy Tahoe SUV) for the Police Department and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

[2] The following is the Alabama State Department of Purchasing contract information:

Bid Number: T191L

2017 Chevy Tahoe SUV Vehicle **Cost is \$32,011.19 each**

Total Cost for Five is \$160,055.95

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

[Handwritten Signature]

Issuing Date 4/26/2017

Please return this Routing Sheet to Treasurer by

4/26/2017

Project Name: Purchase of (5) ea. Chevrolet Tahoe's, Full-Size SUV, Law Enforcement, 2-Wheel Drive, Patrol Rated.

Project Location: Police Department

Presented to City Council: 5/8/2017 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$160,055.95 delivered
\$32,011.19 ea.

Providers: Donohoo Chevrolet, Fort Payne, AL
from the State of Alabama bid 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 _____ Police 15 XX Fire 20 _____ Rec 25 _____ Adult Rec 30 _____ Street 35 _____
San 40 _____ Golf 50 _____ Debt Service 85 _____

Expense Code: 001-1150-50470 Revenue Code _____

Project will be: Expensed xx
 Capitalized _____

Project Financed By:
Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City

Project Budgeted: \$220,800.00

(Over) Under budget amount: \$60,744.05

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____
Capital Lease: _____ Payment _____ Term _____

Funding: Operating funds

City Council prior approval 4/24/2017
Request received by City Treasurer 4/26/2017
Received by Finance Department 4/26/17
Received by Mayor 4/27/17

Request approved by City Treasurer *Deborah Smith*
Request approved by Finance Director *[Signature]*
Request approved by Mayor *[Signature]*

Contact Person: Dan Ames



MEMO

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

Date: April 26, 2017

Re: Approval request for over \$10,000 Police Vehicle Procurement

Karin Wilson
Mayor

Council Members

Kevin G. Boone
Robert A. Brown
Jack Burrell, ACOM
Jimmy Conyers
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

The Police Department needs five (5) Chevrolet Tahoe SUVs. I am submitting the following current cost summary for Police Tahoe PPV, 2-Wheel drive Patrol Rated (see attached spreadsheet). The pricing is from the State of Alabama Bid Number T191L Commodity Number 07042760000, Line Number 4, and for the options, Commodity Number 06066200000, Line Number 8. Included specifications and options determined by Fairhope Police Department.

Five (5) each, Chevrolet Tahoe, Vehicle, Full-Size SUV, Law Enforcement, 2-Wheel Drive (Patrol Rated)– Delivered cost with options per unit is: Thirty Two Thousand Eleven Dollars and Nineteen Cents, (\$32,011.19) delivered with options; for a total cost for the five units of One Hundred Sixty Thousand Fifty Five Dollars and Ninety Five Cents (\$160,055.95). The State contract vendor is Donohoo Chevrolet of Fort Payne, Al.

NOTES:

See Attached Vendor CUT-SHEET and STATE CONTRACT printout for details.

Please compose a greensheet and place on the next available City Council Agenda this request to approve this procurement for the Fairhope Police Department of five Chevrolet PPV Tahoes for a total of \$160,055.95 from Donohoo Chevrolet.

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

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State of Alabama
Department of Finance
Division of Purchasing
Master Agreement
Modification

CONTRACT INFORMATION	
MASTER AGREEMENT NUMBER: MA 999 1600000004	NOT TO EXCEED AMOUNT:
Begin Date: 11/16/2015	Procurement Folder: 4411
Expiration Date: 11/15/2017	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 09/19/16	Version Number: 7

CONTACT INFORMATION		
REQUESTOR: Crist Watts 334-242-4291 crist.watts@purchasing.alabama.gov	ISSUER: Crist Watts 334-242-4291 crist.watts@purchasing.alabama.gov	BUYER: Crist Watts 334-242-4291 crist.watts@purchasing.alabama.gov

CONTRACT DESCRIPTION
T191L - Vehicles & Motorcycles - Law Enforcement

Ship To:



Bill To:

REASON FOR MODIFICATION

VENDOR INFORMATION	
Name /Address: VC000049701: Donohoo Chevrolet 1000 Greenhill Blvd Nw Fort Payne AL 35967	Contact: Chad Johnson 2568453525 EXT: 1 Cjohnson@Donohoochevrolet.Com

COMMODITY / SERVICE INFORMATION

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	EA	\$24,996.000000	\$0.00			\$0.00	\$0.00
07006310000 - SEDAN, FULL AND MID SIZE, POLICE ADMIN. SEDAN, FULL&MID SIZE, POLICE ADMIN. Chevrolet Caprice Vehicle, Full-Size Sedan, Law Enforcement, Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Caprice								
2	0	EA	\$18,996.000000	\$0.00			\$0.00	\$0.00
07006310000 - SEDAN, FULL AND MID SIZE, POLICE ADMIN. SEDAN, FULL AND MID SIZE, POLICE ADMIN. Chevrolet Impala Vehicle, Full-Size Sedan, Law Enforcement, Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Impala								
3	0	EA	\$37,688.000000	\$0.00			\$0.00	\$0.00
07042760000 - VEHICLES, UTILITY, TWO AND FOUR WHEEL DRIVE VEHICLES, UTILITY, TWO&FOUR WHEEL DRIVE Chevrolet Suburban Vehicle, Full-Size SUV, Law Enforcement (Severe Service, Not Pursuit Rated), Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Suburban								
4	0	EA	\$30,739.000000	\$0.00			\$0.00	\$0.00
07042760000 - VEHICLES, UTILITY, TWO AND FOUR WHEEL DRIVE VEHICLES, UTILITY, TWO&FOUR WHEEL DR Chevrolet Tahoe PPV Vehicle, Full-Size SUV, Law Enforcement, 2-Wheel Drive (Patrol Rated), Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Tahoe PPV								
5	0	EA	\$32,969.000000	\$0.00			\$0.00	\$0.00
07042760000 - VEHICLES, UTILITY, TWO AND FOUR WHEEL DRIVE VEHICLES, UTILITY, TWO&FOUR WHEEL DR, Chevrolet Tahoe SSV Vehicle, Full-Size SUV, Law Enforcement, 4-Wheel Drive (Not Pursuit Rated), Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Tahoe SSV								
6	0	EA	\$18,876.000000	\$0.00			\$0.00	\$0.00
07048550000 - TRUCKS, PICKUP, 1/2 TON TRUCKS, PICKUP, 1/2 TON, Chevrolet Silverado 1500 Vehicle, Full-Size Truck, Law Enforcement (Not Pursuit Rated), Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Silverado 1500								
7	0	EA	\$23,386.000000	\$0.00			\$0.00	\$0.00
07093290000 - VANS, PASSENGER VANS, PASSENGER, Chevrolet Express Vehicle, Transport Van, Minimum 12-Passenger Capacity, Law Enforcement (Not Pursuit Rated), Standard Specifications/Features, Make: _____ Model: _____ Chevrolet Express								
8	0		\$0.000000	\$0.00			\$0.00	\$0.00
06066200000 - MISCELLANEOUS PARTS, OPTIONS AND ACCESSORIES MISCELLANEOUS PARTS, OPTIONS AND ACCESSORIES								
9	0		\$0.000000	\$0.00			\$0.00	\$0.00

COMMODITY / SERVICE INFORMATION

40515904056 - TRUCK TRANSPORT DELIVERY
TRUCK TRANSPORT DELIVERY

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS

Date	Status Before	Status After	Approver

Final

Model Code - T191L
Trim

CC15706
9C1 2WD

State Bid Tahoe PPV 2WD

\$ 30,739.00

Upgrade

\$ -

Options Price Difference

\$ 741.19

Delivery

\$ 531.00

Total Price

\$ 32,011.19

2017 Tahoe PPV Ordering Cut-Off is 5/11/2017

\$32,011.19

x 5

Total = \$160,055.95

Prepared For:
 Clint Steadham
 City of Fairhope
 Phone: (251) 928-8003
 Email: clint.steadham@cofai
 rhope.com

Prepared By:
 Chad Johnson
 Donohoo Chevrolet
 1000 Greenhill Boulevard NW
 Fort Payne, AL 35967
 Phone: (256) 273-4862
 Fax: (256) 845-5364
 Email:
 cjohnson@donohoochevrolet.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
CC15706	2017 Chevrolet Tahoe 2WD 4dr Commercial	

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

<u>Code</u>	<u>Description</u>
-	Interior: Jet Black
-	Exterior 1: Black
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
SUSPENSION PKG		
Z56	SUSPENSION, HEAVY-DUTY, POLICE-RATED front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs (Included and only available with (9C1) Police Vehicle only.)	INC
EMISSIONS		
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
ENGINE		
L83	ENGINE, 5.3L ECOTEC3 V8 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm) (STD)	\$0.00
TRANSMISSION		
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	\$0.00
AXLE		
GU4	REAR AXLE, 3.08 RATIO (Not available with (NHT) Max Trailering Package.)	\$0.00

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2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
PREFERRED EQUIPMENT GROUP		
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment	\$0.00
WHEEL TYPE		
RAP	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) STEEL, POLICE, BLACK (Included and only available with (9C1) Police Vehicle.)	INC
TIRES		
QAR	TIRES, P265/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)	INC
SPARE TIRE		
ZAK	TIRE, SPARE, P265/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)	INC
PAINT SCHEME		
ZY1	PAINT SCHEME, SOLID APPLICATION	\$0.00
PAINT		
GBA	BLACK	\$0.00
SEAT TYPE		
AZ3	SEATING, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (Includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.) (STD)	\$0.00
SEAT TRIM		
H0U	JET BLACK, CLOTH SEAT TRIM	\$0.00
RADIO		
IO3	AUDIO SYSTEM, AM/FM STEREO WITH CD PLAYER AND AUXILIARY INPUT JACK includes USB port (STD)	\$0.00
GVWR		

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SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
GVWR		
C5U	GVWR, 6800 LBS. (3084 KG) (Included and only available with (9C1) Police Vehicle.)	INC
ADDITIONAL EQUIPMENT		
9C1	IDENTIFIER FOR POLICE PATROL VEHICLE includes, (K47) high-capacity air cleaner, (KW7) 170 amp high output alternator, (K4B) 730 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (UN9) radio suppression package, (Z56) heavy-duty, police-rated suspension, front independent torsion bar, and stabilizer bar and rear, multilink with coil springs, (QAR) P265/60R17 all-season, v-rated tires, (ZAK) P265/60R17 all-season, V-rated spare tire, Police brakes, (NZZ) underbody shield, (RAP) Black steel wheels w/bolt on center caps, Certified speedometer, delete roof rails, (ATD) third row seat delete, (NQH) active 2-speed transfer case (4WD only). *CREDIT*	INC
—	CAPLESS FUEL FILL (Included and only available with (9C1) Police Vehicle only.)	INC
NZZ	SKID PLATE PACKAGE (Requires a Fleet or Government sales order type. Included and only available with (9C1) Police Vehicle.)	INC
K4B	BATTERY, AUXILIARY, 730 CCA	INC
—	POWER SUPPLY, 100-AMP, AUXILIARY BATTERY, REAR ELECTRICAL CENTER (Included and only available with (9C1) Police Vehicle only.)	INC
—	POWER SUPPLY, 50-AMP, POWER SUPPLY, AUXILIARY BATTERY passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle only.)	INC
—	POWER SUPPLY, 120-AMP, (4) 30-AMP CIRCUIT, PRIMARY BATTERY relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle only.)	INC
KW7	ALTERNATOR, 170 AMPS, HIGH OUTPUT (Included and only available with (9C1) Police Vehicle only.)	INC

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<u>Code</u>	<u>Description</u>	<u>Invoice</u>
ADDITIONAL EQUIPMENT		
V76	RECOVERY HOOKS, 2 FRONT, FRAME-MOUNTED, BLACK (Standard on 4WD Commercial models. Available on 2WD, Police and Special Service models. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) vehicles include front fascia with recovery hook openings.)	\$45.50
1LR	BRAKE SYSTEM, MODIFIED, POLICE "CITY BRAKE PACKAGE" (Requires (9C1) Police Vehicle.)	\$0.00
RM7	WHEEL, 17" X 8" (43.2 CM X 20.3 CM) FULL-SIZE, STEEL SPARE includes P265/60R17 V-rated tire (Included and only available with (9C1) Police Vehicle.)	INC
—	LUGGAGE RACK, DELETE (Included and only available with (9C1) Police Vehicle only.)	INC
✕ 7X6	SPOTLAMP, LEFT-HAND (Requires (9C1) Police Vehicle. Not available with (7X7) left and right-hand spotlamps.)	\$445.90
—	EXTERIOR ORNAMENTATION DELETE (Included and only available with (9C1) Police Vehicle only.)	INC
VK3	LICENSE PLATE FRONT MOUNTING PACKAGE (Included on orders with ship-to-states that require a front license plate.)	\$0.00
✕ 6J3	WIRING, GRILLE LAMPS AND SIREN SPEAKERS (Requires (9C1) Police Vehicle.)	\$83.72
—	DOOR HANDLES, BODY-COLOR (Included and only available with (9C1) Police Vehicle only.)	INC
UN9	RADIO SUPPRESSION PACKAGE, WITH GROUND STRAPS (Included and only available with (9C1) Police Vehicle.)	INC
ATD	SEAT DELETE, THIRD ROW PASSENGER (Deletes rear storage compartment.) (Included with (9C1) Police Vehicle.) *CREDIT*	INC
—	INSTRUMENTATION, ANALOG with certified 150 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle only.)	INC

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CATEGORY

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
ADDITIONAL EQUIPMENT		
AMF	REMOTE KEYLESS ENTRY PACKAGE includes 6 additional transmitters NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense (Requires (9C1) Police Vehicle.)	\$68.25
—	KEY, 2-SIDED (Included and only available with (9C1) Police Vehicle only.)	INC
—	THEFT-DETERRENT SYSTEM, VEHICLE, PASS-KEY III (Included and only available with (9C1) Police Vehicle only.)	INC
—	POWER OUTLETS, 4 AUXILIARY, 12-VOLT includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle.)	INC
X 6C7	LIGHTING, RED AND WHITE FRONT AUXILIARY DOME Red and white auxiliary dome lamp is located on headliner between front row seats (red is LED, white is incandescent). The auxiliary lamp is wired independently from standard dome lamp (Requires (9C1) Police Vehicle.)	\$154.70
9G8	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CONTROL DELETE deletes standard Daytime Running Lamps and automatic headlamp control features from the vehicle for police stealth surveillance (Requires (9C1) Police Vehicle.)	\$45.50
UE0	ONSTAR, DELETE (Requires a Fleet or Government sales order type. With (9C1) Police Vehicle (UPF) Bluetooth for phone and (VV4) OnStar with 4G LTE are deleted when ordered.) *CREDIT*	-\$77.35
R9Y	FLEET FREE MAINTENANCE CREDIT This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	-\$61.43

SHIP THRU CODES

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SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY

<u>Code</u>	<u>Description</u>	<u>Invoice</u>
SHIP THRU CODES		
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY and shipped to Kerr Industries and onto Arlington Assembly	INC
SPECIAL EQUIPMENT OPTIONS		
5T5	SEATS, 2ND AND 3RD ROW VINYL WITH FRONT CLOTH SEATS Provides vinyl second and third row seats and cloth front seats (Requires interior trim (HOU) Jet Black and RPO (AZ3) front 40/20/40 split-bench seat.)	\$0.00
9U3	SEATS, DRIVER AND PASSENGER FRONT INDIVIDUAL SEATS IN CLOTH TRIM Power driver and passenger bucket seats in base cloth trim. Derived from RPO (AZ3) 40-20-40 split bench seat with the 20% section removed which also removes the auxiliary power outlet, USB port and input jack for audio system. Does not include a floor console. All exposed floor area will remain untrimmed. (Requires (AZ3) 40/20/40 split bench seat, trim code (HOU) Jet Black cloth.)	\$0.00
5HP	KEY, 6 ADDITIONAL KEYS NOTE: programming of keys is at customer's expense. Programming keys is not a warranty expense	\$36.40
OPTIONS TOTAL		<u>741.19</u>

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Model Code - T191L
Trim

CC15706
9C1 2WD

State Bid Tahoe PPV 2WD

\$ 30,739.00

Upgrade

\$ -

Options Price Difference

\$ 741.19

Delivery

\$ 531.00

Total Price

\$ 32,011.19

2017 Tahoe PPV Ordering Cut-Off is 5/11/2017

\$32,011.19

x 5

Total = \$160,055.95

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2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

ENTERTAINMENT

- Audio system, AM/FM stereo with CD player and auxiliary input jack includes USB port
- Audio system feature, single-slot CD/MP3 player
- Audio system feature, 6-speaker system
- SiriusXM Satellite Radio, delete
- Bluetooth for phone personal cell phone connectivity to vehicle audio system (Bluetooth for phone is deleted when (UE0) OnStar delete is ordered.)
- OnStar 4G LTE and built-in Wi-Fi hotspot connects to the Internet at 4G LTE speeds; includes OnStar Data Trial for 3 months or 3GB (whichever comes first) (Requires (UE1) OnStar Guidance plan. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data. Available Wi-Fi requires compatible mobile device, active OnStar service and data plan. Data plans provided by AT&T.)

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2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

EXTERIOR

- Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel (Not included when (NHT) Max Trailering Package is ordered.)
- Tires, P265/70R17 all-terrain, blackwall (Not included when (NHT) Max Trailering Package is ordered.)
- Tire, spare P265/70R17 all-season, blackwall
- Wheel, full-size spare, 17" (43.2 cm) steel
- Tire carrier, lockable outside spare, winch-type mounted under frame at rear
- Active aero shutters, front
- Fascia, front body-color (With (9C1) Police Vehicle, includes recovery hook openings, but does not include hooks.)
- Fascia, rear body-color
- Assist steps, Black (Premier includes chrome accent strip) (Deleted when (RVQ) Assist step kit, Black, LPO or (VXH) Assist step kit, Chrome, LPO are ordered.)
- Mirrors, outside heated power-adjustable, manual-folding and color keyed driver mirror includes spotter mirror
- Glass, deep-tinted (With (9C1) Police Vehicle includes all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wipers, front intermittent, Rainsense
- Wiper, rear intermittent with washer
- Liftgate, rear manual

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STANDARD EQUIPMENT

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INTERIOR

- Seating, front 40/20/40 split-bench, 3-passenger includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.)
- Seat trim, cloth
- Seat adjuster, driver power, multidirectional (Included and only available with (AZ3) 40/20/40 split-bench front seat.)
- Seat adjuster, front passenger 6-way power
- Seats, second row 60/40 split-folding bench, manual
- Seat, third row manual 60/40 split-folding bench, fold flat
- Floor covering, Black rubberized-vinyl
- Steering column, Tilt-Wheel
- Steering wheel, urethane
- Steering wheel controls, mounted cruise controls
- Driver Information Center, one-color
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unfasten and turn signal on
- Door locks, power programmable with lockout protection and delayed locking (With (9C1) Police Vehicle, Auto Lockout is disabled on Driver door.)
- Remote Keyless Entry, extended-range
- Windows, power, with Express-Down and Express-Up on front doors and lock out features
- Cruise control, electronic with set and resume speed
- Climate control, tri-zone automatic with individual climate settings for driver, right-front passenger and rear passengers (With (9C1) Police Vehicle, includes dual-zone automatic, front and rear air conditioning electronic controls)
- Defogger, rear-window electric
- Power outlet, 110-volt

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STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

- Power outlets, 5 auxillary, 12-volt includes outlets in the instrument panel, console, back of console, 1 in 3rd row and 1 in cargo area
- Mirror, Inside rearview manual day/night
- Conversation mirror
- Assist handles, 1st row passenger and 2nd row outboard seats (With (9C1) Police Vehicle, 1st row passenger assist handle is removed when (7X7) Spot lamps are ordered.)
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions. With (9C1) Police Vehicle, interior lighting includes dome light, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions with control switch in the roof console
- Cargo management system
- Cargo net
- OnStar Basic plan for 5 years includes limited vehicle mobile app features, Monthly Diagnostics Report and Dealer Maintenance Notification (Basic Plan available for 5 years from the date of vehicle delivery and is transferable. Does not include Emergency, Security or Navigation services.)

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2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

MECHANICAL

- Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm)
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (NHT) Max Trailering Package.)
- Suspension Package, Premium Smooth Ride (Not available with (NHT) Max Trailering Package.)
- GVWR, 7100 lbs. (3221 kg) (Requires 2WD model.)
- E85 FlexFuel capable
- Differential, heavy-duty locking rear
- Rear wheel drive
- Air cleaner, high-capacity
- Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator (With (9C1) Police Vehicle includes heavy-duty oil-to-coolant integral to driver-side of radiator.)
- Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
- Battery, 720 cold-cranking amps with 80 amp hour rating
- Alternator, 150 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Trailer sway control
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Hill Start Assist

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STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

SAFETY

- Brakes, 4-wheel antilock, 4-wheel disc, VAC power with Brake Assist
- StabiliTrak, stability control system with brake assist, includes traction control
- Daytime Running Lamps, with automatic exterior lamp control
- Teen Driver mode a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to encourage safe driving behavior. It can limit certain vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report gives you information on your teen's driving habits and helps you to continue to coach your new driver
- Air bags, frontal and side-impact for driver and front passenger and head curtain side-impact for all rows in outboard seating positions (Included and only available with (AZ3) 40/20/40 split-bench front seat. With (9C1) Police Vehicle requires (AZ3) 40/20/40 split-bench front seat and (9U3) SEO front center seat (20% seat) delete. Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Automatic Occupant Sensing System sensor indicator inflatable restraint, front passenger/child presence detector
- Door locks, rear child security
- OnStar Guidance Plan for 3 months, including Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance, Turn-by-Turn Navigation, Advanced Diagnostics and more (trial excludes Hands-Free Calling) for 6 months, including Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance, Turn-by-Turn Navigation, Advanced Diagnostics and more (trial excludes Hands-Free Calling) (Fleet orders receive a 6-month trial. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data.) (Retail orders receive a 3-month trial. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data.)
- Rear Park Assist with audible warning
- Rear Vision Camera
- LATCH system (Lower Anchors and Top tethers for Children), for child safety seats; lower anchors and top tethers located in all second row seating positions, top tethers located in third row seating positions
- Tire Pressure Monitor System air pressure sensors in each tire with pressure display in Driver Information Center
- Theft deterrent, electrical, unauthorized entry

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Fort Payne, AL 35967
Phone: (256) 273-4862
Fax: (256) 845-5364
Email:
cjohnson@donohoochevrolet.com

2017 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

WARRANTY INFORMATION

WARRANTY INFORMATION - 2017 Fleet/Non-Retail CC15706 2WD 4dr Commercial

WARRANTY

Basic:

3 Years/36,000 Miles

Drivetrain:

5 Years/60,000 Miles

Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion:

3 Years/36,000 Miles

Rust-Through

6 Years/100,000 Miles

Roadside Assistance:

5 Years/60,000 Miles

Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance:

2 Years/24,000 Miles

2 visits

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 487.0, Data updated 4/18/2017
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:

April 25, 2017 10:25:27 AM

Page 13

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 procure non-budgeted Meter Reading Equipment for the Meter Department 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. The total cost is \$6,220.00.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

COF Project No. 1150
APR 28 '17 PM 2:00

ZAA

Issuing Date 4/26/2017

Please return this Routing Sheet to Treasurer by

4/26/2017

Project Name: Purchase meter reading equipment for Meter Department

Project Location: Meter Dept

Presented to City Council: 5/8/2017 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$6,220.00

Providers: Consolidated Pipe & Supply Co., Inc.

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

Expense Code: 001-100-50470 Revenue Code _____

Project will be: Expensed xx
 Capitalized _____

Project Financed By:
Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City

Project Budgeted: \$0.00

(Over) Under budget amount: (\$6,220.00)

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____
Capital Lease: _____ Payment _____ Term _____

Funding: Operating funds

City Council prior approval <u>4/24/2017</u>	Request approved by City Treasurer <u><i>Deborah Smith</i></u>
Request received by City Treasurer <u>4/26/2017</u>	Request approved by Finance Director <u><i>[Signature]</i></u>
Received by Finance Department <u>4/26/17</u>	Request approved by Mayor <u><i>[Signature]</i></u>
Received by Mayor <u>4/27/17</u>	

Contact Person: Dan Ames



MEMO

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

Date: April 26, 2017

Re: Placing on City Council agenda approval to procure non-budgeted meter reading equipment for the Meter Department, over \$5,000

The Meter Department has the need to procure meter reading equipment. The equipment must fit into our existing, standardized system.

The needed equipment is itemized on the attached quotation from Consolidated Pipe & Supply Co., Inc., of Mobile, AL, the sole-source distributor for the Neptune meter reading equipment (see attached sole source letter). The total quoted amount is Six Thousand Two Hundred Twenty Dollars (\$6,220.00). This is over the \$5,000.00 City Council approval limit for non-budgeted procurements.

Please compose a greensheet, and move forward to the next available City Council agenda, this procurement approval request for non-budgeted, meter reading equipment, at a cost of \$6,220.00.

Cc: file

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

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

CONSOLIDATED PIPE AND SUPPLY CO., INC.
CUSTOMER QUOTE

4180 Hall Mill Road
PO Box 191057
Mobile AL 36619
0029 - MICHA LAMBERT
Office 251-666-6691
WATS 800-699-6691
Fax 251-666-5311

Quote Nbr: 172613 000
Quote Date: 4/26/2017

Page 1

Job: FAIRHOPE RADIO READ UPGRADE/
MAINT

Engineer: FAIRHOPE
Bid Date: 4/26/2017

Good Until: 5/26/2017
To: MICHA
Email: MLAMBERT@CONSOLIDATEDPIPE.COM

Qty	Size/Wall/Description	Price	Extended Price
1.0	TRIMBLE NOMAD 1050B	2,385.00 EA	2,385.00
1.0	NEPTUNE R900 BELT CLIP RECV.13302-000	2,385.00 EA	2,385.00
1.0	TRIMBLE CHARGER CRADLE 13245-001	500.00 EA	500.00
1.0	FIELD PROGRAMING MOUSE	950.00 EA	950.00
1.0	NSIGHT 5.5 SOFTWRE		
1.0	MX900 5.1 SOFTWARE		
	Total:		6,220.00

To Whom It May Concern:

At this time Consolidated Pipe and Supply Co. is the only Neptune distributor authorized in the state of Alabama to sell RF meter reading equipment and Neptune water meters and parts. Consolidated Pipe and Supply is authorized by Neptune to submit an offer for Neptune water meters and related products.

Neptune Technology Group is the only manufacturer of Neptune meters. Our headquarters and manufacturing facility is located in Tallassee, Alabama. Additional company information can be found at our website www.neptunetg.com.



Thank you for your interest in Neptune products. If you have any questions, please contact your local Consolidated Pipe & Supply representative, Micha Lambert 251-533-5239 or your local Neptune representative, Kevin Smith at 334-799-3760.

Regards,

A handwritten signature in black ink that reads "Chris Knapp".

Chris Knapp
Field Support Manager

NEPTUNE
TECHNOLOGY GROUP INC.

1600 Alabama Highway 229, Tallassee, AL 36078 • 334.283.6555 • www.neptunetg.com

Rec'd in email dated 4-26-17

Micha Lambert
Consolidated Pipe and Supply
4180 Halls Mill Road
Mobile, AL 36619

Re: Neptune's T-10 Warranty

Mr. Lambert:

Per our discussion, Neptune Technology Group Inc. has been manufacturing water meters since 1892. The T-10, introduced in 1982, is currently installed in millions of residential and light commercial applications throughout North America.

The T-10's performance, endurance, accuracy and express warranty are based on a battery of tests conducted over many years in many types of applications. All critical dimensions of the various components of the meter contribute to this performance. The testing and sustained reliability of these critical dimensions has allowed us to provide one of the best express written warranties in the industry for water meters.

Several components of the meter contribute to the performance and support of this warranty. One of the most critical components is Neptune's absolute encoder register. The water meter as you know is the "Cash Register" for a water utility. 100% of all meters that leave our factory are tested for accuracy.

Please be advised that a substitution of any critical T-10 meter component (including the register) with a replacement component manufactured by anyone other than Neptune will Void the Warranty Neptune provides on our T-10 meter.

Should you have any questions concerning the above, please contact the undersigned.

Yours truly,

Kevin M. Smith
Neptune Technology Group Inc.
Territory Manager - AL / MS / Panhandle FL / Central & West TN
(334) 799-3760
www.neptunetg.com

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 Three-Phase Pad Mount Transformers for the Electric Department: 2 each 300 KVA and 2 each 500 KVA; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The cost will be \$36,548.00.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

APR 26 '17 AM 10:21

Issuing Date 4/19/2017

Please return this Routing Sheet to Treasurer by

4/19/2017 *ZMS*

Project Name: Purchase three-phase pad mount transformers: 2 ea. 300 KVA and 2 ea. 500 KVA

Project Location: City Substations

Presented to City Council: 5/8/2017 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$36,548.00

Providers: Gresco Utility Supply Inc.
Dothan, AL

Project Engineer: n/a

Order Date: _____ Lead Time: 8 - 10 weeks ARO

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

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

Expense Code 003-14015 Revenue Code _____

Project will be: Expensed _____
Capitalized xx

Project Financed By:
Grant: _____ Federal - not to exceed amount
State
City

Project Budgeted: _____

(Over) Under budget amount: _____

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____
Capital Lease: _____ Payment _____ Term _____

Funding: Operating funds

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer	<i>Abigail Smith</i>
Request received by City Treasurer	<u>4/19/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>4/24/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>4/25/17</u>		

Contact Person: Jimmy Cluster



MEMO

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

Date: April 18, 2017

Re: Greensheet approval for procuring Pad Mount Transformers to replace stock

The Electric Department needs to replace stock of two each, of two types of three phase, padmount transformers, 300Kva, and 500Kva. The procurement of these items is allowed without formal bid by Code of Alabama 1975, Section 41-16-51(b)(7). Quotes were obtained (see attached).

The Electric Department recommends the lowest quotation be approved, at a total cost of Thirty-Six Thousand Five Hundred Forty Eight Dollars (\$36,548.00). This is over the \$7,500 benchmark for Greensheet approval, and over the \$15,000 limit for City Council approval. The vendor is Gresco Utility Supply, Inc., of Dothan, AL. See attached quotations and Life-Cycle cost analysis.

Life cycle loss evaluations were also run on each transformer, with the same vendor winning.

Lead time: 8-10 Weeks, ARO (after receipt of order)

Please compose, and have approved, a greensheet for this procurement, and move this request forward for City Council approval to procure 2 each, 300Kva, and 2 each, 500Kva, three phase, pad mount transformers from Gresco Utility Supply, INC., of Dothan, AL, in the amount of \$36,548.00.

Cc: file



Utility Supply, Inc.

2795 Cottonwood Road
Dothan, AL 36301
888-766-0621

9320 Madison Blvd.
Madison, AL 35758

ORDER

QUOTATION

SOLD TO City of Fairhope

WRITTEN BY Quincy Wells

DATE 4/06/2017

MARK JOB _____

SHIP TO _____

ORDERED BY _____

QUANTITY	CAT. NO.	DESCRIPTION	PRICE	DELIVERY
<p>Customer Line No.: FR3 FILLED Unit Price: \$ 10,099.00 Three Phase Pad-Mount Transformer(s) kVA Rating: 500 kVA Envirotemp FR3</p>				
<p>Quantity: 2 Extended Price: \$ 20,198.00</p>				
<p>Model #: _____ Cooling Class: KNAN Frequency: 60 Hz Avg. Winding Temp. 65 °C Secondary Voltage: 480Y/277 volts Secondary BIL Rating: 30 kV</p>				
<p>Primary Voltage: 12470 GrdY/7200 volts Primary BIL Rating: 95 kV High Voltage Taps: No Taps No Load Loss: 658 Watts Impedance: 3.64 % Load Loss: 4122 Watts Total Loss: 4780 Watts</p>				
<p>Tank Enclosure: Welded Cover Cabinet Depth: 19 Inches, Pentahead Security Bolts Steel HV-LV Barrier</p>				
<p>Bushings: Loop Feed ANSI Specific Dimensions Dead Front Primary Terminations: Wells , (6) Inserts Secondary Terminations: Epoxy Bushings w/Thread-on 6 Hole Aluminum H Spades, Spade Support</p>				
<p>Protection: Dual Sensing Bayonet Fusing (RTE 358C12), Plastic Dripshield (0), PRCLF (HTSS232150)</p>				
<p>Accessories: Pressure Relief Valve IFD- 1" fill with Schrader valve., Cover-Mounted Pressure Relief Device (), Drain plug Liquid Level Gauge Ground Lugs</p>				
<p>Switching: 110X0 Grounding Switch</p>				
<p>Paint Color: GREEN (Munsell 7.0GY3.29/1.5).</p>				
<p>Standards: Quoted in compliance with the latest applicable ANSI standards unless otherwise specified by the customer.</p>				
<p>Shipment: 7 to 9 weeks</p>				

LOSS EVALUATION CALCULATIONS

Assumptions:

- 1. Depreciation period of 33 years
- 2. Interest Rate of 2.5%
- 3. Equivalent Annual Load Factor 0.8
- 4. Depreciation factor = 4.4859
- 5. Energy Charges 0.061 \$/kwh
- 6. No demand charges are calculated

Manufacturer	Ermco
Transformer Size (kva)	500
Purchase Price (\$)	\$10,099.00
No Load Loss (kw)	0.658
Load Loss (kw)	4.122

Cost of No Load Losses

Cost (NL)= \$351.61 (\$/yr)

Cost of Load Losses

Cost (LL)= \$1,409.68 (\$/yr)

Capital Costs

Cost (Cap) = \$453.03 (\$/yr)

Total Ownership Cost = \$73,072.70

CUSTOMER COPY

QUOTE # 459960-00
QUOTED DATE 3/29/17

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
CITY OF FAIRHOPE
PO DRAWER 429
555 SOUTH SECTION ST

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

FAIRHOPE AL36532

<u>DESCRIPTION</u>	<u>PRODUCT NUMBER</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>EXT PRICE</u>
--------------------	-----------------------	------------	-------------------	------------------

TRANSFORMER LOSS DATA IS BASED ON ANSI C57.12.00:

LOSS GRT: AVE VOLT% : 100

NL TEMP BASIS: 85 LL TEMP BASIS: 85

FOB FAIRHOPE, AL FREIGHT PREPAID AND ALLOWED.

LEAD TIME 8-10 WEEKS.

*QUOTED PER SPECIFICATIONS THREE PHASE PAD MOUNT
DISTRIBUTION TRANSFORMER.

1ST QTR 2017 INDEX

PRICING IS FIRM ON AN ORDER RECEIVED WITHIN

30 DAYS FROM BID DATE AND SHIPMENT WITHIN

THE QUOTED THE LEAD TIME

PRICING IS SUBJECT TO ESCALATION/DESCALATION

FOR ORDERS PLACED AFTER THE 30 DAY BID VALIDITY

OR FOR SHIPMENTS DELAYED BEYOND THE QUOTED

LEADTIME AT THE CUSTOMERS REQUEST. ESCALATION IS

CALCULATED ON THE DIFFERENCE IN THE ERMCO

MATERIAL COST FROM TIME OF QUOTE VERSUS

REQUESTED TIME OF SHIPMENT. THE BASE INDEX FOR

THIS QUOTE IS 1ST QTR 2017 MATERIAL COSTS. PLEASE

NOTE:LEADTIME IS SUBJECT TO CHANGE WITHOUT

NOTICE!! 3PH PADMOUNTS 8-10 WEEKS ARE

ITEM 1

ERMCO 3 PHASE PAD TRANSFORMER 3PH-PAD

2 8175.00 16,350.00

ITEM# : 1.00

NL= 463 LL= 2337 IZ=4.400 TL= 2800

(6) INSULATED STANDOFF BU

OPTIONS BEGIN.....

ERMCO	ERMCO STD 3PH TRANSFORMER
0300	300 KVA
G	GRDY
001G	12470GY/7200 95 BIL
X	H0/X0 GROUND
001	NO TAPS
127	480Y/277
M4	ANSI MINIMUM K DIM=4.5
L	LOOP FEED
000	ERMCO STD FIXED STUD WELL
G15	STD INSERT SYSTEM SELECT
000	ELBOW ARRESTERS NOT SELECTED
S	STAGGERED LV BUSHING ARRANGEMENT
000	ERMCO STD STUD LV BUSHINGS
600	6 HOLE NEMA SPADES

CUSTOMER COPY

QUOTE # 459960-00
QUOTED DATE 3/29/17

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
CITY OF FAIRHOPE
PO DRAWER 429
555 SOUTH SECTION ST

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

FAIRHOPE AL36532

DESCRIPTION	PRODUCT NUMBER	QTY	UNIT PRICE	EXT PRICE
1	LV BUSHING SUPPORTS REQUIRED			
E58	DUAL SENSING BAYO & LINK (GENERIC)			
000	MILD STEEL TANK & FEDESTAL			
000	MILD STEEL CABNET & SILL			
0	STD CABINET PARTITION			
0	PADMOUNT GREEN FINISH			
0	STANDARD HARDWARE.			
11	SILICON BRONZE PENTABOLT			
1	#10-1 1-WAY TIN PLATED	19-01		
00	STANDARD AIR SPACE			
N1	IFD AND .25 PLUG ON FRONT PANEL			
0	1" NPT DRAIN PLUG			
0	1"NPT FILL PLUG			
0	NO LIQUID LEVEL GAUGE SELECTED			
0	NO VACUUM GAGE SELECTED			
0	NO TEMPERATURE GAGE SELECTED			
8	ENVIROTEMP FR3			
A	STANDARD TWO NAMEPLATES			
00	STD KVA DECAL OUTSIDE			
00	DOES NOT REQUIRE PCB DECAL.			
11	"DANGER" MR OUCH GENERIC			
02	WARNING "MR OUCH" GENERIC			
99	STD PRIMARY DECAL INSIDE (HV)			
00	NO SECONDARY VOLTAGE DECALS			
00	STD ERMCO "E" LOGO DECAL			

OPTIONS END.....

100% CTR @ TIME OF SHIPMENT

24 HOUR NOTICE

LOSS EVALUATION CALCULATIONS

Assumptions:

1. Depreciation period of 33 years
2. Interest Rate of 2.5%
3. Equivalent Annual Load Factor 0.8
4. Depreciation factor = 4.4859
5. Energy Charges 0.061 \$/kwh
6. No demand charges are calculated

Manufacturer	Ermco
Transformer Size (kva)	300
Purchase Price (\$)	\$8,175.00
No Load Loss (kw)	0.463
Load Loss (kw)	2.337

Cost of No Load Losses

Cost (NL)= \$247.41 (\$/yr)

Cost of Load Losses

Cost (LL)= \$799.23 (\$/yr)

Capital Costs

Cost (Cap) = \$366.72 (\$/yr)

Total Ownership Cost = \$46,640.96

Quote

T & C SPECIALTY DISTRIBUTORS INC
 P O BOX 111
 148 RUSSELL DRIVE
 WAYNESBORO MS 39367
 6017359040

Order Number: 0010922
 Order Date: 4/4/2017

Salesperson: WJON
 Customer Number: 00-FAICIT

Sold To:
 CITY OF FAIRHOPE
 P O DRAWER 429
 FAIRHOPE, AL 36533
 (251) 928-8003
Confirm To:

Ship To:
 CITY OF FAIRHOPE
 555 S. SECTION STREET
 DAN AMES 251-928-8003
 FAIRHOPE, AL 36532

Customer P.O.	Ship VIA	F.O.B.	Terms			
			NET 30 DAYS			
Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
300KVA FAIRHOPE	EACH	2.00	0.00	0.00	11,308.0000	
300 KVA 3 PHASE PADMOUNT ANSI C57.12.34 DEAD Whse: 000 FRONT SINGLE VOLTAGE HV: 12470GRDY/7200 + GRD 95KV BIL LV: 480Y/277 30KV BIL TAPS: NO TAPS LOSSES: NO LOAD = 560, LOAD = 2259, TOTAL = 2819 IMPED = 3.1 OIL TYPE: ENVIRO TEMP LOOP FEED, WELLS & INSERTS, 6 HOLE SPADES, BAYONET FUSING WITH ISOLATION LINK, IFD PER FAIRHOPE SPEC DATED 3/29/17 EVALUATED MEETS DOE REQUIREMENTS OUTLINE DRAWING ATTACHED EA-2850 ITEM 1						
500KVA FAIRHOPE	EACH	2.00	0.00	0.00	14,559.0000	
500 KVA 3 PHASE PADMOUNT ANSI C57.12.34 DEAD Whse: 000 FRONT SINGLE VOLTAGE HV: 12470GRDY/7200 + GRD 95KV BIL LV: 480Y/277 30KV BIL TAPS: NO TAPS LOSSES: NO LOAD = 751, LOAD = 3684, TOTAL = 4435 IMPED = 4.5 OIL TYPE: ENVIRO TEMP LOOP FEED, WELLS & INSERTS, 6 HOLE SPADES, BAYONET FUSING WITH ISOLATION LINK, IFD PER FAIRHOPE SPEC DATED 3/31/17 EVALUATED MEETS DOE REQUIREMENTS OUTLINE DRAWING ATTACHED EA-2852 ITEM 1						

Quote

T & C SPECIALTY DISTRIBUTORS INC
 P O BOX 111
 148 RUSSELL DRIVE
 WAYNESBORO MS 39367
 6017359040

Order Number: 0010922
 Order Date: 4/4/2017

Salesperson: WJON
 Customer Number: 00-FAICIT

Sold To:
 CITY OF FAIRHOPE
 P O DRAWER 429
 FAIRHOPE, AL 36533
 (251) 928-8003
 Confirm To:

Ship To:
 CITY OF FAIRHOPE
 555 S. SECTION STREET
 DAN AMES 251-928-8003
 FAIRHOPE, AL 36532

Customer P.O.	Ship VIA	F.O.B.	Terms			
			NET 30 DAYS			
Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
300KVA FAIRHOPE	EACH	2.00	0.00	0.00	11,308.0000	
300 KVA 3 PHASE PADMOUNT ANSI C57.12.34 DEAD FRONT SINGLE VOLTAGE Whse: 000 HV: 12470GRDY/7200 + GRD 95KV BIL LV: 480Y/277 30KV BIL TAPS: NO TAPS LOSSES: NO LOAD = 560, LOAD = 2259, TOTAL = 2819 IMPED = 3.1 OIL TYPE: ENVIRO TEMP LOOP FEED, WELLS & INSERTS, 6 HOLE SPADES, BAYONET FUSING WITH ISOLATION LINK, IFD PER FAIRHOPE SPEC DATED 3/29/17 EVALUATED MEETS DOE REQUIREMENTS OUTLINE DRAWING ATTACHED EA-2850 ITEM 1						
500KVA FAIRHOPE	EACH	2.00	0.00	0.00	14,559.0000	
500 KVA 3 PHASE PADMOUNT ANSI C57.12.34 DEAD FRONT SINGLE VOLTAGE Whse: 000 HV: 12470GRDY/7200 + GRD 95KV BIL LV: 480Y/277 30KV BIL TAPS: NO TAPS LOSSES: NO LOAD = 751, LOAD = 3684, TOTAL = 4435 IMPED = 4.5 OIL TYPE: ENVIRO TEMP LOOP FEED, WELLS & INSERTS, 6 HOLE SPADES, BAYONET FUSING WITH ISOLATION LINK, IFD PER FAIRHOPE SPEC DATED 3/31/17 EVALUATED MEETS DOE REQUIREMENTS OUTLINE DRAWING ATTACHED EA-2852 ITEM 1						

LOSS EVALUATION CALCULATIONS

Assumptions:

- 1. Depreciation period of 33 years
- 2. Interest Rate of 2.5%
- 3. Equivalent Annual Load Factor 0.8
- 4. Depreciation factor = 4.4859
- 5. Energy Charges 0.061 \$/kwh
- 6. No demand charges are calculated

Manufacturer	Howard
Transformer Size (kva)	500
Purchase Price (\$)	\$14,559.00
No Load Loss (kw)	0.751
Load Loss (kw)	3.684

Cost of No Load Losses

Cost (NL)= \$401.30 (\$/yr)

Cost of Load Losses

Cost (LL)= \$1,259.89 (\$/yr)

Capital Costs

Cost (Cap) = \$653.10 (\$/yr)

Total Ownership Cost = \$76,371.87

LOSS EVALUATION CALCULATIONS

Assumptions:

- 1. Depreciation period of 33 years
- 2. Interest Rate of 2.5%
- 3. Equivalent Annual Load Factor 0.8
- 4. Depreciation factor = 4.4859
- 5. Energy Charges 0.061 \$/kwh
- 6. No demand charges are calculated

Manufacturer	Howard
Transformer Size (kva)	300
Purchase Price (\$)	\$11,308.00
No Load Loss (kw)	0.56
Load Loss (kw)	2.259

Cost of No Load Losses	
Cost (NL)=	\$299.24 (\$/yr)

Cost of Load Losses	
Cost (LL)=	\$772.56 (\$/yr)

Capital Costs	
Cost (Cap) =	\$507.27 (\$/yr)

Total Ownership Cost = \$52,109.10

Dan Ames

From: Jimmy Cluster
Sent: Tuesday, April 18, 2017 2:55 PM
To: Dan Ames
Subject: Padmount transformers

Dan, the other three vendors that I sent RFQ's out for the 500kva and 300kva three phase padmount transformers but did not get a response were Anixter, Stuart C Irby and Wesco.

Thanks,

Jimmy

RESOLUTION NO. _____

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

[1] That the City of Fairhope did request, receive, and open bids for Pest Control 2017 (Bid Number 016-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Please see attached Bid Tabulation for
Pest Control 2017

[3] After evaluating the bid proposals with the required bid specifications, Beebe's Pest & Termite Control, with the total bid proposal of \$7,200.00 per year, is now awarded the bid for Pest Control 2017.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

APR 25 '17 AM 10:21

Issuing Date 4/24/2017

Please return this Routing Sheet to Treasurer by

4/24/2017 *ZAA*

Project Name: Award Bid 016-17, Pest Control 2017

Project Location: City-Wide

Presented to City Council: 5/8/2017 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$7,200.00 Per Year

Providers: Beebe's Pest & Termite Control
Foley, AL

Project Engineer: n/a

Order Date: _____ Lead Time: n/a

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

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

Expense Code:	1-10-50360	30-50360	Revenue Code	_____
	1-10-51170	30-51155		
	15-50360	50-50360		
	20-50360	2/3/4-10/4-20-50360		
	25-50360			

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

Project Budgeted: _____
 (Over) Under budget amount: _____ Bond: _____ Title _____ Year _____
 Loan: _____ Title _____ Year _____
 Funding: Operating funds Capital Lease: _____ Payment _____ Term _____

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer	<i>Deborah Smith</i>
Request received by City Treasurer	<u>4/24/2017</u>	Request approved by Finance Director	<i>[Signature]</i>
Received by Finance Department	<u>4/24/17</u>	Request approved by Mayor	<i>[Signature]</i>
Received by Mayor	<u>4/25/17</u>		

Contact Person: Dan Ames



MEMO

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

Date: April 19, 2017

Re: Placing on City Council agenda to award Bid No. 016-17, Pest Control 2017

An Invitation to Bid (ITB) for Bid No. 016-17, Pest Control 2017, for the Public Works Department, was issued on March 20, 2017, to multiple vendors from the bidder's list, and advertised to the general public. Responses were received until 9:00 a.m. on April 10, 2017. A Bid Tabulation and Recommendation was composed (see attached).

The Public Works Department recommends the award be made to Beebe's Pest & Termite Control, of Foley, AL, in the bid amount of Seven Thousand Two Hundred Dollars (\$7,200.00) annually, see attached quotation.

Please place on the next available City Council Agenda this request to award Bid No 016-17, Pest Control 2017 to Beebe's Pest & Termite Control, in the amount of Seven Thousand Two Hundred Dollars (\$7,200.00).

Cc, file

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

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

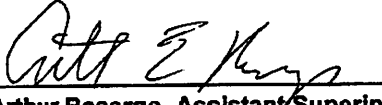
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CITY OF FAIRHOPE
 BID TABULATION AND RECOMMENDATION
 BID NAME: PEST CONTROL 2017
 BID NO: 016-17
 BID OPENED: APRIL 10, 2017 9:00 A.M.
 Note: Bid Bond

VENDOR	Bid Proposal/ Non-collusion Statement: Executed / Signed / Notarized	Signed Addenda #1 & 2	Bid Bond (not necessary if BID less than \$10,000)	Bid Price per MONTH	Bid Price per YEAR (12 MONTHS)	ON-CALL EMERGENCY SERVICE HOURLY RATE
BEBEE'S PEST & TERMITE CONTROL	YES	YES	NO	\$600.00	\$7,200.00	\$65.00
GOODROW. INC dba ORKIN PEST CONTROL		#1 NO #2 YES	NO	\$3,398.00	\$40,776.00	\$0.00
KELLY'S EXTERMINATING SERVICE, INC.	NO	YES				
TERMINIX	No Response					
HOUSEHOLD TERMITE & PEST CONTROL	No Response					
HAVARD PEST CONTROL, INC.	No Response					
PROFESSIONAL PEST CONTROL	No Response					
SOUTHEASTERN EXTERMINATING	No Response					
CENTSIBLE PEST CONTROL, LLC	No Response					
BUGMASTER EXTERMINATORS INC.	No Response					
ROSE TERMITE AND PEST CONTROL	No Response					
SAFETY FIRST PEST CONTROL	No Response					
COOK'S PEST CONTROL	No Response					
FEDERAL SERVICES COML PEST	No Response					
WAYNE'S ENVIRONMENTAL SERVICE	No Response					
HADLEY TERMITE & PEST CONTROL	No Response					
REDD PEST SOLUTIONS	No Response					
ENSEC6	No Response					
B&W PEST CONTROL	No Response					

RECOMMENDATION : Award to Bebees Pest & Termite Control in the amounts listed in the Bid Response.


 Arthur Bosarge, Assistant Superintendent of Public Works
 4/11/17

To my knowledge this is an accurate bid tabulation.

 Daniel P. Ames, Purchasing Manager
 4/11/17

RESOLUTION NO. _____

MUNICIPAL WATER POLLUTION PREVENTION (MWPP) PROGRAM

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to inform the Department of Environmental Management that the following actions were taken by the City Council of the City of Fairhope, Alabama.

1. Reviewed the MWPP Annual Report which is attached to the resolution.
2. Set forth the following actions and schedule necessary to maintain effluent requirement contained in the NPDES Permit, and to prevent the bypass and overflow of raw sewage within the collection system or at the treatment plant:
 - (a) Complete the current water and wastewater system assessment and develop an implementation plan for completing needed improvements necessary for regulatory compliance and to accommodate future growth.
 - (b) Continue to perform O & M requirements to the treatment and collection system and complete repairs when discovered.
 - (c) Continue to provide training opportunities for the operations staff to assist them with maintaining certification and knowledge of current methods and technologies.

Adopted this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

I, Lisa A. Hanks, City Clerk of the City of Fairhope, Alabama, do hereby certify that this is a true and correct copy of Resolution No. _____ passed and approved by the City Council of the City of Fairhope, Alabama, on the 8th day of May, 2017.

Lisa A. Hanks, City Clerk

Date



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

We are asking the Mayor Karin Wilson and the Fairhope City Council, to review the Water Departments Municipal Water Pollution Prevention (MWPP) Annual Report, make any recommendations on the Wastewater Treatment Plant and Collection system, and authorize the Water Department to send the MWPP Annual Report to the Alabama Department of Environmental Management (ADEM) in the next City of Fairhope Council Meeting.

Thank you,

Dan McCrory, Superintendent
Water & Wastewater Department

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

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MUNICIPAL WATER POLLUTION PREVENTION (MWPP)

ANNUAL REPORT

SUBMITTED BY:

TREATMENT FACILITY: Fairhope Wastewater Plant NPDES #: AL 0020842

MUNICIPALITY: City of Fairhope COUNTY: Baldwin

CONTACT PERSON: Dan McCrory
Responsible Official
Superintendent Water and Wastewater
Title

Telephone #: 251-928-8003 Fax #: 251-990-0156


Email Address: dan.mccrory@fairhopeal.gov

CHIEF OPERATOR: Timothy Manuel
Name

Telephone #: 251-990-0139 Fax #: 251-990-0193

Email Address: tim.manuel@fairhopeal.gov

Date: 4/10/2017

REVIEWED BY: Tim E. Pothon, P.E. 
Consulting Engineer

Telephone #: 251-342-1070 Fax #: 251-342-0962

Date: 4/17/17

**MWPP Annual Report
Information Source List**

The following information will be needed to complete the compliance maintenance report that covers the calendar year of 2016 (due **May 31, 2017**).

- Part 1 A. The average plant influent flow for each month (million gallons per day/MGD) during the year.
 B. The average plant influent BOD (CBOD) for each month (mg/l and lb/day) in the year.
 C. The plant's average design flow (MGD) and design BOD (CBOD) loading (lbs/day).
- Part 2 A. The monthly average permit and DMR effluent concentration for BOD (CBOD), TSS, NH3-N, and/or TKN in mg/l for the year
 B. The monthly average effluent limits and DMR loading for BOD (CBOD), TSS, NH3-N, and/or TKN in lbs/day for the year
- Part 3 The age of the treatment plant defined as the number of years since the last major reconstruction to increase the organic or hydraulic capacity of the plant. The last calendar year minus the year the new construction was brought on-line.
- Part 4 Bypass and overflow information. This is the number of bypass or overflow events of untreated wastewater due to heavy rain or equipment failure whether intentional or inadvertent from all collection systems tributary to the treatment facility.
- Part 5 A. Describe the characteristics and quantity of sludge generated.
 B. If sludge is landspread, how many months of sludge storage does the plant have? This should include on-site and off-site storage from the treatment plant. The digester capacity may be used in the calculation.
- Part 6 A. Sludge Disposal Method
 B. The number of approved land disposal sites for sludge available, and how many months or years these disposal sites will these be available for use.
- Part 7 The number of sewer extensions installed in the community last year, the design population, design flow, and design BOD (CBOD) for each sewer extension.
- Part 8 Operator Certification
- Part 9 Financial Status
- Part 10 Subjective Evaluation
- Part 11 Summary Sheet

Instructions to the Operator-in-Charge

1. Complete all sections of the MWPP Report to the best of your ability.
2. Parts 1 through 8 contain questions for which points will be generated. These points are intended to communicate to the Department and the governing body or owner the actions necessary to prevent effluent violations. Enter the point totals from Parts 1 through 8 on Part 11: Summary Sheet.
3. Add the point totals on Part 11: Summary Sheet.
4. Submit the MWPP Report to the governing body and the consulting engineer and owner for review and approval.
5. The governing body should pass a resolution which contains the following points:
 - a. The resolution should acknowledge the governing body or owner has reviewed the MWPP Report.
 - b. The resolution should indicate what actions will be taken to prevent effluent violations.
 - c. The resolution should provide any other information the governing body or owner deems appropriate.
6. **The MWPP Report and the resolution must be submitted by May 31st to Municipal Section, Water Division, ADEM, P.O. Box 301463, Montgomery, AL 36130-1463.**

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 1: Influent Loading/Flows

A. List the average monthly volumetric flows and BOD₅ (CBOD₅) loadings received at your facility during the last calendar year.

<u>Month</u>	<u>Column 1 Average Monthly Flowrate (MGD)</u>	<u>Column 2 Average Monthly BOD₅ (CBOD₅) Concentration (mg/l)</u>	<u>Column 3 Average Loading BOD₅ (CBOD₅) (lbs/day**)</u>
January	2.21161	197.80	3626.54
February	2.15448	189.53	3487.13
March	2.92387	166.89	3921.31
April	2.55200	161.75	3388.08
May	1.97261	195.05	3248.77
June	2.04700	216.64	3711.07
July	2.04739	192.54	3237.63
August	2.15007	186.74	3338.51
September	1.97953	183.51	2998.88
October	1.85421	207.77	3189.31
November	1.86273	212.20	3295.12
December	2.44968	219.36	4436.37
Annual Avg.	2.18377	194.15	3489.89

** As reported on NPDES Discharge Monitoring Reports (DMRs) and as required by EPA's NPDES Self-Monitoring System, User Guide, March 1985.

B. List the average design flow and average design BOD₅ (CBOD₅) loading for the facility below. If you are not aware of these design quantities, contact your consulting engineer.

	<u>Average Design Flow</u>	<u>Average Design BOD₅ (CBOD₅) Loading (lbs/day)</u>
Design Criteria	4.20 MGD	12259.80
90% of the Design Criteria	3.78 MGD	11033.82

C. How many times did the monthly flow (Column 1) to the WWTP exceed 90% of design flow?
_____ (Check the appropriate point total)

0 - 4 = 0 points 5 or more = 5 points

D. How many times did the monthly flow (Column 1) to the WWTP exceed the design flow?
_____ (Check the appropriate point total)

0 = 0 points 1 - 2 = 5 points 3 - 4 = 10 points 5 or more = 15 points

E. How many times did the monthly BOD₅ (CBOD₅)* loading (lbs/day) (Column 3) to the WWTP exceed 90% of the design loading?
_____ (Check the appropriate point total)

0 - 1 = 0 points 2 - 4 = 5 points 5 or more = 10 points

F. How many times did the monthly BOD₅ (CBOD₅)* loading (lbs/day) (Column 3) to the WWTP exceed the design loading?
_____ (Check the appropriate point total)

0 = 0 points 1 = 10 points 2 = 20 points 3 = 30 points 4 = 40 points 5 or more = 50 points

G. Enter each point value marked for C through F and enter the sum in the appropriate blank below.

C points =	_____
D points =	_____
E points =	_____
F points =	_____

TOTAL POINTS VALUE FOR PART 1 _____ 0 _____
Enter this value on Part 11: Summary Sheet.

*To obtain equivalent BOD₅ loading for comparison with design loading for those permittees using influent CBOD₅, divide annual average CBOD₅ loading in lbs/day from Part 1, A by 0.7.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 2: Effluent Quality/Plant Performance

A. List the monthly average permit limits for the facility in the blanks below and the average monthly effluent DMR BOD₅, (CBOD₅) TSS, NH₃-N and/or TKN concentration produced by the facility during the last calendar year.

(1) NPDES Permit Concentration

	<u>Months</u>	<u>BOD₅ (CBOD₅) (mg/l)</u>	<u>TSS (mg/l)</u>	<u>NH₃-N (mg/l)</u>	<u>TKN (mg/l)</u>
Permit Limit	12	15	30	10	Report

(2) DMR Concentration

<u>Qtr</u>	<u>Month</u>	<u>BOD₅ (CBOD₅) (mg/l)</u>	<u>TSS (mg/l)</u>	<u>NH₃-N (mg/l)</u>	<u>TKN (mg/l)</u>
1	January	7.90	1.27	9.19	10.60
	February	4.21	1.31	8.94	12.80
	March	4.68	1.77	1.70	11.20
2	April	5.02	2.27	0.14	0.90
	May	5.46	2.54	0.18	1.98
	June	4.63	2.19	0.21	1.20
3	July	4.34	1.54	1.11	0.90
	August	6.37	1.25	0.19	1.10
	September	3.41	1.00	0.18	0.70
4	October	6.69	1.08	0.21	1.18
	November	6.10	0.89	1.03	0.50
	December	3.97	1.38	0.77	3.60
	Annual Avg.	5.23	1.54	1.99	2.79

B. List the monthly average permit limit and DMR loadings below.

(1) NPDES Permit Loading

Permit Limit	Months	BOD ₅ (CBOD ₅) (lbs/day)	TSS (lbs/day)	NH ₃ -N (lbs/day)	TKN (lbs/day)
	12	500	1000	333	Report

(2) DMR Loading

Qtr	Month	BOD ₅ (CBOD ₅) (lbs/day)	TSS (lbs/day)	NH ₃ -N (lbs/day)	TKN (lbs/day)
1	January	143.89	24.92	172.49	190.07
	February	77.99	22.89	165.79	322.39
	March	112.64	46.69	28.99	177.48
2	April	106.58	51.77	3.01	16.604
	May	90.61	42.10	3.05	14.737
	June	79.33	37.49	4.63	21.15
3	July	73.43	26.02	7.11	16.04
	August	119.86	23.23	6.98	17.779
	September	56.40	16.40	7.07	11.168
4	October	102.47	16.62	6.98	17.065
	November	97.53	14.00	16.02	7.462
	December	84.03	28.79	18.97	63.350
Annual Avg.		95.40	29.24	36.76	52.399

C. During the past year did the BOD₅ (CBOD₅) concentration (mg/l) and/or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any consecutive quarters? (Check the appropriate point total.)

No = 0 points

Yes = 121 points

D. During the past year did the BOD₅ (CBOD₅) concentration (mg/l) and/or loading (lbs/day), exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

E. During the past year did the effluent TSS concentration (mg/l) or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

F. During the past year did the TSS concentration (mg/l) and/or loading (lbs/day) exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

G. During the past year did the NH₃-N or TKN concentration (mg/l) and/or loading (lbs/day) exceed the product of 1.4 times the monthly average permit limit during two months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

H. During the past year did either the NH₃-N or TKN concentration (mg/l) and/or loading (lbs/day), exceed the monthly average permit limit during four months of any two consecutive quarters? (Check the appropriate point total.)

No = 0 points Yes = 121 points

I. Enter each point value checked for C through H in the blanks below.

C Points = _____ 0 _____

D Points = _____ 0 _____

E Points = _____ 0 _____

F Points = _____ 0 _____

G Points = _____ 0 _____

H Points = _____ 0 _____

HIGHEST INDIVIDUAL POINT VALUE FOR PART 2 (C-H) 0 (HIGHEST POINT = 121)
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 3: Age of the Wastewater Treatment Facility

A. What year was the wastewater treatment plant constructed or last reconstructed? 2015

Subtract the above answer from the report year to determine age:

$$\text{Age} = (\text{Last Calendar year}) - (\text{Answer to A})$$

$$\text{Age } \underline{1} = (\underline{2015}) - (\underline{2016})$$

Enter Age in Part C below.

B. Check the type of treatment facility employed.

	Factor
<u> X </u> Mechanical Treatment Plant	2.0
<u> </u> Aerated Lagoon	1.5
<u> </u> Stabilization Pond	1.0
<u> </u> Other (Specify: _____)	1.0

C. Multiply the factor listed next to the type of the facility your community employs by the age of your facility to determine the total point value for Part 3:

$$\frac{2.0}{\text{(Factor)}} \times \frac{1.00}{\text{(Age)}} = \underline{2.00} \quad \text{TOTAL POINT VALUE FOR PART 3}$$

Enter the above value on Part 11: Summary Sheet. If the total point value exceeds 40, enter 40 on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 4: Bypassing and Overflows

- A. How many bypass or overflow events of untreated wastewater occurred in the last year at the WWTP due to heavy rain? 0
- B. How many bypass or overflow events of untreated wastewater occurred in the last year prior to the headworks of the WWTP due to heavy rain? 3
- C. How many of the bypass or overflow events listed in Parts A and B have been corrected such that future bypass or overflow events at the same location due to heavy rain are not anticipated? 1
- D. Add together Answers A and B and subtract Answer C from that total.
A + B - C = 2 (Check the appropriate point total.)
 0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points
 4 = 20 points 5 = 25 points 6 = 30 points 7 = 35 points
 8 = 40 points 9 = 45 points 10 = 50 points 11 or more = 100 points
- E. How many bypass or overflow events of untreated wastewater occurred in the last year at the WWTP due to equipment failure? (This includes clogged/broken lines or manholes.) 0
- F. How many bypass or overflow events of untreated wastewater occurred in the last year due to equipment failure prior to the headworks of the WWTP? (This includes clogged/broken lines or manholes.) 9
- G. How many of the bypass or overflow events listed in Parts E and F have been corrected such that future bypass or overflow events at the same location due to the same equipment failure are not anticipated? 9
- H. Add together Answers E and F and subtract Answer G from that total.
E + F - G = 0 (Check the appropriate point total.)
 0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points
 4 = 20 points 5 = 25 points 6 = 30 points 7 = 35 points
 8 = 40 points 9 = 45 points 10 = 50 points 11 or more = 100 points
- I. Add point values checked in D and H and enter the total in the blank below.

TOTAL POINT VALUE FOR PART 4 10
Enter this value on Part 11: Summary Sheet.

All bypass or overflow events that have occurred in the last year (for any reason) must be individually reported with this MWPP report.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 5: Sludge Quantity and Storage

- A. Please provide information concerning sludge quantity, characteristics, and storage practices based on available data as requested on the *MWPP Sewage Sludge Survey*, ADEM Form 419.
- B. How many months of sludge storage capacity does the wastewater treatment facility have available, either on-site or off-site? (i.e., How many months can the facility operate without land spreading or disposing of sludge?) Four Months

(Check the appropriate point total.)

- | | | |
|---|-------------------------------------|-------------|
| Greater than or equal to 4 months | <input checked="" type="checkbox"/> | = 0 points |
| Less than 4 months, but greater than or equal to 3 months | <input type="checkbox"/> | = 10 points |
| Less than 3 months, but greater than or equal to 2 months | <input type="checkbox"/> | = 20 points |
| Less than 2 months, but greater than or equal to 1 month | <input type="checkbox"/> | = 30 points |
| Less than one month | <input type="checkbox"/> | = 50 points |

TOTAL POINT VALUE FOR PART 5 0
Enter this value on Part 11: Summary Sheet.

Part 6: Sludge Disposal Practices and Sites

- A. Please provide the sludge disposal practices and site information based on available data as requested on the *MWPP Sewage Sludge Survey*, ADEM Form 419.
- B. How many months or years does the facility have access to and approval for sufficient land disposal sites to provide proper land disposal? (Check the appropriate point total.)

- | | | |
|--------------------|-------------------------------------|-------------|
| 36 or more months | <input checked="" type="checkbox"/> | = 0 points |
| 24 - 35 months | <input type="checkbox"/> | = 10 points |
| 12 - 23 months | <input type="checkbox"/> | = 20 points |
| 6 - 11 months | <input type="checkbox"/> | = 30 points |
| Less than 6 months | <input type="checkbox"/> | = 50 points |

TOTAL POINT VALUE FOR PART 6 0
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 7: New Development

Are there any major new developments (industrial, commercial, or residential) in the last calendar year or anticipated in the next 2-3 years such that either flow or BOD₅ (CBOD₅) loadings to the sewage system could significantly increase? Estimate additional loadings below.

Design Population: _____ Design Flow: _____ MGD Design BOD₅ (CBOD₅): _____ lbs/day Equivalent (PE)

List industrial and/or residential developments.

Residential development increased 333 sewer connections in 2016, slightly above the past 4 year average of 314 connections. We do not anticipate a significant impact to WWTP flow or loading.

Will the additional loading overload the plant?
(Check the appropriate point total.)

No = 0 points Yes = 121 points

Enter the point total in the blank below.

TOTAL POINT VALUE FOR PART 7 0 (highest point total = 121)
Enter this value on Part 11: Summary Sheet.

Part 8: Operator Certification

Complete the *Plant and Collection System Personnel Inventory*, ADEM Form 441.

Do both the plant operator and collection system staffing comply with ADEM Administrative Code; Division 10, Operator Certification Program?
(Check the appropriate point total.)

Yes = 0 points No = 121 points

TOTAL POINT VALUE FOR PART 8 0 (highest point total = 121)
Enter this value on Part 11: Summary Sheet.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 9: Financial Status

A. Are User-Charge Revenues sufficient to cover operation and maintenance expenses? If no, how are O&M costs being financed? ***Include user charge rates.***

Water and Sewer connection fees, and rates are used to cover operation cost and capital improvement for the Water and Wastewater department.

Residential Minimum Please see attached Plus rate _____/1,000 gal.

Industrial Minimum Water and Sewer Rates Plus rate _____/1,000 gal.

Monthly residential rate based on 6,000 gallons usage \$ _____

B. What financial resources are available to pay for the wastewater improvements and/or reconstruction needs?

Connection fees, monthly rates, sales tax, and Municipal bonds

C. Please attach a rate sheet and the most recent audit, if available.

Attached

Part 10: Subjective Evaluation

A. Describe briefly the physical and structural conditions of the wastewater treatment facility.

Major upgrades were finished the Fall of 2015 to the wastewater plant. The physical and structural conditions have improved with the construction upgrades and the replacement of equipment throughout the wastewater plant.

B. Describe the general condition of the sewer system (sewer lines, manholes, lift stations).

The general condition of the sewer system remain in average condition. We continue to find and repair infiltration problems throughout our system by smoke testing and videoing.

Capital improvements of \$400,000 for 2016/2017 to continue for pipe & lift station upgrades.

C. What sewage system improvements does the community have planned for construction in the next 5 years?

Funds for upgrades & repairs to the sewer collection system continue for the 2016/2017 year.

Pipe lining and lift station upgrades have started in the area of Valley St. lift station and station upgrades at Fels & South Mobile St. Plans are to continue repairs and upgrades in the system.

D. What is the theoretical design life of the plant, and what is the estimated remaining useful life of the wastewater treatment facility?

With 2015 wastewater plant upgrades, engineers expect the theoretical design life of the wastewater treatment plant is 15 to 18 years.

E. What problems, if any, over the last year have threatened treatment or conveyance within the system?

Rain events in March, April, July, August, September and December totaling near 45.00 inches of the 70.00 total inches of rain for 2016 caused some infiltration problems and 3 SSO's.

Mechanical and electrical problems caused an additional 9 SSO's in our collection system.

F. Is the community presently involved in formal planning for treatment facility upgrading?

The Mayor and Fairhope City council approved major upgrades to the WWTP in 2013

Completed in October 2015. Current design life 15 to 18 years.

G. How many days in the last year were there residential backups at any point in the collection system for any reason other than clogging of the lateral connection? 11

H. Does the plant have a written plan for preventive maintenance on major equipment items? If yes, describe.

Standard operational procedures are based on equipment maintenance schedules provided by the manufacture.

I. Does this preventive maintenance program depict frequency of intervals, types of lubrication, and other preventive maintenance tasks necessary for each piece of equipment?
(Check the appropriate response.) Yes No

J. Are these preventive maintenance tasks, as well as equipment problems, being recorded and filed so future maintenance problems can be assessed properly?
(Check the appropriate response.) Yes No

K. Describe any major repairs or mechanical equipment replacement made in the last year and include the approximate cost for those repairs. Do not include major treatment plant construction or upgrading programs.

WWTP upgrades completed in 2015 replaced most major equipment. Regular maintenance
is done based on manufacturers recommended standard operational procedures throughout
the wastewater plant. City of Fairhope has now moved there focus on the collection system.
Collection system crews preform maintenance on electrical components, pump repair, piping,
and pump replacements. The collection system crews continue to do smoke test,
video, and jetting sewer lines while investigating for infiltration problems.

L. List any additional comments. (Attach additional sheets if necessary.)

Wastewater plant and Collection system maintenance and repair cost approximately
\$300,000 per year. On March 09, 2017 the Fairhope City Council voted and approved
the Mayor to execute a contract with Goodwyn Mills Cawood, Inc. to provide Engineer
services for a capacity study for Gas, Water and Sewer Utilities. Also stated in Part 10 C
funds for upgrades and repairs to the sewer collection system continue for the 2016/2017 year.
Pipe lining and lift station upgrades have started in the area of Valley St. lift station and station
upgrades at Fels & South Mobile St are being considered.

Facility Name: City of Fairhope Wastewater Treatment Plant

Part 11: Summary Sheet

1. Enter in the values from Parts 1 through 8 in the left column below. Add the numbers in the left column to determine the MWPP Report point total the wastewater system generated for the previous calendar year.

<u>Actual Values</u>	<u>Maximum Possible</u>
Part 1 <u>0</u> points	80 points
Part 2 <u>0</u> points	121 points
Part 3 <u>2</u> points	40 points
Part 4 <u>10</u> points	200 points
Part 5 <u>0</u> points	50 points
Part 6 <u>0</u> points	50 points
Part 7 <u>0</u> points	121 points
Part 8 <u>0</u> points	121 points
Total <u>12</u> points	783 points

2. Check the facility type that best describes the plant's treatment and disposal of wastewater.

- Mechanical plant with surface water discharge
- Aerated Lagoon or stabilization pond with surface water discharge
- Mechanical plant using land disposal of liquid wastes
- Aerated Lagoon or stabilization pond using land disposal of liquid wastes

3. Check the range that describes the action needed to address problems identified in the report.

- 0 - 70 points Actions as Appropriate*
- 71 - 120 points Departmental Recommendation Range*
- 121 – 783 points Municipality Action Range*

***Other actions may be required by NPDES outside the scope of this report.**

4. Complete the *Municipal Water Pollution Prevention Resolution Form*, ADEM Form 418.

5. In Question 1, do any of the actual point values in the left column equal the maximum possible points in the right column?

(Check the appropriate response.) Yes No

If yes, provide a written explanation for this situation in the space below.

Not Applicable

Part 4: Bypassing and Overflows

SANITARY SEWER OVERFLOWS (SSO) 2016 EVENTS

Attachment

Report User:
TMan0001

SSO ID:
4040

Print Date:
3/28/2017

*** require for submission**

require for completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **2/4/2016 2:00:00 PM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **2/4/2016 3:30:00 PM**

Report Estimated Volume as Value Range

Estimated Volume **250.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **2/5/2016 8:15:00 AM**

Person that verbally notified: **Tim Manuel**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

6358 Beaver Creek Drive, Fairhope Alabama

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

Riviera Utilities had a power outage, causing an SSO at Azalea Ridge Lift station (6358 Beaver Creek Drive). Riviera Utilities crew found a squirrel to be the cause of the problem.

Ultimate Destination of Discharge

ground absorbed
 creek or river (Provide name)
 Un-named Tributary
 storm drain
 drainage ditch
 backup into building/residence
 other (describe)

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

Riviera Utilities repaired the problem, and the station was back in service. Riviera is going to install a new style transformer that will keep animals from causing ground shorts.

Indicate Efforts to Notify Public (check all that apply)

press release

*

placement of signs

* Date Public Was Notified: 2/4/2016

other [text box]

notice not required because: [text box]

County Health Department

* Date Other Officials Were Notified: 2/5/2016

State Health Department

other [text box]

notice not required because: [text box]

Indicate Other Officials Notified (check all that apply)

Other States:

[Empty box for Other States]

Were any public water supply intake locations affected?

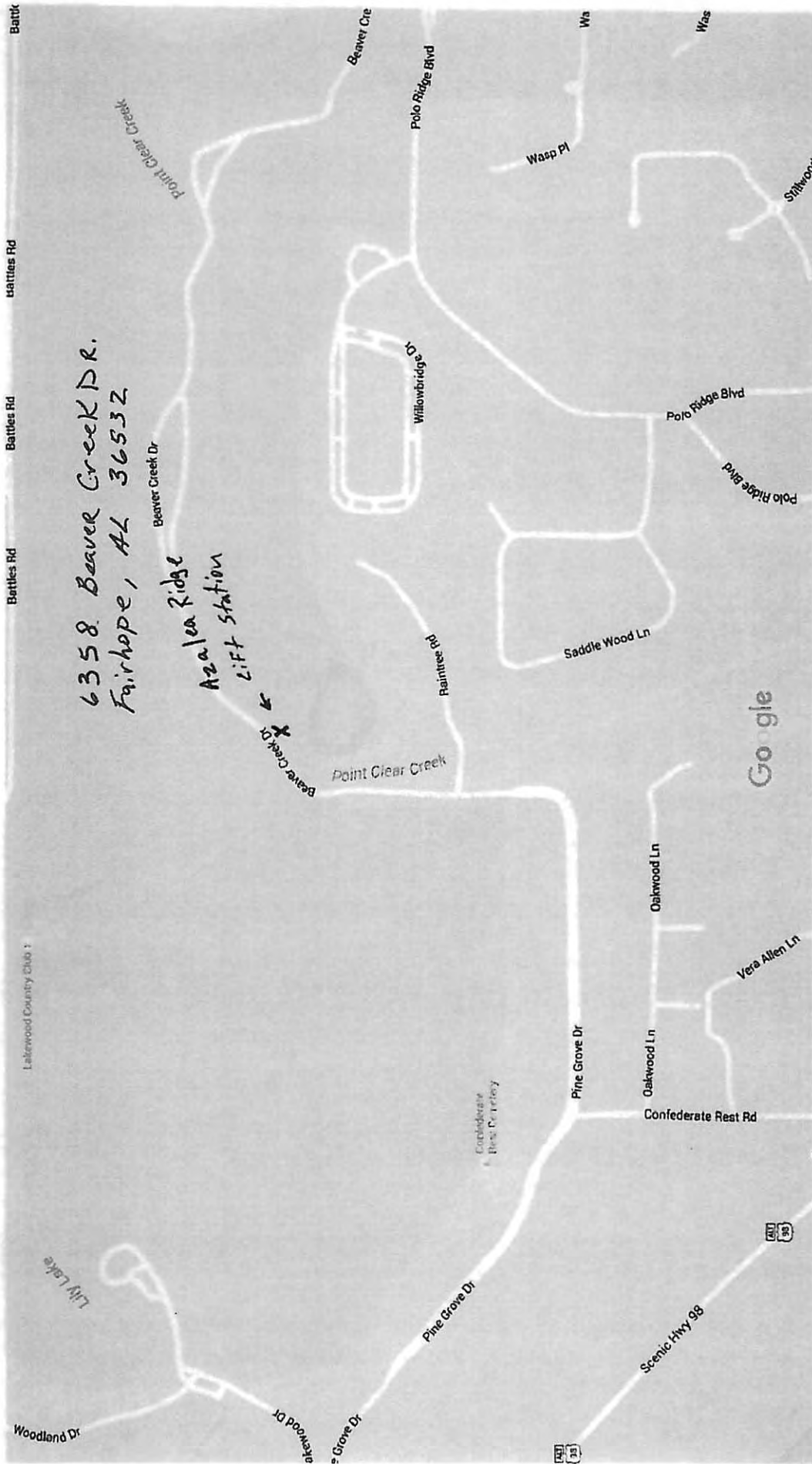
Yes No

General Comment

General Report Comment and Explanation

Riviera Utilities had a power outage, causing an SSO at Azalea Ridge Lift station (6358 Beaver Creek Drive) of approximately 250 gallons . Riviera Utilities crew found a squirrel to be the cause of the problem. Riviera Utilities repaired the problem, and the station was back in service. Riviera is going to install a new style transformer that will keep animals from causing ground shorts.

Google Maps



**E2 Receipt**

Here is your report submission receipt. [Click here to print.](#)

Submission ID: 118583
Submission Date: 2/5/2016 9:00:37 AM
Submission IP Address: 69.85.193.34

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 2/4/2016 2:00:00 PM
Date/Time SSO Stopped 2/4/2016 3:30:00 PM

Attachment Detail**Online Attachments**

- [Azalea Ridge Lift Station Map.pdf](#)

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
4420

Print Date:
3/28/2017

*** require for submission**

require for completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **3/21/2016 8:33:00 AM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **3/21/2016 8:36:00 AM**

Report Estimated Volume as Value Range

Estimated Volume **300.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **3/21/2016 12:49:00 PM**

Person that verbally notified: **Tim Manuel**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

**21778 Meadow Brook Drive
Meadow Brook Lift Station**

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

**Electrical Problem with Station.
Repaired breaker**

Ultimate Destination of Discharge

ground absorbed
 creek or river (Provide name)
 Un-named Tributary

storm drain

drainage ditch

backup into building/residence

other (describe) **Area of Lift Station**

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment

Repaired the Electrical problem. The City is updating all station scada systems. This station has alarm horn and red light.

and/or public health

Indicate Efforts to Notify Public

press release

(check all that apply)

*

placement of signs

* Date Public Was Notified: 3/21/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 3/21/2016

State Health Department

other

notice not required because:

Indicate Other Officials Notified

(check all that apply)

Other States:

Empty box for listing other states.

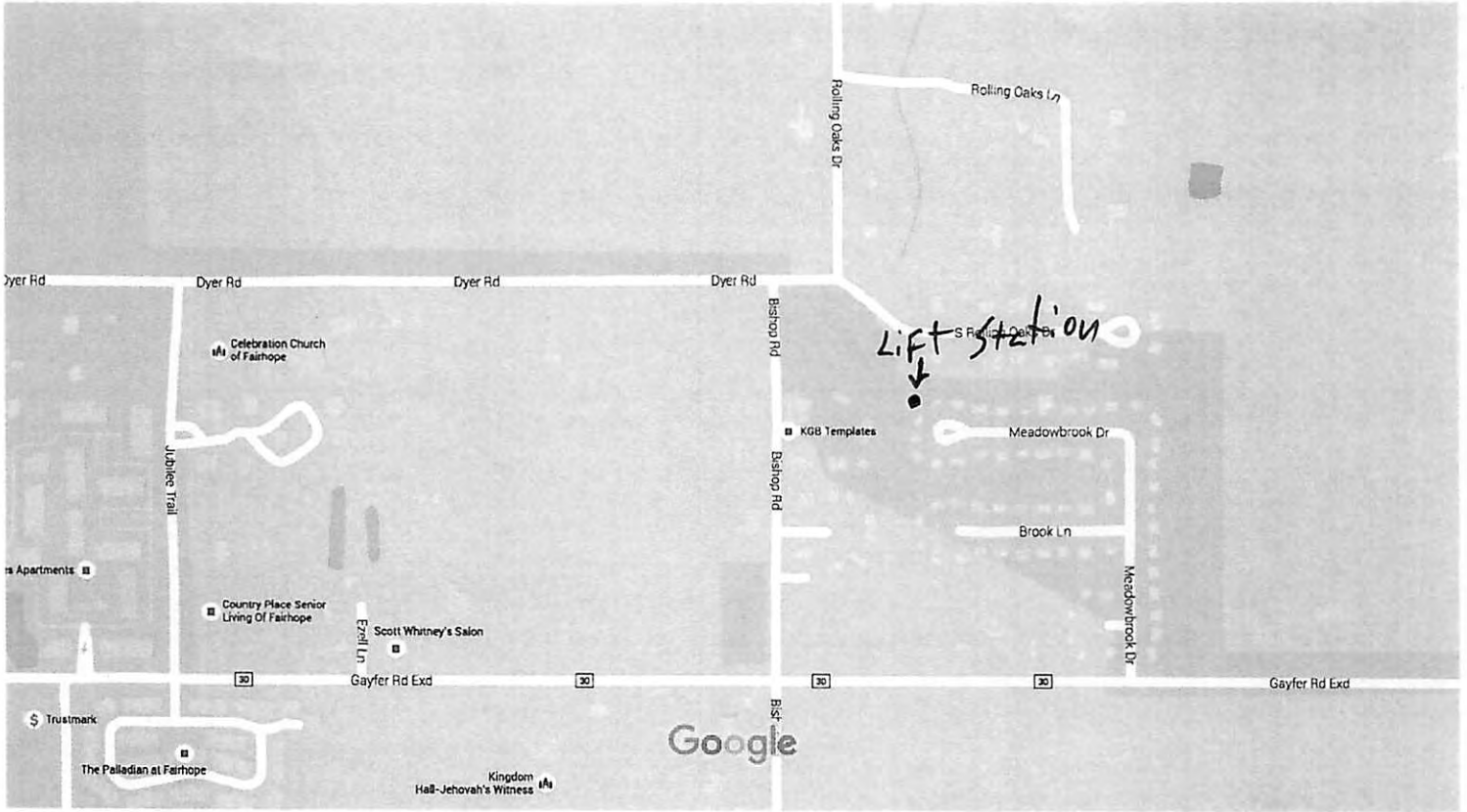
Were any public water supply intake locations affected?

Yes No

General Comment

General Report Comment and Explanation

Lift station crews were called out to 21778 Meadow Brook Drive, Meadow Brook Lift Station. They found a Main breaker problem, repaired and the station is back up and running. 300 Gallon SSO in the area of the lift station.



Map data ©2016 Google 200 ft

Google Maps



E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **120945**
Submission Date: **3/21/2016 2:17:16 PM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 3/21/2016 8:33:00 AM
Date/Time SSO Stopped 3/21/2016 8:36:00 AM

Attachment Detail

Online Attachments

- [Meadow Brook Station Map.pdf](#)

Thank you for using E2 system!

Report User:
DMcC0001

SSO ID:
4563

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **4/1/2016 1:00:00 PM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **4/1/2016 1:18:00 PM**

Report Estimated Volume as Value Range

Estimated Volume **400.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **4/1/2016 3:32:00 PM**

Person that verbally notified: **Dan McCrory**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

198 south mobile street Next to Fels street liftstation

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

mobile Bay

Ultimate Destination of Discharge

ground absorbed
 creek or river (Provide name)
 Un-named Tributary

storm drain
 drainage ditch
 backup into building/residence

other (describe) **mobile Bay**

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment

the City of Fairhope is contracting with Volkert engineering to start the process of upgrading the collection system

and/or public health

Indicate Efforts to Notify Public

press release

(check all that apply)

*

placement of signs

* Date Public Was Notified: 4/1/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 4/1/2016

State Health Department

other

notice not required because:

Indicate Other Officials Notified

(check all that apply)

Other States:

Empty box for listing other states.

Were any public water supply intake locations affected?

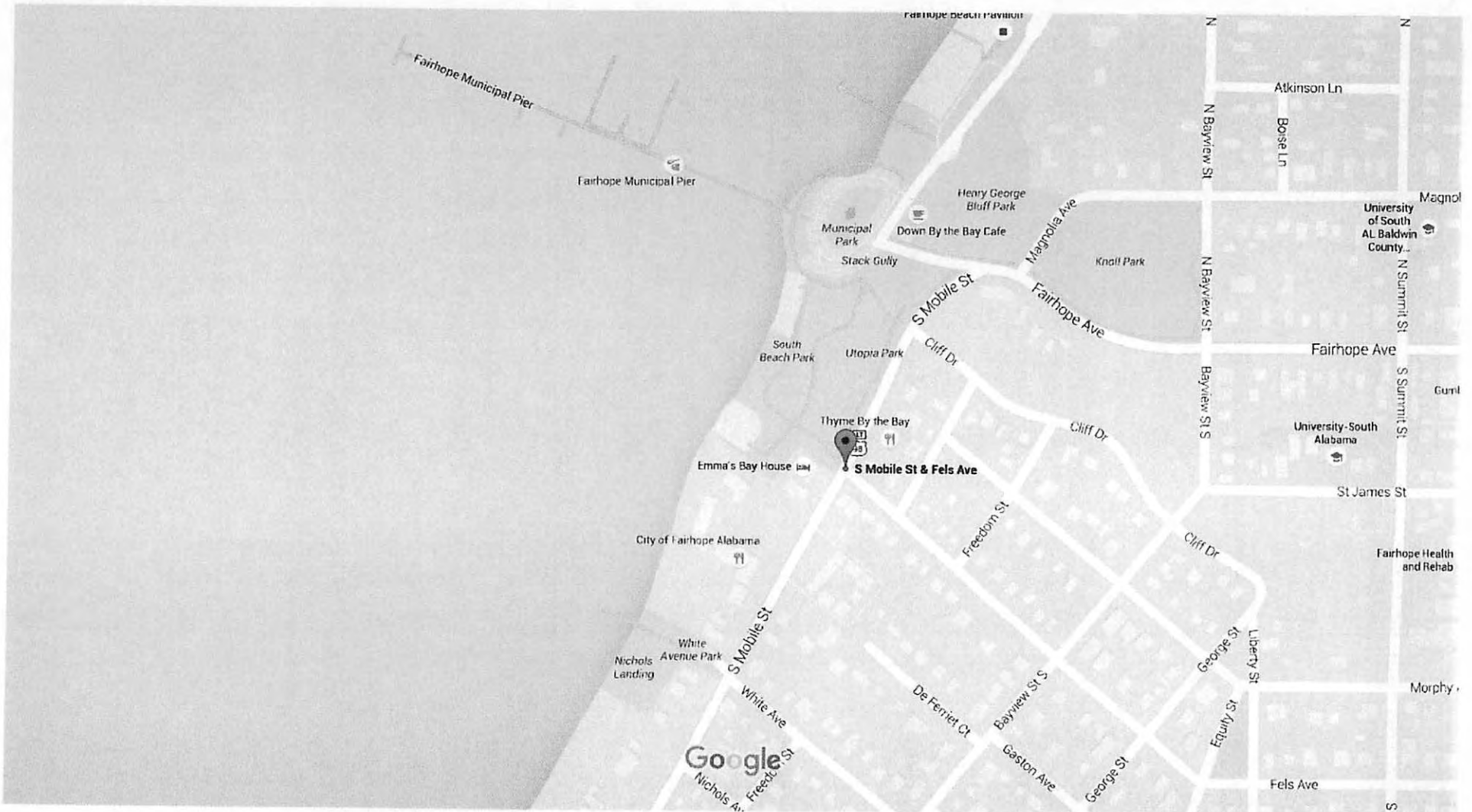
Yes No

General Comment

General Report Comment and Explanation

The city of Fairhope had a tremendous amount of rain in a short period of time causing the liftstations to become over loaded causing a manhole to over flow.

Google Maps S Mobile St & Fels Ave



Map data ©2015 Google, INEGI 200 ft



E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **121794**
Submission Date: **4/1/2016 3:45:37 PM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 4/1/2016 1:00:00 PM
Date/Time SSO Stopped 4/1/2016 1:18:00 PM

Attachment Detail

Online Attachments

Thank you for using E2 system!

Report User:
DMcC0001

SSO ID:
4569

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **4/1/2016 1:00:00 PM**

* Is SSO currently ongoing?
 Yes No

* Date/Time SSO Stopped: **4/1/2016 6:00:00 PM**

Report Estimated Volume as
 Value Range

Estimated Volume **8000.00** gallons

Was the Department verbally notified?
 Yes No

(If report online, verbal notification is not required)

Date/Time notified: **4/1/2016 3:32:00 PM**

Person that verbally notified: **Dan McCrory**

Phone Number: **251-928-8003**

Source of Discharge Event:
 manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

419 valley street

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

Rain

Ultimate Destination of Discharge

ground absorbed
 creek or river (Provide name)
 Un-named Tributary
 storm drain
 drainage ditch
 backup into building/residence
 other (describe)

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

The city of Fairhope is contracting with Volkert engineering to start the process of upgrading the collection system. while this is taking place smoke testing will begin in this area to facilitate finding the source of the excessive rain

Indicate Efforts to Notify Public (check all that apply)

press release

*

placement of signs

* Date Public Was Notified: 4/1/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 4/1/2016

State Health Department

other

notice not required because:

Indicate Other Officials Notified (check all that apply)

Other States:

Empty box for Other States

Were any public water supply intake locations affected?

Yes No

General Comment

General Report Comment and Explanation

due to the excessive rain in this area the valley street liftstation became overloaded and caused a manhole to over flow



E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **121801**
Submission Date: **4/1/2016 6:35:13 PM**
Submission IP Address: **166.172.56.227**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 4/1/2016 1:00:00 PM
Date/Time SSO Stopped 4/1/2016 6:00:00 PM

Attachment Detail

Online Attachments

Thank you for using E2 system!

Report User:
DMcC0001

SSO ID:
4622

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name:	Fairhope Public Utilities Wwtp
Permit Number:	AL0020842
* Date/Time SSO Began:	4/2/2016 9:00:00 AM
* Is SSO currently ongoing?	<input type="radio"/> Yes <input checked="" type="radio"/> No
* Date/Time SSO Stopped:	4/2/2016 3:00:00 PM
<input checked="" type="checkbox"/> Report Estimated Volume as	<input checked="" type="radio"/> Value <input type="radio"/> Range
<input checked="" type="checkbox"/> Estimated Volume	7000.00 gallons
<input checked="" type="checkbox"/> Was the Department verbally notified? (If report online, verbal notification is not required)	<input checked="" type="radio"/> Yes <input type="radio"/> No
	<input checked="" type="checkbox"/> Date/Time notified: 4/2/2016 3:43:00 PM
	<input checked="" type="checkbox"/> Person that verbally notified: Dan McCrory
	<input checked="" type="checkbox"/> Phone Number: 251-928-8003
<input checked="" type="checkbox"/> Source of Discharge Event:	<input checked="" type="checkbox"/> manhole <input type="checkbox"/> lift station <input type="checkbox"/> broken line <input type="checkbox"/> cleanout <input type="checkbox"/> treatment plant <input type="checkbox"/> other <input type="text"/>
* Location of Discharge(address,etc) (not required if " Lat/Long of Discharge " is reported)	419 Valley Street
* Lat/Long of Discharge (not required if " Location of Discharge " is reported)	Latitude: Longitude:
<input checked="" type="checkbox"/> Known or Suspected Cause of Discharge	Excessive amount of Rain
<input checked="" type="checkbox"/> Ultimate Destination of Discharge	<input type="checkbox"/> ground absorbed <input type="checkbox"/> creek or river (Provide name) <input type="text"/> <input type="checkbox"/> Un-named Tributary <input type="checkbox"/> storm drain <input checked="" type="checkbox"/> drainage ditch <input type="checkbox"/> backup into building/residence <input type="checkbox"/> other (describe) <input type="text"/>

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

The City of Fairhope is contracting with Volkert Engineering to Start the Process of upgrading the collection system. Smoke testing will begin in the valley street area on 04/04/2016 to find the source of the rain water

Indicate Efforts to Notify Public (check all that apply)

press release

*

placement of signs

* Date Public Was Notified: 4/2/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 4/2/2016

State Health Department

other

notice not required because:

Indicate Other Officials Notified (check all that apply)

Other States:

Empty text box for other states.

Were any public water supply intake locations affected?

Yes No

General Comment

General Report Comment and Explanation

The City of Fairhope received a tremendous amount of Rain in a very short period of time causing the lift station to become overloaded causing a manhole to over flow.

Google Maps Fairhope, AL





E2 Receipt

Here is your report submission receipt. Click [here](#) to print.

Submission ID: **121830**
Submission Date: **4/2/2016 3:57:11 PM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report

Facility Name	Fairhope Public Utilities Wwtp
Permit Number	AL0020842
Date/Time SSO Began	4/2/2016 9:00:00 AM
Date/Time SSO Stopped	4/2/2016 3:00:00 PM

Attachment Detail

Online Attachments

Thank you for using E2 system!

Report User:
DMcC0001

SSO ID:
4755

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **5/2/2016 9:07:00 PM**

* Is SSO currently ongoing?
 Yes No

* Date/Time SSO Stopped: **5/2/2016 9:08:00 PM**

Report Estimated Volume as
 Value Range

Estimated Volume **50.00** gallons

Was the Department verbally notified?
 Yes No

(If report online, verbal notification is not required)

Date/Time notified: **5/3/2016 10:12:00 AM**

Person that verbally notified: **Dan McCrory**

Phone Number: **2519288003**

Source of Discharge Event:
 manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

1 woodlands drive

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

debris was caught in the pump causing both pumps to stop pumping

Ultimate Destination of Discharge

ground absorbed

creek or river (Provide name) **Fly Creek (305)**

Un-named Tributary

storm drain

drainage ditch

backup into building/residence

other (describe)

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment

the pumps were both fixed and the new scada system prevented this from becoming a much more serious event

and/or public health

Indicate Efforts to Notify Public

press release

(check all that apply)

*

placement of signs

* Date Public Was Notified: 5/3/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 5/3/2016

State Health Department

other

notice not required because:

Indicate Other Officials Notified

(check all that apply)

Other States:

Empty box for listing other states.

Were any public water supply intake locations affected?

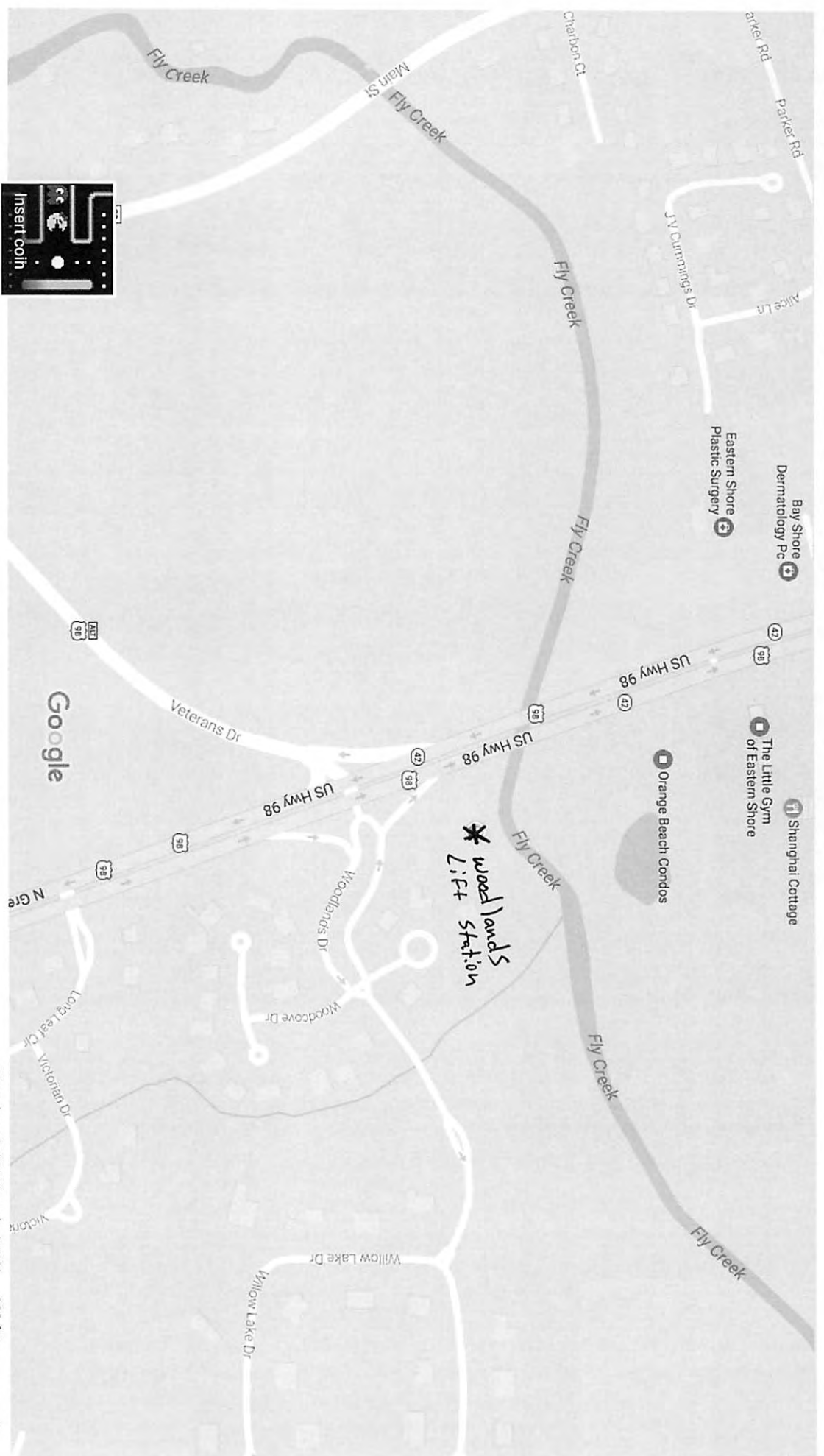
Yes No

General Comment

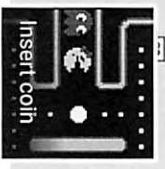
General Report Comment and Explanation

Large empty box for general comment and explanation.

Google Maps Woodlands Lift Station, Fairhope Alabama



Map data ©2017 Google, INEGI 200 ft





E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **124785**
Submission Date: **5/3/2016 2:26:50 PM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 5/2/2016 9:07:00 PM
Date/Time SSO Stopped 5/2/2016 9:08:00 PM

Attachment Detail

Online Attachments

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
4786

Print Date:
3/28/2017

*** require for submission**

require for completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **5/16/2016 9:00:00 AM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **5/17/2016 12:00:00 AM**

Report Estimated Volume as Value Range

Estimated Volume **4500.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **5/17/2016 10:00:00 AM**

Person that verbally notified: **Tim Manuel**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line

cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

**552 South Section Street.
South Section Street Lift Station area**

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

Split in pipe, caused by ditch flume abrasion.

Ultimate Destination of Discharge

ground absorbed

creek or river (Provide name) **Tatumville Gully (14924)**

Un-named Tributary

storm drain

drainage ditch

backup into building/residence

other (describe)

Did the Discharge reach swimming water? Yes No

Monitoring of the Receiving Water Is complete ongoing not necessary

Was the affected area cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

Repaired the pipe. Secured the bank and wrapped area of pipe to protect from abrasion.

Indicate Efforts to Notify Public (check all that apply)

press release

* Date Public Was Notified: 5/17/2016

placement of signs

* Date Public Was Notified: 5/17/2016

other []

notice not required because: []

Indicate Other Officials Notified (check all that apply)

County Health Department

* Date Other Officials Were Notified: 5/17/2016

State Health Department

other []

notice not required because: []

Other States:

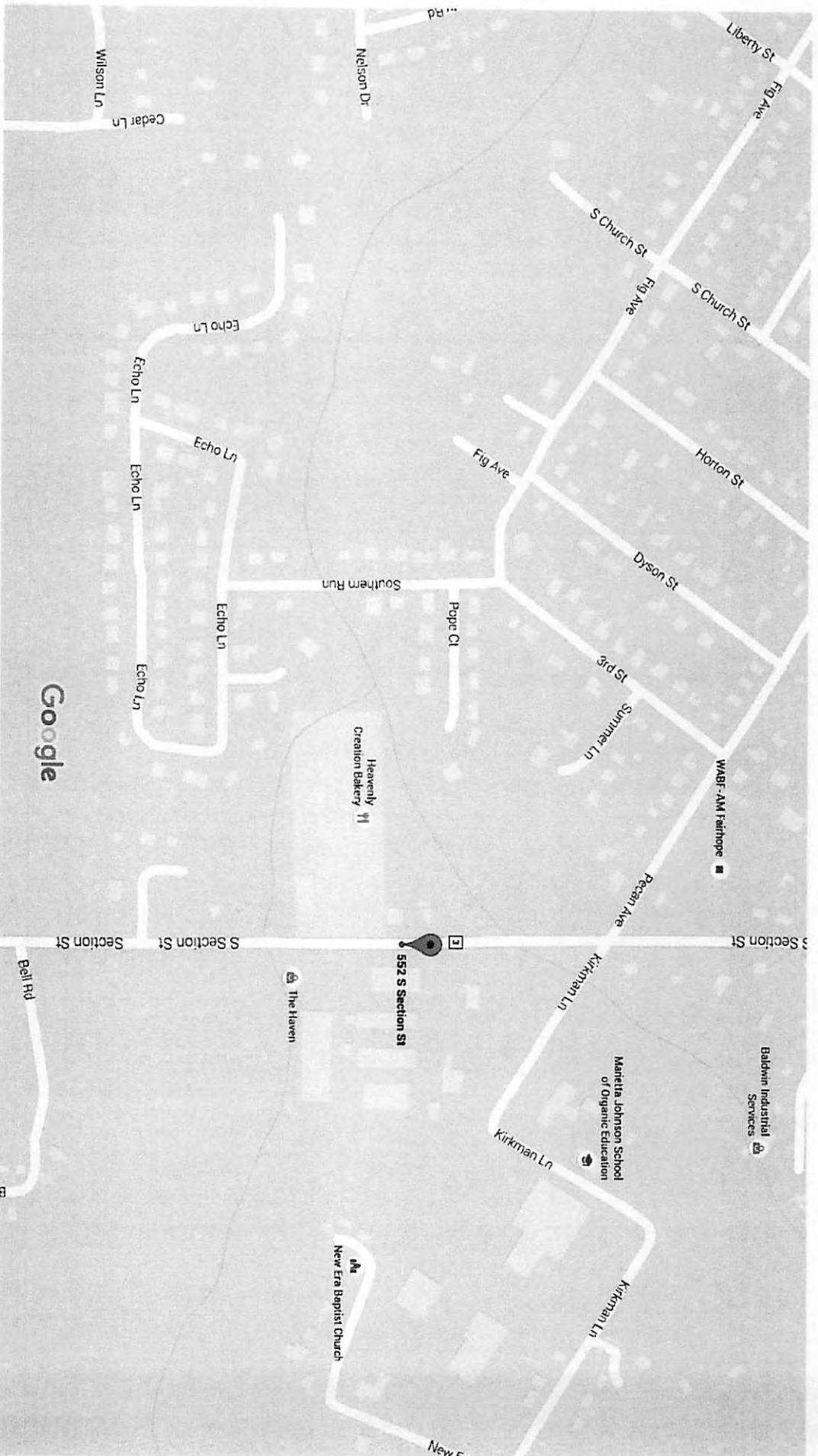
[]

Were any public water supply intake locations affected? Yes No

General Comment

General Report Comment and Explanation

We had a SSO at 552 South Section Street, area of the South Section Street Lift Station. The pipe was split, caused by abrasion of the cement ditch flume. The pipe was repaired, bank secured and area of pipe was wrapped to protect from abrasion. The area was also cleaned and disinfected, but an estimated 4500 gallons was lost into the drainage ditch to Tatumville Gully.



552 S Section St

Fairhope, AL 36532



E2 Receipt

Here is your report submission receipt. [Click here](#) to print.

Submission ID: 125233
Submission Date: 5/17/2016 10:28:46 AM
Submission IP Address: 69.85.193.34

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report

Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 5/16/2016 9:00:00 AM
Date/Time SSO Stopped 5/17/2016 12:00:00 AM

Attachment Detail

Online Attachments

- South Section Street Lift Station.pdf

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
4818

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **6/5/2016 8:30:00 PM**

* Is SSO currently ongoing?
 Yes No

* Date/Time SSO Stopped: **6/5/2016 8:50:00 PM**

Report Estimated Volume as
 Estimated Volume **500.00** gallons
 Value Range

Was the Department verbally notified?
(If report online, verbal notification is not required)
 Yes No

Date/Time notified: **6/6/2016 10:30:00 AM**

Person that verbally notified: **Tim Manuel**

Phone Number: **251-928-8003**

Source of Discharge Event:
 manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)
9759 County Road 32, Newton School Lift station

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)
Latitude:
Longitude:

Known or Suspected Cause of Discharge
**Level Transducer, electrical problem
Private upstream station caused some of the SSO.
Contacts to turn off upstream lift station while
repairing did not answer phones. Baldwin County
sewer services (BCSS Meadow Rd Lift Station)**

Ultimate Destination of Discharge
 ground absorbed
 creek or river (Provide name)
 Un-named Tributary
 storm drain
 drainage ditch
 backup into building/residence
 other (describe) **grass area**

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

Level Transduce was replaced.
BCSS for emergency standby contacts. Turn off Meadow Road Lift station while repairs are being done.

Indicate Efforts to Notify Public (check all that apply)

press release

*

placement of signs

* Date Public Was Notified: 6/5/2016

other [text box]

notice not required because: [text box]

County Health Department

* Date Other Officials Were Notified: 6/6/2016

State Health Department

other [text box]

notice not required because: [text box]

Indicate Other Officials Notified (check all that apply)

Other States:

[Empty text box for Other States]

Were any public water supply intake locations affected?

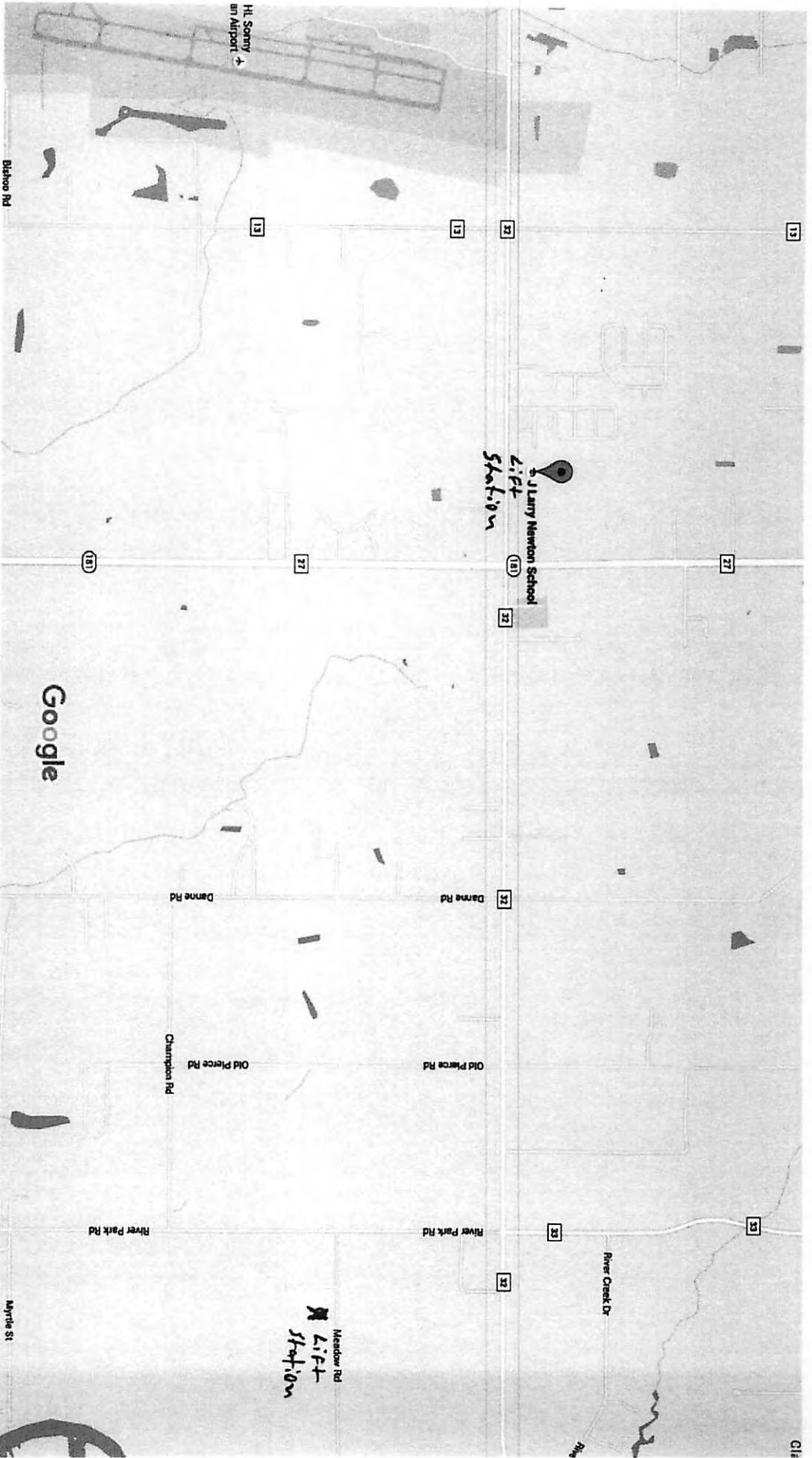
Yes No

General Comment

General Report Comment and Explanation

9759 County Road 32, Newton School Lift station Level Transducer, electrical problem Private upstream station caused some of the SSO. Contacts to turn off upstream lift station while repairing did not answer phones. Baldwin County sewer services (Meadow Rd Lift Station)

Google Maps J Larry Newton School



Map data ©2016 Google 1000 ft



E2 Receipt

Here is your report submission receipt. [Click here](#) to print.

Submission ID: 126346
Submission Date: 6/6/2016 11:17:26 AM
Submission IP Address: 69.85.193.34

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report

Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 6/5/2016 8:30:00 PM
Date/Time SSO Stopped 6/5/2016 8:50:00 PM

Attachment Detail

Online Attachments

- Newton School.pdf

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
4850

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **6/24/2016 6:50:00 AM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **6/24/2016 7:00:00 AM**

Report Estimated Volume as Value Range

Estimated Volume **100.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **6/24/2016 8:53:00 AM**

Person that verbally notified: **Tim Manuel**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

19513 Quail Creek Drive, Fairhope
30°30'37.2"N
87°50'22.4"W

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

Electrical Problem with main breaker.

Ultimate Destination of Discharge

ground absorbed
 creek or river (Provide name) **Steel Creek (20483)**
 Un-named Tributary
 storm drain
 drainage ditch
 backup into building/residence
 other (describe)

Did the Discharge reach swimming water? Yes No

Monitoring of the Receiving Water Is complete ongoing not necessary

Was the affected area cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment

Repaired the Breaker at station. Working to add Scada to all Lift station in our system.

and/or public health

Indicate Efforts to Notify Public (check all that apply)

press release

placement of signs

* Date Public Was Notified: 6/24/2016

other

notice not required because:

County Health Department

* Date Other Officials Were Notified: 6/24/2016

State Health Department

other

notice not required because:

Other States:

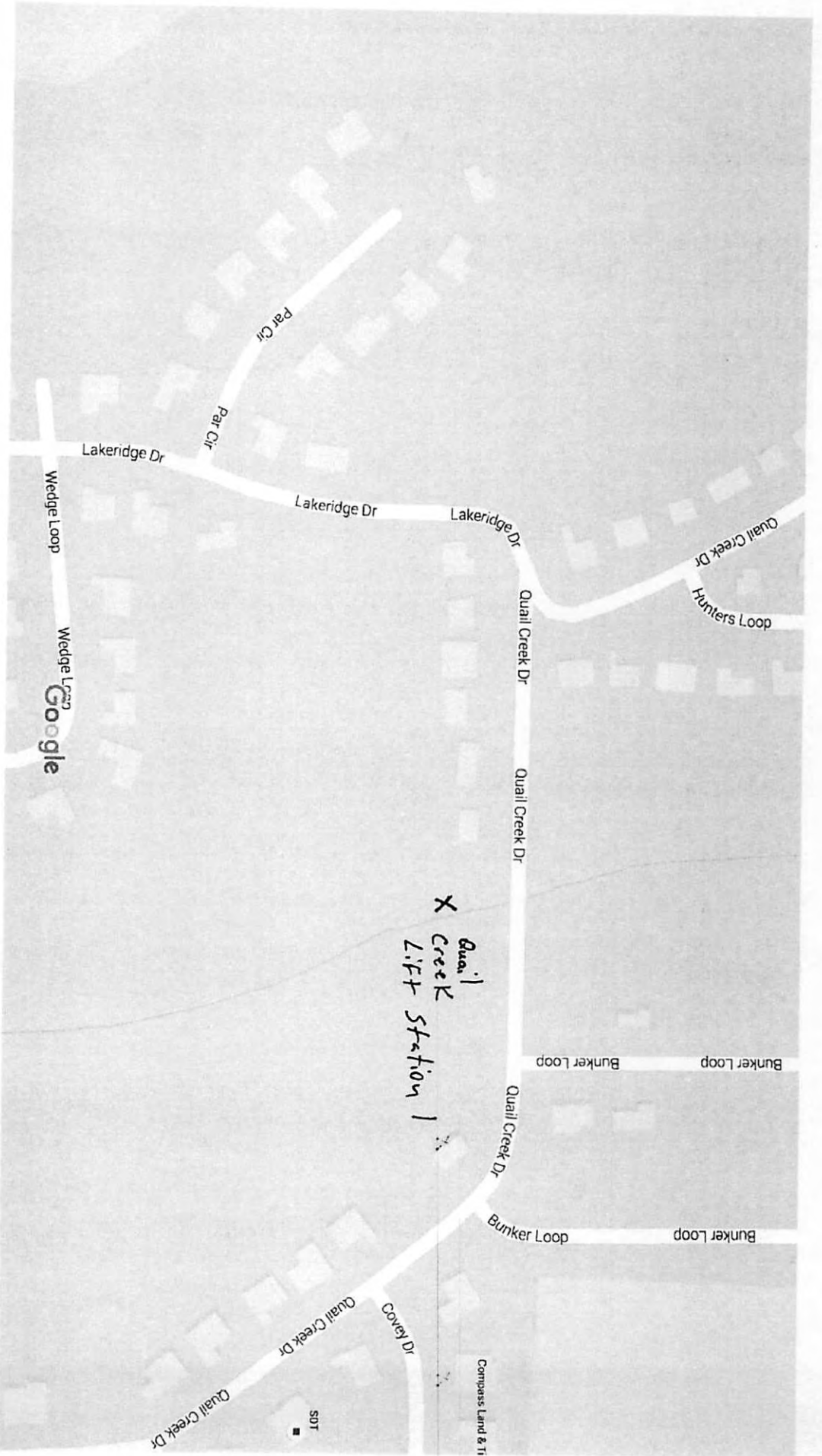
Empty text box for Other States.

Were any public water supply intake locations affected? Yes No

General Comment

General Report Comment and Explanation

We had a call for a electrical problem at Quail Creek Lift Station 1 (30°30'37.2"N 87°50'22.4"W) 19513 Quail Creek Drive. Collection system crews repaired the problem and station was back running. The SSO was approximately 100 Gallons. The area was cleaned and disinfected.





E2 Receipt

Here is your report submission receipt. [Click here](#) to print.

Submission ID: 127434
Submission Date: 6/24/2016 9:17:04 AM
Submission IP Address: 69.85.193.34

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report

Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 6/24/2016 6:50:00 AM
Date/Time SSO Stopped 6/24/2016 7:00:00 AM

Attachment Detail

Online Attachments

- Quail Creek 1.pdf

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
5063

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: Fairhope Public Utilities Wwtp

Permit Number: AL0020842

* Date/Time SSO Began: 8/23/2016 11:45:00 AM

* Is SSO currently ongoing? Yes No

Report Estimated Volume as Value Range

Estimated Volume 20000.00 gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: 8/24/2016 12:45:00 AM

Person that verbally notified: Tim Manuel

Phone Number: 251-928-8003

Source of Discharge Event: manhole lift station broken line cleanout treatment plant other

* Location of Discharge(address,etc) (not required if " Lat/Long of Discharge " is reported)

17876 Scenic Hyw 98, Grand Hotel. At the Point Clear Creek/Yacht Basin area.

* Lat/Long of Discharge (not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge

Pipe joint failure.

Ultimate Destination of Discharge

ground absorbed creek or river (Provide name) Mobile Bay (753) Un-named Tributary

storm drain drainage ditch backup into building/residence

other (describe)

Did the Discharge reach swimming

water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans

to eliminate future discharges, and actions or plans to mitigate impacts to the environment

Area was cleaned and disinfected. The pipe is repaired and bypass valves installed at the creek/yacht basin area if ever needed in the future.

and/or public health

Indicate Efforts to Notify Public

press release

(check all that apply)

* Date Public Was Notified: **8/23/2016**

placement of signs

other

notice not required because:

Indicate Other Officials Notified

County Health Department

(check all that apply)

* Date Other Officials Were Notified: **8/23/2016**

State Health Department

other

notice not required because:

Other States:

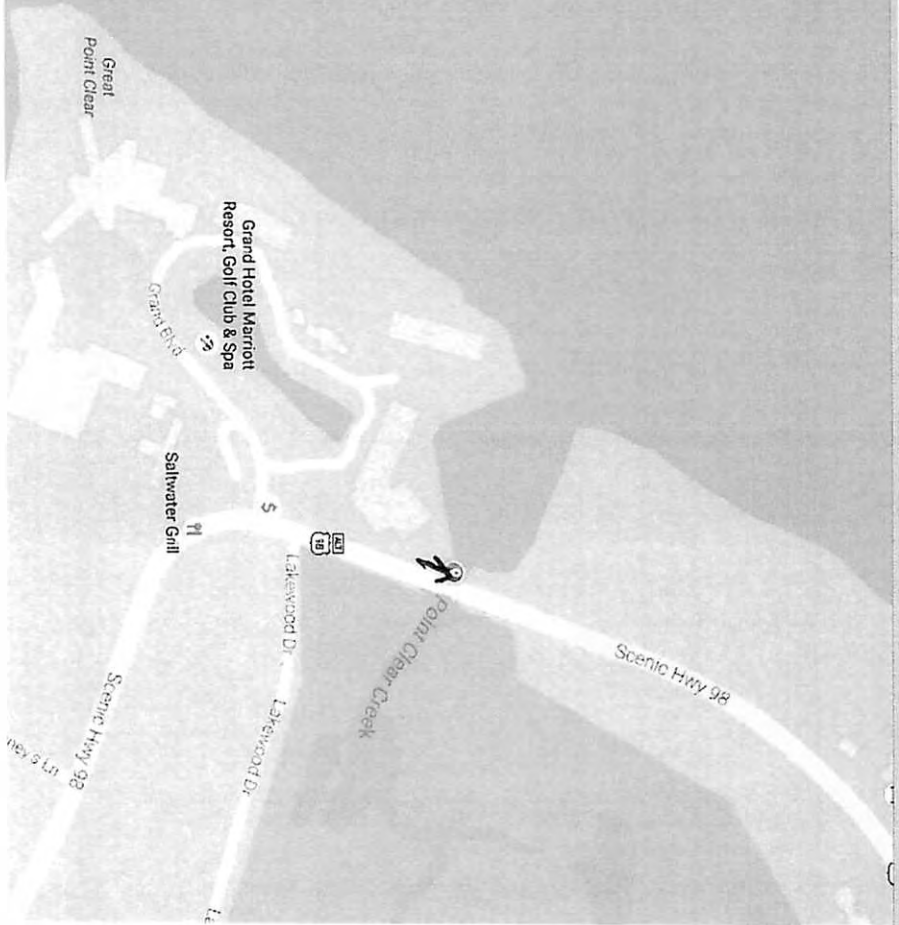
Were any public water supply intake locations affected?


Yes No

General Comment

General Report Comment and Explanation

Collection system crews got the call about a broken Pump Line at 17876 Scenic Hwy 98, Grand Hotel area about 11:45 am 8/23/2016. Crews repaired the pipe after 13 hours of work around 12:45am 8/24/2016. The SSO was approximately 20,000 gallons. Any question you can call Dan McCrory at 251-928-8003



 **E2 Receipt**

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **136668**
Submission Date: **8/24/2016 10:24:45 AM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 8/23/2016 11:45:00 AM
Date/Time SSO Stopped

Attachment Detail**Online Attachments**

- Grand Hotel Map.docx

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
5092

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **9/5/2016 10:00:00 AM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **9/5/2016 10:05:00 AM**

Report Estimated Volume as Value Range

Estimated Volume **between 0.00 and 1000.00 gal**

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **9/6/2016 9:00:00 AM**

Person that verbally notified: **Tim Manuel**

Phone Number: **2519288003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

550 Middle Street

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge **Power outage at 419 Valley street. Valley Street Lift station.**

Ultimate Destination of Discharge ground absorbed
 creek or river (Provide name)
 Un-named Tributary

storm drain
 drainage ditch
 backup into building/residence

other (describe)

✔ Did the Discharge reach swimming water?

Yes No

✔ Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

✔ Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment

Scada system called out staff for power outage, but station was off for a short period of time causing the spill. We are currently doing repairs to the collection system in this area for infiltration. Possible upgrade in station wet well size.

and/or public health

✔ Indicate Efforts to Notify Public

press release

(check all that apply)

*

placement of signs

* Date Public Was Notified: 9/5/2016

other [text box]

notice not required because: [text box]

County Health Department

* Date Other Officials Were Notified: 9/6/2016

State Health Department

other [text box]

notice not required because: [text box]

Indicate Other Officials Notified

(check all that apply)

Other States:

[Empty text box for Other States]

✔ Were any public water supply intake locations affected?

Yes No

General Comment

General Report Comment and Explanation

We had a power outage at the Valley Street Lift Station. After further investigation by staff there was an undetermined amount of sewer seeped out of a manhole upstream of the station. The area was cleaned and disinfected with bleach. You may call Dan McCrory at 251-928-8003 for more information.

Google Maps

Fairhope, AL





E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **137220**
Submission Date: **9/6/2016 10:39:13 AM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 9/5/2016 10:00:00 AM
Date/Time SSO Stopped 9/5/2016 10:05:00 AM

Attachment Detail

Online Attachments

- 2015 SSO Valley St Map.pdf

Thank you for using E2 system!

Report User:
TMan0001

SSO ID:
5104

Print Date:
3/28/2017

* require for
submission

require for
completion

Report Form

Facility Name: **Fairhope Public Utilities Wwtp**

Permit Number: **AL0020842**

* Date/Time SSO Began: **9/10/2016 10:12:00 AM**

* Is SSO currently ongoing? Yes No

* Date/Time SSO Stopped: **9/10/2016 10:40:00 AM**

Report Estimated Volume as Value Range

Estimated Volume **2000.00** gallons

Was the Department verbally notified? Yes No

(If report online, verbal notification is not required)

Date/Time notified: **9/10/2016 12:30:00 AM**

Person that verbally notified: **Bryan Saraceno**

Phone Number: **251-928-8003**

Source of Discharge Event: manhole lift station broken line
 cleanout treatment plant other

* Location of Discharge(address,etc)
(not required if " Lat/Long of Discharge " is reported)

198 South Mobile. Fels & South Mobile st lift station.

* Lat/Long of Discharge
(not required if " Location of Discharge " is reported)

Latitude:

Longitude:

Known or Suspected Cause of Discharge **Power Failure caused lift station not to pump.**

Ultimate Destination of Discharge ground absorbed
 creek or river (Provide name)
 Un-named Tributary

storm drain
 drainage ditch
 backup into building/residence

other (describe) **Area of Station**

Did the Discharge reach swimming water?

Yes No

Monitoring of the Receiving Water Is

complete ongoing not necessary

Was the affected area

cleaned? disinfected?

Describe corrective actions taken, plans to eliminate future discharges, and actions or plans to mitigate impacts to the environment and/or public health

Scada system call out water department crew, but due to power outage upstream stations pumped causing the Fels/S Mobile station to run over. Possible generator or lift station backup pumping system.

Indicate Efforts to Notify Public (check all that apply)

press release

*

placement of signs

* Date Public Was Notified: 9/10/2016

other [text box]

notice not required because: [text box]

County Health Department

* Date Other Officials Were Notified: 9/10/2016

State Health Department

other [text box]

notice not required because: [text box]

Indicate Other Officials Notified (check all that apply)

Other States:

[Empty text box for Other States]

Were any public water supply intake locations affected?

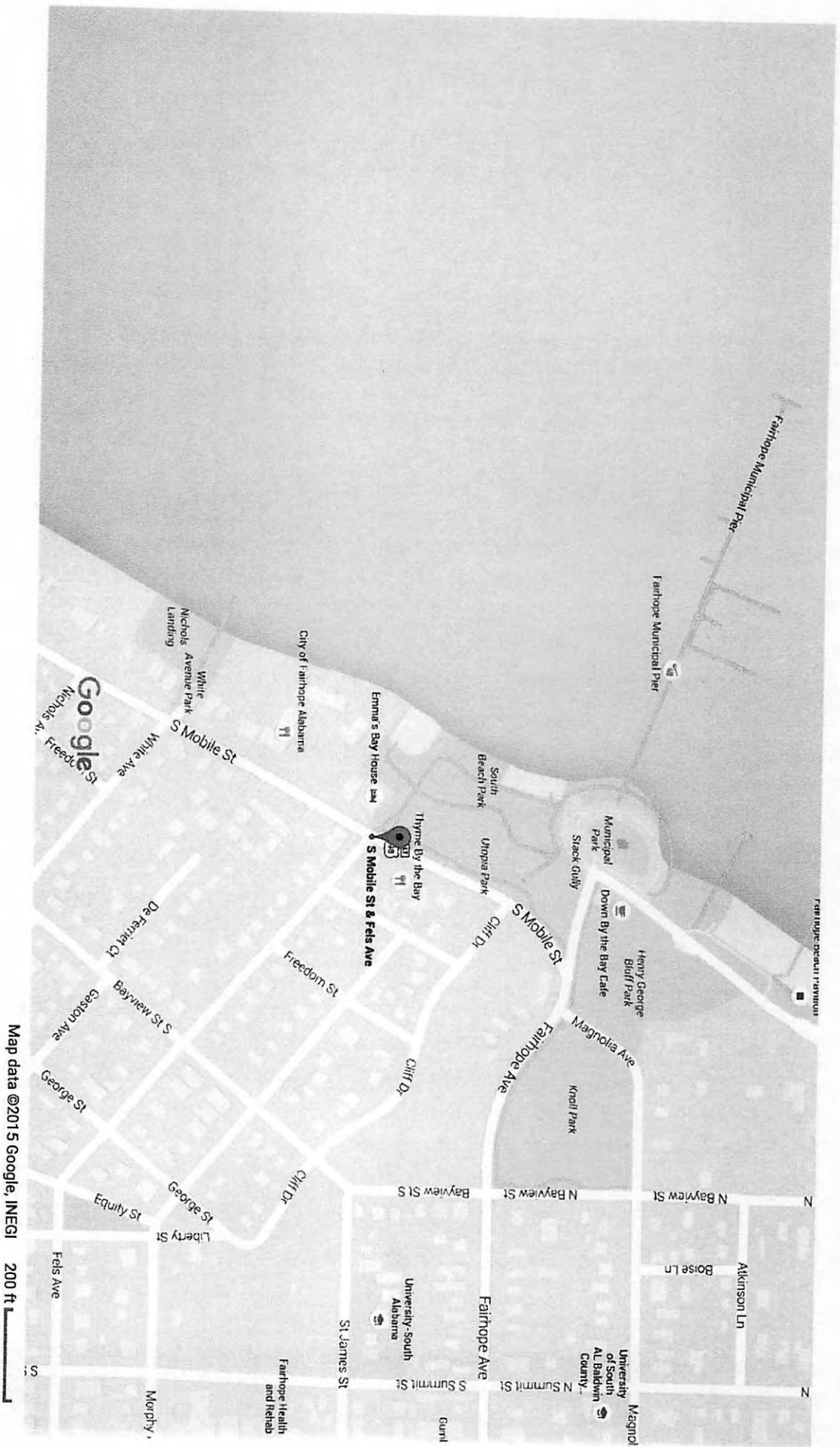
Yes No

General Comment

General Report Comment and Explanation

Due to a power outage at 198 South Mobile Street (Fels/S Mobile Lift Station), we had a overflow at Fels/S Mobile st lift station. Upstream stations pumped causing the Fels/S Mobile station to run over approxamatly 2000 gallons in the area of the station. The area was cleaned, vacuumed and disinfected.

Google Maps S Mobile St & Fels Ave



Map data ©2015 Google, INEGI

200 ft



E2 Receipt

Here is your report submission receipt. [Click here to print.](#)

Submission ID: **137395**
Submission Date: **9/12/2016 11:58:24 AM**
Submission IP Address: **69.85.193.34**

Submitted by: Tim Manuel
Fairhope Public Utilities Wwtp
P O Box 429
Fairhope, AL 36533
251-990-0139
tim.manuel@cofairhope.com

Report Detail

SSO Event Report
Facility Name Fairhope Public Utilities Wwtp
Permit Number AL0020842
Date/Time SSO Began 9/10/2016 10:12:00 AM
Date/Time SSO Stopped 9/10/2016 10:40:00 AM

Attachment Detail

Online Attachments

- [2015 SSO Fels Ave South Mobile St map.pdf](#)

Thank you for using E2 system!

Part 6: Sludge

ADEM Form 419

MWPP Sewage Sludge Survey

MWPP SEWAGE SLUDGE SURVEY

Note: Permittees that submitted the "Annual Report Review Form" for sludge to the EPA may submit a copy with the MWPP in lieu of this Attachment

Facility Background Information:

1. Facility Information

Permit Number: AL0020842

Name: City of Fairhope, Wastewater Treatment Plant

Street Address: 300 North Church Street, Fairhope Alabama 36532

County: Baldwin

2. Facility Contact

Name: Dan McCrory / Tim Manuel

Title: Superintendent / Plant Manager

Telephone: 251-928-8003 / 251-990-0139

Permittee Name: City of Fairhope, Water and Wastewater

Mailing Address: PO Box 429

Fairhope Alabama 36533

Facility Flow Information:

1. Facility Wastewater Treatment Capacity

Average Daily Flow: 2.19 MGD

Facility Design Capacity: 4.20 MGD

2. Estimated Septage Quantity Handled (Residuals Removed from Septic Tank Systems)

Average Domestic Septage: 0.00 gallons per month

Average Commercial Septage: 0.00 gallons per month

3. Method of Septage Processing

Mixed with Influent Wastewater for Treatment

Mixed with Sewage Sludge

We do not except any septage

4. Estimated Percentage Contributing Wastewater Flow

Residential: 97 %

Industrial: %

Other: 03 % Describe: Small business and restaurants

5. List type of wastewater treatment process(es) utilized at this facility:

6. Estimated sewage sludge wasting rate at this facility: _____ lb/day dry weight
or 80,000 gallons per day

7. Estimated untreated sludge received from off site: _____ lb/day dry weight
or 0.00 gallons per day

8. Estimated percent solids of combined sewage sludge prior to treatment: 1.00 %

9. List the sewage sludge treatment processes used in preparing sludge for final use or disposal:

Bioset Process, Class "A" EQ Sludge

Sludge Quantity
(untreated pounds per day)

124.515

Alkalinity & Heat Treatment

Backup Class "B" Drying Beds

10. Estimate the total volume of sludge generated:

3754.548

(dry U.S. tons per year)

Sludge Disposal Methods

1. Which of the following describes the current method of sewage sludge disposal for this facility?

	Current Practices		Quantity (dry U.S. tons/year)	Proposed Practices	
	Approved by ADEM			Approved by ADEM	
	Yes	No		Yes	No
a. <input checked="" type="checkbox"/> Land Application, Bulk Shipped	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3754.548	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Forest	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Public Contact	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Lawn/Home Garden	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
b. <input type="checkbox"/> Land Application, Bagged/Other Container	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Forest	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Public Contact	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Lawn/Home Garden	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
c. <input type="checkbox"/> Incineration	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
d. <input type="checkbox"/> Subtitle D Landfill (Disposal Only)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
e. <input type="checkbox"/> Lined Treatment Lagoon or Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
f. <input type="checkbox"/> Unlined Lagoon or Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
g. <input type="checkbox"/> Other (Please Describe)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

2. If "F" was selected above and sludge is stored for two (2) or more years, enter the distance between the surface disposal site and the property line: _____ feet

Pollutant Concentrations:

1. Enter the total concentrations of the following analytes using existing data. **Do not enter TCLP results.**

Analyte	Concentration (mg/kg or ppm)	Sample Type	Sample Date	Detection Level Of Analysis
Arsenic	mg/kg	Grab	02/17/2016	3.525
Cadmium	mg/kg	Grab		1.575
Chromium	mg/kg	Grab		6.475
Copper	mg/kg	Grab		69.75
Lead	mg/kg	Grab	04/19/2016	5.675
Mercury	mg/kg	Grab		0.530
Molybdenum	mg/kg	Grab		3.275
Nickel	mg/kg	Grab		7.050
Selenium	mg/kg	Grab	08/09/2016	6.350
Zinc	mg/kg	Grab		360.00
Ammonium-Nitrogen	mg/kg	Grab		755.00
Nitrate-Nitrogen	mg/kg	Grab		55.70
Total Kjeldahl Nitrogen	mg/kg	Grab	12/05/2016	15375

2. Enter the estimated or determined percent solids of the sewage sludge when sampled for the above analysis: 31.125 %

Treatment Provided for Sewage Sludge at the Facility:

1. Which class of pathogen reduction does the sewage sludge meet at the facility? (As defined in 40 CFR Part 503)

Class A

Alternative A1 – Time and Temperature

Alternative A2 – Alkaline Treatment

Alternative A3 – Analysis and Operation

Alternative A4 – Analysis Only

Alternative A5 – Process to Further Reduce Pathogens (PFRP)

Heat Drying

Thermophilic Aerobic Digestion

Heat Treatment

Pasteurization

Gamma Ray Irradiation

Beta Ray Irradiation

Composting

Alternative A6 – PFRP Equivalent _____

Class B

Alternative B1 – Fecal Coliform Count

Alternative B2 – Process to Significantly Reduce Pathogens (PSRP)

Aerobic Digestion

Air Drying

Anaerobic Digestion

Composting

Lime Stabilization

Alternative B3 – PSRP Equivalent _____

Neither or Unknown

Vector Attraction Control:

- Option 1 – Minimum 38% Reduction in Volatile Solids
- Option 2 – Anaerobic Processes with Bench-Scale Demonstration of Volatile Solids Reduction
- Option 3 – Aerobic Processes with Bench-Scale Demonstration of Volatile Solids Reduction
- Option 4 – Specific Oxygen Uptake Rate (SOUR) for Aerobically Digested Sludge
- Option 5 – Aerobic Processes plus Elevated Temperature
- Option 6 – Raised pH to 12 and Retained at 11.5
- Option 7 – 75% Solids with No Unstabilized Solids
- Option 8 – 90% Solids with Unstabilized Solids
- Option 9 – Injection Below Land Surface
- Option 10 – Incorporation into Soil within 6 or 8 Hours
- Option 11 – Covering Active Sewage Sludge Unit Daily
- None of the Above

Groundwater Monitoring:

1. If disposal practice is surface disposal or land application, is groundwater monitoring required or performed at this site? Yes* No

*If yes, please submit a copy of the groundwater monitoring reports along with this survey. Also, please provide the approximate depth to groundwater and the groundwater monitoring procedures used to obtain the data.

Land Application of Sewage Sludge:

Answer the following questions if sewage sludge is applied to land.

1. If sewage sludge is land applied in bulk form, what type of crop or other vegetation is grown on this site?

Grass and Hay

2. If sewage sludge is land applied in bulk form, what is the nitrogen requirement for this crop or vegetation?

Our sludge is Class "A" EQ. The Nitrogen requirement for grass and hay runs 45 to 60 lbs/ac.

3. If sewage sludge is land applied in bulk form, briefly describe the nature of any complaints filed from neighbors?

None Filed

Part 7: Operator Certification

ADEM Form 441

Wastewater Treatment Plant and Collection System Personnel Inventory

PLANT AND COLLECTION SYSTEM PERSONNEL INVENTORY

FACILITY NAME: Fairhope Wastewater Treatment Plant PLANT GRADE: 3
 PERMIT NUMBER: AL0020842
 PLANT SUPERINTENDENT: Tim Manuel TEL. # 251-990-0139
 SYSTEM MANAGER: Dan McCrory TEL. # 251-928-8003
 PLANT OPERATORS:

	NAME	GRADE OR TRAINEE STATUS	OPERATOR NO.	EXP. DATE
1.	Dan McCrory, Superintendent	4	C003265	03/31/2018
2.	Jay Whitman, Asst Superintendent	4	C004827	04/30/2018
3.	Tim Manuel, Plant Manager	4	C003050	08/31/2016
4.	James Davis	4	C001863	03/31/2018
5.	Bruce Watson	4	C008007	02/28/2018
6.	Brad Deyton	2	C004441	08/31/2018
7.	Chesley Bing	Trainee		
8.	Bryan Saraceno	Trainee		
9.				
10.				

COLLECTION SYSTEM OPERATORS:

1.	John Keller	1	C003368	08/31/2017
2.	Thomas Jones	Trainee		
3.	Chris Safley	Trainee		
4.	Craig Brown	Trainee		

	MAN HRS./WK	NUMBER
MANAGEMENT/SUPERVISOR	80	2
OPERATOR(S):		
GRADE I-C		
GRADE I	40	1
GRADE II	40	1
GRADE III		
GRADE IV	120	3
DESIGNATED TRAINEE(S)	200	5
LABORATORY		
MAINTENANCE		
OTHER PLANT WORKERS		

AVERAGE NUMBER OF EMPLOYEES PER SHIFT:

1ST	11	START TIME	7am
2ND	1		1pm
3RD	1		1pm

OPERATOR SHIFTS NORMALLY WORKED EACH DAY:

	SUN	MON	TUES	WED	THURS	FRI	SAT
1ST		X	X	X	X	X	
2ND			X	X	X	X	X
3RD	X	X	X	X	X		

Works 6:30am to 2:30pm on Saturdays
 Works 6:30am to 2:30pm on Sundays

ADEM USE ONLY

- DOES PLANT OPERATOR STAFFING COMPLY WITH DIVISION 10 OF ADEM ADMINISTRATIVE CODE?
- DOES COLLECTION SYSTEM OPERATOR STAFFING COMPLY WITH DIVISION 10 OF ADEM ADMINISTRATIVE CODE?

YES	NO

Part 9: Financial Section A

Attachment

Water Rates:

- (1) W1: Inside the city limits.

First 2,000 gallons (minimum)\$10.63

Plus all over 2,000 gallons, per each additional 1,000 gallons3.04

Plus tax.

- (2) W2 & W3: Outside the city limits excluding Marlow.

First 2,000 gallons (minimum)13.67

Plus all over 2,000 gallons, per each additional 1,000 gallons4.21

Plus tax.

- (3) W4: Outside the city limits Marlow.

First 2,000 gallons (minimum)13.67

Plus all over 2,000 gallons, per each additional 1,000 gallons4.21

Plus tax.

- (4) Labor Cost Adjustment (LCA). The base rates set forth above may be adjusted periodically to account for permanent changes in labor-related revenue requirements (e.g., salaries and wages, pensions and benefits, etc.) that come about as a result of budget actions taken by the City Council for a fiscal year. Such adjustment, when approved by the City Council, shall be calculated as follows:

$$LCA = 1 + ((TLCB - TLCPY) / BRRR)$$

Where:

TLCB = The total annual labor cost, in dollars, that is reflected in the electric utility budget for the coming fiscal year, as approved by the Board.

TLCPY = The total actual annual labor cost, in dollars, that was incurred by the electric utility for the prior fiscal year.

BRRR = The total estimated revenue requirement, in dollars, that is being recovered in current base rates.

The LCA factor so calculated shall be applied to each retail rate set forth above such that it will result in new base water rates. Thus, when applied, a new TLCPY and BRRR will be established for future LCA calculations. The following accounts shall be used in the determination of total labor costs as reflected in TLCB and TLCPY:

- Salaries
- Payroll Taxes
- Retirement Expense
- Insurance – Employees Group
- Employee Retirement / Medical Insurance
- Casualty / Workers Compensation Insurance

Note: the listing of accounts used to determine TLCB and TLCPY may be modified from time-to-time as prescribed by the City's accounting and budget procedures.

Sec. 21-32. - Tap fees; connection expenses.

(a) There are hereby established tap fees for connection to city water mains as follows:

- (1) Inside city limits - $\frac{3}{4}$ -inch connection to main\$1,500.00
- (2) Outside city limits - $\frac{3}{4}$ -inch connection to main1,800.00
- (3) Inside city limits - One-inch connection to main1,800.00
- (4) Outside city limits - One-inch connection to main2,100.00
- (5) Inside city limits - For connections greater than one inch, plus the city's actual cost of meter, materials, and labor2,500.00
- (6) Outside city limits - For connections greater than one inch, plus the city's actual cost of meter, materials, and labor2,800.00
- (7) Sprinkler meters for irrigation use only:
 - $\frac{3}{4}$ -inch connection to existing service550.00
 - One-inch connection to existing service650.00

Half ($\frac{1}{2}$) of the tap fee shall be used for operating cost and half ($\frac{1}{2}$) shall be used for capital improvement to the water system only.

- (b) Boring under roadway, where required, shall be at owner's expense and is not included in tap fee.
- (c) Curb and sidewalk repair or replacement shall be performed by the city and the owner shall reimburse the city for its cost.
- (d) Pavement cuts, where permitted, shall be performed by the owner, but backfill and repair shall be done by the city at no additional cost.
- (e) If connection to main has to be done then the full connection fee shall be charged.

(Ord. No. 675, § 1, 5-25-81; Ord. No. 953, § 1, 1-10-94; Ord. No. 1196, 1-26-2004; Ord. No. 1217, 6-27-2004)

Sewer Rates

(a) Wastewater (sewer) rates schedule:

(1) S1: Inside the city limits.

First 2,000 gallons (minimum)13.74

Plus all over 2,000 gallons, per each additional 1,000 gallons4.07

Fixed sewer = \$18.32

(2) S2 & S3 outside the city limits.

First 2,000 gallons (minimum)15.77

Plus all over 2,000 gallons, per each additional 1,000 gallons5.01

Fixed sewer = \$28.49

(b) Labor Cost Adjustment (LCA) Factor. The base rates set forth above may be adjusted periodically to account for permanent changes in labor-related revenue requirements (e.g., salaries and wages, pensions and benefits, etc.) that come about as a result of budget actions taken by the City Council for a fiscal year. Such adjustment, when approved by the City Council, shall be calculated as follows:

$$LCA = 1 + ((TLCB - TLCPY) / BRRR)$$

Where:

TLCB = The total annual labor cost, in dollars, that is reflected in the electric utility budget for the coming fiscal year, as approved by the Board.

TLCPY = The total actual annual labor cost, in dollars, that was incurred by the electric utility for the prior fiscal year.

BRRR = The total estimated revenue requirement, in dollars, that is being recovered in current base rates.

The LCA factor so calculated shall be applied to each retail rate set forth above such that it will result in new base wastewater (sewer) rates. Thus, when applied, a new TLCPY and BRRR will be established for future LCA calculations. The following accounts shall be used in the determination of total labor costs as reflected in TLCB and TLCPY:

- Salaries
- Payroll Taxes
- Retirement Expense
- Insurance – Employees Group
- Employee Retirement / Medical Insurance
- Casualty / Workers Compensation Insurance

Note: the listing of accounts used to determine TLCB and TLCPY may be modified from time-to-time as prescribed by the City's accounting and budget procedures.

Sec. 21-52. - Same—Specifications; tap fees, connection expenses.

- (a) The specifications for connecting with the sanitary sewer system of the city are as follows:
- (1) All connections shall be made to existing house lines back of the curb or to a Y in the main line. The main line shall not be cut, except by special permission of the city.
 - (2) All pipe shall be vitrified clay, cast iron, cement asbestos, or plastic sewer pipe which shall cover only semirigid plastic pipe manufactured from a class of material known as copolymer of polystyrene compounded for high impact resistance, lightness and minimum elongation. This material is to be extruded in its true form and not adulterated by the addition or subtraction of any basic component. Such pipe shall have a crushing strength of not less than eight hundred (800) pounds per lineal foot in accordance with ASTM—C—4—55 of not less than four (4) inches inside diameter.
 - (3) All joints shall be filled with cement mortar and packed with jute filler to prevent infiltration.
 - (4) No line or connection shall be covered until inspected by the city and written acceptance thereof given, to be noted on original permit.
 - (5) Where required, sand traps, grease traps, and other protective devices shall be installed by the property owner, subject to the approval of the city.
 - (6) The city shall not be responsible for grades used on house line. It shall be the duty of the property owner to see that all lines are laid with sufficient fall to the main sewer to assure satisfactory operation.
- (b) There are hereby established tap fees for connection to city sewer mains as follows:
- (1) Inside the city limits:
 - a. 4-inch connection, per unit\$ 600.00
 - b. 6-inch connection, per unit800.00
 - c. 8-inch connection, per unit1,000.00
 - (2) Outside the city limits:
 - a. For single residential, per unit\$2,800.00
 - b. For duplexes, motels, hotels, condominiums, townhouses, planned unit developments and other multiple-residential arrangements, per unit2,800.00
Each living unit within such structures must pay the full fee.
 - c. For commercial activities with water meter size up to one (1) inch, per unit2,800.00

- d. For commercial activities with water meter size over one (1) inch up to one and one-half (1½) inch, per unit3,000.00
 - e. Commercial activities with water meters exceeding one and one-half (1½) inch in size are subject to a special quotation by the city council.
 - f. Restaurants or other commercial activities operated in connection with a motel, hotel or other such establishment will pay the applicable fee in "c," "d" or "e" above.
- (3) Interpretations of the fees to apply for any entity shall be made by the city council.
- (4) In the event of a change from a lower to a higher category, the difference in such fees must be paid.
- (5) The fees herein outlined shall be effective as of the due adoption and publication of this section [May 2, 1983].
- (6) All applications for sewer connections which have been approved by the city council previous to the adoption of these fees shall be permitted at the old fee, provided they are paid for and issued within the ninety (90) days specified on the applications. No time extensions for any reason shall be allowed where the old fees apply.
- (c) Boring under roadway, where required, shall be at owner's expense and is not included in tap fee.
- (d) Curb and sidewalk repair or replacement shall be performed by the city and the owner shall reimburse the city for its cost.
- (e) Pavement cuts, where permitted, shall be performed by the owner, but backfill and repair shall be done by the city at no additional cost.
- (f) There shall be no sewer connections without water service.
- (g) There is hereby established a special banking account, to be entitled "Account for Replacements and Improvements," into which one-half (50%) of the above sewer connection fees outside the city limits will be deposited. This account, plus any earned interest, will be used for replacements and improvements of the City of Fairhope sewer system.
- (h) It shall be an offense against the city for any person, firm or corporation to tap into city sewer mains without prior written authorization. Said offense to be punishable by a fine of not more than five hundred dollars (\$500.00) and not more than six (6) months' imprisonment, or both, at the discretion of the court. Each day the unauthorized connection shall remain shall constitute a separate offense punishable as stated herein.

(Code 1962, §§ 16-20, 16-21; Ord. No. 675, § 1, 5-25-81; Ord. No. 715, § 1, 4-28-83; Ord. No. 953, § 3, 1-10-94; Ord. No. 1411, § 1, 3-8-10)

Part 9: Financial Section C

Attachment



January 31, 2017

Honorable Mayor,
Council President,
City Council Members,
and Citizens
City of Fairhope, Alabama

Timothy M. Kant, A.C.M.O.
Mayor

Council Members

Kevin G. Boone

Diana J. Brewer

Jack Burrell, C.M.O.

Michael A. Ford, A.C.M.O.

Richard A. Mueller, Sr.

Lisa A. Hanks, M.M.C.
City Clerk

Deborah A. Smith, C.P.A.
City Treasurer

The Comprehensive Annual Financial Report (CAFR) of the City of Fairhope, Alabama (the City) for the fiscal year ended September 30, 2016 is hereby transmitted.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Hartmann, Blackmon & Kilgore, P.C. has issued an unqualified ("clean") opinion on the City's financial statements for the year ended September 30, 2016. The independent auditors' report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

Profile of the Government

The City of Fairhope was incorporated in 1908 and currently services an estimated population of 18,730, and occupies approximately 12 square miles. The City is governed by a strong council-weak mayor form of government, with each official elected on an at-large basis for a four-year term. The council is presided over by a president who is chosen by the council members and is also a voting member of the council.

The City provides a full range of services including natural gas, electricity, water and waste water services for its citizens, as well as police and fire protection, sanitation and recycling services, maintenance of streets and infrastructure, numerous parks, recreational activities for all ages, a

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Fairhope, Alabama 36533

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recreation center, a museum, a welcome center, a public golf course, indoor and outdoor swimming pools, a tennis complex, a skate park, a pet park, and sponsorship of many cultural events. The City evaluated various other entities within the vicinity of the City, which could possibly be subject to inclusion within the City's financial statements under criteria established to define the reporting entity. The Fairhope Public Library and the Fairhope Airport Authority are discretely presented component units of the City and are reported in the City's financial statements. The following entities are related entities, but do not meet the established criteria for inclusion in the reporting entity: Bay Medical Clinic Board, the Industrial Development Board, Medical Clinic Board, Downtown Redevelopment Authority, and the Parking Authority. Additional information on the reporting entity can be found in the notes to the financial statement (see note 1.A).

The Council adopts an initial budget for each fiscal year, which serves as the City's guide to financial planning and control. Budgetary control is maintained at the departmental level and revisions to budgeted amounts that alter the total expenditures of any fund, or transfer of funds between departments, must be approved by the Council. Departmental capital purchases included in the budget are subject to further justification and approval by Council prior to starting the requisition process. With the exception of capital project appropriations that generally span multiple years, budgets for all funds lapse at the end of each fiscal year.

Local economy

The City of Fairhope continued to show economic growth during the year. Fairhope enjoys a strong sense of community ownership and responsibility among City officials and local citizens, resulting in active community participation and involvement in all current City projects and issues. Clean industry within the City supports health services and higher education.

Fairhope and other small cities in Baldwin County remain somewhat buffered from national economic downturns due to high percentages of resident retirees and by the majority of stable service, health, and education employers. At fiscal year-end, according to the Alabama Department of Labor, the unemployment rate for Baldwin County was 5.3%, while the rate for the state as a whole was 5.9%.

Median household income within the City is significantly higher than for the State as a whole. According to the U.S. Census Bureau, as of 2015, the City's median family income was \$61,489, while the State's was \$43,623. According to the U.S. Census Bureau, as of 2015, the median value of the City's owner-occupied housing units was \$238,800.

Fairhope gains strong economic stability from the significant industrial and commercial development in surrounding Baldwin County cities and in neighboring Mobile County. Austal Shipbuilding and Airbus aircraft manufacturer, both located within 30 miles of Fairhope, promise to positively impact commercial growth and property values in our area. Airbus USA opened its \$600 million facility at the Mobile Aeroplex at Brookley in Mobile and made its first deliveries in 2016. Austal Shipbuilding is Mobile's largest manufacturing employer, and now employs over 4,000 people. The Fairhope Airport Authority, the Baldwin County Public School System, and Faulkner State Community College have partnered together to offer high school students and adults courses in Aviation, Industrial Maintenance and Welding. The Academy at the Fairhope Airport will provide critical training to supply local business and industry.

Due to its strong and healthy local economy, the City has maintained a credit rating of AA+ from Standard & Poors since 2014. The rating was credited by S & P to the City's strong management with good financial practices, budgetary flexibility, strong liquidity, very favorable debt to governmental funds revenue ratio, and Fairhope's strong local economy and per capita market value.

Researcher NewGeography named Fairhope as one of the four Alabama cities in the Top 100 of 'America's Smartest Cities,' based on a high quality of life and a high percentage of citizens with college degrees. (<http://www.newgeography.com/content/004774-americas-smartest-cities>). The Alabama Policy Institute listed Fairhope in the Top 10 Business-Friendly Cities for 2014. (The Alabama Policy Institute, Birmingham, Alabama, March, 2014, page 7; www.alabamapolicy.org). Baldwin County was described by Forbes magazine as a top place to grow a business. (Baldwin Insider Quarterly, Vol. 1V, 2014). Alabama ranked 4th in the Top 10 states for doing business. (Baldwin Insider Quarterly, Vol. 1V, 2014).

Long-term financial planning and major initiatives

Unrestricted fund balance (the total of committed, assigned, and unassigned components of fund balance) in the General Fund at year-end was \$3,629,943 which represents 14% of total general fund revenues. The Council has restricted, by City Ordinance, \$7 million in the General Fund for use in times of emergency. This restricted amount is periodically reviewed to ensure the City can endure periods of economic stress.

The Mayor, City Council, and City department heads continue to strive to adhere to the City's established goals in planning for continuing growth, and in maintaining the quality of life and the highest level of governmental services to all residents in the City. In 2015, the City earned the "Alabama Communities of Excellence" designation after a year-long process aimed at shaping the future of cities through guidance from planning experts and input

from residents. The process included three phases: assessment from the University of Alabama Center for Economic Development; leadership development and strategic planning; and implementation and comprehensive planning focused on commercial business development, education enhancement, infrastructure, health and human services, retiree attraction, tourism, economic development, and quality of life.

The City of Fairhope was named by Coastal Living magazine as the 4th happiest seaside town in America for 2016. To choose the 2016 winners, Coastal Living editors reviewed more than 300 locations and selected each town's rank based on the Gallup-Healthways Well-Being Index, percentage of sunny days, air quality, healthiness of beaches, commute times, crime ratings, walkability, standard of living, and financial well-being of the locals, and geographic diversity.

The Fairhope Water Resource Recovery Facility was featured in the Water & Waste Digest magazine for winning the Top Project of the Year award for 2016. In addition, in 2016, the Facility was given special recognition from the Partners for Environmental Program for the \$11.8 million project which upgraded the facility. These upgrades not only addressed the current needs of the city, but also looked forward to the future to address nutrient removal and enhance effluent quality through filtration.

The City continues its focus on improvements to existing infrastructure for drainage, streets and the utilities, along with dependable excellent government services, with maximum efficiency and fiduciary responsibility. Improvements expected to be completed in the next year include library building repairs, new sidewalks, drainage improvements, completion of the new soccer complex and its restroom facilities, and lighting at the new tennis courts.

Relevant financial policies

The City strives to maintain an up-to-date set of comprehensive financial policies. New Governmental Accounting Standards Board (GASB) pronouncements are closely analyzed to determine any impact to the City's financial reporting requirements and proactive steps are taken to ensure implementation guidelines are followed and deadlines are met.

The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits and the valuation of the costs and benefits requires estimates and judgments by management. We believe the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions and will continue to implement policies and procedures that improve and strengthen internal controls.

Awards and acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Fairhope, Alabama, for its comprehensive annual financial report for the fiscal year ended September 30, 2015. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this comprehensive annual financial report could not be accomplished without the dedicated services of the Finance Division staff. We express appreciation to each member of the Department and to the member of other City departments for their contributions made in the preparation of this report.

The commitment of maintaining the highest standards of accountability in financial reporting speaks to the leadership and dedication to public service of the Mayor and City Council. Their support for a policy of financial integrity has been instrumental in the preparation of this report.

Respectfully submitted,



Deborah A. Smith, CPA
City Treasurer

Figure 2

**CITY OF FAIRHOPE
CONDENSED STATEMENT OF ACTIVITIES FOR THE YEAR ENDED 9/30/2016**

	GOVERNMENTAL ACTIVITIES						BUSINESS - TYPE ACTIVITIES				TOTAL PRIMARY GOVERNMENT		COMPONENT UNITS			
	GOVERNMENTAL ACTIVITIES		BUSINESS - TYPE ACTIVITIES		TOTAL PRIMARY GOVERNMENT		LIBRARY		AIRPORT AUTHORITY							
	9/30/2016	9/30/2015	9/30/2016	9/30/2015	9/30/2016	9/30/2015	9/30/2016	9/30/2015	9/30/2016	9/30/2015	9/30/2016	9/30/2015	9/30/2016	9/30/2015		
Program Revenues																
Charges for Services	\$ 11,035,293	\$ 9,939,084	\$ 37,659,852	\$ 38,741,246	\$ 48,695,145	\$ 48,680,330	83,168	232,715	304,248	274,163						
Operating Grants & Contributions							820,317	724,355	1,177,684	1,554,730						
Capital Grants & Contributions	1,467,355	1,319,753			1,467,355	1,319,753										
General Revenues																
Taxes	13,604,794	12,620,043			13,604,794	12,620,043										
Intergovernmental	568,566	334,433			568,566	334,433										
BP settlement proceeds		1,361,255			0	0										
Legal settlement		598,640			0	0										
Investment Earnings	302,181	228,670	15,162	18,440	317,343	247,110			901	353						
Gain (loss) on sale of Assets																
Other	147,452	106,502			147,452	106,502										
Total Revenues	\$ 27,125,641	\$ 26,508,380	\$ 37,675,014	\$ 38,759,686	\$ 64,800,655	\$ 63,308,171	\$ 903,485	\$ 957,070	\$ 1,482,833	\$ 1,829,246						
Expenses																
General Government	\$ 9,828,668	\$ 8,890,052			\$ 9,828,668	\$ 8,890,052										
Sanitation	1,912,606	1,790,554			1,912,606	1,790,554										
Police	4,383,113	3,945,496			4,383,113	3,945,496										
Fire	489,989	424,789			489,989	424,789										
Airport	428,000	412,632			428,000	412,632										
Street	3,864,689	4,057,713			3,864,689	4,057,713										
Adult Recreation	756,407	665,804			756,407	665,804										
Recreation	1,545,115	1,328,674			1,545,115	1,328,674										
Golf	1,263,426	1,060,643			1,263,426	1,060,643										
Public Library Board	1,025,236	924,736			1,025,236	924,736										
Interest on Long Term Debt	339,051	344,808			339,051	344,808										
Electric			17,683,205	18,227,563	17,683,205	18,227,563										
Natural Gas			4,886,415	5,056,618	4,886,415	5,056,618										
Water and Wastewater			8,042,137	7,085,714	8,042,137	7,085,714										
Golf																
Airport Authority																
Fairhope Public Library							860,513	737,178	644,363	653,258						
Total Expenses	\$ 25,836,300	\$ 23,845,901	\$ 30,611,757	\$ 30,369,895	\$ 56,448,057	\$ 54,215,796	\$ 860,513	\$ 737,178	\$ 644,363	\$ 653,258						
Change in Net Position before transfers	1,289,341	2,662,479	7,063,257	8,389,791	8,352,598	11,052,270	42,972	219,892	838,470	1,175,988						
Special Item - Trans of Golf to Governmental Activities																
Transfers	2,951,082	1,826,575	(2,951,082)	(1,826,575)												
Change in Net Position	4,240,423	4,489,054	4,112,175	6,563,216	8,352,598	11,052,270	42,972	219,892	838,470	1,175,988						
Net Position, beginning, as adjusted	83,135,930	85,874,638	52,346,033	48,017,655	135,481,963	133,892,293	131,113	220,368	15,644,287	14,468,299						
Prior period adjustment	-	(7,227,762.0)	-	(2,234,838)	-	(9,462,600)	-	(309,147)	-	-						
Net Position, ending	\$ 87,376,353	\$ 83,135,930	\$ 56,458,208	\$ 52,346,033	\$ 143,834,561	\$ 135,481,963	\$ 174,085	\$ 131,113	\$ 16,482,757	\$ 15,644,287						

Figure 3

~~Statement of Revenues and Expenditures
Governmental Funds
For the Year Ended September 30, 2016~~

<u>Revenues</u>	<u>9/30/2016</u> <u>Total</u>	<u>9/30/2015</u> <u>Total</u>	<u>Increase</u> <u>(Decrease)</u>
Local taxes	\$ 13,604,795	\$ 12,620,043	\$ 984,752
Licenses & Permits	3,596,049	3,306,620	289,429
Fines & Forfeitures	236,724	278,837	(42,113)
State of Alabama	335,881	254,608	81,273
U S Government	357,880	384,915	(27,035)
Contribution from Public Library Board	-	-	-
Interests and Rents	302,181	228,669	73,512
Charges for Service	6,504,860	5,395,287	1,109,573
Golf Course Revenue	1,127,306	1,137,114	(9,808)
Recreation Department	476,772	444,410	32,362
BP Settlement Proceeds	-	1,361,255	(1,361,255)
Legal Settlement	-	598,640	(598,640)
Other	223,293	180,644	42,649
Totals	\$ 26,765,741	\$ 26,191,042	\$ 574,699

<u>Expenditures</u>	<u>Total</u>	<u>Total</u>	<u>Increase</u> <u>(Decrease)</u>
General	\$ 8,738,427	\$ 8,289,346	\$ 449,081
Sanitation	1,624,642	1,598,404	26,238
Police	4,122,549	3,813,581	308,968
Fire	396,359	338,547	57,812
Airport	428,000	412,632	15,368
Street Department	2,493,708	2,382,418	111,290
Adult Recreation	631,887	581,338	50,549
Debt Service			
Principal	6,478,558	483,780	5,994,778
Interest	390,971	374,479	16,492
Recreation Department	1,269,073	1,095,605	173,468
Golf	1,088,667	987,957	100,710
Public Library Board	814,600	714,100	100,500
Other	162,736	93,436	69,300
Capital Outlay	7,698,341	3,840,803	3,857,538
Totals	\$ 36,338,518	\$ 25,006,426	\$ 11,332,092

Figure 3

**Statement of Revenues and Expenditures
Governmental Funds
For the Year Ended September 30, 2016**

<u>Revenues</u>	<u>9/30/2016</u> <u>Total</u>	<u>9/30/2015</u> <u>Total</u>	<u>Increase</u> <u>(Decrease)</u>
Local taxes	\$ 13,604,795	\$ 12,620,043	\$ 984,752
Licenses & Permits	3,596,049	3,306,620	289,429
Fines & Forfeitures	236,724	278,837	(42,113)
State of Alabama	335,881	254,608	81,273
U. S. Government	357,880	384,915	(27,035)
Contribution from Public Library Board	-	-	-
Interests and Rents	302,181	228,669	73,512
Charges for Service	6,504,860	5,395,287	1,109,573
Golf Course Revenue	1,127,306	1,137,114	(9,808)
Recreation Department	476,772	444,410	32,362
BP Settlement Proceeds	-	1,361,255	(1,361,255)
Legal Settlement	-	598,640	(598,640)
Other	223,293	180,644	42,649
Totals	\$ 26,765,741	\$ 26,191,042	\$ 574,699
<u>Expenditures</u>	<u>Total</u>	<u>Total</u>	<u>Increase</u> <u>(Decrease)</u>
General	\$ 8,738,427	\$ 8,289,346	\$ 449,081
Sanitation	1,624,642	1,598,404	26,238
Police	4,122,549	3,813,581	308,968
Fire	396,359	338,547	57,812
Airport	428,000	412,632	15,368
Street Department	2,493,708	2,382,418	111,290
Adult Recreation	631,887	581,338	50,549
Debt Service			
Principal	6,478,558	483,780	5,994,778
Interest	390,971	374,479	16,492
Recreation Department	1,269,073	1,095,605	173,468
Golf	1,088,667	987,957	100,710
Public Library Board	814,600	714,100	100,500
Other	162,736	93,436	69,300
Capital Outlay	7,698,341	3,840,803	3,857,538
Totals	\$ 36,338,518	\$ 25,006,426	\$ 11,332,092

CITY OF FAIRHOPE, ALABAMA

STATEMENT OF NET POSITION
 PROPRIETARY FUNDS
 SEPTEMBER 30, 2016

	Major Funds			Total
	Electric Fund	Natural Gas Fund	Water and Waste Water Fund	
ASSETS				
Current assets				
Cash and cash equivalents	\$ 5,350,797	\$ 3,688,294	\$ 1,977,885	\$ 11,016,976
Restricted cash for debt service	173,209	92,839	2,641,586	2,907,634
Receivables, net	2,619,036	2,145	13,620	2,634,801
Inventories	409,360	174,784	168,261	752,405
Prepaid expenses	23,327	2,722	6,479	32,528
Total current assets	<u>8,575,729</u>	<u>3,960,784</u>	<u>4,807,831</u>	<u>17,344,344</u>
Noncurrent assets				
Unamortized expense	-	-	558,385	558,385
Due from other funds	-	713,078	1,955,027	2,668,105
Other assets	12,030	12,030	12,030	36,090
Capital assets				
Distribution and collection systems	22,188,022	11,307,811	52,059,263	85,555,096
Buildings, vehicles and equipment	5,703,878	3,954,553	3,748,591	13,407,022
Land and construction in progress	7,945,595	1,616,172	189,182	9,750,949
Less accumulated depreciation	(13,851,582)	(7,383,615)	(21,780,978)	(43,016,175)
Total noncurrent assets	<u>21,997,943</u>	<u>10,220,029</u>	<u>36,741,500</u>	<u>68,959,472</u>
Total assets	<u>30,573,672</u>	<u>14,180,813</u>	<u>41,549,331</u>	<u>86,303,816</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred loss on advance refunding	-	-	105,610	105,610
Differences between expected and actual experience	322	4,210	11,180	15,712
Net difference between projected and actual earnings on plan investments	72,026	48,292	76,272	196,590
Employer retirement contributions	95,823	62,829	100,573	259,225
Total deferred outflows of resources	<u>168,171</u>	<u>115,331</u>	<u>293,635</u>	<u>577,137</u>
Total assets and deferred outflows of resources	<u>\$ 30,741,843</u>	<u>\$ 14,296,144</u>	<u>\$ 41,842,966</u>	<u>\$ 86,880,953</u>
LIABILITIES				
Current liabilities				
Accounts payable and accrued liabilities	\$ 1,209,130	\$ 291,777	\$ 198,369	\$ 1,699,276
Customer deposits	1,850,125	-	232,070	2,082,195
Warrants, notes and capital leases payable	1,225,187	34,557	831,696	2,091,440
Total current liabilities	<u>4,284,442</u>	<u>326,334</u>	<u>1,262,135</u>	<u>5,872,911</u>
Noncurrent liabilities				
Compensated absences	207,142	137,891	173,109	518,142
Warrants, notes and capital leases payable	2,852,089	407,632	14,383,007	17,642,728
Net pension liability	1,077,007	647,738	997,554	2,722,299
Net OPEB obligation	273,171	249,516	351,376	874,063
Due to other funds	2,747,033	11,753	33,816	2,792,602
Total noncurrent liabilities	<u>7,156,442</u>	<u>1,454,530</u>	<u>15,938,862</u>	<u>24,549,834</u>
Total liabilities	<u>11,440,884</u>	<u>1,780,864</u>	<u>17,200,997</u>	<u>30,422,745</u>
NET POSITION				
Net investment in capital assets net of related debt	17,908,637	9,052,732	19,001,355	45,962,724
Restricted for debt service	173,209	92,839	2,641,586	2,907,634
Unrestricted	1,219,113	3,369,709	2,999,028	7,587,850
Total net position	<u>19,300,959</u>	<u>12,515,280</u>	<u>24,641,969</u>	<u>56,458,208</u>
Total liabilities and net position	<u>\$ 30,741,843</u>	<u>\$ 14,296,144</u>	<u>\$ 41,842,966</u>	<u>\$ 86,880,953</u>

See independent auditors' report and notes to the financial statements.

CITY OF FAIRHOPE, ALABAMA

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
 PROPRIETARY FUNDS
 FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Business Type Activities			
	Major Funds			Total
	Electric Fund	Natural Gas Fund	Water and Waste Water Fund	
OPERATING REVENUES				
Sales and services	\$ 19,843,950	\$ 6,262,778	\$ 9,870,899	\$ 35,977,627
Other charges, sales and receipts	374,991	13,636	1,293,598	1,682,225
Total operating revenues	<u>20,218,941</u>	<u>6,276,414</u>	<u>11,164,497</u>	<u>37,659,852</u>
OPERATING EXPENSES				
Energy purchases and cost of goods sold	12,084,585	1,371,853	754,934	14,211,372
Salaries	881,096	517,770	1,103,769	2,502,635
Depreciation	799,601	456,800	1,388,632	2,645,033
Insurance	231,923	224,222	284,502	740,647
Electric energy furnished to other departments	1,122,052	-	-	1,122,052
Maintenance	635,344	149,154	1,529,665	2,314,163
Community development projects	81,430	488,554	282,616	852,600
Other operating expense	1,766,130	1,616,772	2,275,776	5,658,678
Total operating expenses	<u>17,602,161</u>	<u>4,825,125</u>	<u>7,619,894</u>	<u>30,047,180</u>
OPERATING INCOME	<u>2,616,780</u>	<u>1,451,289</u>	<u>3,544,603</u>	<u>7,612,672</u>
NONOPERATING REVENUES (EXPENSES)				
Interest expense	(81,044)	(16,290)	(422,243)	(519,577)
Interest income	5,339	9,147	676	15,162
Distribution of joint revenue (expense) – net	-	(45,000)	-	(45,000)
Total nonoperating revenues (expenses)	<u>(75,705)</u>	<u>(52,143)</u>	<u>(421,567)</u>	<u>(549,415)</u>
INCOME BEFORE TRANSFERS AND OTHER ITEMS	<u>2,541,075</u>	<u>1,399,146</u>	<u>3,123,036</u>	<u>7,063,257</u>
TRANSFERS AND OTHER ITEMS				
Transfers out	<u>(1,050,908)</u>	<u>(770,119)</u>	<u>(1,130,055)</u>	<u>(2,951,082)</u>
Total transfers (out)	<u>(1,050,908)</u>	<u>(770,119)</u>	<u>(1,130,055)</u>	<u>(2,951,082)</u>
Change in net position	1,490,167	629,027	1,992,981	4,112,175
NET POSITION – BEGINNING OF YEAR	<u>17,810,792</u>	<u>11,886,253</u>	<u>22,648,988</u>	<u>52,346,033</u>
NET POSITION – END OF YEAR	<u>\$ 19,300,959</u>	<u>\$ 12,515,280</u>	<u>\$ 24,641,969</u>	<u>\$ 56,458,208</u>

See independent auditors' report and notes to the financial statements.

CITY OF FAIRHOPE, ALABAMA

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
 PROPRIETARY FUNDS
 FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Business Type Activities			
	Major Funds			Total
	Electric Fund	Natural Gas Fund	Water and Waste Water Fund	
OPERATING REVENUES				
Sales and services	\$ 19,843,950	\$ 6,262,778	\$ 9,870,899	\$ 35,977,627
Other charges, sales and receipts	374,991	13,636	1,293,598	1,682,225
Total operating revenues	<u>20,218,941</u>	<u>6,276,414</u>	<u>11,164,497</u>	<u>37,659,852</u>
OPERATING EXPENSES				
Energy purchases and cost of goods sold	12,084,585	1,371,853	754,934	14,211,372
Salaries	881,096	517,770	1,103,769	2,502,635
Depreciation	799,601	456,800	1,388,632	2,645,033
Insurance	231,923	224,222	284,502	740,647
Electric energy furnished to other departments	1,122,052	-	-	1,122,052
Maintenance	635,344	149,154	1,529,665	2,314,163
Community development projects	81,430	488,554	282,616	852,600
Other operating expense	1,766,130	1,616,772	2,275,776	5,658,678
Total operating expenses	<u>17,602,161</u>	<u>4,825,125</u>	<u>7,619,894</u>	<u>30,047,180</u>
OPERATING INCOME	<u>2,616,780</u>	<u>1,451,289</u>	<u>3,544,603</u>	<u>7,612,672</u>
NONOPERATING REVENUES (EXPENSES)				
Interest expense	(81,044)	(16,290)	(422,243)	(519,577)
Interest income	5,339	9,147	676	15,162
Distribution of joint revenue (expense) – net	-	(45,000)	-	(45,000)
Total nonoperating revenues (expenses)	<u>(75,705)</u>	<u>(52,143)</u>	<u>(421,567)</u>	<u>(549,415)</u>
INCOME BEFORE TRANSFERS AND OTHER ITEMS	<u>2,541,075</u>	<u>1,399,146</u>	<u>3,123,036</u>	<u>7,063,257</u>
TRANSFERS AND OTHER ITEMS				
Transfers out	(1,050,908)	(770,119)	(1,130,055)	(2,951,082)
Total transfers (out)	<u>(1,050,908)</u>	<u>(770,119)</u>	<u>(1,130,055)</u>	<u>(2,951,082)</u>
Change in net position	1,490,167	629,027	1,992,981	4,112,175
NET POSITION – BEGINNING OF YEAR	<u>17,810,792</u>	<u>11,886,253</u>	<u>22,648,988</u>	<u>52,346,033</u>
NET POSITION – END OF YEAR	<u>\$ 19,300,959</u>	<u>\$ 12,515,280</u>	<u>\$ 24,641,969</u>	<u>\$ 56,458,208</u>

See independent auditors' report and notes to the financial statements.

CITY OF FAIRHOPE, ALABAMA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Business Type Activities			
	Major Funds			Total
	Electric Fund	Natural Gas Fund	Water and Waste Water Fund	
CASH FLOWS FROM OPERATING ACTIVITIES				
Received from customers	\$ 20,000,190	\$ 6,275,384	\$ 11,266,247	\$ 37,541,821
Paid to suppliers for goods and services	(16,318,644)	(3,976,136)	(5,233,745)	(25,528,525)
Paid to personnel for services	(881,096)	(517,770)	(1,103,769)	(2,502,635)
Net cash provided (used) by operating activities	<u>2,800,450</u>	<u>1,781,478</u>	<u>4,928,733</u>	<u>9,510,661</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Joint revenue	-	(45,000)	-	(45,000)
Interest income and joint revenue (expense)	5,339	9,147	676	15,162
Net cash provided (used) by investing activities	<u>5,339</u>	<u>(35,853)</u>	<u>676</u>	<u>(29,838)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Repayment of debt	(1,155,464)	(7,926)	(572,668)	(1,736,058)
Interest paid	(81,041)	(16,288)	(422,245)	(519,574)
Acquisition of capital assets	(739,898)	(676,186)	(1,119,851)	(2,535,935)
Net cash provided (used) by capital and related financing activities	<u>(1,976,403)</u>	<u>(700,400)</u>	<u>(2,114,764)</u>	<u>(4,791,567)</u>
CASH FLOWS FROM NONCAPITAL AND RELATED FINANCING ACTIVITIES				
Change in interfund receivable	-	(420,075)	(1,120,929)	(1,541,004)
Change in interfund payable	1,545,874	9,959	23,407	1,579,240
Transfers out	(1,050,908)	(770,119)	(1,130,055)	(2,951,082)
Net cash provided (used) by noncapital financing activities	<u>494,966</u>	<u>(1,180,235)</u>	<u>(2,227,577)</u>	<u>(2,912,846)</u>
INCREASE (DECREASE) IN CASH	1,324,352	(135,010)	587,068	1,776,410
Cash – beginning of year	<u>4,199,654</u>	<u>3,916,143</u>	<u>4,032,403</u>	<u>12,148,200</u>
CASH – END OF YEAR	\$ <u>5,524,006</u>	\$ <u>3,781,133</u>	\$ <u>4,619,471</u>	\$ <u>13,924,610</u>
Reconciliation of operating income to net cash provided (used) by operating activities				
Income (loss) from operations	\$ 2,616,780	\$ 1,451,289	\$ 3,544,603	\$ 7,612,672
Adjustments to reconcile income from operations to net cash provided (used) by operating activities				
Depreciation	799,601	456,800	1,388,632	2,645,033
Amortization	-	-	37,744	37,744
Change in pension expense as related to GASB 68	(148,994)	(103,994)	(132,116)	(385,104)
Change in assets and liabilities				
Decrease (increase) in accounts receivable	(218,751)	(1,030)	101,752	(118,029)
Decrease (increase) in inventories	(63,875)	(8,495)	(4,200)	(76,570)
Decrease (increase) in prepaid expenses	12,114	1,111	1,227	14,452
Increase (decrease) in accounts payable	(455,236)	(153,509)	(303,571)	(912,316)
Increase (decrease) in customer deposits	29,387	-	74,520	103,907
Increase (decrease) in net pension liability	169,908	111,404	178,331	459,643
Increase (decrease) in compensated absences	30,619	7,674	8,580	46,873
Increase (decrease) in net OPEB obligation	28,897	20,228	33,231	82,356
Net cash provided (used) by operating activities	<u>\$ 2,800,450</u>	<u>\$ 1,781,478</u>	<u>\$ 4,928,733</u>	<u>\$ 9,510,661</u>

See independent auditors' report and notes to the financial statements.

CITY OF FAIRHOPE, ALABAMA

NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Debt Service Fund – Debt service funds are used to account for the payment of interest and principal on general long term warrants and notes not accounted for in the proprietary funds.

Capital Project Fund – Capital project funds are used to account for the financial resources used to construct or acquire major capital items (other than those financed by proprietary funds).

Enterprise Funds:

The Electric Fund, Natural Gas Fund, and Water and Waste Water Fund are Enterprise Funds, which are used to account for the operations of the utilities. City utilities are provided to residents in and around the City of Fairhope. Enterprise Funds are used to account for operations which are financed or operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered through user charges and fees. Operating revenues, shown for proprietary operations, generally result from producing or providing goods and services. Operating expenses include all costs related to providing services or products. All other revenues or expenses not meeting these criteria are reported as non-operating income or expenses.

C. CAPITAL ASSETS

The accounting treatment for capital assets depends on whether the assets are used by governmental funds or proprietary funds and fund level or government-wide reporting.

In government-wide reporting, all capital assets are reported as capital assets for both governmental-type and business-type activities. The City has not established a minimum capitalization threshold at this time. Depreciation is provided on all capital assets at the government-wide level.

In fund level reporting, capital assets are reported as expenditures by governmental funds, while they remain capital assets in proprietary funds. Depreciation is provided, only, in proprietary funds at the fund level.

Capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at estimated fair value on the date donated.

Depreciation is allocated as an expense in the Statement of Activities (government-wide level) and accumulated depreciation is reflected in the Statement of Net Position (government-wide level). Depreciation has been provided over the estimated useful lives using the straight line rates as follows:

Plant and distribution systems	30 - 40 years
Buildings	25 - 50 years
Golf course improvements	10 - 40 years
Vehicles and equipment	3 - 10 years
Infrastructure (roads, bridges, drainage)	25 - 50 years
Runways and taxiways	75 years

(continued)

CITY OF FAIRHOPE, ALABAMA

**NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2016**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- Committed fund balance – Consists of fund balances that are useable only for specific purposes by formal action of the government’s highest level of decision making authority. The City’s highest level of decision making lies with the Mayor of the City and the City Council. In order to establish, modify or rescind a fund balance commitment, the Mayor and City Council must pass a law by formal action committing the funds, by passage of a resolution.
- Assigned fund balance – Consists of fund balances that are intended to be used for specific purposes but are neither restricted nor committed. Intent should be expressed by (1) the governing body itself, or (2) a subordinate high-level body or official who the governing body has delegated the authority to assign amounts to be used for specific purposes. The Mayor and the City Council have the power to assign fund balance amounts to specific purposes. The governing body must vote to grant authorization of assigned fund balances to specific purposes.
- Unassigned fund balances – All other fund balances that do not meet the definition of “restricted, committed or assigned fund balances.” The general fund is the only fund that reports a positive unassigned fund balance amount.

The City considers restricted fund balances to have been spent when both restricted and unrestricted fund balances are available. Also, the City considers assigned and committed fund balances to have been spent when unassigned or unrestricted amounts are available.

O. MAJOR FUNDS

The City reports the following major Governmental funds:

- General Fund
- Capital Projects Fund
- Debt Service Fund

The City reports the following enterprise funds as major funds:

- Electric Fund
- Natural Gas Fund
- Water and Waste Water Fund

NOTE 2 INTERFUND TRANSACTIONS

The selling price of electric energy delivered without charge by the Electric Fund to various other funds, boards, and offices of the City of Fairhope is charged to the Electric Fund’s operations as electric energy furnished to other divisions of the City of Fairhope. The Water and Waste Water Fund and Golf Department purchase electric energy they receive, at cost.

In fiscal year 2016, the General Fund transferred to the Debt Service Fund \$3,091,876 in support of long-term debt service.

CITY OF FAIRHOPE, ALABAMA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

NOTE 2 INTERFUND TRANSACTIONS (continued)

The utility operations transfer a portion of their earnings to the General Fund each year to support general government operations. In fiscal year 2016, the following amounts were transferred from the utility funds noted to the General Fund.

Electric Fund	\$ 1,050,908
Water and Sewer Fund	1,130,055
Natural Gas Fund	<u>770,119</u>
 Total	 \$ <u>2,951,082</u>

In fiscal year 2016, the City transferred \$428,000 to the Airport Authority and \$814,600 to the Public Library Board, both discretely presented component units.

Interfund receivables and payables at September 30, 2016 are:

	Due from	Due to
General Fund		
Electric	\$ 79,303	\$ -
Water and Waste Water	33,440	-
Natural Gas	11,753	-
 Electric Fund		
General	-	79,303
Water and Waste Water	-	1,955,027
Natural Gas	-	712,702
 Natural Gas Fund		
General	-	11,753
Electric	712,702	-
Water and Waste Water	376	-
 Water and Waste Water Fund		
Electric	1,955,027	-
Natural Gas	-	376
General	-	33,440
	\$ 2,792,601	\$ 2,792,601

During the course of normal operations, the City has numerous transactions between funds to provide services, construct assets, service debt, etc. These transactions are generally reflected as interfund receivables and liabilities. Transactions reimbursing a fund for expenditures are recorded as expenditures in the disbursing fund as revenues in the receiving fund.

CITY OF FAIRHOPE, ALABAMA

NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

NOTE 2 INTERFUND TRANSACTIONS (continued)

The utility operations transfer a portion of their earnings to the General Fund each year to support general government operations. In fiscal year 2016, the following amounts were transferred from the utility funds noted to the General Fund.

Electric Fund	\$ 1,050,908
Water and Sewer Fund	1,130,055
Natural Gas Fund	<u>770,119</u>
Total	\$ <u>2,951,082</u>

In fiscal year 2016, the City transferred \$428,000 to the Airport Authority and \$814,600 to the Public Library Board, both discretely presented component units.

Interfund receivables and payables at September 30, 2016 are:

	<u>Due from</u>	<u>Due to</u>
General Fund		
Electric	\$ 79,303	\$ -
Water and Waste Water	33,440	-
Natural Gas	11,753	-
Electric Fund		
General	-	79,303
Water and Waste Water	-	1,955,027
Natural Gas	-	712,702
Natural Gas Fund		
General	-	11,753
Electric	712,702	-
Water and Waste Water	376	-
Water and Waste Water Fund		
Electric	1,955,027	-
Natural Gas	-	376
General	-	33,440
	\$ <u>2,792,601</u>	\$ <u>2,792,601</u>

During the course of normal operations, the City has numerous transactions between funds to provide services, construct assets, service debt, etc. These transactions are generally reflected as interfund receivables and liabilities. Transactions reimbursing a fund for expenditures are recorded as expenditures in the disbursing fund as revenues in the receiving fund.

CITY OF FAIRHOPE, ALABAMA

NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

NOTE 4 SINKING FUNDS – PROPRIETARY FUNDS

The cash and investments in these sinking funds (bond, reserve, and replacement funds) are restricted as to their use in accordance with their respective bond indentures. Amounts in bond funds are included in current assets, while amounts in reserve funds are separately listed as restricted assets.

NOTE 5 NOTES AND WARRANTS PAYABLE – BUSINESS-TYPE ACTIVITIES

The following is a summary of revenue bonds, notes and warrants payable from the proprietary funds as of September 30, 2016:

Utilities Revenue Warrants, Series 2011 dated October 13, 2011, original debt obligation of \$16,140,000, interest rate 3.15%, payable semi-annually, principal payable December 1, 2011 through December 1, 2030.	\$13,915,000
General Obligation Warrant, Series 2011, dated October 13, 2011, original debt obligation of \$195,000, interest at 2.55% payable semi-annually, principal payments due December 1, 2012 through June 1, 2025.	131,942
Utilities Revenue Warrants, Series 2015 dated May 14, 2015, original debt obligation of \$1,780,000, interest rate 2.11%, payable semi-annually, principal payable December 1, 2015 through December 1, 2020.	1,780,000
General Obligation Warrant, Series 2013, dated December 30, 2013, original debt obligation of \$5,750,000, interest rate equal to 65% times the LIBOR rate + 1.23%, 1.34% at September 30, 2015, payable semi-annually, principle payments are due December 1, 2015 through December 1, 2018.	3,450,000
Utilities Revenue Warrants, Series 2009 dated April 2, 2009, original debt obligation of \$1,250,000, interest rate 3.85%, payable semi-annually, principal payable 2009 through 2019.	<u>510,000</u>
TOTAL	<u>\$19,786,942</u>

Revenue bonds, notes, and warrants payable from the proprietary funds (2011 and prior) were for the purpose of financing, or re-financing, new water tanks, new water wells, UV Sewer System, new booster pump, radio system, support tower, phone system, construction of warehouse building and mechanics shop, and extensions to the City's water and sewer lines.

CITY OF FAIRHOPE, ALABAMA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Expenses										
Governmental activities:										
General	\$ 5,540,860	\$ 6,392,335	\$ 6,536,802	\$ 6,929,734	\$ 6,176,077	\$ 8,103,118	\$ 7,451,793	\$ 9,067,340	\$ 8,890,052	\$ 9,828,668
Public safety										
Police	3,789,666	4,011,091	4,090,851	4,740,344	5,213,031	4,925,437	4,441,429	4,220,003	3,945,496	4,383,113
Fire	781,696	843,469	878,148	1,017,184	483,670	461,865	407,361	431,955	424,789	489,989
Public works										
Sanitation	1,479,374	1,564,126	1,657,615	1,973,942	1,868,364	1,814,947	1,824,259	1,873,508	1,790,554	1,912,606
Street	3,757,204	3,671,572	4,308,575	4,452,370	4,251,404	5,502,244	3,996,599	4,095,487	4,057,713	3,864,689
Public Library Board	594,378	771,373	760,174	772,539	798,997	810,636	840,636	886,028	924,736	1,025,236
Airport	397,183	545,000	242,090	249,856	225,843	281,124	443,000	443,000	412,632	428,000
Recreation	819,051	900,759	1,031,886	1,269,393	1,138,079	1,176,191	1,281,865	1,250,689	1,328,674	1,545,115
Adult Recreation	390,125	459,961	438,442	601,232	654,736	613,614	640,917	663,982	665,804	756,407
Golf	-	-	1,292,200	1,102,861	1,106,624	932,284	987,869	978,819	1,060,643	1,263,426
Interest on long-term debt	624,883	743,451	878,534	694,083	633,161	589,174	507,982	472,222	344,808	339,051
Total governmental activities expenses	<u>18,174,420</u>	<u>19,903,137</u>	<u>22,115,317</u>	<u>23,803,538</u>	<u>22,549,986</u>	<u>25,210,634</u>	<u>22,823,710</u>	<u>24,383,033</u>	<u>23,845,901</u>	<u>25,836,300</u>
Business-type activities:										
Natural gas	5,948,144	6,709,491	5,349,209	5,757,648	5,037,587	4,484,683	5,234,887	5,529,610	5,056,618	4,886,415
Electric	14,029,975	16,006,139	15,540,148	15,664,835	16,909,931	16,912,834	17,164,781	18,379,231	18,227,563	17,683,205
Water and wastewater	6,387,739	6,502,942	6,803,566	6,533,138	6,616,671	7,050,997	7,294,799	7,165,113	7,085,714	8,042,137
Golf	1,544,528	1,713,486	-	-	-	-	-	-	-	-
Total business-type activities expenses	<u>27,910,386</u>	<u>30,932,058</u>	<u>27,692,923</u>	<u>27,955,621</u>	<u>28,564,189</u>	<u>28,448,514</u>	<u>29,694,467</u>	<u>31,073,954</u>	<u>30,369,895</u>	<u>30,611,757</u>
Total primary government expenses	<u>\$ 46,084,806</u>	<u>\$ 50,835,195</u>	<u>\$ 49,808,240</u>	<u>\$ 51,759,159</u>	<u>\$ 51,114,175</u>	<u>\$ 53,659,148</u>	<u>\$ 52,518,177</u>	<u>\$ 55,456,987</u>	<u>\$ 54,215,796</u>	<u>\$ 56,448,057</u>
Program Revenues										
Governmental activities:										
Charges for services										
General	\$ 5,862,118	\$ 5,952,299	\$ 5,140,160	\$ 5,249,279	\$ 5,383,822	\$ 6,301,207	\$ 6,052,493	\$ 6,225,471	\$ 3,585,456	\$ 7,837,796
Police	362,441	252,838	224,022	261,070	241,104	289,432	291,749	285,573	-	-
Sanitation	1,294,033	1,331,617	1,368,656	1,380,238	1,391,722	1,408,179	1,431,883	1,462,243	4,730,645	1,547,682
Recreation	75,592	83,919	130,740	366,683	369,135	368,493	391,024	436,453	444,410	476,772
Adult Recreation	34,534	32,791	36,316	45,889	46,261	41,018	39,977	49,241	41,459	45,737
Golf	-	-	847,016	776,173	944,858	1,001,627	1,113,277	1,067,593	1,137,114	1,127,306
Operating grants and contributions	631,133	206,012	87,416	22,267	24,402	-	-	9,144	-	-
Capital grants and contributions	8,526,591	7,310,387	384,358	1,389,592	302,963	1,317,475	438,033	8,416,283	1,319,753	1,467,355
Total governmental activities program revenues	<u>16,786,442</u>	<u>15,169,863</u>	<u>8,218,684</u>	<u>9,491,191</u>	<u>8,704,267</u>	<u>10,727,431</u>	<u>9,758,436</u>	<u>17,952,001</u>	<u>11,258,837</u>	<u>12,502,648</u>
Business-type activities:										
Charges for services										
Gas	7,388,531	7,841,853	8,341,855	8,631,935	8,219,447	6,191,986	6,769,649	8,023,473	7,354,080	6,276,414
Electric	16,658,326	17,777,703	18,800,459	18,496,651	19,838,004	18,891,334	19,647,662	21,049,277	20,527,031	20,218,941
Water and wastewater	8,669,895	8,166,344	8,194,949	8,959,041	10,287,898	9,838,580	9,980,089	10,018,231	10,860,135	11,164,497
Golf course	1,505,211	1,487,811	-	-	-	-	-	-	-	-
Total business-type activities program revenues	<u>34,221,963</u>	<u>35,273,711</u>	<u>35,337,263</u>	<u>36,087,627</u>	<u>38,345,349</u>	<u>34,921,900</u>	<u>36,397,400</u>	<u>39,090,981</u>	<u>38,741,246</u>	<u>37,659,852</u>
Total primary government program revenues	<u>\$ 51,008,405</u>	<u>\$ 50,443,574</u>	<u>\$ 43,555,947</u>	<u>\$ 45,578,818</u>	<u>\$ 47,049,616</u>	<u>\$ 45,649,331</u>	<u>\$ 46,155,836</u>	<u>\$ 57,042,982</u>	<u>\$ 50,000,083</u>	<u>\$ 50,162,500</u>

(continued)

CITY OF FAIRHOPE, ALABAMA
 FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION
 LAST TEN FISCAL YEARS

Function	Full-time Equivalent Employees as of September 30, 2016									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General Government	61	62	54	55	53	53	48	48	49	49
Public Safety										
Police	41	42	51	48	48	44	48	46	46	45
Fire										
Firefighters and Dispatch	9	14	13	13	17	18	17	18	17	14
Highways and Streets										
Public Works	29	28	37	37	35	36	39	39	41	46
Sanitation	22	20	21	20	20	19	17	21	22	20
Culture and Recreation										
Recreation	8	9	18	18	19	19	24	23	25	26
Adult Recreation	3	6	10	13	14	14	9	10	11	12
Gas Department	16	19	18	18	18	18	17	15	15	15
Electric Department	20	19	17	17	17	18	17	22	21	19
Water/Waste Water Department	24	25	23	23	24	26	24	23	23	22
Golf Department	13	13	19	19	16	14	15	16	18	20
Total	<u>246</u>	<u>257</u>	<u>281</u>	<u>281</u>	<u>281</u>	<u>279</u>	<u>275</u>	<u>281</u>	<u>288</u>	<u>288</u>

Source: City of Fairhope Human Resources Department

CITY OF FAIRHOPE, ALABAMA
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

Function	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Police										
Physical arrests	1,710	1,131	993	833	1,134	603	759	750	1,423	983
Parking violations	13	71	285	201	163	128	22	49	121	240
Traffic violations	1,516	996	1,004	1,245	1,419	2,215	1,379	887	633	1,726
Fire										
Number of calls answered	339	432	427	658	801	657	690	853	836	865
Inspections	282	196	382	291	143	101	85	35	161	147
Highways and streets										
Street resurfacing (miles)	-	-	1.5	-	-	8.1	-	-	-	13.2
Potholes repaired**	312	414	384	400	425	450	1,345	1,480	1,620	2,933
Sanitation										
Garbage collected (tons/year)	8,246	7,520	7,782	8,627	9,100	8,711	7,564	8,509	8,236	8,654
Trash collected (tons/year)	5,213	5,915	5,744	7,385	6,487	5,767	5,513	6,292	5,545	5,902
Recyclables collected (tons/year)	2,131	1,989	1,297	1,281	1,495	1,508	1,512	1,714	1,779	1,855
Culture and recreation										
Golf course rounds @ 9 hole rounds	92,702	88,475	53,755	62,720	61,283	65,500	62,266	59,261	57,405	56,613
Pavilion/park parties	74	88	84	80	64	56	58	61	59	44
Waste water										
Average daily sewage treatment (millions of gallons)	1.7	1.7	1.7	1.8	1.8	1.8	1.8	1.8	2.0	2.2

Sources: Various government departments

** The City changed the calculation method for potholes for FY 2016 resulting in a larger increase.

CITY OF FAIRHOPE, ALABAMA
 CAPITAL ASSET STATISTICS BY FUNCTION
 LAST TEN FISCAL YEARS

Function	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Public safety										
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	35	36	40	45	45	45	43	37	38	39
Fire stations	3	3	3	3	3	3	3	3	4	4
Highways and streets										
Streets (miles)	89.7	98.1	98.1	98.1	98.1	99.1	99.1	103.84	106.54	108.64
Culture and recreation										
Parks acreage	208	208	208	248	248	248	248	356	504	504
Parks	50	50	50	51	51	51	51	52	54	54
Swimming pools	3	3	3	3	3	3	3	3	3	3
Tennis courts	6	6	6	6	6	6	6	6	6	12
Community center	2	1	3	3	3	3	3	3	3	3
Sewer										
Sanitary sewers (miles)	120	121	121	125	125	125	126	126	130	135
Storm sewers (miles)	15.55	16.75	16.75	16.75	16.75	17.25	17.25	19.17	20.57	22.77
Maximum daily treatment capacity (millions of gallons)	4	4	4	4	4	4	4	4	4	4.2

Sources: Various government departments

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Karin Wilson is hereby authorized to execute the Agreement between Cunningham DeLaney Construction, LLC and the City of Fairhope regarding Woodlawn Subdivision, Phase 3 and the Tree Remediation Plan.

DULY ADOPTED THIS 8TH DAY OF MAY, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

AGREEMENT

THIS AGREEMENT is made and entered into between the City of Fairhope, a municipal corporation, (“Fairhope”) and Cunningham DeLaney Construction, LLC, a Domestic Limited Liability Company (“Cunningham”) on the ___ day of April, 2017:

Recitals

WHEREAS, while constructing roads in Woodlawn, Phase 3, a 34-lot subdivision, Cunningham inadvertently removed nine Live Oaks (*Quercus virginiana*) from the designated right-of-way; and

WHEREAS, Fairhope has determined this activity to be a possible violation of the Tree Ordinance (Ordinance No. 1444) and Fairhope’s Subdivision Regulations, Article V(D)(5)(a)(11); and

WHEREAS, Cunningham has proposed a Tree Remediation Plan to compensate Fairhope for the inadvertent removal of the Live Oaks;

Agreement

NOW, THEREFORE, in consideration of the covenants, promises and conditions set out herein below, the parties hereto agree as follows:

1. Cunningham promises to immediately begin the installation of the trees designated in the Tree Remediation Plan and to complete the work within seven days. A copy of the Tree Remediation Plan is attached hereto, marked Exhibit “A,” and incorporated herein.
2. Fairhope promises to waive prosecution of possible violations of the Tree Ordinance and approved Site Plan and to notify the Planning Commission that it may consider the tree removal issue resolved when determining whether or not to grant final plat approval to Woodlawn, Phase 3.
3. It is understood and agreed that implementation of the Tree Remediation Plan is not to be construed as the admission of any liability whatsoever, but is the compromise of doubtful and disputed claims Fairhope has against Cunningham and Cunningham expressly denies any liability.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the date set forth herein above.

Cunningham DeLaney Construction, LLC,

By: _____
Mark DeLaney, Member &
Manager

City of Fairhope, Alabama

By: _____
Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA

COUNTY OF BALDWIN

I, the undersigned, a Notary Public in and for said County in said State, hereby certify that KARIN WILSON whose name as Mayor of the City of Fairhope, Alabama, a municipal corporation and LISA A. HANKS, whose name as City Clerk, is signed to the foregoing Agreement and who are known to me, acknowledged before me on this day that, being informed of the contents of the Agreement, they, as such officers and with full authority, executed the same voluntarily for and as the act of said municipal corporation.

Given under my hand and seal hereto affixed by me this the ___ day of May, 2017.

Notary Public
My Commission expires: _____

STATE OF ALABAMA

COUNTY OF BALDWIN

I, the undersigned, a Notary Public in and for said County in said State, hereby certify that MARK DELANEY whose name as Member and Manager of Cunningham DeLaney Construction, LLC, a domestic limited liability company is signed to the foregoing Agreement and who is known to me, acknowledged before me on this day that, being informed of the contents of the Agreement, he, as such officer and with full authority, executed the same voluntarily for and as the act of said limited liability company.

Given under my hand and seal hereto affixed by me this the ___ day of April, 2017.

Notary Public
My Commission expires: _____



1 TREE REMEDIATION PLAN
Scale: 1" = 30'

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	COL.	LT.	REMARKS
	SA	20	Fraxinus viridis	Fr. White Oak	30 gal			
	MGC	18	Magnolia grandiflora (Clusia thymocarpa)	Clusia W. Magnolia	30 gal	4-10'	F. Full to Crown	
	QV	12	Quercus virginiana	Southern Live Oak	20 gal	2' Cal.	4-10'	F. Full head, specimen quality

ARTICLE V-SECTION D-SUBDIVISION REGULATIONS

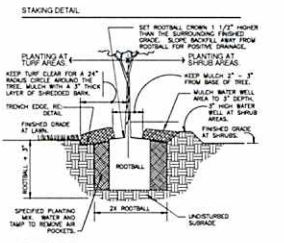
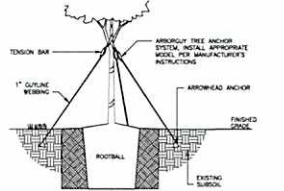
(11) Tree Protection Requirements: The following requirements apply to all properties other than single-family residential:

(a) A significant tree is defined as any living tree (including an understory) with a DBH that exceeds one-and-a-half (1.5) inches. Significant trees are protected under this Ordinance and cannot be cut or otherwise harmed without approval written consent of the City Administrator.

TREE REMEDIATION

Total Trees To Be Removed	7 Trees
Total Tree Credits	35 Credits
Required Trees To Be Replaced	38 Trees
Provided Replacement Trees	30 Trees

SIZE	GENUS SPECIES	COMMON NAME	QTY	CREDITS PER TREE	TOTAL CREDITS
40"	Quercus virginiana	Live Oak	1	2	2
36"	Quercus virginiana	Live Oak	1	1	1
30"	Quercus virginiana	Live Oak	1	1	1
24"	Quercus virginiana	Live Oak	1	1	1
18"	Quercus virginiana	Live Oak	1	1	1
12"	Quercus virginiana	Live Oak	1	1	1
8"	Quercus virginiana	Live Oak	1	1	1
3"	Quercus virginiana	Live Oak	1	1	1
TOTAL CREDITED TO MEET AN ANNUAL CREDIT TO PROTECT PER TOWNHOM SUBDIVISION REGULATIONS					2
36"	Quercus virginiana	Live Oak	1	2	2
24"	Quercus virginiana	Live Oak	1	2	2



2 TREE PLANTING - GUY STRAP
1" = 1'-0"



NOT FOR CONSTRUCTION
THESE PLANS HAVE NOT BEEN APPROVED BY THE GOVERNING AGENCY AND ARE SUBJECT TO CHANGE.

A Landscape Development Plan for
Woodlawn
Fallshope, Alabama

Review	No.	Date	Revision / Submittal
Design	03.27.17		OFF REVIEW

VTW	Approved
Prep	
CW	
Checked	173153-045
Issue No.	03.27.17
Date	

TREE REMEDIATION PLAN

Sheet No. TP100

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 Release and Settlement Agreement between the City of Fairhope, Alabama Municipal Insurance Corporation, and The Charter Oaks Fire Insurance Company a/k/a Travelers Insurance Company.

Adopted on this 8th day of May, 2017

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RELEASE AND SETTLEMENT AGREEMENT

This Mutual Release and Settlement Agreement (hereinafter the “Agreement”) is entered into as of the ___ day of May 2017 (hereinafter the “Effective Date”) by and among the following (collectively the “Parties”):

- 1) The City of Fairhope, Alabama (hereinafter the “City”);
- 2) Alabama Municipal Insurance Corporation (hereinafter “AMIC”); and
- 3) The Charter Oaks Fire Insurance Company a/k/a Travelers Insurance Company (hereinafter “Travelers”).

Recitals

WHEREAS, on August 7, 2013, Charles K. Breland, Jr. and Breland Corporation (hereinafter “Breland”) brought suit against the City, said suit styled as *Breland, et al. v. The City of Fairhope, et al.*, CV-2013-901096 (hereinafter the “Underlying Litigation”); and

WHEREAS, the basis for the Underlying Litigation was that the City had improperly prevented Breland from developing approximately 65 acres of land in the Battles Wharf community and asserted the following causes of action:

- 1) Temporary Restraining Order and Preliminary Injunction
- 2) Declaratory Judgment – Vested Rights and Inapplicability of Ordinances
- 3) Declaratory Judgment – Preemption and Invalidity of Ordinances
- 4) Declaratory Judgment – Invalidity of Ordinances where Applied Outside the City Limits
- 5) Negligence and Money Damages
- 6) Declaratory Judgment – Expungement; and,

WHEREAS, the in the Underlying Litigation, Breland complained of actions by the City that began in 2002; and

WHEREAS, AMIC issued composite liability policies to the City, with effective dates of January 9, 2002 to January 9, 2011 and Travelers issued Public Entity Composite policies to the City with effective dates of January 9, 2011 to the present; and

WHEREAS, the City requested that AMIC defend the City in the Underlying Litigation and AMIC denied this request on the basis that Breland could not recover against the City for any actions that occurred during AMIC’s policy periods and that the City should look to Travelers for defense and coverage; and

WHEREAS, the City disputed AMIC’s denial of a defense and brought suit against AMIC said suit styled *The City of Fairhope, Alabama, v. Alabama Municipal Insurance Corporation*, CV-2015-901171 in which the City brought claims against AMIC for breach of contract and bad faith; and

WHEREAS, AMIC answered the Complaint of the City, asserted a counter-claim for declaratory judgment against the City, and filed third-party claims against Travelers for contribution related to any amounts that the Court might require AMIC to pay the City as defense costs in the Underlying Litigation (hereinafter the Complaint brought by City along with all counter-claims and third-party claims thereto collectively referred to as the “Insurance Litigation”); and

WHEREAS, the City incurred total defense costs of \$284,841.52 related to the Underlying Litigation from the inception of the litigation through the submission of an application for rehearing on appeal following the entry of summary judgment by the trial court; and

WHEREAS, AMIC paid the City a total of \$123,210.02, which the City applied to reimbursement of defenses costs related to the Underlying Litigation; and

WHEREAS, Travelers paid the City of total of \$35,000.00, which the City applied to reimbursement of defense costs related to the Underlying Litigation; and

WHEREAS, a total of \$126,631.50 in defense costs related to the Underlying Litigation remains outstanding; and

WHEREAS, the City, AMIC and Travelers (hereinafter the “Parties”) desire to avoid further litigation and to resolve the disputes between and among them in the Insurance Litigation by entering into this Release and Settlement Agreement.

NOW THEREFORE, in consideration of the mutual promises contained herein, as well as other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Recitals. Each of the foregoing Recitals is a substantive provision of this Release and Settlement Agreement, and each is incorporated in this paragraph by reference.

2. Settlement Terms.

a) AMIC agrees that it will, within fifteen days of the Effective Date of this Release and Settlement Agreement, pay to the City the sum of SIXTY THREE THOUSAND THREE HUNDRED FIFTEEN and 75/100 DOLLARS (\$63,315.75), which represents fifty percent (50%) of the City’s outstanding defense costs in the Underlying Litigation.

b) Travelers agrees that it will, within fifteen days of the Effective Date of this Release and Settlement Agreement, pay to the City the sum of SIXTY THREE THOUSAND THREE HUNDRED FIFTEEN and 75/100 DOLLARS (\$63,315.75), which represents fifty percent (50%) of the City’s outstanding defense costs in the Underlying Litigation.

3. Dismissal of Insurance Litigation.

The Parties hereby agree that, within fifteen days of the Effective Date of this Release and Settlement Agreement, they will file with the Circuit Court of Baldwin County a joint stipulation of dismissal in the Insurance Litigation, dismissing all claims that have been, or could have been brought, in the Insurance Litigation with prejudice. The parties agree that they will each bear their own respective costs associated with the Insurance Litigation.

4. Release of AMIC

(a) The City does hereby, for itself and its heirs, successors and assigns, agree to and by these presents does hereby release AMIC from any and all claims, demands, actions, causes of action, suits, costs, damages, expenses, compensation and liabilities of every kind, character and description, either direct or consequential, at law or in equity, which it may have now, may have had at any time prior to the execution of this Release and Settlement Agreement, or may have at any time hereafter arising from, resulting from or in any manner incidental to the Underlying Litigation and the Insurance Litigation. The City hereby agrees that it will not, under any circumstances, seek further compensation, contribution or indemnity from AMIC for any costs, expenses or damages to which the City becomes liable in the Underlying Litigation. The City acknowledges that it is the intent of this Release and Settlement Agreement that AMIC be forever released and discharged from any duty owed to the City in any way whatsoever.

(b) Travelers does hereby, for itself and its heirs, successors and assigns, agree to and by these presents does hereby release AMIC from any and all claims, demands, actions, causes of action, suits, costs, damages, expenses, compensation and liabilities of every kind, character and description, either direct or consequential, at law or in equity, which it may have now, may have had at any time prior to the execution of this Release and Settlement Agreement, or may have at any time hereafter arising from, resulting from or in any manner incidental to the Underlying Litigation and the Insurance Litigation. Travelers hereby agrees that it will not, under any circumstances, seek further compensation, contribution or indemnity from AMIC for any costs, expenses or damages related to AMIC's insuring of the City with respect to the claims asserted against the City in the Underlying Litigation. Travelers acknowledges that it is the intent of this Release and Settlement Agreement that AMIC be forever released and discharged from any duty owed to the City in related to the Underlying Litigation and the Insurance Litigation.

5. Release of Travelers

(a) AMIC does hereby, for itself and its heirs, successors and assigns, agree to and by these presents does hereby release Travelers from any and all claims, demands, actions, causes of action, suits, costs, damages, expenses, compensation and liabilities of every kind, character and description, either direct or consequential, at law or in equity, which it may have now, may have had at any time prior to the execution of this Release and Settlement Agreement, or may have at any time hereafter arising from, resulting from or in any manner incidental to the Underlying Litigation and the Insurance Litigation. AMIC hereby agrees that it will not, under any circumstances, seek further compensation or contribution from Travelers for any costs, expenses or damages to which AMIC may be liability to the City related to the claims asserted in the Underlying Litigation. AMIC acknowledges that it is the intent of this Release and Settlement

Agreement that Travelers be forever released and discharged from any obligation that might exist now or in the future regarding the defense of the City in the Underlying Litigation or the claims made the basis of the Insurance Litigation.

(b) The City does hereby, for itself and its heirs, successors and assigns, agree to and by these presents does hereby release Travelers from any and all claims, demands, actions, causes of action, suits, costs, damages, expenses, compensation and liabilities of every kind, character and description, either direct or consequential, at law or in equity, which it may have now, may have had at any time prior to the execution of this Release and Settlement Agreement, related to the costs or fees incurred by the City in defense of the Underlying Litigation from inception of that litigation to November 3, 2016. The City hereby agrees that it will not, under any circumstances, seek further compensation or contribution from Travelers for any costs, expenses or damages related to the defense of the Underlying Litigation from its inception to November 3, 2016. However, the City does not release, but retains, all rights to assert any claim for any costs, expenses, fees, amounts, or damage related to the defense of the Underlying Litigation that the City incurred after November 3, 2016. Both the City and Travelers acknowledge this exception to the Release and Settlement Agreement by their respective signatures below.

6. Governing Law and Retention of Jurisdiction. This Release and Settlement Agreement shall be governed by the laws of the State of Alabama. All aspects of this Release and Settlement Agreement shall be construed and interpreted in accordance with Alabama law, notwithstanding its conflict of law principles or any other rule, regulation or principle that would result in the application of any other state's law. Furthermore, the Parties agree that Alabama state courts shall have exclusive jurisdiction over all matters relating to this Release and Settlement Agreement.

7. Successors and Assigns. This Release and Settlement Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

8. Entire Release and Settlement Agreement. This Release and Settlement Agreement constitutes the entire understanding of the Parties hereto as to the subject matter hereof. The undersigned acknowledge that there are no communications or understandings, oral or written, contrary, different or which in any way restrict or alter this Release and Settlement Agreement.

9. No Third Party Beneficiaries. Nothing in this Release and Settlement Agreement is intended to benefit any third party, or to create any right of action that may be asserted by any third party.

10. Authority. The Parties represent and warrant to each other that: (a) each has the legal capacity and authority to enter into this Release and Settlement Agreement; (b) this Release and Settlement Agreement constitutes the voluntary, legal, valid and binding obligation of each of the Parties; and (c) none of the Parties has assigned, transferred, or purported to assign or transfer any claim released in this Release and Settlement Agreement to any non-party, person or entity.

11. Document Preparation. This Release and Settlement Agreement has been negotiated and drafted by the Parties and their representatives. The Parties represent and warrant that they have read and understand this Release and Settlement Agreement and have consulted with their respective counsel concerning its legal effect. The Parties agree that no rule of construction shall apply to this Release and Settlement Agreement construing its provisions in favor of or against either of the Parties.

12. Further Assurances. The Parties shall cooperate fully and execute all supplementary documents and take all additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Release and Settlement Agreement.

13. Counterparts. This Release and Settlement Agreement may be executed in any number of counterparts, and each counterpart will constitute an original document, but all such separate counterparts constitute only one and the same instrument. Facsimile and e-mailed signatures shall be deemed to have the same effect as original signatures.

14. Headings. The section headings contained in this Release and Settlement Agreement are included for the purpose of convenience only and do not affect the construction or interpretation of any of the provisions of this Release and Settlement Agreement.

15. Severability. If any provision of this Release and Settlement Agreement is held to be unenforceable for any reason, it shall be adjusted rather than voided, if possible, to achieve the intent of the Parties to this Release and Settlement Agreement to the extent possible. In any event, the invalidity or unenforceability of any provision of this Release and Settlement Agreement in any jurisdiction shall not affect the validity or enforceability of the remainder of this Release and Settlement Agreement in that jurisdiction or the validity or enforceability of this Release and Settlement Agreement, including that provision, in any other competent jurisdiction.

16. Confidentiality. This Release and Settlement Agreement is a confidential agreement. The Parties and their attorneys agree that they shall keep all of the terms and conditions of this Release and Settlement Agreement confidential and that the terms and conditions of this Release and Settlement Agreement shall not be disclosed, made public, disseminated, or released, or otherwise referenced, alluded to, suggested to any person unless required by a court of competent jurisdiction, appropriate government agency, tax preparer, or financial institution. Except for disclosures absolutely required by a court of competent jurisdiction, appropriate government agency, tax preparer, or financial institution, the only statement which may be made by the Parties or its attorneys relative to this case is "the case was dismissed with the mutual agreement of all parties." Dissemination or disclosure of any such information or violation of this confidentiality agreement shall be deemed to be a material breach of the Release and Settlement Agreement.

17. Notices. Any and all notices required or permitted under or pursuant to this Release and Settlement Agreement shall be in writing and delivered by: (a) hand delivery; (b) email; (c) registered or certified mail, return receipt requested; (d) facsimile; or (e) express overnight delivery service (and shall be deemed to have been delivered upon (i) receipt, if hand delivered; (ii) transmission, if delivered by facsimile or email (provided such transmission by facsimile or email is followed by express overnight delivery); and (iii) the next business day, if

delivered by express overnight delivery service); and shall be delivered or transmitted to the following addresses, or to such other addresses as either Party may direct in writing:

To AMIC:

David Sikes, AIC
Litigation Manager
Alabama Municipal Insurance Corporation
110 North Ripley Street
Montgomery, Alabama 36104

With a copy to:
Christopher Conte, Esq
Helmsing Leach, P.C.
P.O. Box 2767
Mobile, Alabama 36652

To Travelers:

Thomas Wright
Claim Professional
Travelers
P.O. Box 42927
Houston, TX 77242-2927

With a copy to:
Candace H. Newton, Esq.
Ely & Isenberg, L.L.C.
2100-B SouthBridge Pkwy., Suite 380
Birmingham, AL 35209

To The City:

Lisa Hanks
City Clerk
City of Fairhope, AL
P.O. Drawer 429
Fairhope, AL 36533

With a copy to:
Marion E. Wynne, Jr., Esq.
Wilkins, Bankester, Biles & Wynne, P.A.
P.O. Box 1367
Fairhope, AL 36533

IN WITNESS WHEREOF, the Parties have caused this Release and Settlement Agreement to be executed by themselves, or their respective duly authorized agents or officers, as of the date first written above.

[Remainder of Page Left Intentionally Blank]

[Signature Pages Follow]

THE CITY OF FAIRHOPE, ALABAMA

By: _____
Its: _____

STATE OF ALABAMA §
COUNTY OF BALDWIN §

IN WITNESS WHEREOF, I have hereunto set my hand and my seal on this the ____ day
of May, 2017.

NOTARY PUBLIC
My commission expires: _____

ALABAMA MUNICIPAL INSURANCE CORPORATION

By: _____
Its: _____

STATE OF ALABAMA §
COUNTY OF _____ §

IN WITNESS WHEREOF, I have hereunto set my hand and my seal on this the ____ day of May, 2017.

NOTARY PUBLIC
My commission expires: _____

THE CHARTER OAK FIRE INSURANCE COMPANY

By: _____

Its: _____

STATE OF TEXAS §
COUNTY OF _____ §

IN WITNESS WHEREOF, I have hereunto set my hand and my seal on this the ____ day of May, 2017.

NOTARY PUBLIC
My commission expires: _____

5/1/2017

What I'd like to present is

1 . A nomination for Colonel Blake for Vince

In additional to an option for

2. A nomination for Colonel Blake for Pam

The council can choose which one to replace. I only want to nominate ONE for now. Please let me know if you have additional questions

Thanks, Karin

4/29/2017

Lisa,

Please add to council agenda

One airport authority appt:

Colonel replacing Vince

Or

Colonel replacing Pam

The 'compromise' is I am letting council 'choose' which existing board member they want to replace for now.

I have already stated and my position still stands that I believe both need to be replaced. But I am not nominating either Pam or Vince for reappointment.

I'd like for the resolution to reflect all of this when presented for both so I can review ahead of time and all backup to the agenda needs to I've uploaded for citizens too when upload to council.

Thank you,

Karin

AIRPORT AUTHORITY

NOMINEE (S)

6-Year Term

APPOINTMENTS

Blake Waller replacing Pam Caudill whose term expires March 2017

The term shall end March 2023

REAPPOINTMENTS

AIRPORT AUTHORITY

NOMINEE (S)

6-Year Term

APPOINTMENTS

Blake Waller replacing Vince Boothe whose term expires
March 2017

The term shall end March 2023

REAPPOINTMENTS

CITY OF FAIRHOPE



FEB 27 '17 AM 10:57

JMS

APPLICATION FOR APPOINTMENT TO A CITY BOARD OR COMMITTEE

City Council seeks to have diversity in making appointment to boards and committees. It is the policy of the City Council to make appointments based on the needs of the City as well as the interests and qualifications of each applicant. In accordance with the Code of Alabama, all applicants must be qualified electors and taxpayers in the City, excluding the Planning Commission. All applications filed with the City Clerk will be public record.

Please return this application to the Fairhope City Clerk at City Hall, 161 North Section Street, Fairhope, Alabama 36532 or mail to City of Fairhope, Attention Fairhope City Clerk, P. O. Drawer 429, Fairhope, Alabama 36533.

PLEASE PRINT CLEARLY

Last Name: Waller First Name: Blake
Phone Number: _____ Cell: (251) 402-5700 Email: walleye.waller@gmail.com
Home Address: 312 S. Tee Dr.
City: Fairhope State: AL Zip: 36532
Business Address: Skybound Solutions LLC, 312 S. Tee Dr.
City: Fairhope State: AL Zip: 36532
Name of Board or Committee: Airport Authority

EDUCATIONAL BACKGROUND: Masters in Public Administration, Troy State (1993), Masters in Military Art and Science, Air University (2004), Masters in Airpower Art and Science, Air University (2004), Masters in Strategic Studies, Army War College (2009); Bachelor of Science, Russian Language Minor, US Air Force Academy (1998).

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS: Certified Flight Instructor, Commercial Pilot rating, USAF Aircraft Mishap Investigator and Safety Board President, USAF Weapons Instructor Course Graduate, USAF Strategist, School of Advanced Air and Space Studies (SAASS) graduate.

PROFESSIONAL EXPERIENCE: Owner, Skybound Solutions LLC aviation services and business consulting; USAF Colonel, ret., in command of Nellis AFB Airfield Operations (one of the busiest airports in US) and liaison to FAA and ARTCC leaders; F-16 Flight Examiner, Instructor, and Mission Commander; Director of Strategy, Policy, and Plans, International Security Assistance Force HQs, Kabul Afghanistan.

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS: Military Officers Association of America (MOAA), Aircraft Owners and Pilots Association (AOPA), Chief Flight Instructor and consultant to Gulf Air Center Jack Edwards Airport Gulf Shores.

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY? *Past and ongoing airport ops experience provides unique insight into successful airport and FBO operations. Leadership, integrity, innovative problem solving, and aviation business expertise can help achieve orderly, safe, and efficient growth of Fairhope Airport in support of City of Fairhope economic development.*

Signature: *Blake Waller*

Date: 2/27/2017

You may attach a resume with this application.



BIOGRAPHY

UNITED STATES AIR FORCE



Colonel Stephen B. Waller is the Director, Strategy, Policy, and Plans, CSTC-A, ISAF HQ, Kabul, Afghanistan. He is responsible for developing strategic analyses for COMISAF, USCENTCOM Commander, Chairman Joint Chiefs of Staff, and Office of the Secretary of Defense on Afghan National Security Force sufficiency to meet future requirements, and US options for policy deliberations at the most senior levels. He is also the Combat Air Forces Chair to Air University and a Department of Leadership and Warfighting instructor on faculty at the Air War College. He is a graduate of the U.S. Air Force Academy with a Bachelor of Science degree and Russian language minor. He holds Masters Degrees from Troy State University, Air Command and Staff College, School of Advanced Air and Space Studies, and U.S. Army War College. He is a graduate of the U.S. Air Force Weapons Instructor Course with more than 2,225 hours in the F-16. He has served as a Fighter Squadron Commander, Strategist and Deputy Chief of ECJ5/8 Capabilities Division, U.S. European Command, 57th Operations Group Commander and acting 57th Wing Vice Commander, Nellis Air Force Base, Nevada.

Education:

2009 SDE-Army War College in Residence, Masters in Strategic Studies
2006 SDE-Air War College Non-Residence
2005 ASG-School of Advanced Air and Space Studies (SAASS) in Residence
2005 Masters in Airpower Art and Science, Air University, AL
2004 Air Command - Staff College in Residence and Non-Residence
2004 Masters in Military Operational Art and Science, Air University, AL
1993 Masters in Public Administration, Troy State University

Assignments:

11 Jul 2013 to present, Combat Air Forces Chair to Air University, Maxwell AFB, AL
25 Apr 2013 to 11 Jul 2013, Acting Vice Wing Commander, 57th Wing, Nellis AFB, NV
24 May 2011 to 25 Apr 2013, Group Commander, 57th Operations Group, Nellis AFB, NV
1 May 2010 to 24 May 2011, Deputy Chief, Capabilities Division, EUCOM ECJ58, Stuttgart, GE
30 Jun 2009 to 1 May 2010, Chief, Strategic Analysis Branch, ECJ58, Stuttgart, GE
23 Jul 2008 to 30 Jun 2009, SDE student, U.S. Army War College, Carlisle Barracks, PA
15 Jun 2007 to 23 Jul 2008, Commander/F-16 Flight Examiner, 36th Fighter Squadron, Osan AB, ROK
18 Aug 2005 to 15 Jun 2007, Director of Operations, F-16 IP/FE, 36th Fighter Squadron, Osan AB, ROK
6 Jul 2004 to 18 Aug 2005, School of Advanced Air and Space Studies, Maxwell AFB, AL
5 Aug 2003 to 6 Jul 2004, IDE student, Air Command and Staff College, Maxwell AFB, AL
12 Feb 2003 to 5 Aug 2003, Chief, Air Warfare Branch, HQ Air Force Doctrine Center, Maxwell AFB, AL
16 Apr 2002 to 12 Feb 2003, Assistant Director of Operations, 36th Fighter Squadron, Osan AB, ROK

2 May 2001 to 16 Apr 2002, Chief, Weapons and Tactics, 51st Operations Support Squadron, Osan AB, ROK
9 Jan 2001 to 2 May 2001, F-16 Chief, Weapons and Tactics, 51st Operations Support Squadron, Osan AB, ROK
10 Jul 2000 to 9 Jan 2001, Weapons Instructor Course (WIC), Nellis AFB, NV
14 May 1999 to 10 Jul 2000, Flight Commander/F-16 IP, 56th Training Squadron, Luke AFB, AZ
8 Apr 1998 to 14 May 1999, Programmer/F-16 IP, 309th Fighter Squadron, Luke AFB, AZ
23 Jan 1998 to 8 Apr 1998, F-16 IP Upgrade Training, 56th Training Squadron, Luke AFB, AZ
1 Jun 1997 to 23 Jan 1998, Chief, Sq Safety/F-16CJ Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
1 Oct 1996 to 1 Jun 1997, Scheduling Officer/F-16C Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
29 Apr 1996 to 1 Oct 1996, Flight Safety Officer/F-16C Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
27 Apr 1995 to 29 Apr 1996, Sq Training Officer/F-16C Pilot, 22nd Fighter Squadron, Spangdahlem AB, GE
6 May 1994 to 27 Apr 1995, F-16 student, 311/308th Fighter Squadron, Luke AFB, AZ
22 Dec 1993 to 6 May 1994, Sq Section Commander, 79th Fighter Squadron, Shaw AFB, SC
14 Oct 1992 to 22 Dec 1993, Sq Section Commander, 309th Fighter Squadron, Shaw AFB, SC
10 Oct 1991 to 14 Oct 1992, Adjutant, 309th Tactical Fighter Squadron, Homestead AFB, FL
07 Aug 1990 to 10 Oct 1991, EURO-NATO Joint Jet Pilot Training (ENJJPT), Sheppard AFB, TX

Major Awards and Decorations:

Legion of Merit

Defense Meritorious Service Medal

Meritorious Service Medal with 2 oak leaf clusters

Aerial Achievement Medal with 1 oak leaf cluster

Air Force Commendation Medal with 1 oak leaf cluster

Joint Service Achievement Medal

Air Force Achievement Medal

Joint Meritorious Unit Award with 1 oak leaf cluster

AF Outstanding Unit Award with 3 oak leaf clusters

Combat Readiness Medal with 4 oak leaf clusters

National Defense Service Medal with 1 oak leaf cluster

Global War on Terrorism Service Medal

Korean Defense Service Medal

AF Overseas Ribbon Long

AF Longevity Service with 6 oak leaf clusters

Small Arms Expert Marksmanship Ribbon

07 Aug 1990 to 10 Oct 1991 EURO-NATO Joint Jet Pilot Training (EJPT), Sheft and AFB, TX
 10 Oct 1991 to 14 Oct 1992, Adjutant, 309th Tactical Fighter Squadron, Homestead AFB, FL
 14 Oct 1992 to 22 Dec 1993, 2d Section Commander, 309th Fighter Squadron, Shaw AFB, SC
 22 Dec 1993 to 6 May 1994, 2d Section Commander, 39th Fighter Squadron, Shaw AFB, SC
 6 May 1994 to 27 Apr 1995, F-16 student, 311088th Fighter Squadron, Luke AFB, AZ
 27 Apr 1995 to 19 Apr 1996, 2d Training Officer, 100 F-16C Pilot, 22nd Fighter Squadron, Spangdahlem AB, GE
 19 Apr 1996 to 1 Oct 1996, Flight Safety Officer, F-16C Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
 1 Oct 1996 to 1 Jun 1997, Scheduling Officer, F-16C Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
 1 Jun 1997 to 23 Jan 1998, Chief, 2d Safety, 100 F-16C Flight Lead, 22nd Fighter Squadron, Spangdahlem AB, GE
 23 Jan 1998 to 8 Apr 1998, F-16 IR Upgrade Training, 309th Training Squadron, Luke AFB, AZ
 8 Apr 1998 to 14 May 1998, Program Manager, 16 IR, 309th Fighter Squadron, Luke AFB, AZ
 14 May 1998 to 10 Jul 2000, Flight Commander, 16 IR, 309th Training Squadron, Luke AFB, AZ
 10 Jul 2000 to 9 Jan 2001, Weapons Instructor Course (WIC), Nellis AFB, NV
 9 Jan 2001 to 2 May 2001, F-16 Chief, Weapons and Tactics, 21st Operations Support Squadron, Osan AB, ROK
 2 May 2001 to 16 Apr 2002, Chief, Weapons and Tactics, 21st Operations Support Squadron, Osan AB, ROK

Major Awards and Decorations:

- Small Anne Expert Marksmanship Ribbon
- AF Longevity Service with 6 oak leaf clusters
- AF Overseas Ribbon Award
- Korean Defense Service Medal
- Global War on Terrorism Service Medal
- National Defense Service Medal with 1 oak leaf cluster
- Combat Readiness Medal with 4 oak leaf clusters
- AF Outstanding Unit Award with 3 oak leaf clusters
- Joint Meritorious Unit Award with 1 oak leaf cluster
- Air Force Achievement Medal
- Air Force Achievement Medal
- Joint Service Achievement Medal
- Air Force Commendation Medal with 1 oak leaf cluster
- Aerial Achievement Medal with 1 oak leaf cluster
- Meritorious Service Medal with 2 oak leaf clusters
- Defense Meritorious Service Medal
- Legion of Merit

AF Training Ribbon

Effective Dates of Promotion:

2LT	30 MAY 1990
1LT	30 MAY 1992
CPT	30 MAY 1994
MAJ	01 JUL 2001
LTC	01 MAR 2006
COL	01 AUG 2011

(current as of October 2014)

Fairhope Airport Development

Current Operational Statistics (for 12 months ending November 1, 2016)

32 aircraft based on field (25 single engine, 5 multi engine, 2 helicopters)

Average of 128 aircraft operations per day

- 53% transient general aviation
- 45% local general aviation
- 2% military

Paths to Grow Capacity and Increase Revenue

2 Years:

- Build hangars to counter shortage of aircraft hangar space/spots to increase numbers of aircraft based on field, transient aircraft, operations per day, and fuel sales.
- Provide catered food from local restaurants to draw more transient and military traffic, encourage more local airport activity, and market Fairhope restaurant fare.
- Develop synergy between Airport and Fairhope hotels, downtown/stores, restaurants, etc. with shuttle and/or taxi service to boost airport activity and Fairhope tourism.
- Pursue development of aviation service/flights between Fairhope airport to other regional airports, e.g. Mobile, Pensacola, New Orleans, Atlanta, etc.
- Pursue business development on airport and surrounding airport property for Airbus and Airbus suppliers, businesses with aviation related products, and other businesses with products that may benefit from airport access.
- Pursue media, activities, air shows and events that support and bolster above development.
- Grow FBO and/or start an additional FBO to support all of the above.
- Grow flight instruction operations and capacity to bolster airport activity, community education and career opportunities.
- Leverage Continental Motors presence to draw more transient aircraft for maintenance and other aviation and local services.
- Manage growth of airport activity and associated business with community noise compliant avoidance and awareness programs and transparent, ethical business practices.
- Strengthen relations with FAA, Air Traffic Control, military, and regional airport contacts and authorities.

5 Years:

- Foster orderly, safe, and efficient growth of airport operations and Fairhope tourism.
- Continue business development in line with and supported by Fairhope Economic Development objectives.
- Explore opportunities to use airport access to benefit Fairhope businesses, organizations, and citizens.

Current Operational Statistics (for 12 months ending November 1, 2016)

- 32 aircraft based on field (22 single-engine, 2 multi-engine, 2 helicopters)
- Average of 128 aircraft operations per day
- 53% transient general aviation
- 47% local general aviation
- 2% military

Plans to Grow Capacity and Increase Revenue

5 Years:

- Build hangars to counter shortage of aircraft hangar space to increase numbers of aircraft based on field, transient aircraft, operations per day, and fuel sales.
- Provide catered food from local restaurants to draw more transient and military traffic, encourage more local airport activity, and market Fairhope restaurant fare.
- Develop synergy between Airport and Fairhope hotels, downtown/district restaurants, etc. with shuttle and/or taxi service to boost airport activity and Fairhope tourism.
- Pursue development of aviation services/links between Fairhope airport to other regional airports, e.g. Mobile, Pensacola, New Orleans, Atlanta, etc.
- Pursue business development on airport and surrounding airport property for Airbus and Airbus suppliers, businesses with aviation related products, and other businesses with products that may benefit from airport access.
- Pursue media, activities, air shows and events that support and bolster above development.
- Grow FBO and/or staff an additional FBO to support all of the above.
- Grow flight instruction operations and capacity to bolster airport activity, community education and career opportunities.
- Leverage Continental Motors presence to draw more transient aircraft for maintenance and other aviation and local services.
- Manage growth of airport activity and associated business with community noise compliance avoidance and awareness programs and transparent, ethical business practices.
- Strengthen relations with FAA, Air Traffic Control, military, and regional airport contacts and authorities.

5 Years:

- Foster orderly safe and efficient growth of airport operations and Fairhope tourism.
- Continue business development in line with and supported by Fairhope Economic Development objectives.
- Explore opportunities to use airport access to benefit Fairhope businesses, organizations, and citizens.



312 S Tee Dr • Fairhope, AL 36532 • Phone: 251-402-5700 • E-Mail: walleye.waller@gmail.com

Experience

Operations and Management

2011-2013

- As 57th Operations Group Commander, Nellis AFB, NV, responsible for all Nellis AFB airfield operations and management to include oversight of RED FLAG, GREEN FLAG, Air Ground Operations School (AGOS), Nellis AFB Air Show, airfield and runway upkeep and repair, and operations in support of USAF Weapons School, USAF Aggressors, 53rd Test and Evaluation Group, Nellis Test and Training Range, and USAF Aerial Demonstration Team Thunderbirds. Air Combat Command and USAF Warfare Center Executive Agent to National Training Center (NTC), Joint Readiness Training Center (JRTC), and Ft Sill Joint Fires Observer Course.
- Worked with Federal Aviation Administration ARTCC leaders coordinating USAF operations and training across Salt Lake, Los Angeles, and Oakland Centers and with various FAA reps on air show operations.

Flying

1980-present with over 3,900 flying hours

- US Air Force F-16 Flight Examiner, Instructor Pilot, Aggressors Pilot, Mission Commander, and Functional Check Flight Pilot with over 2,225 hours jet time in F-16, T-38, T-37, F-15, F-111, F-4, and B-1 aircraft. USAF Aircraft Mishap Investigator and Safety Board President.
- Owner and operator of Skybound Solutions LLC providing aviation and business consulting; pilot services in Embraer Phenom 100 jet and various piston aircraft; flight instruction in Pitts Special S2B for aerobatic, spin and upset recovery, and tail wheel endorsement; and Commercial and Private Pilot training.
- Certified Flight Instructor and Commercial pilot ratings, former International Council of Air Shows (ICAS) Certified Performer, and International Aerobatic Competitor.

Education

Masters in Strategic Studies, Army War College in Residence, 2009

Masters in Airpower Art and Science, School of Advanced Air and Space Studies (SAASS) in Residence, 2005

Masters in Military Operational Art and Science, Air Command - Staff College in Residence, 2004

Masters in Public Administration, Troy State University, 1993

Bachelor of Science Degree, Russian Language Minor, US Air Force Academy, 1990

Leadership

Director of Strategy, Policy, and Plans, International Security Assistance Force Headquarters, Kabul Afghanistan; Acting Vice Wing Commander, 57th Wing, Nellis AFB, NV leading 3,500 joint military personnel and civilians in conducting operations at Nellis AFB; 57th Operations Group Commander, Nellis AFB, NV; 36th Fighter Squadron Commander, Osan AB, Republic of Korea; and flight command, strategist, and leadership positions at locations around the world.

Exceptional experience in team building, collaboration, strategic and operational planning, problem solving, and innovation to include work with Defense Advanced Research Projects Agency (DARPA), Sandia National Labs, Air Force and Army Research Labs, and Defense Information Systems Agency (DISA).

and Army Research Labs and Defense Information Systems Agency (DISA).
innovation to include work with Defense Advanced Research Projects Agency (DARPA), Sandia National Labs, Air Force
Exceptional experience in team building, collaboration, strategic and operational planning, problem solving, and
Air Republic of Korea and flight command, as well as leadership positions in locations around the world.
operations at Nellis AFB; 57th Operations Group Commander, Nellis AFB, NV, for Fighter Squadron Commander, Osan
Vice Wing Commander, 57th Wing, Nellis AFB, NV, leading 2,500 joint military personnel and civilians in conducting
Director of Strategy, Policy, and Plans, International Security Assistance Force Headquarters, Kabul Afghanistan, Acting

Bachelor of Science Degree, Russian Language Minor, U.S. Air Force Academy, 1990

Master's in Public Administration, Troy State University, 1993

Master's in Military Operational Art and Science, Air Command - Staff College in Residence, 2004

Master's in Aeronautics and Science, School of Advanced Air and Space Studies (SAASS) in Residence, 2005

Master's in Strategic Studies, Army War College in Residence, 2009

Performance and International Aesthetic Competition

Certified Flight Instructor and Commercial Pilot Ratings, former International Council of Air Shows (ICAS) Certified
recovery, and tail wheel endorsement; and Commercial and Private Pilot Rating.

Phenom 100 jet and various piston aircraft; flight instruction in Pitts Special 2BR for aerobatic, spin and upset
Owner and operator of Skybound Solutions LLC providing aviation and business consulting, pilot services in Embraer
Nishap Investigator and Safety Board President

Flight Pilot with over 2,225 hours jet time in F-16, F-35, F-15, F-111, F-4, and B-1 aircraft, USAF Annual
US Air Force F-16 Flight Examiner, Instructor Pilot, Aggressor Pilot, Mission Commander, and Functional Check
Flying

Lake, Los Angeles, and Oakland Centers and with various FAA reps on air show operations.
Worked with Federal Aviation Administration ATRCC leaders coordinating FAA operations and training across Staff
Joint Readiness Training Center (JRTC) and F-16 Joint Fires Observer Course

Thunderbirds, Air Combat Command and USAF Warfare Center Executive Agent to National Training Center (NTC),
Aggressors, 57th Test and Evaluation Group, Nellis Test and Training Range, and USAF Aerial Demonstration Team
Air Show, airfield and runway approach and repair and operations in support of USAF Weapons School, USAF

management to include oversight of RFB F-16, F-15, F-111, F-4, and B-1 aircraft, USAF Air
Operations Group Commander, Nellis AFB, NV, responsible for all Nellis AFB airfield operations and