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, 26 June 2017.

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

Council President Burrell called the meeting to order at 4:37 p.m.

The following topics were discussed:

• The first item on the agenda was the Budget Discussions for Golf and Public Works. Finance Director Jill Cabaniss addressed the City Council and said this is a new budget process which will be more open.

Jeff Williams, Golf Grounds Supervisor, addressed the City Council and explained his budget handout. See attached handout. Mr. Williams explained briefly the need for training, additional funding for tee boxes, and break room bathroom upgrades. He also said the golf cart maintenance would begin after the warranty expired, so a line item was added to this year's budget. Council President Burrell commented actuals were trending more toward the budget.

 Councilmember Conyers questioned what and when is it too high to put a band-Aid on clubhouse and rebuild. Councilmember Brown replied \$300,000 to \$400,000 is too high for repairs. He said we should do minimal upgrades on interior; no need to replace window; and repair flashing and stucco. He said it should be approximately \$150,000 for inside and outside. Council President Burrell said we are not going to supplant other golf courses; and the neighborhood would not support upscale.

Golf Director Bobby Hall addressed the City Council and said not night time service, but afternoon socials are good. He requested the City Council to approve raising the meal fees; and to allow special on certain days.

Councilmember Brown said the clubhouse needs to be priority. Lynn Maser addressed the City Council and commented she has golf course business management experience. She said this golf course has been run over and used more than any other course. Ms. Maser stated that the business at the golf course is one-third from Quail Creek and two-thirds from outside. Everyone agreed that we needed to serve breakfast, lunch, and after golf socials.

The consensus was to do the bare minimum on exterior repairs, extend patio using concrete and put cover over it; and minimal upgrades on the interior. Councilmember Boone reiterated we need to get repairs done on minimal costs and plan for the future.

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• Golf Director Bobby Hall addressed the City Council and explained his budget handout. See attached handout. Mr. Hall mentioned the AGA handicap memberships line item for \$7,000 and explained that these fees are recovered from the members. Advertisement was another line item he requested to be increased; and Mr. Hall

Mr. Hall commented all the benefits and charity golfs tournaments are not a line item, but the City helps all of them in many ways.

Council President Burrell questioned if the \$7,000 ADA expense was also included in the revenue. Ms. Cabaniss replied yes. Council President Burrell stated it would be better to see income projections with the expense projections. He told the citizens we will carryover the Work Session into the Agenda Meeting.

• Council President Burrell brought up the Baldwin County Sewer Service ("BCSS") contract. He stated they discussed options in the Executive Session regarding this contract/lease, but did not decide what terms were needed to present to BCSS. He said the draft lease does not show an escalating clause; and Mayor Wilson suggested capping at 50 customers. Council President Burrell said the capacity at the Wastewater Treatment Plan is only half at this time.

Operations Director Richard Peterson commented we are still in an assessment for capacity; and we are at capacity at the South Section lift station and pumping three times at this lift station. He said, "if we don't own it; don't see why we have to add." Council President Burrell commented we are making money not losing it. Councilmember Conyers asked about a gentlemen's agreement for expansion; and an environmental agreement for going over or under Fish River. Councilmember Boone said with the tap fees we will technically get more money; and said there were only 100 customers over 10-year period.

Mr. Peterson commented he did not want a 10-year agreement. Council President said we are looking at a 7-year term right now. Mr. Peterson said BCS may prioritize the issues again. Councilmember Boone commented we are dealing with the same issues whether we own the line or not; and it is a better deal not owning the system. Councilmember Conyers said he would rather buy the system, but if BCSS is not willing to sell, we should lease to them. Councilmember Robinson commented he has no problem with the cap, but does not want to over extend our capacity. Council President Burrell said he knows customers who do not want this changed.

City Attorney Wynne stated to the City Council: you want to limit customers and add in an escalating clause. Councilmember Robinson said he was okay with cap at 50 customers and terms of the proposed letter with the discretion to take on more. Councilmember Conyers suggested 5-year term and cap at 100 customers. Councilmember Boone stated he wants to treat everyone fairly. Councilmember Brown said he would be okay with 7-year term and cap at 50 customers. After further discussion, the decision was four to one to have a 5-year lease with a cap of 100 customers.

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• Council President Burrell brought up the Electric Superintendent position and the request to fund it in this year's budget. He stated that the Assistant Superintendent cannot receive another pay raise; and needs to be promoted. Councilmembers Robinson, Boone, and Brown agreed to add this item to the agenda. Councilmember Brown commented that the Mayor's Organizational Chart did not show the Superintendent's position, so it was not funded.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:59 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MM

City Clerk

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## JEFF W (NEXT YEAR BUDGET HISTORICAL COMPARISON PROJECTION: 20181 2018 budget

	550 Golf-G 550 500	5 rounds						
1	550 500							
		40 Salaries	229,086	273,773	340,452	217,636	322,500	332,392
		PERSONNEL NEEDED					2017	2018
						<b></b>		
		······						
		TOTA	L]				-	-
		90 Employee Payroll Taxes	-	•	25,553	16,177	24,671	25,428
		00 Employee Retirement Exp	-	-	27,036	17,645	24,953	25,258
1:	50 502	10 Employee Medical Insurance	-	-	•	131,236	275,000	225,000
14	600 502	30 Training/School/Travel	-	_	-	-		500
	.00 502						2017	2018
		Pesticide and GCSA meetings						500
						<b>.</b>		500
		ΤΟΤΑ					-	500
15	50 5029	90 Professional Services			1,733	•		·
		ITEM DESCRIPTION					2017	2018
			<u> </u>					
		ΤΟΤΑΙ	i l	1			-	

1550	50340	General Supplies	-	-	86,815	44,849	80,000		90,000
		ITEM DESCRIPTION					2017	2018	
		Additional money for Tee Boxes							90,000
				~ .					
		1			· · · ]			1	

TOTAL			-	90,000

1550	50360	General Maintenance	-	-	19,413	14,262	15,000	18,500
		ITEM DESCRIPTION					2017	2018
		Break Room Bathroom upgrade						12,000
		Supervisor office upgrade				<u></u>		6,500
		тот	AL				-	18,500
	50200	) Teleshere	-	-	-	110	-	175
1550 1550		) Telephone ) Gasoline & Oil	-	-	10,913	7,922	12,000	12,000
1550	50440	) Equip & Vehicle Repair	-	-	22,885	12,484	20,000	30,000
		ITEM DESCRIPTION					2017	2018
		Golf Maintenance Equipment						25,000
		Golf Carts			1 1		1	5,000

			TOTAL				-	30,000
1550	50460	Uniforms		 -	1,447	<u>.</u>	1,250	2,000
		ITEM DESCRIPTION					2017	2018
				 				2,000
			TOTAL	 			-	2,000

1550 504	70 Purchases Vehicles & Equipment -	<u> </u>	334,768	46,710	63,000	73,500
	ITEM DESCRIPTION				2017	2018
	Pro Gator				22,000	
	Zero Turn Mower				12,000	
	Range Mats/Shell Foundation				9,000	
	Fuel System				20,000	
	38HP Compact tractor for Soil Reliever					20,000
	Soil Reliver Deep Tine Machine					23,000
	Dump Trailer					7,500
	Ice Machine for Maintenance					3,000
	Truck for Maintenance and Pro Shop					20,000
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		1			1	1

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TOTAL	63,000	73,500

1550 52510 Utilities for City Use
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0 Utilities for City Use	-	<b>-</b>	-	16,010	24,000	24,000
ITEM DESCRIPTION					2017	2018
				· · · · · · · · · · · · · · · · · · ·		
TOTAL					-	

TOTAL

Golf-Grounds

229,086

273,773 871,014 525,040

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862,374

858,753

					•					Pag
5/25/2017 08:54 DBBY  NEX+ YE ROJECTION: 2011 CCOUNTS FOR: eneral Fund	EAR BU( 81 2018	DGET HISTORICAL COMPARISON 8 budget	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	CY 2017 BUDGET	PROJECTION LEVEL 1-2018	Increase	Total Budget
500 (	Golf-Clu	bhouse								_
1500	50050	O Salaries	256,703	265,752	294,242	213,576	398,714	417,268		
		PERSONNEL NEEDED				223,510	2017	2018	(+18,554) 	47.11%
		Landscape Person PT Clubhouse						9,920		
		TOTAL					· · ·	9,920		
								5,520	I	
1500	50190	) Employee Payroll Taxes	37,820	41,679	22,908	16,477	30,501	31 921	(+1,420)	3.60%
1500	50200	) Employee Retirement Exp	34,284	36,271	15,961	11,225	15,465		(+1,420) (+1,845)	1.95%
1500	50210	Employee Medical Insurance	•		-	52,050	46,000		(+29,000)	8.47%
1500	50215	Required Contrib-OPEB	•	1	•	7,861	10,000		(+2,000)	1.35%
								• • •	,	
1500		Training/School/Travel		•			300	1,725	(+1,425)	0.19%
		ITEM DESCRIPTION					2017	2018		
		PGA Merchandise Show - January 2018 Orlando, FL								
		Annual Alabama/NW Florida PGA Section Meeting - Wynlakes CC - Montgomery AL				······		1,500		
		February 2018						225		
	1	TOTAL		l				1,725		
1500	50290	Professional Services								
	1	ITEM DESCRIPTION	21,271	22,149	·	130	<u> </u>	·	?	
		ILLII DESCRIPTION					2017	2018		
	ľ	TOTAL		———						
	L	TOTAL			L		-			

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1500 50330 Postage

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1500	50350	Supplies-Clubhouse	6,024	4,666	12,656	11,451	12,000	11,750	(-250.00)	1.33%
		ITEM DESCRIPTION					2017	2018	]	
		Club Repair supplies					1	1,000	1	
		Club Repair Tools						300	1	
		Cleaning Supplies						2,700	1	
		Kitchen Supplies and Kitchen Tools						1,800	1	
		Driving Range Supplies						750	1	
		Pro Shop Supplies						1,800	1	
		Scoreboard Supplies						1,200	1	
		Computer Supplies Printed products			[			1,200	1	
		Misc.					<u> </u>	700	1	
	,	TOTAL						11,750	1	
				d.,		L	<u>.</u>	11,/50	J	
500	50360	General Maintenance	11,415	9,527		1,151	•	7,050	(+13,949)	0.000/
		ITEM DESCRIPTION			T		2017	2018	(+15,949)	0.80%
		Hunter Seccurity					2017		1	
		HVAC Sevices/Repairs						600	-	
		Carpet Cleaning / Floor Cleaning						1,200	4	
		Hood Cleaning Kitchen		<u> </u>			· · · · · · · · · · · · · · · · · · ·	600		
		Paint /small repairs/ misc.						2,400		
		TOTAL			· · · ·			2,250		
			1	I	L{		·	7,050	I	
500	50380	Telephone							•	
			•	•	•	5,365	8,000	8,000	(+0.00)	0.90%
500	50200	Dues-Memberships-Subscrip								
~~~		ITEM DESCRIPTION	· · · ·	· · · ·	· · ·	6,515	200	7,450	(+7,250)	0.84%
	[						2017	2018		
		Annual PGA Dues 2018-2019	·	L				450		
	1	AGA Handicap Memberships 18-19	Presently 250	Active on AGA	Handicap syste	m (\$6,250)		7,000		
		Hope to push to 280 in 2018								
		TOTAL								

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1500	50430	) Gasoline & Oil	17,642	13,527	-		-	1,000	(+1,000)	0.11%
1500	50440	Equip & Vehicle Repair	20,503	18,959	•	200		2,500	(+2,500)	0.28%
		ITEM DESCRIPTION					2017	2018	7	0.207
		Driving Range Ball picker repairs						1,000	1	
		Range Ball Washer Repairs				*		500	1	
		Beverage Cart Repairs						500	-	
		Grip Stand for Club Repair services				······		500	-	
		TOTAL					†	2,500	1	
						<u> </u>	<u>_</u>	2,500	J	
1500	50460	Uniforms	2,055	1,881	172		1,250	1 350	(+0.00)	
		ITEM DESCRIPTION			J		2017	2018	_(+0.00) ]	0.149
		Shirts and Caps for Staff				·····			{	
		TOTAL				·····	<u> </u>	1,250 1,250	-	
500		Purchases Vehicles & Equipment	28,100	66,267	10,800	·	18,500	35,875	(+17,135)	4.059
		ITEM DESCRIPTION					2017	2018	]	4.037
		Air Compressor/Pressure Washer					3,500		1	
		Furniture/Décor Clubhouse					9,000		1	
		Baking Oven					3,000	·······	1	
		Outdoor Services Equipment					3,000		1	
		Range Ball Dispenser						5,000	1	
	į	Driving range Stands / Club Cleaning units.						3,600		
		Display Fixtures						5,000		
	Ŀ	Out Door Exhibit Tent 40' X 60'	]					14,275		
	ŀ	Tables and Chairs for Tent						2,000		
	l	Outdoor Patio Furniture								
		Commercial Dishwasher for Kitchen						3,000		
	Į	TOTAL					18 600	3,000		
	-		l.,				18,500	35,875		

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50570	O Advertising and Promotion	6,019	3,377	5.680	2 650	7 000			
	ITEM DESCRIPTION							(+ <i>1</i> ,000) ]	1.58%
	Golf Course, Cross Walk, Pedistrian Signage				<u> </u>			-	
	Advertising Print							-{	
	Advertising Radio							-	
	Advertising TV (Weather Channel)							1	
	TOTAL							-	
			·····				14,000	J	
52510	Utilities for City Use	•			22,748	35,000	35,000	(+0.00)	3.95%
		29,016	28,787	35,208	28,593	30,000	42,000	(+12.000)	4.74%
54530	Purchases-Food	48,954	46,960	45,828	26,950	45,000	53,550	(+8,500)	6.05%
54535	Supplies-Grill	2,386	3,128	4,504	8.751	5 000	7 500	(-2.500)	
	ITEM DESCRIPTION							(+2,500)	0.85%
	Towels and Cleaning Services							1	
	Mats, Floor Coverings, etc								
	Wine Glasses, Dishware, serving trays				· · · · · · · · · · · · · · · · · · ·				
	Cleaning Equipment								
Į	TOTAL								
<b></b>						·	7,500	ſ	
		<u>62,325</u>	78,531	82,905	67,229	70,000	76,000	(+6,000)	3.58%
						2017	2018	%	
L L					17,500	7,500	25,000	- 1	
Г					4,550	1,950	6,500		
					1,470	630	2,100		
Į					2,520	1,080	3,600	4.74%	
I_				1					
- r	Drivers airway Woods				2,590	1,110	3,700	4.87%	
	52510 54530 54535 54535	ITEM DESCRIPTION Golf Course, Cross Walk, Pedistrian Signage Advertising Print Advertising Radio Advertising TV (Weather Channel) TOTAL 52510 Utilities for City Use 54510 Purchases-Beer & Wine 54530 Purchases-Food 54535 Supplies-Grill ITEM DESCRIPTION Towels and Cleaning Services Mats, Floor Coverings, etc Wine Glasses, Dishware, serving trays Cleaning Equipment	ITEM DESCRIPTION      Golf Course, Cross Walk, Pedistrian Signage      Advertising Print      Advertising Radio      Advertising Radio      Advertising TV (Weather Channel)      TOTAL      52510 Utilities for City Use      S4510 Purchases-Beer & Wine      29,016      54530 Purchases-Food      48,954      54535 Supplies-Grill      2,386      ITEM DESCRIPTION      Towels and Cleaning Services      Mats, Floor Coverings, etc      Wine Glasses, Dishware, serving trays      Cleaning Equipment      TOTAL      54540 Cost-Pro Shop Sales      62,325      ITEM DESCRIPTION      Golf Balls      Golf Gloves      Accessories	TEM DESCRIPTION    000000000000000000000000000000000000	ITEM DESCRIPTION    J.000      Golf Course, Cross Walk, Pedistrian Signage    Advertising Print      Advertising Print    Advertising Radio      Advertising Radio    Image: Course of the second	ITEM DESCRIPTION  2,030    Golf Course, Cross Walk, Pedistrian Signage	TEM DESCRIPTION      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000      2,000	TEM DESCRIPTION      2000      2,000      2,000      2,000      14,000        Golf Course, Cross Walk, Redisman Signage      2017      2018      3,000      4,000        Advertising Print      4,000      4,000      4,000      4,000        Advertising Radio      1      4,000      4,000      3,000        Advertising TV (Weather Channel)      1      3,000      4,000        TOTAL      1      1      14,000        52510 Utilities for City Use      22,748      35,000      35,000        54510 Purchases-Beer & Wine      29,016      28,787      35,208      28,593      30,000      42,000        54530 Purchases-Food      48,954      46,960      45,828      26,950      45,000      53,550        54535 Supplies-Grill      2,386      3,128      4,504      8,751      5,000      7,500        TEM DESCRIPTION      1      1,250      1,250      1,250      1,250        Wine Glasses, Dishware, serving trays      1      1,250      7,500      7,500        Cleaning Equipment      1      1,250      7,500	TEM DESCRIPTION      2000      2,000      12,000      14,000      (+7,000)        Golf Course, Cross Walk, Pedistrian Signage      2017      2018      3,000      4,000        Advertising Print      4      4,000      4,000      4,000        Advertising Radio      4      4,000      4,000      4,000        Advertising TV (Weather Channet)      3,000      4,000      4,000        S2510 Utilities for City Use      22,748      35,000      (+0.00)        S4510 Purchases-Beer & Wine      29,016      28,787      35,208      28,593      30,000      (+12,000)        S4530 Purchases-Beer & Wine      29,016      28,787      35,208      28,593      30,000      (+2,000)        S4530 Purchases-Food      48,954      46,960      45,828      26,950      45,000      53,550      (+8,500)        S4533 Supplies-Grill      2,386      3,128      4,504      8,751      5,000      (+2,500)        TEM DESCRIPTION      1,250      1,250      1,250      (+6,000)      1,250      (+6,000)        Mine Glasses, Dishware, serving trays      1,000      1,

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	weiges			1	1;638	\$30	3:388	1	1
	irons				1,260	540	1,800	2.37%	
	Putters				2,520	1,080	3,600	4.74%	
	Apparel Women (Shirls, Shorts, Outerwear)				2,030	870	2,900	3.82%	
	Apparel Men (Shirts, Shorts, Slacks, Outerwear)				4,673	2,003	6,675	8.78%	
	Hats, Caps, Visors, Headwear				1,523	653	2,175	2.86%	
	Golf Grips				3,570	1,530	5,100	6.71%	
	Golf Bags				1,295	555	1,850	2.43%	
	Pull Carts				210	90	300		
	Misc.				3,430	1,470	4,900	0.39%	
							4,500	6.45%	
1500 5454	5 Pro Shop-Custom Orders	29,191	43,632	32,357	25,310	25,000	27,500	100.00%	2 4 4 9/
	ITEM DESCRIPTION					2017	2018	(+2,500)	3.11%
	Bags				······		4,125	<u>%</u>	
	Balls						3,080	15.00%	
	Irans							11.20%	
	Clubs						8,800	32.00%	
	Shoes				·····		3,053	11.10%	
	Drivers						1,733	6.30%	
	Apparel						1,933	7.03%	
	Putters / Wedges / Gloves						1,812	6.59%	
	Accesories						1,694	6.16%	
	Misc.					·	545	1.98%	
				<u>-</u>	· · · · · ·		726	2.64%	
							(	100.00%	
							г		
Golf-Club	Golf-Clubhouse		780,148	563,221	508,257	757,930	885,649	<u>increase</u> 127,719	100.00%

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OTAL

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