

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

MONDAY, 22 JANUARY 2018 – 4:30 P.M. – COUNCIL CHAMBER

1. Recreation Board – Discussion of Park Lands – Tom Kuhl and Vann Saltz
2. South Fairhope Community Action Plan Preliminary Findings – Gulf Coast Community Studio and Sherry-Lea Botop
3. Committee Updates
4. Department Head Updates

Next Regular Meeting Thursday, February 15, 2017 at 4:30 p.m. and Same Place

South Fairhope Community Action Plan (Project No. ECO001-17)

Progress Report and Initial Findings

Submitted by Gulf Coast Community Design Studio

January 16, 2018

The Gulf Coast Community Design Studio (GCCDS), a professional outreach arm of Mississippi State University's College of Architecture, Art and Design, has been working with the City of Fairhope's Community and Economic Development Department and residents of the South Fairhope community since January 2017 to identify community needs and strategies. GCCDS entered into a formal contract with the City of Fairhope to complete the South Fairhope Community Action Plan in July 2017. The following is a summary of work completed to date, initial findings and next steps.

Completed to Date

- Facilitated 6 community meetings between January 2017 and December 2018
- Individual meetings with City and County Staff and other community stakeholders
- Community-driven survey completed December 2017. Results have been analyzed and geocoded based on reported addresses for use in GIS.

Overview of Survey Findings

- 117 Completed Surveys = 23% response rate. (There are an estimated 516 households in the survey area based on a windshield survey/housing count on 10/17/2017. See Figure 1.) This is considered excellent given that a normal response rate is between 10% and 15%. It is important to note that the survey was not conducted based on a random sample from the survey area, but instead on a self-selecting basis. As such, the survey results do not directly align with current Census data. In addition, the Census boundaries do not coincide with the study area making comparison even more difficult.

- Methodology: All residents in the survey area were mailed a postcard with a link allowing them to complete the survey online and inviting them to attend an evening meeting at Youth Rotary Club to complete the survey if they could not do so online. Hard-copy surveys were also distributed by local churches, organizations and businesses. Volunteers went door-to-door on Saturday, December 2nd.

Figure 1: Survey Area



- Homeownership: 73% Own vs. 26% Rent. The average tenure is 29 years, but this is an understatement because many respondents put “lifetime” or gave a number with a plus sign; neither of which could be factored into the average.
- 36% reported living within the City of Fairhope while 58% reported living in Baldwin County. 6% did not know which jurisdiction they were in.
- Household Make-up: 43% with Seniors, 42% with Children under 18, and 25% with Physical Disabilities
- Voting: 90% reported being registered to vote and 8% reported not being registered to vote (3% did not know if they are registered). Of those registered to vote, 87% reported voting regularly. 75% of the County residents responded that they would like to be able to vote on Fairhope City issues and elections. 8% of County residents did not want to vote on Fairhope city issues and elections. 5% were indifferent.
- Housing Needs **open-ended question*: The top reported housing needs could be classified as repairs and included roofs, windows, floors, fortification measures and HVAC. These were closely followed by the need for accessibility retrofits including ramps and railings. It was also reported that many, particularly the elderly, could use assistance with regular maintenance and upkeep.
- Community Needs **open-ended question*: The top reported needs centered on issues of pedestrian and transportation-related safety. Requests included more sidewalks, lighting, traffic calming measures and additional bus stops. Other requests included community clean-up/beautification efforts and more stores including grocery stores and restaurants.
- Community Priorities: An initial list of community priorities was determined based on input from the Community Advisory Committee and the City of Fairhope. Survey respondents were asked to rate the topic areas from 1 (lowest priority) to 5 (highest priority) and were given the option to write in and rank other topic areas they feel are important. The scores below represent the sum of the scores given by all respondents.

Priority	Score
Opportunities for Youth	507
Employment/Cost of Living	474
Representation in Government	473
Infrastructure (sidewalks, lighting, streets, et.)	469
Current Housing Conditions	451
Drainage & Flooding	442
Services (Police, fire, water, sewer, etc.)	407
Annexation (becoming part of the City of Fairhope)	406
Growth of Surrounding Area	400

- Best Means of Communication for Future Outreach: Churches (60), mail (27), barbershops (20), and Rotary Youth Club (15). Other methods including email, phone, social media, and local news/radio each received less than 10 responses.

Next Steps

- Discuss suggested action strategies with the community
- Produce draft report
- Facilitate workshop with City, County and community leadership to go over report and draft action plan
- Modify report as needed
- Distribute final report and action plan to stakeholders

Deliverables

- Final report including an action plan matrix

Example Matrix:

Strategy	Community Priority or Priorities Addressed	Lead Implementer	Potential Partners	Potential Funding	Proposed Implementation Schedule

- Detailed survey results with respondent contact information
- Shapefile of geocoded survey analysis
- Meeting sign-in sheets
- Census analysis poster
- Registered voter database for precincts 42 and 10 in Baldwin County

Anticipated completion: March 2018

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 22 JANUARY 2018 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 8 January 2018 Regular City Council Meeting, minutes of 8 January 2018 Work Session, and minutes of 8 January 2018 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. Ordinance – An Ordinance Directing the Transfer of an Acre of Land to Fairhope Single Tax Corporation and Declaring said property to be Surplus and not needed for Public or Municipal Purposes; Property is for the Tatumville Subdivision.
6. Resolution – That the City of Fairhope authorizes submission of a pre-application to ADECA requesting an FY 2018 Recreational Trails Program (“RTP”) grant and authorizes Mayor Karin Wilson to sign the required grant application on behalf of the City to construct a recreational trail located throughout North Beach Park. Total projected costs estimate is \$499,962.65 (80/20 match; City’s estimate \$99,992.53).
7. Resolution – That Resolution No. 2831-17 is hereby amended and now approves Volkert, Inc. to perform Design Engineering Services for Sidewalks Between U. S. 98 and County Road 13 (RFQ No. PS037-17); ALDOT TAP Grant No. TAPAA-TA17 (937); and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule; and establish a not-to-exceed limit with this firm.
8. Resolution – Reject all Bids for Repairs to Quail Creek Clubhouse for the Public Works Department (Bid No. 003-18); and authorize to negotiate a contract with the one bidder.
9. Resolution – That Mayor Karin Wilson is hereby authorized to execute the second and final extension of the Contract with DCP Enterprises, LP for Supply of Hydrated Lime and Gas Chlorine Chemicals for the Water & Sewer Department (Bid Number 003-16) for an additional one year as per the terms and conditions of the original contract. The cost of the products will be \$10.50 per 50 lb. bag for Hydrated Lime and \$97.50 per 150 lb. cylinder for Gas Chlorine.
10. Resolution – Approval of the 2017 - 2018 Budget
11. Application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Erik Cortinas, for The Fairhope Pirate Booster Club, Inc., for the 23rd Annual Drawdown and Silent Auction located at 161 North Section Street, Fairhope, Alabama on February 17, 2018.

City Council Meeting

22 January 2018

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12. Application for a Non-Profit Tax-Exempt License (Alcoholic Beverage License) by Laura Potier, for St. Michael Catholic High School, for Cardinals in the Courtyard 2018 located at 11732 Higbee Road, Fairhope, Alabama on March 10, 2018.
13. Appointment – Airport Authority
14. Appointment – Personnel Board
15. Appointment – Fairhope Environmental Advisory Board
16. Appointment – Historic Preservation Committee
17. Appointment – Harbor Board – Employee Liaison – Drew Craze, Marina Manager
18. Public Participation – (3 minutes maximum)
19. 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.
20. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, January 22, 2018 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, January 22, 2018 – Council Chamber**

Next Regular Meeting – Thursday, February 15, 2018 - 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, 8 January 2018.

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

There being a quorum present, Council President Burrell called the meeting to order. The invocation was given by Reverend A. B. Sawyer, Associate Pastor of First Baptist Church, and the Pledge of Allegiance was recited.

Council President Burrell stated there was a need to add on an agenda item after Agenda Item Number 17: a Resolution Award Bid for a Split-Fuel Tank for the Marina (“Fairhope Docks”) for the City of Fairhope (Bid Number 009-18) to Alabama Tank, Inc., with a total bid proposal of \$62,285.00.

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

Council President Burrell announced that Agenda Item Number 5: Mayor Wilson’s veto of Resolution No. 2958-17 is being pulled from the agenda at the request of Mayor Wilson and from advice of our attorneys that this item was not necessary.

Councilmember Robinson moved to approve minutes of the 18 December 2017, regular meeting; minutes of the 18 December 2017, work session; and minutes of the 18 December 2017, agenda meeting; and minutes of the 29 December 2017 special-called City Council meeting. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Lynn Maser, on behalf of Mayor Wilson, addressed the City Council and presented Aimee Risser, CEO of Big Brothers Big Sisters of South Alabama, Inc., with a proclamation, on behalf of the Mayor and City Council, proclaiming January National Mentoring Month in the City of Fairhope.

8 January 2018

The following individuals spoke during Public Participation for Agenda Items:

- 1) Billy Wise, 104 Par Circle, addressed the City Council regarding Agenda Item Number 8: an Ordinance Establishing an Entertainment District for the City of Fairhope. Mr. Wise stated he was not in favor of the Entertainment Ordinance. He questioned how the City was going to enforce the problems with minors, alcohol leaving establishments, and alcohol going into the establishments. This ordinance is not in the best interest for Fairhope. He said this ordinance will not help us to remain "Fairhope" and Fairhope is not a beach community. It is a family friendly environment.
- 2) Jerry Henry, 124 D'estrehan, addressed the City Council regarding Agenda Item Number 8: an Ordinance Establishing an Entertainment District for the City of Fairhope. Dr. Henry stated he was not in favor of the Entertainment Ordinance. He said the Downtown District is a family friendly environment and is concerned with alcohol being a part of that. Dr. Henry said that if we have alcohol during these events, these will not be family friendly events.
- 3) Lisette Norman, 105 South Bayview, addressed the City Council regarding Agenda Item Number 8: an Ordinance Establishing an Entertainment District for the City of Fairhope. Ms. Norman stated she was in favor of the Entertainment Ordinance. She mentioned seeing a town that was dead and after establishing an Entertainment District, it became alive. She said this would be good for social gatherings, diversity, and aesthetics.
- 4) Jane Wise, 104 Par Circle, addressed the City Council regarding Agenda Item Number 8: an Ordinance Establishing an Entertainment District for the City of Fairhope. Ms. Wise stated she was not in favor of the Entertainment Ordinance. She said, "if you build it, they will come." Ms. Wise commented Mayor Wilson has a bar in the middle of the Central Business District and been promoting this ordinance. Ms. Wise asked if this is a conflict for a public official for the ordinance who has an establishment.
- 5) Claude Puckett, citizen of Fairhope, addressed the City Council regarding Agenda Item Number 8: an Ordinance Establishing an Entertainment District for the City of Fairhope. Mr. Puckett stated he was not in favor of the Entertainment Ordinance and agreed with all who were against it.

Councilmember Robinson wished everyone a Happy New Year and then said, "Roll Tide."

Councilmember Conyers reminded everyone of the Chocolate and Champagne event for the Fairhope Public Library on January 27, 2018. He also mentioned the passing of Ed Rodriguez who had a great relationship with the Chambers of Commerce in Baldwin County.

Councilmember Boone also wished everyone a Happy New Year.

8 January 2018

Council President Burrell recognized Jack Marlow who is in attendance. Mr. Marlow is Life Scout who is working on his communications badge toward becoming an Eagle Scout.

Council President Burrell also recognized the Fairhope High School Wrestling Team. Assistant Wrestling Coach Terry Eby said they were in their second season and wanted to get knowledge out to the public about wrestling. He announced the Fairhope Team will be hosting Daphne and Robertsedale tomorrow night at 5:30 p.m. Coach Eby recognized Senior Gibbs Sherrell, Senior Reese Rowell, and Junior Jack Smith who are members of the Wrestling Team.

A Public Hearing was held as advertised on a proposed ordinance to amend Zoning Ordinance No. 1253. Councilmember Boone introduced in writing Ordinance No. 1610, an ordinance to rezone the property of Robert and Debra Green from R-1 Low Density Single Family Residential District to B-2 General Business District. This property is generally located 415 N. Greeno Road, Fairhope, Alabama. Tax Parcels: 05-46-03-39-0-002-152.017, 05-46-03-39-0-002-152.018, Portion of 05-46-03-39-0-002-152.010, and Portion of 05-46-03-39-0-002-152.000. The Planning Commission gave a favorable recommendation of this ordinance. Council President Burrell read the proposed ordinance.

Planning Director Wayne Dyess briefly explained the proposed ordinance. He stated this piece of property is non-conforming to be zoned R-1. Mr. Dyess said there are between 23,000 to 24,000 vehicle trips in front of this business in 2015.

Bobby Green, owner of property, stated it has been a year and a week from the Planning Commission application for this proposed rezone. The self-imposed restrictions for the property are convenience store, auto repair, or dry-cleaning businesses. Attorney Daniel Blackburn said it would be an unnecessary act putting these restrictions in the deed.

Council President Burrell opened the Public Hearing at 6:36 p.m.

- 1) Claude Puckett, Maple Street, addressed the City Council and stated anything the Greens undertake will be immaculate like their house and business. He recommended the rezone and said it would be an asset to the City.

No one present opposed the proposed ordinance, the Public Hearing closed at 6:38 p.m. Councilmember Conyers stated the self-imposed restrictions are the only reason we are back due to a new Supreme Court ruling. The Greens have waited long enough. Councilmember Robinson stated we have heard this item several times and are ready to move on.

8 January 2018

Council President Burrell commented we do not have an Overlay District in the area and we need it now. He said we will be setting a precedence allowing B-2 in this area. Mr. Dyess replied the City is working on an Overlay District, but it takes time. He also mentioned the City is seeking grant funding to help with the district.

In order to take immediate action, Councilmember Conyers moved for immediate consideration. Seconded by Councilmember Robinson, motion for immediate consideration passed unanimously by the following voice votes: AYE – Burrell, Robinson, Conyers, and Boone. NAY – None. Councilmember Robinson then moved for final adoption of Ordinance No. 1610. Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Burrell, Robinson, Conyers, and Boone. NAY – None.

A Public Hearing was held as advertised on a proposed ordinance to amend Zoning Ordinance No. 1253. Councilmember Robinson introduced in writing Ordinance No. 1611, an ordinance to amend Article V, Section B. Central Business District Overlay Proposed Expansion. The Planning Commission gave a favorable recommendation of this ordinance. Council President Burrell read the proposed ordinance.

Planning Director Wayne Dyess briefly explained the proposed ordinance and stated the only part that was changed from the last ordinance was the required parking.

Council President Burrell opened the Public Hearing at 6:45 p.m.

- 1) Bryan Britt, Echo Rouge Lane, addressed the City Council and asked that they consider this amendment tonight. He said there are several projects waiting and did not want to present any delays. Mr. Britt said he was in favor of the ordinance.

No one present opposed the proposed ordinance, the Public Hearing closed at 6:47 p.m. Councilmember Robinson commented he liked the ordinance as presented before and likes it as is. Councilmember Conyers said this is the same scenario as the Greens' rezone ordinance. Councilmember Boone said he was all for the ordinance.

In order to take immediate action, Councilmember Boone moved for immediate consideration. Seconded by Councilmember Conyers, motion for immediate consideration passed unanimously by the following voice votes: AYE – Burrell, Robinson, Conyers, and Boone. NAY – None. Councilmember Boone then moved for final adoption of Ordinance No. 1611. Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Burrell, Robinson, Conyers, and Boone. NAY – None. Council President Burrell stated we were here three to four years ago and now glad the Planning Commission moved forward with this.

8 January 2018

Councilmember Conyers moved for final adoption of an ordinance to establish an Entertainment District for the City of Fairhope. (Introduced at the December 18, 2017 City Council Meeting) Council President Burrell handed the gavel down to Council President Pro Tempore Robinson and then seconded the motion.

Councilmember Conyers stated he agreed with Billy Wise if the ordinance was 365 days, but it is just for special events. He said people are doing this already; and the ordinance states it would be one hour before and one hour after the event. Councilmember Conyers commented this will help businesses who are being fined by the Alcoholic Beverage Commission.

Council President Burrell echoed what Councilmember Conyers stated; and said it would be extremely limited for special events. He said good friends have spoken against it; yet during the symphony on the bluff there are tables with tablecloths with two bottles of wine on these. This is not being enforced and we have an open container law. He said this would make it right to do what they are already doing. Council President Burrell said it would be slightly hypocritical to not vote for this ordinance if not enforcing the open container law.

Councilmember Boone state he understood what you have said, but we cannot have a family friendly environment with alcohol on the streets of Fairhope.

Councilmember Robinson state he was on the fence about this ordinance; and he does not know if it impacts or not impacts the City. Councilmember Robinson said he has only heard negative comments against this from the last meeting.

After further discussion, motion for final adoption failed by the following voice votes: AYE – Burrell and Conyers. NAY – Robinson and Boone.

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 additional On-Call Professional Consulting Services for Construction Plan Review by the International Code Council for the Building Department with a not to exceed \$30,000.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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8 January 2018

RESOLUTION NO. 2959-18

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 additional On-Call Professional Consulting Services for Construction Plan Review by the International Code Council for the Building Department with a not to exceed \$30,000.00.

DULY ADOPTED THIS 8TH DAY OF JANUARY, 2018

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 Bay Nursing, Inc. for Professional Health Services by Licensed RN for the Fairhope Municipal Jail (RFQ No. PS005-18); and hereby authorizes Mayor Karin Wilson to execute the associated contract with a fee of \$93.50 per visit for RN up to two (2) hours, and \$40.00 an hour for any time over initial two hours. Bay Nursing, Inc. was the only response received for these services. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 2960-18

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Bay Nursing, Inc. for Professional Health Services by Licensed RN for the Fairhope Municipal Jail (RFQ No. PS005-18); and hereby authorizes Mayor Karin Wilson to execute the associated contract with a fee of \$93.50 per visit for RN up to two (2) hours, and \$40.00 an hour for any time over initial two hours. Bay Nursing, Inc. was the only response received for these services.

DULY ADOPTED THIS 8TH DAY OF JANUARY, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

8 January 2018

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution to Award Bid for Three-Year Internet Services 2018 per the request of the IT Department for the City of Fairhope (Bid Number 0108-18) to Southern Light, LLC with a total bid proposal of \$30,780.00 annually (Option 4); and a not to exceed of \$92,340.00 for the Three Years. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 2961-18

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 Three-Year Internet Services 2018 per the request of the IT Department for the City of Fairhope (Bid Number 008-18) 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
for Three-Year Internet Services 2018
per the request of the IT Department

[3] After evaluating the bid proposals with the required bid specifications, Southern Light, LLC, with the total bid proposal of \$30,780.00 annually (Option 4), is now awarded the bid for Three-Year Internet Services 2018 per the request of the IT Department with a not to exceed of \$92,340.00 for the Three Years.

Adopted on this 8th day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

8 January 2018

**CITY OF FAIRHOPE
 BID TABULATION AND RECOMMENDATION**

Bid Name: Internet Services 2018
Bid Number: 008-18
Date Opened: 12/28/2017

Vendor	Bid Proposal Executed / Signed / Notarized/Non-Collusion Statement Signed / Notarized	Annual Total Price Option 1 78mbps+ 8mps Main Location + Quail Creek	Annual Total Price Option 2 100mbps + 8mps Main Location + Quail Creek	Annual Total Price Option 3 150mbps + 8 mps Main Location + Quail Creek	Annual Total Price Option 4 150Mbps + 10Mbps Main Location + Quail Creek
Southern Light, LLC dba UNIFI Fiber	yes	\$14,112.00	\$15,072.00	\$17,892.00	\$30,780.00
e-Spire (Callis Communications)	no bid	no bid	no bid	no bid	no bid
Harbor Communications	no response	no response	no response	no response	no response
Earthlink Business	no response	no response	no response	no response	no response
Integrated Solutions, Inc.	no response	no response	no response	no response	no response

Recommendation: Award bid to Southern Light, LLC dba Unifi Fiber for Option 4 in the amount of \$30,780.00

Jeff Montgomery 12/28/17
 Jeff Montgomery
 IT Director

To my knowledge this is an accurate bid tabulation
Clint Steadham 12/28/17
 Clint Steadham, Buyer
 Purchasing Manager

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase Two Portable Self-Priming Pumps for the Sewer Department and the items are available for direct procurement through the Houston-Galveston Area Council (“HGAC”) Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the HGAC’s bid process.

8 January 2018

The cost for the Two Pumps is \$72,064.30 with an estimated freight cost of \$2,700.00 for total estimated cost of \$74,764.30. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 2962-18

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 Two Portable Self-Priming Pumps for the Sewer Department and the items are available for direct procurement through the Houston-Galveston Area Council (“HGAC”) Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the HGAC’s bid process. The cost for the Two Pumps is \$72,064.30 with an estimated freight cost of \$2,700.00 for total estimated cost of \$74,764.30.

Adopted on this 8th day of January, 2018

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 purchase Annual Inspections of Fire Trucks for the City Fire Stations from Sunbelt Fire, Inc., as Sole Source Distributor and Service Provider for E-One products for our region; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13): “Contractual services and purchases of commodities for which there is only one vendor or supplier and contractual services and purchases of personal property which by their very nature are impossible to award by competitive bidding.” The total cost will be \$11,576.00 for Inspections. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

8 January 2018

RESOLUTION NO. 2963-18

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 Annual Inspections of Fire Trucks for the City Fire Stations from Sunbelt Fire, Inc., as Sole Source Distributor and Service Provider for E-One products for our region; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13): “Contractual services and purchases of commodities for which there is only one vendor or supplier and contractual services and purchases of personal property which by their very nature are impossible to award by competitive bidding.”

The total cost will be \$11,576.00 for Inspections.

Adopted on this 8th day of January, 2018

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 the City of Fairhope has voted to purchase Rollup and Walk-Through Doors for the Water Department with a total cost of \$8,539.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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8 January 2018

RESOLUTION NO. 2964-18

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

[1] That the City of Fairhope did request and receive quotes for Rollup and Walk-Through Doors for the Water Department to replace the same in the 2-Million Gallon Water Tower currently in the process of being painted at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluating the quotes, the City of Fairhope approves the procurement of Rollup and Walk-Through Doors for the Water Department from Bailey Door, Inc. with a total cost of \$8,539.00.

Adopted on this 8th day of January, 2018

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 purchase Electrical Repairs at the Marina after Hurricane Nate for the Electric Department with a total cost of \$10,200.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

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8 January 2018

RESOLUTION NO. 2965-18

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

[1] That the City of Fairhope did request and receive quotes for Electrical Repairs at the Marina after Hurricane Nate for the Electric Department at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluating the quotes, the City of Fairhope approves the procurement of Electrical Repairs at the Marina after Hurricane Nate for the Electric Department from Bay Shore Electric with a total cost of \$10,200.00 for the Project.

Adopted on this 8th day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase Civic Center Light Dimming System for the Community Affairs Department with a total cost of \$5,416.85. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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8 January 2018

RESOLUTION NO. 2966-18

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

[1] That the City of Fairhope did request and receive quotes for the Civic Center Light Dimming System for the Community Affairs Department at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After evaluating the quotes, the City of Fairhope approves the procurement of Civic Center Light Dimming System for the Community Affairs Department from A&W Lighting with a total cost of \$5,416.85.

Adopted on this 8th day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers moved to appoint Robin Coleman to the Education Advisory Committee for a three-year term which will expire in January 2021. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution to Award Bid for a Split-Fuel Tank for the Marina ("Fairhope Docks") for the City of Fairhope (Bid Number 009-18) to Alabama Tank, Inc., with a total bid proposal of \$62,285.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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8 January 2018

RESOLUTION NO. 2967-18

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 a Split-Fuel Tank for the Marina (“Fairhope Docks”) for the City of Fairhope (Bid Number 009-18) 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 a
Split-Fuel Tank for the Marina (“Fairhope Docks”)
for the City of Fairhope

[3] After evaluating the bid proposals with the required bid specifications, Alabama Tank, Inc., with a total bid proposal of \$62,285.00, is now awarded the bid for a Split-Fuel Tank for the Marina (“Fairhope Docks”) for the City of Fairhope.

Adopted on this 8th day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

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8 January 2018

CITY OF FAIRHOPE

BID TAB

BID NO: 009-18

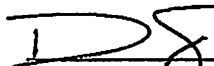
BID NAME: New Split-Fuel Tank for Marina

BID OPENED: December 27, 2017 at 9:00 A.M.

Note: Bid Bond 5% (not required on less than \$10,000) waived

VENDOR	Bid Proposal Executed / Signed / Notarized	Anticipated Delivery (wks) from date of PO	BID BOND waived	Addenda 1	Bid Price 10,000 gal Split Diesel/unleaded Fuel Dispensing System w/ Integrated Dispenser
Alabama Tank, Inc	yes	8-10 wks		yes	\$62,285.00 attachment
MECO Inc	yes	8-10 wks		yes	\$89,492.00
Mike Hoffman's Equipment Service, Inc	yes	10 wks		yes	\$91,303.32

Recommendation: Award bid to Alabama Tank, Inc for Bid price of \$62,285.00

 1/2/18
Drew Craze, Fairhope Docks Manager

 1/3/18
Richard Peterson, P.E. Director of Operations

To the best of my knowledge this is an accurate Bid Tabulation

 1/4/18
Delores A Brandt, Purchasing Clerk
for Purchasing Manager

8 January 2018

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

- 1) Tooky McCloud, resident of Quail Creek, addressed the City Council regarding the orange stub outs from Southern Light that do not look nice. She mentioned the ones at Thompson Hall Road at Windmill Subdivision. Council President Burrell said we will get her an official answer and asked that she get with Lynn Maser.
- 2) Jane Wise, 104 Par Circle, addressed the City Council and said the "Quality of Life" is what we want for our children and this is the legacy we want to leave.

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

There being no further business to come before the City Council, the meeting was duly adjourned at 7:21 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

- Councilmember Conyers mentioned the Library Foundation's Chocolate and Champagne Event being held on January 27, 2018.
- Council President Burrell stated he and Councilmember Brown met three to four days hours at a time on the budget; and gave the edits to the Finance Department. Council President Burrell stated that Friday he found out the Recreation Department had \$330,000.00 more in the budget that had been inadvertently left out.

He mentioned the projected revenue includes rate increases for all four Utilities. Council President Burrell commented that the City Council needs to look at the budget in detail. He said if we don't increase rates, revenue projections will decrease. Council President Burrell said he didn't have a problem with some of these rate increases. Councilmember Robinson asked if there is a competitive list for rates and show services are in line with competitive rates. Electric Superintendent Joe Wolchyna said that he would get with Richard Peterson for rate structures.

- Richard Johnson addressed the City Council and gave a TAP grant update. He stated the aluminum bridge has arrived. Mr. Johnson commented that the State Alabama Emergency Management will handle the Hurricane Nate projects. He stated the City met the intent of the Federal Regulations, but the disadvantage businesses were to be included and notified of the bid. Mr. Johnson said permits were issued for the pier repairs too.
- Community Affairs Director Sherry-Lea Botop addressed the City Council and mentioned the South Community Action Plan is complete and would like for Mr. Perkes to present the report. Ms. Botop brought up the ADECA Stormwater Medallion Project and the Technical Advisory Grant to work toward a "Clean Marina" and best use for Marina. She said a Nature Tourism Plan is included. It was mentioned the survey of the Fairhope Docks area could change recommendations and vice versa.
- Chief Joseph Petties addressed the City Council and said the Police Department is getting ready for the Dr. King parade on Monday and the three upcoming Mardi Gras parades. He commented on the Entertainment District and a group that did not want it.
- Planning Director Wayne Dyess addressed the City Council regarding the City's "Map Viewer Project." He said in approximately two weeks we will pushing out to the Public.
- Chief Chris Ellis addressed the City Council and stated that the Fairhope Volunteer Fire Department had 98 calls last month and 1,029 calls for the year. This was the first time the Department broke 1,000 calls. Chief Ellis announced the newly elected Board of Directors; and he remains our Fire Chief.

Work Session
Monday, 8 January 2018
Page -3-

- Building Official Erik Cortinas addressed the City Council and stated the Building Department issued 1,115 residential permits, 60 commercial permits; and 5,200 plus overall permits this past year.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:24 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

The City Council met in an Agenda Meeting at 5:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 8 January 2018.

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

Council President Burrell called the meeting to order at 5:24 p.m. The City Council reviewed and discussed the agenda for their meeting to be held today at 6:00 p.m. Council President Burrell mentioned the resolution for the split-fuel tank needing to be added to the agenda. Agenda Item Number 13 was brought up regarding this resolution is for only inspections for the Fire Department, so “servicing” needs to be removed.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:29 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

ORDINANCE NO. _____

**AN ORDINANCE DIRECTING THE TRANSFER OF AN ACRE
OF LAND TO FAIRHOPE SINGLE TAX CORPORATION
AND DECLARING SAID PROPERTY TO BE SURPLUS AND
NOT NEEDED FOR PUBLIC OR MUNICIPAL PURPOSES**

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

SECTION 1. It is hereby established and declared that the following described real property of the
City of Fairhope, Alabama, is no longer needed for public or municipal purposes, to-wit:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1, BLOCK A, UNIT ONE, BIG
HEAD HUMMOCK SUBDIVISION AS RECORDED IN MAP BOOK 7, PAGE 121 IN THE
OFFICE OF THE JUDGE OF PROBATE, BALDWIN COUNTY, ALABAMA; THENCE
SOUTH 37°39'00" WEST A DISTANCE OF 100.02 FEET TO THE SOUTHWEST CORNER
OF SAID LOT 1, SAID POINT MARKED BY A CAPPED IRON ROD (REBAR); THENCE
CONTINUE SOUTH 37°39'00" WEST A DISTANCE OF 203.85 FEET TO A CAPPED IRON
ROD AND THE POINT OF BEGINNING OF THE PARCEL DESCRIBED HEREIN; THENCE
SOUTH 28°37'42" EAST A DISTANCE OF 164.65 FEET TO A POINT; THENCE SOUTH
43°01'42" EAST A DISTANCE OF 14.45 FEET TO A POINT; THENCE SOUTH 80°17'51"
EAST A DISTANCE OF 86.88 FEET TO A POINT; THENCE SOUTH 34°27'17" EAST A
DISTANCE OF 196.91 FEET TO A POINT; THENCE SOUTH 08°55'53" EAST A DISTANCE
OF 108.33 FEET TO A POINT; THENCE SOUTH 58°05'07" EAST A DISTANCE OF 102.14
FEET TO A POINT; THENCE SOUTH 11°27'37" WEST A DISTANCE OF 25.13 FEET TO A
POINT; THENCE NORTH 78°32'23" WEST A DISTANCE OF 151.64 FEET TO A POINT;
THENCE NORTH 08°55'53" WEST A DISTANCE OF 94.42 FEET TO A POINT; THENCE
NORTH 40°58'42" WEST A DISTANCE OF 144.60 FEET TO A POINT; THENCE NORTH
36°10'06" WEST A DISTANCE OF 93.51 FEET TO A POINT; THENCE NORTH 04°55'12"
EAST A DISTANCE OF 40.67 FEET TO A POINT; THENCE NORTH 43°01'42" WEST A
DISTANCE OF 17.29 FEET TO A POINT; THENCE NORTH 30°08'50" WEST A DISTANCE
OF 156.90 FEET TO A POINT; THENCE NORTH 37°39'00" EAST A DISTANCE OF 26.31
FEET TO THE POINT OF BEGINNING; PARCEL CONTAINS 41708.3 SQUARE FEET (1.0
ACRES), MORE OR LESS.

SECTION 2. Pursuant to the authority granted by Section 11-47-20 of the Code of Alabama of
1975, that the Mayor and the City Clerk be, and they hereby are, authorized and directed to execute
and attest, respectively, for and on behalf of the City of Fairhope, Alabama, a warranty deed, a
copy of which is on file in the office of the City Clerk, whereby the City of Fairhope, Alabama,
does convey the premises described in Section 1, hereof to Fairhope Single Tax Corporation,
subject to the approval of the Tatumville Subdivision, for and in consideration for appraised
value for the described real property.

SECTION 3. 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 4. This ordinance shall take effect immediately upon its due adoption and publication as
required by law.

ADOPTED THIS 22ND DAY OF JANUARY, 2018

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk



EXH
 TATUMVILLE GULLY
 TOP OF BANK LOCATION
 11/17/16

TATUMVILLE SUBDIVISION
 TATUMVILLE GULLY EXHIBIT
 FAIRHOPE SINGLE TAX CORP.

NO.	REVISION	DATE	APP.
1	CITY COMMENTS	11/17/16	PCJ

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Inright & Associates Development Engineers
 218 Geneva Road North - Fairhope, Alabama 36533
 P.O. Box 1218 - Fairhope, Alabama 36533
 251-428-3442 (cell) 251-428-3053 (fax)
 info@inright.com



RESOLUTION NO. _____

**AUTHORIZING THE SUBMISSION OF AN FY2018
RECREATIONAL TRAILS PROGRAM GRANT APPLICATION TO THE
ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS**

WHEREAS, the Alabama Department of Economic and Community Affairs (ADECA) is accepting grant applications for the FY2018 Recreational Trails Program (RTP) grants; and

WHEREAS, the City of Fairhope has identified a need to construct a recreational trail located throughout North Beach Park; and

WHEREAS, the total project cost estimate is \$499,962.65 and the City is requesting \$399,970.12 in FY2018 RTP funds and, if the grant is funded, the City will provide \$99,992.53 (20%) in local matching funds through a cash contribution;

THEREFORE, BE IT RESOLVED BY THE City of Fairhope, IN REGULAR SESSION ASSEMBLED, that by this Resolution the City of Fairhope authorizes submission of a pre-application to ADECA requesting an FY2018 RTP grant and authorizes the Mayor to sign the required grant application on behalf of the City.

DONE, under the Seal of the City of Fairhope this 22nd day of January, 2018.

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Public Works Director Estimated Costs

ADECA - The Recreational Trails Program (RTP) - FY 2018-19 FUNDING CYCLE

North Beach Park - New Diverse-Use Trails Project - 3868 Linear Feet (0.73 Miles)

Construction Estimate					
Construction of 3868 linear feet (0.73 Miles) of new 8 foot wide Decomposed Granite/Boardwalk Trails					
Item #	Description	Unit	Quantity	Unit Price	Amount
1	Clearing and Grubbing (201A)	LS	1	\$5,000.00	\$5,000.00
2	Unclassified Excavation (210A-000)	Yd ³	460	\$6.00	\$2,760.00
3	Borrow Excavation (A-2-4(0) or A-4(0) (210D-012)	Yd ³	700	\$12.00	\$8,400.00
4	Crushed Aggregate Base Course, Type A (825A), Plant Mixed, 4" Minimum Compacted Thickness - per SY (301-A)	SY	3230	\$19.50	\$62,985.00
5	Steel Landscape Edging, hot-rolled, standard flexible carbon steel, Hot-Dipped Galvanized finish, fabricated in sections with stake pockets stamped, 3/16" x 6"	LF	6606	\$5.00	\$33,030.00
6	Decomposed Granite with Stabilizer and Top Coat Stabilizer - 2" minimum thickness compacted. Place Stabilized DG per Manufacturer's specifications. Compact to not less than 90% nor more than 95% of maximum dry density (ASTM D 698) with a roller.	SY	3230	\$49.50	\$159,885.00
7	8' Wooden Bridge Boardwalk (Including all timber, galvanized hardware, anchors and Paint) (509D-000)	LF	500	\$225.00	\$112,500.00
8	Mobilization (600A-000)	LS	1	\$25,000.00	\$25,000.00
9	Pipe Extensions and Sidedrain	LF	64	\$65.00	\$4,160.00
10	Slope Paving (Conc. Flume, 4" Thick and Driveway Apron) (614A-000)	Yd ³	40	\$250.00	\$10,000.00
11	Concrete Sidewalk, 4" Thick (618A-000)	SY	75	\$55.00	\$4,125.00
12	Topsoil, 4" Compacted Thickness (650A-000)	Yd ³	82	\$15.25	\$1,250.50
13	Seeding (652A-100)	Acre	0.5	\$750.00	\$375.00
14	Solid Sodding (Centipede) (654A-003)	Yd ²	1101	\$6.50	\$7,156.50
15	Mulching (656A-010)	Acre	0.5	\$900.00	\$450.00
16	Silt Fence, Type A (665J-002)	LF	1930	\$5.50	\$10,615.00
17	Silt Fence Removal (665O-001)	LF	1930	\$1.15	\$2,219.50
18	Traffic Control Markings, Class 2, Type A (703A-002)	Ft ²	168	\$12.50	\$2,100.00
19	Class 8 Aluminum Sign Panels, 0.08" Thick or Steel Flat Sign Panels, 14 Gauge (Type IX Background) (710A-126)	Ft ²	100	\$25.00	\$2,500.00
Estimated Construction Cost					\$454,511.50

Professional Services Calculations					
Item #	Description	Unit	Quantity	Unit Price	Amount
1	Engineering Survey & Design (5.0% of Construction)	Each	1	\$22,725.58	\$22,725.58
2	Material Testing (1.0% of Construction)	Each	1	\$4,545.12	\$4,545.12
3	Engineering - CE&I (4.0% of Construction)	Each	1	\$18,180.46	\$18,180.46
Estimated Professional Service Cost					\$45,451.15





Estimated Total Cost (Including Engineering, Survey, Design, Material Testing and CE&I)					\$499,962.65
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Recreational Trails Grant - North Beach Park - Conceptual Trail Layout

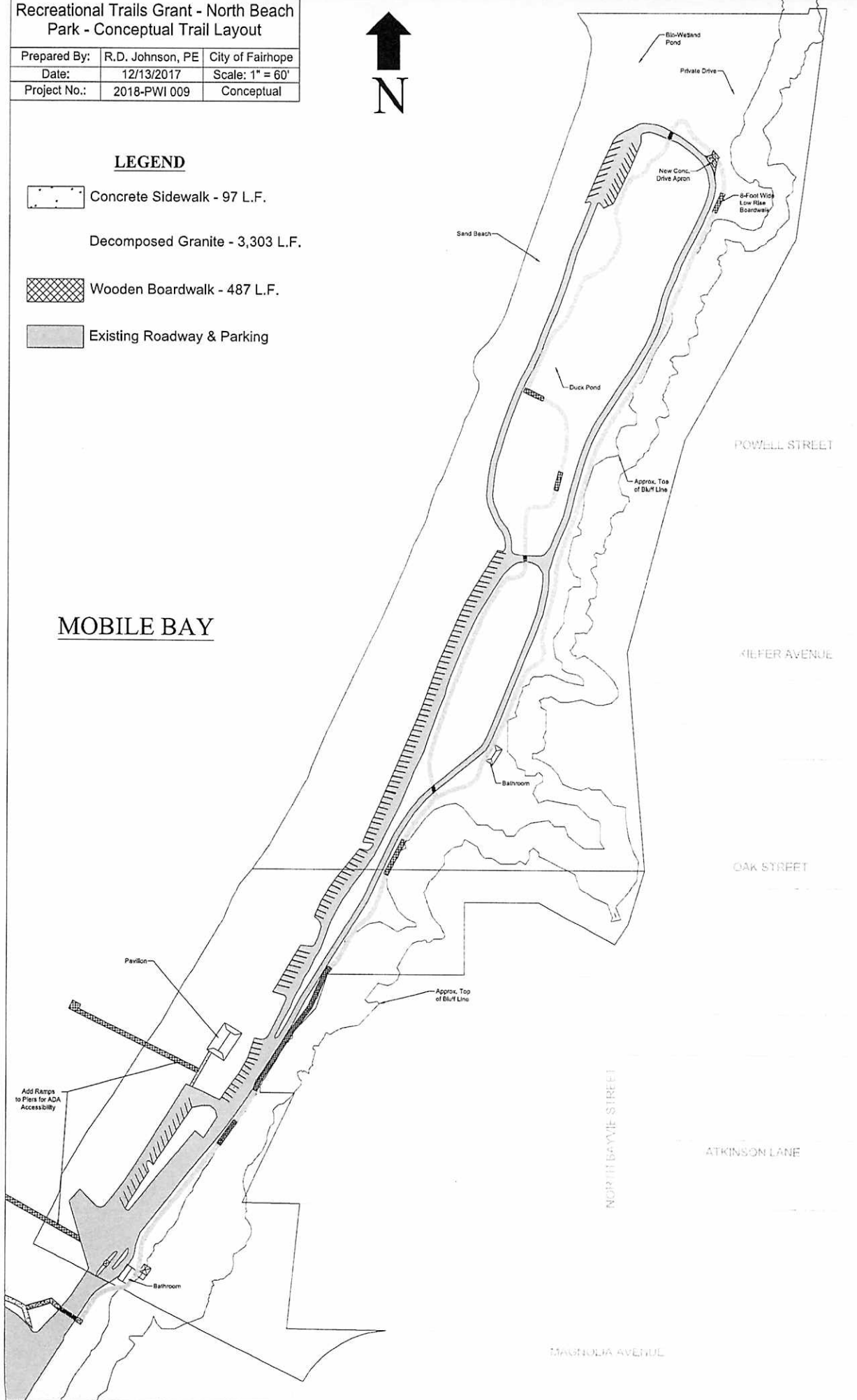
Prepared By:	R.D. Johnson, PE	City of Fairhope
Date:	12/13/2017	Scale: 1" = 60'
Project No.:	2018-PWI 009	Conceptual



LEGEND

-  Concrete Sidewalk - 97 L.F.
-  Decomposed Granite - 3,303 L.F.
-  Wooden Boardwalk - 487 L.F.
-  Existing Roadway & Parking

MOBILE BAY



RESOLUTION NO. _____

WHEREAS, on the 14th day of August, 2017, the City of Fairhope adopted Resolution No. 2830-17; a resolution to approve the selection of Neel-Schaffer, Inc. to perform Design Engineering Services for Sidewalks Between U. S. 98 and County Road 13 (RFQ No. PS037-17); ALDOT TAP Grant No. TAPAA-TA17 (937); and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule; and establish a not-to-exceed limit with this firm; and

WHEREAS, due to a typographical (cut-in-paste) error, Neel-Schaffer, Inc. was selected instead of Volkert, Inc. via Resolution No. 2830-17.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Resolution No. 2831-17 is hereby amended and now approves Volkert, Inc. to perform Design Engineering Services for Sidewalks Between U. S. 98 and County Road 13 (RFQ No. PS037-17); ALDOT TAP Grant No. TAPAA-TA17 (937); and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule; and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 22ND DAY OF JANUARY, 2018

Karin Wilson, Mayor

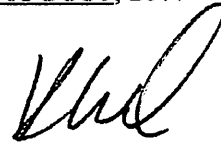
Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. 2830-17

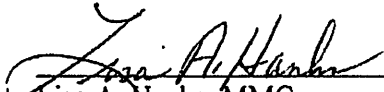
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of **Neel-Schaffer, Inc.** to perform Design Engineering Services for Sidewalks Between U. S. 98 and County Road 13 (RFQ No. PS037-17); ALDOT TAP Grant No. TAPAA-TA17 (937); and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule; and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 14TH DAY OF AUGUST, 2017



Karin Wilson, Mayor

Attest:



Lisa A. Hanks, MMC
City Clerk



MEMO

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

Date: July 17, 2017

Re: City Council approve fee schedule and not-to-exceed for RFQ No. PS037-17, Design Engineering Services for Sidewalks Between U.S. 98 and CR 13 (ALDOT TAP Grant No. TAPAA-TA17 (937))

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 City needs to hire a professional engineering firm for RFQ No. PS037-17, Design Engineering Services for Sidewalks Between U.S. 98 and CR 13 (ALDOT TAP Grant No. TAPAA-TA17 (937)) Per our Procedure for Procuring Professional Services, Richard Peterson and I routed a short list from our prequalified professional service providers list, through the City Treasurer, to the Mayor. The Mayor selected Volkert, Inc., of Gulf Shores, for presentation to City Council to select the firm, and authorize the Mayor to negotiate a fee schedule. The Design Engineering for this project is not covered by the grant, and will be a cost to the City.

Please place on the next available City Council Agenda this request for City Council to select Neel-Schaffer, Inc. to perform Design Engineering Services for RFQ No. PS037-17, Design Engineering Services for Sidewalks Between U.S. 98 and CR 13 (ALDOT TAP Grant No. TAPAA-TA17 (937)), and authorize the Mayor to negotiate a fee schedule and not-to-exceed amount.

Cc: file



MEMO

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

Date: July 17, 2017

Re: RFQ No. PS037-17, Design Engineering Services for Sidewalks Between U.S. 98 and CR13 for ALDOT TAP Grant No. TAPAA-TA17 (937).

Karin Wilson
Mayor

Council Members

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

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

The Public Works Department needs to hire a professional consulting firm for RFQ No. PS037-17, Design Engineering Services for Sidewalks Between U.S. 98 and CR13 for ALDOT TAP Grant No. TAPAA-TA17 (937).

Per our Procedure for Procuring Professional Services, Richard Peterson, Operations Director, and I are routing this short list through you, to the Mayor. 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 professional engineering services for the referenced project. The Design Engineering Services are not included in the grant, and must be paid by the City.

The procedure calls for us to route our recommendation through you, to the Mayor; and, if she approves, to City Council to approve the Mayor negotiating a fee schedule, and, after City Council approval of the fee schedule, approval to sign a contract.

[Mayor, please initial and date your selection] DATE: 7/17/17

DS

Volkert, Inc.
Contact: Andy James
Phone: 251-968-7551
Gul Shores, AL

_____ / / _____ None. Submit another list

Cc: file

Lisa A. Hanks, MMC

From: Richard Johnson
Sent: Tuesday, January 16, 2018 11:27 AM
To: Lisa A. Hanks, MMC
Cc: Mayor Karin Wilson; Jack Burrell; Dee Dee Brandt
Subject: Correction to Resolution 2830-17 - Professional Engineering Services - ALDOT TAP Grant No. TAPAA-TA17 (937)
Attachments: Tap Memo and Resolution.pdf

Lisa:

Please see attached – all paperwork and recommendation were for Volkert to be assigned this project. Unfortunately, it appears there was a cut-and-paste error and the resolution language wasn't change from Neel-Schaffer from the prior project.

To clean this up I am requesting the City Council amend RESOLUTION NO. 2830-17 to read:

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Volkert, Inc., Inc. to perform Design Engineering Services for Sidewalks Between U.S. 98 and County Road 13 (RFQ No. PS037-17); ALDOTTAP Grant No. TAPAA-TA17 (937); and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule; and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS _____ DAY OF _____, 2018

I have discussed this City mistake with Volkert and Neel-Schaffer – Volkert was of the understanding it was their project and Neel-Schaffer had no knowledge or claim to it. This amendment will get everything into proper order. Can we make it for the 1st City Council Meeting in February?

Thanks,

RDJ

Richard D. Johnson, P.E.
Public Works Director
richard.johnson@fairhopeal.gov
Office : 251-929-0360
Cell: 251-423-7418

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 Repairs to Quail Creek Clubhouse for the Public Works Department (Bid Number 003-18) 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
Repairs to Quail Creek Clubhouse
for the Public Works Department

[3] After evaluating the bid proposals with the required bid specifications, only one valid bid was received and we request that all bids be rejected for Bid No. 003-18 for Repairs to Quail Creek Clubhouse for the Public Works Department; and authorize to negotiate a contract with the one bidder, pursuant to the Code of Alabama 1975, Section 39-2-6(b).

Adopted on this 22nd day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

JAN 9 '18 PM 4:51

LAW

Karin Wilson
Mayor

To: Michael Hinson, Treasurer
From: *Delores A Brandt*
Delores A Brandt, Purchasing Clerk
For Purchasing Manager

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

Date: January 9, 2018

Re: Placing Bid No. 003-18, Repairs to Quail Creek Clubhouse on Council agenda

On Jan 9, 2018, **Bid No. 003-18, Repairs to Quail Creek Clubhouse** was opened, and a Bid Tabulation and Recommendation prepared (see attached). Out of at least, seven potential bidders, one company submitted a bid. The recommendation of the requesting department (Public Works Dept) is to reject all bids, and authorize designated personnel to negotiate a contract with the one resposdee. Please move this forward to the Council agenda.

Please place on the next available City Council Agenda this Bid Tab And Recommendation to reject all bids for Bid No. 003-18 Repairs to Quail Creek Clubhouse, and negotiate a contract with the one bidder.

Cc: file

CITY OF FAIRHOPE
 BID TAB AND RECOMMENDATION

BID NO: 003-18

BID NAME: Repairs to Quail Creek Clubhouse

BID OPENED: January 9 ,2018 at 9:00 A.M.


Note: Bid Bond 5% (not required on less than \$10,000)

VENDOR	Bid Proposal Executed / Signed / Notarized	BID BOND	Number of Days for Completion	BASE BID AMOUNT	Pressure Treated grooved pine deck BID ALT #1 AMOUNT	Fluid Membrane BID ALT #2 AMOUNT	Replace windows BID ALT #3 AMOUNT
Platt Builders, Inc.	Y	Y	180 Calendar Days	\$316,000.00	\$307,000.00	\$309,000.00	\$359,000.00
Stuart Contracting	No Response						
MD Thomas Construction	No Response						
Bill Patterson Construction	No Response						
UBC LLC	No Response						
Charles Weems	No Response						
Mike Kerr Construction	No Response						

RECOMMENDATION: REJECT ALL BIDS

To my knowledge this is an accurate bid tabulation.

 1/9/18
 Richard Johnson, PE
 Public Works Director

 1/9/18
 Delores A. Brandt
 Purchasing Clerk

 1/9/18
 Lawrence A. Wilson, PE
 EDT, Inc.



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 second and final extension of the Contract with DCP Enterprises, LP for Supply of Hydrated Lime and Gas Chlorine Chemicals for the Water & Sewer Department (Bid Number 003-16) for an additional one year as per the terms and conditions of the original contract. The cost of the products will be \$10.50 per 50 lb. bag for Hydrated Lime and \$97.50 per 150 lb. cylinder for Gas Chlorine.

Adopted on this 22nd day of January, 2018

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

To: Michael Hinson, Treasurer

Karin Wilson
Mayor

From:

Delores A Brandt
Delores A Brandt, Purchasing Clerk
For Purchasing Manager

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

Jay Robinson

Date: January 4, 2018

Lisa A. Hanks, MMC
City Clerk

Re: Approval request for award **Extension #2 of Bid No. 003-16, Hydrated Lime and Gas Chlorine**

Michael V. Hinson, CPA
City Treasurer

The Water Dept. has requested the second extension of **Bid No. 003-16, Hydrated Lime and Gas Chlorine** for one additional year from January 5, 2018 to January 5, 2019. All existing terms and conditions, including pricing, will remain the same as the original contract. The original contract allows two such extensions.

If approved, the second extension will be with the awarded vendor, **DPC Enterprises, LP**, of Houston, TX, for the contract unit prices quoted, for an estimated amount of approximately FIFTY THOUSAND DOLLARS (\$50,000.00) per year. The vendor is in agreement with the extension (see attached). The cost is "approximate" to allow for variations in volume treated.

Please place on the next available City Council Agenda this request to approve Extension #2 and authorize the Mayor to execute contract Extension #2 of Bid No. 003-16, Hydrated Lime and Gas Chlorine, with DPC Enterprises, LP, of Houston, TX.

Cc:file

Dee Dee Brandt

From: Skipper, John <jskipper@dxgroup.com>
Sent: Thursday, January 04, 2018 3:39 PM
To: Richard Peterson
Cc: Moore, Teresa
Subject: Chemical pricing ; Chlorine and Lime

January 4, 2018

Mr. Richard Peterson
City of Fairhope
555 South Section Street
Fairhope, Al. 36532

Mr. Peterson:

Per the specifications of bid number 003-16, Hydrated Lime in 50 lb. bags and Gas Chlorine in 150 lb. cylinders, DPC Enterprises agrees to extend the current pricing of each item as follows:

Hydrated Lime - 50 lb. bags - \$10.50 each (\$.21 per lb. delivered)
Chlorine - 150 lb. cylinders - \$97.50 each (\$.65 per lb. delivered)

New contract period is January 5, 2018 to January 5, 2019.
All other terms and conditions remain the same.

Thank you again for this and future opportunities. Should you have any questions or need any additional information , please don't hesitate to contact me.

John Skipper
Regional Sales Manager
DPC Enterprises, L. P.
251-422-2737
jskipper@dxgroup.com

City of Fairhope

**Extension No. 2 of Contract for
Bid No 003-16 Hydrated Lime and Gas Chlorine**

This EXTENSION NO. 2 of CONTRACT ("Extension") is made this ___ day of _____, 20___, for the purpose of extending the contract known as Bid No. 003-16 Hydrated Lime and Gas Chlorine dated January 5, 2016 ("Original Contract") between the City of Fairhope and DPC Enterprises, LP of 300 Jackson Hill Street, Houston, TX 77007 (the "Parties").

1. The Original Contract, which is attached hereto as a part of this Extension, is described below:

Bid No. 003-16 Hydrated Lime and Gas Chlorine

and would have ended on January 5, 2017 at 11:59 p.m.

2. The Parties agreed to extend the Original Contract for an additional period, **Extension #1**, which began immediately upon the expiration of the original time period **January 5, 2017** and will end on **January 5, 2018, at 11:59 p.m.**

3. The Parties agree to extend the Original Contract and Extension #1 for a **second and FINAL** additional period, **Extension #2**, which will began immediately upon the expiration of Extension #1 time period, **January 5, 2018**, and will end on **January 5, 2019, at 11:59 p.m.**

3. This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, is the entire agreement between the Parties. All other terms and conditions of the Original Contract, including pricing, remain unchanged.

Section 41-16-5, Code of Alabama 1975, requires that public contracts over \$15,000 include the following language:

*By signing this Contract, _____ represents
COMPANY NAME*

and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade

IN WITNESS WHEREOF, the parties hereto have executed this Contract Extension as of the day and year first above written.

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

BY: Mayor Karin Wilson

BY: Lisa A. Hanks, MMC
City Clerk

NOTARY FOR THE CITY

STATE OF ALABAMA}
COUNTY OF BALDWIN}

I, the undersigned authority in and for said State and County, hereby certify that TIMOTHY M. KANT as Mayor of the City of Fairhope whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, being informed of the contents of the document he executed the same voluntarily on the date the same bears date.

Given under my hand and Notary Seal on this ___ day of _____, 20___.

Notary Public _____

My Commission Expires: _____

CONTRACTOR

If Corporation, Partnership, or Joint Venture

Name of Corporation, Partnership, or Joint Venture

BY: _____
(Signature of Officer Authorized to sign Bids and Contracts for the Firm) (Position or Title)

(Business Mailing Address)

(Business Mailing Address)

(City, State, Zip Code)

(GENERAL CONTRACTOR'S LICENSE NUMBER)

Foreign Corporation Registration
(Required of out-of-state-vendors)

THIS MUST BE NOTARIZED!

STATE OF _____ }
COUNTY OF _____ } ss:

I, the undersigned authority in and for said State and County, hereby certify that_

_____, as _____
(Type or Print name of bid signer here) (Type or Print bid signers Title here)

respectively, of _____
(Type or Print company name here)

whose name is signed to the foregoing document and who is known to me, acknowledged before me on this day, that, being informed of the contents of the document they executed the same voluntarily on the day the same bears date.

Given under my hand and Notaries Seal on this _____ day of _____, 20____

Notary Public _____

My Commission Expires ___/___/___



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

JAN 8 '18 AM 8:43

[Handwritten signature]

ALCOHOLIC BEVERAGE LICENSE APPLICATION

PLEASE PRINT

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

APPLICANT'S NAME Erik Cortinas SSN# _____

AGE _____ DATE OF BIRTH _____ PLACE OF BIRTH Liberal, Kansas

MAILING ADDRESS 9790 Terrace Dr; Fairhope, AL 36532

HOME # _____ WORK # (251) 990-0141

CELL # _____ FAX # (251) 990-2879

RESIDENCE ADDRESS Same

NO. YEARS AT PRESENT ADDRESS 4 NO. YEARS AT PREVIOUS ADDRESS 7

PREVIOUS ADDRESS 8528 Lake View Dr; Fairhope, AL 36532

NAME AND ADDRESS OF BUSINESS _____

NAME OF CORPORATION Fairhope Pirate Booster Club, LLC Feb. 17, 2018

BUSINESS LOCATION Annual DrawDown & Silent Auction - Civic Center

HAS APPLICANT EVER HAD AN ALCOHOLIC BEVERAGE LICENSE BEFORE X

IF SO, WHERE _____ UNDER WHAT NAME _____

HAS APPLICANT EVER BEEN ARRESTED No IF SO, WHERE _____

WHEN _____ WHAT WAS CHARGE _____

DISPOSITION _____

LIST THREE REFERENCES:

NAME	ADDRESS	PHONE NUMBER
<u>Bob Keyser</u>		
<u>Tommy Faust</u>		
<u>Jon Cardwell</u>		

City of Fairhope
Alcoholic Beverage
License Application
Page -2-

PLEASE SELECT TYPE OF LICENSE APPLYING FOR:

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

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

Henry P. Pettit
SIGNATURE (FULL NAME)

1/4/18
DATE

NOT APPROVED _____ DATE _____
Chief of Police

NOT APPROVED BY COUNCIL _____ DATE _____
City Clerk

APPROVED *Joseph H. Pettit* DATE 01-11-18
Chief of Police

APPROVED BY COUNCIL _____ DATE _____
City Clerk

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



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

JAN 9 '18 AM 10:17 ZAH

ALCOHOLIC BEVERAGE LICENSE APPLICATION

PLEASE PRINT

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

APPLICANT'S NAME St. Michael Catholic High School SSN# _____ Laura Potier

AGE _____ DATE OF BIRTH _____ PLACE OF BIRTH Baton Rouge

MAILING ADDRESS 7094 Wood Acres Road, Fairhope, AL 36532

HOME # _____ WORK # n/a

CELL # _____ FAX # n/a

RESIDENCE ADDRESS SAA

NO. YEARS AT PRESENT ADDRESS 4 NO. YEARS AT PREVIOUS ADDRESS _____

PREVIOUS ADDRESS _____

NAME AND ADDRESS OF BUSINESS 11732 Higbee Road Fairhope, AL 36532

NAME OF CORPORATION Cardinals in the Courtyard March 10, 2018
5:30p.m. - 10:30p.m.

BUSINESS LOCATION 11732 Higbee Road Fairhope, AL 36532

HAS APPLICANT EVER HAD AN ALCOHOLIC BEVERAGE LICENSE BEFORE yes

IF SO, WHERE _____ UNDER WHAT NAME _____

HAS APPLICANT EVER BEEN ARRESTED no IF SO, WHERE _____

WHEN _____ WHAT WAS CHARGE _____

DISPOSITION _____

LIST THREE REFERENCES:

NAME	ADDRESS	PHONE NUMBER
Jenny Kopf	21315 Rolling Oaks Dr. Fairhope, AL 36532	
Paul Knapstein	10326 Emmanuel St. Daphne, AL 36526	
Max Crain	24137 Tullamore Dr. Daphne, AL 36526	

City of Fairhope
Alcoholic Beverage
License Application
Page -2-

PLEASE SELECT TYPE OF LICENSE APPLYING FOR:

011 - PACKAGE STORE LICENSE – Allows sale of liquor, wine, or beer at Retail, TO GO only. No one under age 21 allowed on premises. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.

010- LOUNGE LIQUOR LICENSE – Allows sale of liquor, wine, or beer for on and off consumption. No one under age 21 allowed on the premises. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.

031- CLUB LIQUOR LICENSE – Allows sale of liquor, wine, or beer but must meet ABC Board's "club" regulations. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.

020 - RESTAURANT LIQUOR LICENSE – Allows sale of liquor, wine, or beer for on-premises consumption only and 51% of gross receipts must come from the sale of food. A liquor tax of 10% City Limits or 5% Police Jurisdiction is due the 10th of each month on the purchase price paid for all liquor for use or resale by the licensee.

140 - SPECIAL EVENTS LICENSE

160 - SPECIAL RETAIL LICENSE – More than 30 days

040 - BEER ON/OFF PREMISES LICENSE – Allows sale of Beer Only, on and off consumption.

050 - BEER OFF-PREMISES LICENSE – Allows sale of Beer Only, TO GO only.

060 - WINE ON/OFF PREMISES LICENSE – Allows sale of Wine Only, on and off consumption.

070 - WINE OFF-PREMISES LICENSE – Allows sale of Wine Only, TO GO, only.

100 - WINE WHOLESALER LICENSE

210 - WINE IMPORTER LICENSE

200 - WINE MANUFACTURER LICENSE

240 - NON-PROFIT TAX EXEMPT LICENSE

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

Laura Potter
SIGNATURE (FULL NAME)

1/9/18
DATE

NOT APPROVED _____ DATE _____
Chief of Police

NOT APPROVED _____ DATE _____
BY COUNCIL _____
City Clerk

APPROVED *Tony H. Pettit* DATE 01-11-2018
Chief of Police

APPROVED _____ DATE _____
BY COUNCIL _____
City Clerk

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

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

CITY OF FAIRHOPE

FEB 27 '17 AM 10:57



JM

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: *[Signature]* 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
 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)

Stephen Blake Waller



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).

PERSONNEL BOARD

NOMINEE (S)

5-Year Term

APPOINTMENTS

Ron Hayes

The term shall end December 2023

REAPPOINTMENTS

Lisa A. Hanks, MMC

From: Mayor Karin Wilson
Sent: Tuesday, January 16, 2018 6:44 PM
To: Lisa A. Hanks, MMC; Jay Robinson; Jack Burrell
Cc: Lynn Donnelly Maser; Gayle Fogarty
Subject: Ron Hayes for Personnel Board Appointment
Attachments: 20180116_174420.pdf

Please add Ron Hayes as my recommendation for appointment for the Personnel Board to this Monday's meeting. Lorenzo has finally retired and I'd like to nominate Ron Hayes. I do not know a better person for the job. I encourage you to read this article about him – you may have heard his story.

http://www.ehstoday.com/news/ehs_imp_33829

he has been helping companies and municipalities with safety tips since his son was killed and has never accepted payment for it. I verified with Matt McDonald there is no conflict. Ron was worried about this since his goal would be to help our departments with safety training and make certain all new hires are up to date with the basics.

Ron is dropping off the application tomorrow when we open, attached is what he dropped off about his background. He is an exemplary citizen who has dedicated his life to helping families morning the loss of a loved one resulting from work related accidents.

Thanks,
Karin

CITY OF FAIRHOPE



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: Hayes First Name: Ron
Cell Phone Number: 251-391-8560 Cell: - Email: Fightwron@gmail.com
Home Address: 755 Morphy Ave
City: Fairhope State: AL Zip: 36532
Business Address: Same
City: _____ State: _____ Zip: _____
Name of Board or Committee: Personal Board

EDUCATIONAL BACKGROUND:

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:

PROFESSIONAL EXPERIENCE:

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY?

Signature: Ron Hayes Date: 1-17-18

You may attach a resume with this application.

**Application for Appointment to a City Board or Committee
Fairhope Alabama. For Ron Hayes The Fight Project**

Education

BC Rain High School - Mobile Al. Graduated 1967

Mobile Infirmary School of Radiology GR. 1969

OSHA Classes at Faulkner State College 1997

OSHA Training Classes - 1998 – 2002

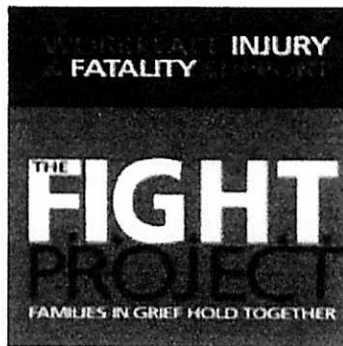
Professional Licenses and or Associations A.R.R.T. See CV

Professional Experience See CV

Civil Interest and or Service Memberships See CV

How will your qualifications best serve the needs of the Community?

For 24 years I have fought for better workplace safety, I have worked with hundreds of companies, large and small, to make workplace stronger, I have taught thousands of workers about safety issues. I have helped hundreds of injured workers and families with workplace fatalities. We need a better safety awareness in the City of Fairhope and I will bring that awareness to my home town. See CV



Ron Hayes

Founder, The F.I.G.H.T. Project

Background

Ron and Dot Hayes started the Families in Grief Hold Together (F.I.G.H.T.) Project after the untimely workplace death of their son, Patrick. Through the F.I.G.H.T. Project, the Hayes family has been able to provide much needed services and support to other families of victims of workplace injury, illness, and death, helping them to hold together and get answers while working through the difficult months and years that follow. In the course of his work, Ron has prompted changes to Occupational Safety and Health Administration (OSHA) regulations, published articles and conducted seminars to raise awareness of workplace safety, and has honored his son by blazing a path for more than 800 families to navigate the physical and emotional hurdles encountered after a the loss or injury of a loved one.

Major Events Timeline

1993

- October 22: Ron and Dot Hayes' 19-year-old son Patrick Hayes suffocates under tons of corn while "walking the corn" in a Showell Farms, Inc. silo

1994

- February: Willful citations were recommended against Showell Farms, Inc. with a fine in excess of \$500,000
- April: Citations were reduced by OSHA against Showell Farms, reducing the total fine to little more than \$30,000 (Ron succeeded in getting the final total of fines increased to \$42,000)
- Ron testifies before a House Labor subcommittee
- Ron leaves his full-time job to create the Families In Grief Hold Together (F.I.G.H.T.) Project and to pursue investigation of OSHA

1995

755 Morphy Ave, Fairhope Ala., 36532
Tel: 251-391-8560

- June: Ron testifies in a U.S. Senate hearing on workplace safety issues and a bill to reduce OSHA's effectiveness
 - July: Ron and Dot starred in AFL-CIO radio and television commercial on OSHA issues
 - August: Ron testifies at a U.S. House of Representatives hearing in Pickens County, SC on the need for strong job safety protections
 - August: "Dateline: Who's Protecting Whom?" airs, featuring Hayes and his quest for answers from OSHA
 - October 24: Joseph A. Dear, Director of OSHA, and Robert Reich, Secretary of Labor, offer a formal and extraordinary apology to Ron and Dot Hayes for the mishandling of the investigation of their son's death and for the impersonal treatment by OSHA officers
- 1996
- March: OSHA issues final rule revising the standard to ensure greater protection for workers against hazards of being engulfed by grain or being entrapped when mechanical equipment is used to move the grain (29 CFR 1910.272)
- 1997
- June: Ron receives Cavallo Foundation Award
 - July: *Time* magazine names Ron a "Local Hero"
- 1998
- July 22: Alabama Governor Fob James proclaims Ron Hayes Day in Alabama
- 1999
- Ron testifies in a U.S. Senate hearing (Washington, D.C.) and a U.S. Senate field hearing (Fairhope, AL) regarding the proposed Safety Advancement for Employees (SAFE) Act of 1999
 - April: Charles Jeffress, OSHA administrator, asks Ron to lead sensitivity workshop for OSHA compliance officers
- 2000
- The Hayes's struggle to learn about what happened to their son constitutes chapter one in *Citizen Muckraking: How to Investigate and Right Wrongs in Your Community*, a publication of The Center for Public Integrity
- 2000
- October: *Occupational Hazards* selects Ron as "Champions of Safety" winner
- 2001
- March: Ron is a main organizer and participant at the Workplace Safety Summit held at Georgetown University. The Center for Business and Public Policy of the Georgetown University's McDonough School of Business was formed as a result of the interest following this event
 - April: NPR interviews Ron about his efforts to improve worker safety and help families who have lost a loved one on the job

- 2002

 - September: CBS Morning Show invites Ron to share his story and his vision for improving worker health and safety
- 2003

 - March: Ron attends his first meeting as a member of National Advisory Committee on Occupational Safety & Health (NACOSH)
- 2004

 - Ron appears on PBS Frontline's series "A Dangerous Business" to discuss the realities of workers compensation
- 2008

 - March: Ron testifies for a U.S. Senate hearing on the accuracy, comprehensibility, and difficulty in complying with OSHA's Material Safety Data Sheets (MSDS)
 - April: Senator Edward Kennedy (D-Mass) and Ron are interviewed in a national news conference in Washington, D.C., to promote proposed legislation for worker safety, Protecting America's Workers Act (PAWA)
- 2010

 - April: Ron testifies in a U.S. Senate Labor Committee Hearing pertaining to PAWA
- 2010

 - May: New OSHA compliance code goes into effect, incorporating sensitivity training procedure written by Ron
- 2011

 - November 18: "Tribute to Ron Hayes" given by Senator Jeff Sessions (R.-AL) and Congressman Jo Bonner (R AI)
- 2011

 - April 28 Key Note speaker for the first sponsored Worker Memorial Day service for Region 7 OSHA District.
- 2012

 - April Key Note speaker for Missouri State Workers Comp.Meeting
 - September Grain Safety Presentation at Missouri State Fair
- 2013

 - Safety Meeting with Southern Co.
- 2014

 - Safety Meeting with Several Companies and Senativity Classes for two Federal OSHA offices
- 2015

 - Key Note speaker for IMPACT (Iron Workers Union)
 - Safety meetings for many Companies, Key Note speaker for ASSE Pensacola Chapter.

2016 Developed Grief Bookmark Safety Training classes for Escambia Co.
Florida Landfill

Key Note for Escambia County Safety Committee meeting

2017 Worked with Federal OSHA preparing a Question Aire, for use with
the Annual FAME report for State OSHA Oversight.

Worked with five families with problems with KYOSH

Worked with Federal OSHA and US Attorney on a Criminal Case

Developed a Pamplet for Federal and State OSHA to use in Fatality
Investigations, title When A Worker Dies on The Job in Alabama and
In ten other states.

Key Note speaker for IMPACT Southern Safety Council meeting

Organized the first Workers Memorial Program for Kentucky

Awards & Honors

1995

- **Giraffe Hero** – The Giraffe Project honors those who "stick their necks out for the common good". Ron receives this honor for quitting his career to begin searching for answers to his son Pat's death and helping other families deal with the difficulties that accompany workplace tragedy
- **Hellraiser Award** – Mother Jones Magazine
- **Best Exposé** – Atlanta Journal and Constitution awards Ron's article "They Killed My Son"

1997

- **Cavallo Award: Moral Courage in Business and Government** - Ron Hayes and The F.I.G.H.T. Project were nominated by Representative Sonny Callahan and Senator Ted Kennedy, among others, to receive this honor that is usually reserved for a government employee who is a "whistle blower" on government spending waste
- **Local Hero Award** – *Time* magazine recognizes Ron for "making a difference" by "advising families in FIGHT how to get local and federal investigation reports"

1998

1998

- **Ron Hayes Day in Alabama** – Governor Fob James proclaims July 22, 1998 Ron Hayes Day, recognizing his efforts to help grieving families
- **Community Champion** – The Civil Justice Foundation selects Ron for acting on behalf of injured consumers, and through his work demonstrates a compassion and commitment to advocacy on behalf of injured consumers

2000

- **Champion of Safety** – Annual contest in which *Occupational Hazards* recognizes Ron for achievements in occupational safety and health
- **Resolution of Baldwin County Commissioners for Ron Hayes**

2001

- **Thoth Award** – Public Relations Society of America for *The Good Fight* proactive safety training video produced by Coastal Training Technologies and Dupont

2002

- **Honorary Member AIHA Society** – The American Industrial Hygiene Association is a community of individuals in industrial hygiene and occupational and environmental health and safety whose mission is protecting worker health
- **NACOSH Member** – Ron is appointed to serve on the on the Department of Labor's National Advisory Committee on Occupational Safety & Health

2007

- **Lifetime Achievement Award** – Alabama Governor's Safety and Health Conference awards Ron Hayes for his work in promoting occupational health and safety in Alabama

2008

- **Professional of the Year** – The Shoals Safety & Health Association recognizes Ron for promotion of safety in the state
- **50 Most Influential EHS Leaders** – The editors of *Occupational Hazards* Ron among the 50 people who have made the most impact on environment, health, and safety (EHS) in the past decade

2010

- **Safety Award** – Southern Company honors Ron for helping to broaden intra-organizational safety

2012

- **Top 101 Safety and Health Professionals in America** – ISHN counts Ron among the Top 101 Safety and Health Professionals in America

Publications

Hayes, R. (2011, December 21). Lets see a felony charge for killing American workers. *Industrial Safety & Hygiene News*. <http://www.ishn.com/articles/92222-lets-see-a-felony-charge-for-killing-american-workers->.

755 Morphy Ave, Fairhope Ala., 36532
Tel: 251-391-8560

Hayes, R. (2011, August 31). A son suffocates, a father's years of tears. *Industrial Safety & Hygiene News*. <http://www.ishn.com/blogs/16-random-sampling/post/91607-random-sampling-2011-08-31-a-son-suffocates-a-fathers-years-of-tears>.

Harville, A., & Hayes, R. (2011, April 27). "Even in death, Sis, you've opened our eyes...." *Industrial Safety & Hygiene News*. <http://www.ishn.com/articles/91139-even-in-death-sis-youve-opened-our-eyes>.

Hayes, R. (2008, April 30). On the side of the angels. *Industrial Safety & Hygiene News*. <http://www.ishn.com/articles/on-the-side-of-the-angels>.

Hayes, R. (2008, April 29). Testimony of Ron Hayes. *United States Senate Labor Committee Hearing*. <http://www.help.senate.gov/imo/media/doc/hayes.pdf>.

Hayes, R. (1998, October). One hot afternoon in June. *Industrial Safety & Hygiene News*.

Hayes, R. (1998, February). No one should die for a job. *Industrial Safety & Hygiene News*.

Hayes, R. (1995). *Silo Safety Sheet*.

Hayes, R. (1995, December). They killed my son. *The Progressive*, pp 29-30.

Death Benefits

A variety of death benefits may be available to your family. You may qualify to receive Social Security Benefits, Veteran's Administration Benefits, Life Insurance, Workers' Compensation, and Union or Fraternal Organization death benefits.

Social Security: If the deceased has a surviving spouse or dependent child, a monetary benefit is usually available. The family member must apply for payment personally. It is also worthwhile to review other Social Security benefits that may be available to the survivors. It is important to begin this process as soon as possible, but no later than 30 days from the death.

Veterans' Administration: Survivors of any person, who was an active or retired member of the military at the time of death, or honorably discharged veteran, could be eligible for a variety of benefits.

Insurance: Agents of all insuring companies should be contacted as soon as possible. They will supply the necessary information and forms for claims. Policies that the survivors hold naming the decedent as the beneficiary should be changed.

Workers' Compensation: If a worker dies as a result of injury, Workers' Compensation may pay benefits such as funeral expenses, medical fees, and compensation to dependents.

Bereavement Fares: Most major U.S. airlines offer bereavement fares, which are discounted airline tickets for family members traveling to a funeral or medical emergency. The airlines may require certain information before granting a bereavement fare. This may include a death certificate, the name and phone number of the funeral home, a doctor's note, or hospital phone number. You should contact the airline of your choice for further information.

Important Phone Numbers

OSHA Birmingham Area Office	205-731-1534
OSHA Mobile Area Office	251-441-6131
Alabama Coroner's Association	334-737-3620
Alabama Board of Funeral Svc	334-242-4049
Vital Statistics/AL Public Health	334-206-5418
Workers' Compensation	334-242-2868
Social Security Administration	800-772-1213
Veterans Administration	800-827-1000

Important Web Sites

OSHA	osha.gov
Alabama Coroners' Assoc.	alabamacoronersassociation.org
Alabama Board of Funeral Svc	fb.alabama.gov
Vital Statistics/AL Public Health	alabamapublichealth.gov
Workers' Compensation	labor.alabama.gov
Social Security Administration	ssa.gov
Veterans Administration	va.gov
Kids' Chance	kidschance.org

When a Worker Dies on the Job in Alabama



Helpful Information for Family and Friends

Occupational Safety and Health Administration

Birmingham Area Office
205-731-1534

Mobile Area Office
251-441-6131



About this Guide

The time following a workplace fatality is tragic, especially for family and friends of the deceased. This guide explains the roles of the Occupational Safety and Health Administration (OSHA), the police, and the coroner after a workplace fatality. This guide also describes the steps taken by each after the accident and lists resources that family and friends may find helpful.

The information provided is general, so you should contact the organizations listed at the end of this brochure for more specific information.

What the Occupational Safety and Health Administration Does

The Occupational Safety and Health Administration (OSHA) will initiate an investigation as soon as possible after being notified of a fatality in the workplace. Investigations can be complex and may take several months to complete. OSHA works in cooperation with the police and other government agencies, when necessary, as part of its investigation. OSHA will conduct an investigation to determine the cause of the accident and may issue citations with monetary penalties to the employer if violations of the OSHA Act are found. You are encouraged to contact your local OSHA office if you have any information that may be helpful to the investigation. A fatal accident does not always lead to issuance of citations. If a decision is made to issue citations, copies of the citations will be mailed to you. The amount of information that OSHA can give you or your legal representative before the investigation is completed is restricted under the Freedom of Information Act (FOIA).

What the Police Do

The police normally respond to workplace fatalities and are responsible for contacting family members. They will also inform the coroner's office and prepare a summary of evidence for the coroner. Personal property found on the deceased will be returned to the next of kin or immediate family members as soon as possible. In some instances, it may be necessary to retain certain items until the investigation has been completed. Clothing is usually disposed of when the deceased is admitted to the mortuary.

To assist the coroner, a police officer will take statements and prepare a report. Police officers will ask you questions about the deceased and the circumstances of the death. Usually, they will be able to obtain most of the necessary information when they first speak with you. However, there may be follow-up questions and statements to be signed so that the file can be sent to the coroner. The police and OSHA inspectors will conduct independent investigations. OSHA will determine whether any workplace health and safety laws have been broken, while the police consider matters of criminal law.

What the Coroner Does

Each county has its own coroner. The coroners are responsible for investigating the circumstances surrounding certain fatalities, including accidental workplace deaths. This investigation may include an autopsy if the coroner decides that such a procedure is necessary to determine the cause of death. An autopsy may not be performed if the coroner decides the death was due to natural causes. Upon the conclusion of the coroner's investigation, the deceased will be released to the funeral home that you specify.

A death certificate will be issued by the coroner after the investigation is completed. The death certificate may be obtained from the coroner or the Department of Health and Environment.

Funeral Arrangements

The coroner, in most circumstances, will release the deceased to the funeral director after the post-mortem examination and identification has been completed. A list of funeral directors can be located in the Yellow pages of the telephone directory. A viewing of the deceased, and burial arrangements, can be arranged with the funeral director.

How to Obtain a Death Certificate

Certified copies of death certificates are usually necessary for Social Security Benefits, life insurance policy claims, transfers of financial instruments and tangible property, tax returns and numerous other claims. These are obtained from the county in which death occurred or the State Dept. of Vital Statistics. We suggest that you phone these offices before visiting. If an autopsy was performed and you wish to have a copy of the report, you should contact the coroner of the county where the death occurred.

ENVIRONMENTAL ADVISORY BOARD

NOMINEE (S)

4 - Year Term

APPOINTMENTS

Ben Frater

This term shall end January 2022

REAPPOINTMENTS

Lisa A. Hanks, MMC

From: Shelton, Mike <Mike.Shelton@dcnr.alabama.gov>
Sent: Tuesday, January 16, 2018 9:14 AM
To: Lisa A. Hanks, MMC
Cc: Kim Burmeister
Subject: RE: FEAB Minutes for December 2017 approved at Jan. 12th meeting

Lisa:

Members of the FEAB did consider Ben Frater and passed a motion to recommend Ben as the newest member of the board. The recommendation is noted in the draft minutes from the January 12 regular meeting. As I understand it, Ben has submitted an application to serve on the FEAB. Does the FEAB need to provide any additional information regarding our desire to have Ben serve or does passing a motion recommending his membership suffice?

Thank you, Kim, for getting the approved minutes finalized and submitted.

Mike Shelton
Weeks Bay National Estuarine Research Reserve
11300 US 98
Fairhope, AL 36532
Office 251.928.9792
Cell 251.490.8968

Weeks Bay Reserve is part of the Coastal Section, Lands Division, in the Alabama Department of Conservation and Natural Resources and a component of the National Oceanic and Atmospheric Administration, Office for Coastal Management, National Estuarine Research Reserve System. More information on the Reserve can be found at www.weeksbayreserve.com.

From: Kim Burmeister [mailto:kim.burmeister@cofairhope.com]
Sent: Tuesday, January 16, 2018 8:50 AM
To: Lisa A. Hanks, MMC
Cc: Shelton, Mike
Subject: FEAB Minutes for December 2017 approved at Jan. 12th meeting

Lisa these were approved as amended (removed Terry Hargrover's contact information and added him as the member that has resigned instead of Tony Pritchett). Approved minutes are attached, please add on line,

Thanks

Kim Burmeister
City of Fairhope
Planning and Zoning Department
251 990-2877

CITY OF FAIRHOPE



JAN 2 '18 AM 8:48

[Handwritten initials]

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: FRATER First Name: BEN

Phone Number: _____ Cell: 404-314-8815 Email: BEN.FRATER@GMAIL.COM

Home Address: 756 Washington Drive

City: Fairhope State: AL Zip: 36532

Business Address: 341 N. Green Rd., Suite A

City: Fairhope State: AL Zip: 36532

Name of Board or Committee: Fairhope Environmental Advisory Board

EDUCATIONAL BACKGROUND:

Please see attached resume.

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:

PROFESSIONAL EXPERIENCE:

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY?

Signature: *[Handwritten Signature]*

Date: 10/2/17

You may attach a resume with this application.

Experience and expertise in organizing and maintaining cooperative relationships through many forms of government with the purpose of implementing sound environmental practices

BENJAMIN J. FRATER

WORK ADDRESS

US Fish and Wildlife Service
Deepwater Horizon NRDAR Office
341 North Greeno Road, Suite A
FAIRHOPE, ALABAMA 36532

PHONE: (251) 517-8019

E-MAIL: ben.frater@gmail.com

HOME ADDRESS

756 WASHINGTON DRIVE
FAIRHOPE, ALABAMA 36532

COUNTRY OF CITIZENSHIP: USA

EDUCATION

University of Vermont

Burlington, VT

Graduation Date: 2002

Degree: Master's of Science

Major: Wildlife and Fisheries Biology

University of Wisconsin - Eau Claire

Eau Claire, WI

Graduation Date: 1997

Degree: Bachelor's of Science

Double Major: Biology and English

RECENT PROFESSIONAL EXPERIENCE

Job Title: Deepwater Horizon Assistant Restoration Manager

Employer: U.S. Department of the Interior

Dates: December 2016 - Current

Location: Fish and Wildlife Service Deepwater Horizon NRDAR Office, 341 North Greeno Road, Suite A, Fairhope, Alabama 36532

Description: Coordinating restoration activities across the Gulf of Mexico related to the Deepwater Horizon settlement for the U.S. Department of the Interior. Represent DOI, and all of its bureaus, on Trustee Councils established to oversee Deepwater Horizon expenditures. Ensure environmental compliance of all projects through the supervision of the DOI regulatory staff.

Job Title: Ecological Restoration Specialist

Employer: U.S. Fish and Wildlife Service

Dates: June 2010 - December 2016

Location: Fish and Wildlife Service Deepwater Horizon NRDAR Office, 341 North Greeno Road, Suite A, Fairhope, Alabama 36532

Description: Conceive, develop, negotiate and implement ecological restoration plans on behalf of the U.S. Fish and Wildlife Service, including Refuges and Recovery programs. Manage project budgets, staff, and contracts. Oversee monitoring activities including data collection and reporting.

**HISTORIC PRESERVATION
COMMITTEE**

NOMINEE (S)

3-Year Term

APPOINTMENTS_____.

James “Jim” Huggins

The term shall end January 2021

REAPPOINTMENTS_____.

3/1/17
Received
LBM

CITY OF FAIRHOPE



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PLEASE PRINT CLEARLY

Last Name: HUGGINS First Name: JAMES

Phone Number: 928-9425 Cell: 786-5641 Email: hugjim@bdlsooth.net

Home Address: 21 ORANGE AV

City: FAIRHOPE State: AL Zip: 36532

Business Address: _____

City: _____ State: _____ Zip: _____

Name of Board or Committee: HISTORIC PRESERVATION

EDUCATIONAL BACKGROUND:
DIPLOMA FROM AURORA

PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:

PROFESSIONAL EXPERIENCE:
DEBBIE QUINN, SKALLEN. LIST
AND I STARTED HISTORIC PRESERVATION 18 YEARS AGO

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY?
WORKED WITH THIS GROUP MANY YEARS

Signature: James Huggins Date: 1 MAR 2017

You may attach a resume with this application.

3/1/17
Received
ZRM

CITY OF FAIRHOPE



APPLICATION FOR APPOINTMENT TO A CITY BOARD OR COMMITTEE

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PLEASE PRINT CLEARLY

Last Name: HUGGINS First Name: JAMES

Phone Number: 928-9425 Cell: 786 5641 Email: hugjim@bellsouth.net

Home Address: 21 ORANGE AV

City: FAIRHOPE State: AL Zip: 36532

Business Address: _____

City: _____ State: _____ Zip: _____

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EDUCATIONAL BACKGROUND:
DIPLOMA FROM AURORA

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PROFESSIONAL EXPERIENCE:
DEBBIE QUINN, SHALIMMA LIFE
AND I STARTED HISTORIC PRESERVATION 18 YEARS AGO

CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:

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WORKED WITH THIS GROUP MANY YEARS

Signature: James Huggins Date: 1 MAR 2017

You may attach a resume with this application.