

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


**MONDAY, 8 MARCH 2021 – 4:30 P.M. – COUNCIL CHAMBER**

1. Presentation – Fairhope Junior City Council.
2. Discussion of a Living Memorial dedicated to all those and their families who serve to protect our Safety and Freedom. – Bob Weltlich
3. Discussion of the Temporary Horticulturalist Position for the Public Works Department.
4. Committee Updates
5. Department Head Updates
6. Review of City Council Agenda

**Next Regular Meeting – March 22, 2021 - Same Time and Place**

## Lisa A. Hanks, MMC

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**From:** Sherry Sullivan  
**Sent:** Monday, March 1, 2021 11:58 AM   
**To:** Lisa A. Hanks, MMC  
**Subject:** FW: Statue Honoring First Responders and Families. Forwarded email  
**Attachments:** filename-1.pdf

Proposal for Council agenda that we discussed.

**From:** Bob Weltlich <weltlich2016@gmail.com>  
**Sent:** Thursday, December 3, 2020 1:14 PM  
**To:** Sherry Sullivan <sherry.sullivan@fairhopeal.gov>; Bob Weltlich <weltlich2016@gmail.com>  
**Subject:** Fw: Statue Honoring First Responders and Families. Forwarded email

SENT FROM AN EXTERNAL ADDRESS

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Dear Mayor,

I hope this finds you and your family safe and, as I mentioned to Gayle when setting our Nov. 8 appointment, please allow me to forward a suggestion, that in my opinion is way over due, concerning 1st responders and essential workers who serve us everyday protecting our safety and freedom. Everyday we see in the media and in person these people risking their lives and those of their families to care for us and meet our needs, especially in this time of crisis with the Covid 19 pandemic. That is why I am encouraging us to be at the forefront of recognizing, honoring and celebrating these people in our communities that are making these sacrifices daily.

In a **non-political way**, it is my hope we can make things happen that best serve all people regardless of ethnic background, status and/or political persuasion.

As an overview, last October in the city of Orrville, Ohio, we erected a statue of an Eagle with the American Flag (symbolizing Courage, Strength, Unity and Courage) and dedicated it as a LIVING MEMORIAL to "all those and their families who serve to protect our safety and freedom" (1st responders, doctors, nurses, fire and policemen, veterans, essential workers and others who perform acts of heroism and selflessness). And this was before Covid 19 and the BLM movement challenging America's best. Our simple, cost effective and basically maintenance free statue was designed and erected to show our appreciation to afore mentioned HEROES and their FAMILIES. The above attached **pdf** explains this project and I am more than willing to help and/or answer any questions you may have concerning this process. The advantage of this project is a visible symbol of our appreciation and gratitude for all these people showing they will not be forgotten now or in the future and the attention these responders are receiving on a daily basis through the media allows us to pioneer and get ahead of what I believe could result in a country wide movement. Look forward to our meeting and discussing the merits of this project. My contact info: [weltlich2016@gmail.com](mailto:weltlich2016@gmail.com) or 251-401-0062 9182 Feather Trail, Fairhope, AL 35632

Bob Weltlich

EAGLE WITH FLAG. \$5,995

72" H 57" W 39" LONG. 24" BASE DIAMETER

WITHOUT FLAG \$4,695.

EAGLE BELOW ON 26" x 26" x 6" H. BASE \$7,695.

EAGLE BELOW (LIMBS ON SQUARE BASE) \$7,345





18.00 in

30.00 in



The Eagle with a Flag symbolizes Courage, Strength, Unity and Freedom

Dedicated to Honor Those  
and Their Families  
Who Serve to Protect our  
Safety and Freedoms

Thanks to the Orrville VFW for their contribution for this plaque



  
The Legion is a 100-year-old organization that has helped millions of veterans and their families.  
**Dedicated to Honor Those  
and Their Families  
Who Serve to Protect our  
Safety and Freedoms**  
Thanks to the American Legion, you have a safe and secure home.

## Orrville dedicates bald eagle statue to those who serve and their families

By Emily Morgan / Staff Writer

Posted Oct 17, 2019 at 5:05 PM

Updated Oct 17, 2019 at 6:23 PM

ORRVILLE — Bob Weltlich wanted to recognize all of those who serve to protect the safety and freedom of their community but more so, their families who wait at home, not knowing whether their loved ones will return home at the end of the day.

Weltlich, who grew up in Orrville but lives in southern Alabama, reached out to Mayor Dave Handwerk about six months ago with the idea to pay tribute to servicemen and women in the military, the community's first responders and those who don't necessarily wear a uniform but find themselves on the front lines of today's greatest dangers.

The city of Orrville, Orrville Exchange Club and Orrville Veterans of Foreign Wars brought Weltlich's idea to fruition and presented it to the public Thursday outside City Hall — a statue of a majestic bald eagle perched on a branch with an American Flag in its claws.

A plaque reads: "Dedicated to honor those and their families who serve to protect our safety and freedoms."

"The eagle has landed," said Jim Clymer, representing the Orrville Exchange Club.

Bob Hollwager, commander of the Orrville VFW, added: "It didn't take 30 seconds to receive approval from the board" to take part in this project.

The city service department transformed a former landscaped plot for the statue and used old bricks that previously were on Main Street. The department also fixed the eagle when it arrived damaged. The eagle was mounted Tuesday.

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A student of history, Weltlich began to wonder why those who die in battle are honored and celebrated for their service more than those who lived, sacrificed and served. Not to diminish the ultimate sacrifice made by those who died in battle, he only wished the ones who return from war or face dangerous situations at home be paid the same respect.

“In many instances, the bad guys are receiving more attention than the good guys,” he said.

The “good guys” he wished to recognize may wear a uniform such as police officers, firefighters, emergency medical technicians, doctors, nurses, and other first responders. They also are the teachers and security guards charged to protect children in school, volunteers who arrive after a natural disaster, and the bystander who “acts instinctively to danger.”

Then, there are their families.

“The families of those who protect us on a daily basis. Imagine their angst and stress and concerns each day when a spouse, a mother, a father, a son or daughter leaves for work in the uncertain world we live in,” Weltlich said.

His hope is the “eagle with the flag” will serve as a timeless memorial and remind the public of the few who served and are serving to protect them all.

— Reporter Emily Morgan can be reached at 330-287-1632 or [emorgan@the-daily-record.com](mailto:emorgan@the-daily-record.com).





## DEDICATION CEREMONY

**Opening Prayer**.....*Pastor David Rittgers*  
*Trinity United Methodist Church*

**Welcome and  
Project Overview**.....*Mayor Dave Handwerk*

**Participating Partners**.....  
*Jim Clymer, Orrville Exchange Club*  
*Bob Hollwager – Commander, Orrville VFW*  
*City of Orrville*

**Origin of the Idea**.....*Bob Weltlich*  
*OHS Alumni, Retired College Basketball Coach*

**Closing**.....*Mayor Dave Handwerk*



***Thank you for coming!***

***We would like to thank Jeff Linder for providing the sound system for this event.***



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## Cleaning and Maintaining

### Outdoor Bronze Statues

by Richard Rist

One of the wonderful things about bronze sculptures is that they need little care or maintenance and will last for hundreds of years. Recently, I have seen some bronze dealers offering special cleaning solutions, polishing oils and other equipment to care for bronze sculptures. Well, to put it bluntly, that is hogwash, bunk, malarkey, baloney, and just plain not true. In fact, those things are more likely to do harm to your fine bronze sculpture than help it. Even common sense should tell you that if you put oil on a sculpture it is just going to collect dust and dirt. When I was in the Navy we used polishing oil to get brass to a high shine, but if you use that same oil on a bronze sculpture you are just going to remove the patina and destroy your sculpture.

Before opening our art gallery I was a bronze collector for more than 20 years and read much on the care and cleaning of bronze sculptures. In addition, our company has been involved in several restoration projects of outdoor bronze statues that actually did need some work, but I can tell you that none of the materials included funky cleaning solutions or exotic oils. However, before writing this piece I read several books on the topic including "The Care of Bronze Sculpture" by Patrick Kipper, which is available on [www.Amazon.com](http://www.Amazon.com). Then, I spoke with several bronze artists to get their recommendations. Finally, I spoke with two bronze foundry managers to get their feedback. What I discovered is that there is a lot of misinformation out there and yes some dishonest dealers that would like to sell you additional cleaning products at outrageous markups. So, I'm going to set the record straight and give you the straight scoop on the care and cleaning of bronze sculptures.

First, it is important to point out that bronze is a copper alloy (a metal created by the combination of other metals). In the United States the minimum copper content for bronze is 90%. In far-eastern countries such as Thailand and China, bronze has a copper content of between 60-70% and that is recycled copper from radiators, pipes, etc. So, what I am going to describe here only applies to quality bronze sculptures and statues.

The very last step in creating a bronze sculpture is to apply a coat of wax. This is usually done when the metal is still warm and allows for the wax to enter the pores of the bronze. The wax acts as a barrier to the air and humidity that can cause the bronze to oxidize and turn green. While that green look may appeal to some, others prefer to keep their sculptures looking new for as long as possible.

Unless the sculpture has been cleaned aggressively, the initial wax coating should last at least three months outdoors and probably much longer. However, differences in weather conditions can vary greatly, so a good rule of thumb is that if the water no longer beads up on the sculpture it is time to give it a cleaning and waxing.

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The best cleaner for bronze sculptures (now get ready) is plain soap and water. I read and was told several times that the best cleaner is just a little mild soap, like Ivory liquid dishwashing soap and water. Just avoid any soaps with scents like lemon scent or other additives that might have unknown consequences. Also, I was told that if you have water "issues" in your area you might like to use distilled bottled water. But in most situation a hose or bucket of regular tap water is fine. Just add enough soap to make bubbles in the water because all you really need to do is loosen the dirt from the surface.

If you are cleaning an outdoor sculpture just add just enough soap to a bucket of water that it has some bubbles floating on top. Too much soap could leave a soap residue that will require more rinsing later. Then dampen a clean rag in the soapy water and wipe down the sculpture. If the piece has a lot of nooks and crannies or bird droppings, a soft toothbrush might be useful. I keep an old tooth brush in my cleaning supplies just for this purpose.

I've seen some hack bronze sculpture dealers selling non-ionic cleaning solutions that are supposedly Ph balanced. My experience in over 25 years of collecting bronze sculpture says that is completely unnecessary. Think about it. If you need to control the Ph of the water you clean the sculpture with what is the rain going to do to it. Do you think the clouds test the Ph before raining on your sculpture? If you need to Ph balance the cleaning solution for a bronze sculpture you might want to consider buying a higher quality sculpture.

Once the sculpture is clean, rinse out the rag and wipe down the sculpture with clear water to remove the soap residue. Again, use the toothbrush with clear water to clean hard to reach areas. If you have access to a hose near the sculpture this will work great to make sure the soap is completely removed. Next, allow the sculpture to dry completely. This is very important because the next step is to re-wax the sculpture and you don't want to trap moisture under the wax coating. Usually a sculpture is dry in a couple of hours.

Once the sculpture is completely dry you are ready to begin waxing. It is best to wax an outdoor sculpture in the heat of the day as this allows the wax to penetrate the pours of the sculpture resulting in a wax coating that will last longer. The best type of wax to use is plain, clear, paste wax. It usually comes in a can and is very inexpensive. Avoid automotive waxes as they usually contain other cleaners, etc. that could be harmful to bronze. But most importantly, car waxes tend to dry white, so if you leave any at all in little cracks or crevasses it will dry white and look terrible and you'll have to start all over again. Although there are many good brands of wax, I'm going to discuss four.

**Trewax Clear Paste Wax:** Trewax is a very hard carnauba wax, which is extracted from Brazilian Palm Trees. One can should last you many years. It comes highly recommended for its durability and versatility on light or dark patinas. You can buy it online from [Acme Hardware](#) for \$5.75 at the time of this writing.

**Johnson's Clear Paste Wax:** Good old Johnson's Clear Paste Wax also comes highly recommended. Until I learned about Trewax, Johnson's was my wax of preference. It is best used on darker patinas as it has been known to darken lighter colors. It also produces a nice shine when buffed. You can purchase it in most grocery stores for under \$10.00 for a 1-pound can. I just saw it online for \$7.68 at [USA Hardware](#).

**Mohawk Blue Label Paste Wax:** Blue Label Paste wax was recommended by several sources. It is safe for most patinas and buffs out clean. It is very difficult to find in a retail store, but I was able to find it online for \$10.44 a can. [Click here for the web site.](#)

**Renaissance Wax:** Renaissance Wax is the Cadillac of paste waxes. It is a micro-crystalline wax polish that is manufactured in England and is used by museum curators around the world to protect bronze as well as swords and other metal artifacts. It dries very hard and very quickly. Most importantly it is resistant to

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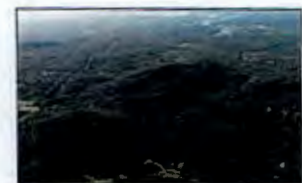
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RESOLUTION NO. \_\_\_\_\_

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** that the City Council approves the following Temporary Job Position, the Job Description, and Grade of Pay for same:

<b>Addition:</b>	<b>Job Positions</b>	<b>Grade of Pay</b>
	Horticulturalist	24S

ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



# CITY OF FAIRHOPE

## Uniform Job Description

Position Title: **Horticulturalist** Pay Range: **\$46,879.85 - \$60,943.81- \$75,007.76**

Department: Public Works Pay Grade: 24S

Reports To: **Horticulture Supervisor** Effective Date: \_\_\_\_\_

Supervises: Horticulture Staff Supersedes: New Position

Approvals: _____	
Supervisor	Human Resources Director
_____	_____
Date	Date
FLSA Exempt: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Safety Sensitive: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No DOT Regulated: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

### I BASIC PURPOSE OF THE POSITION

Performs a variety of technical and administrative tasks related to growing and maintaining plants on for all landscaped areas of the City. To supervise the daily plant propagation, planting, landscaping and maintenance operations of the Horticulture Division of the Public Works Department; will also involve planning, budgeting, procurement, scheduling, planting and maintaining the City's flowerbeds, boxes, and rose gardens.

### II DISTINGUISHING CHARACTERISTICS OF THIS POSITION

This is a highly responsible position that requires extensive education, knowledge, talent and experience in landscape planting and maintenance, employee management, communication, organization and administration skills as well as education in herbicide and pesticide applications. This position requires extensive organizational skills and an ability to give attention to details concerning the overall aesthetic of the City.

### III ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Planning and Ordering of required plant material to meet growth and planting cycles
- Budget planning and controls
- Planting and directing others in the planting of landscape materials;

- Detecting and treating fungus or insect growth on flowers and shrubs
- Pruning and care of roses on a regular basis
- Designing flower beds and other Landscape features
- Mixing and applying chemicals
- Applying herbicides and grass, shrubs and beds
- Trimming trees in a manner approved by the International Society of Arboriculture
- Planting trees, shrubs and flowers at correct depths
- Detecting imperfections in the landscape, such as litter, improper grass mowing, improper pruning, etc.
- Replacing soil in beds when needed
- Loading, unloading equipment, debris and material
- Driving vehicles to and from job sites
- Ensuring that plants do not have dead leaves, flowers or stalks in beds
- Dead heading plants
- Assuring plants are watered
- Proper maintenance of small tools
- Operating various kinds of landscaping equipment, such as weed eaters, edgers, blowers, hedge trimmers, pole saws and chainsaws, etc.
- Pruning shrubs at correct and appropriate heights
- Assuring work areas are clean
- Respond to Tree trimming and tree removal applications
- Answer and return phone calls
- Meet with business owners and residents concerning tree care
- Inspecting trees on city owned property and organizing work to be performed
- Diagnosing and treating diseased or damaged trees, plants and shrubs

#### **IV OTHER DUTIES AND RESPONSIBILITIES**

- Attend City Council meetings and present horticulture plans and budget recommendations as necessary.
- Perform related duties and responsibilities as required.
- Remain subject to recall to work during hurricane or other emergency incidents
- Assisting with Special events, as needed
- Assist other duties of the public works department including sanitation, streets and construction
- Public Outreach and Education – serve on volunteer committees, work with schools, speak with Civic Organizations, etc.
- Other duties, as assigned

## **V REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Extensive knowledge in the application and use of chemical herbicides and pesticides
- Extensive knowledge of the proper planting techniques for various landscape materials
- Extensive knowledge of soils and plant reactions to proper soil, water levels, light, chemicals
- Ability to read maps and apply city's tree ordinance if necessary
- Ability to correctly apply mulch
- Ability to determine appropriate watering of plants
- Knowledge of city streets, rights of way, parks and property
- Ability to prune different types of plants at appropriate points (depending upon species)
- Knowledge of plant maturity heights and levels of growth
- Knowledge of plant setting
- Ability to recognize plant diseases and insects
- Ability to diagnose and treat plant diseases and insects
- Ability to measure chemicals correctly
- Ability to drive a vehicle
- Knowledge of the city tree and landscape ordinance and how it affects commercial buildings, private property, and building permits

## **VI ACCEPTABLE EDUCATION, EXPERIENCE AND TRAINING**

The minimum requirement for a position as horticulturist is a bachelor's degree in botany, plant science or a related field and three or more years of experience in commercial or public horticulture work environment, preferably in an Alabama municipal setting, or an equivalent combination of education and experience to provide sufficient evidence of the successful performance of the essential elements of the job such as those listed above.

Possession and maintenance of a valid Alabama Drivers' License is required.

## **VII EXTENT OF PUBLIC CONTACT**

- An employee in this position must be able to communicate effectively with fellow City of Fairhope employees, outside vendors, contractors and the general public.
- He or she must be comfortable in addressing groups and making presentations to the City Council meetings.
- Occasional contact with the public educating on flowers, shrubs, trees.
- General questions about landscaping

## **VIII PHYSICAL DEMANDS**

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

While performing the duties of this job, the employee is regularly required to use hands to handle, feel or operate objects, tools, or controls; reach and stretch with hands and arms. The employee frequently is required to sit, stand, walk, talk and hear. The employee is occasionally required to balance, stoop, kneel, or crouch.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Employees in this position must have:

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, to permit the employee to communicate effectively and to understand department rules and regulations;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, to permit the employee to read and scan a wide variety of materials in electronic or hardcopy form;
- Sufficient manual dexterity, with or without reasonable accommodation, to permit the employee to operate a personal computer, typewriter, telephone, copier, and other similar or related office equipment;
- Sufficient strength, personal mobility and physical reflexes, with or without reasonable accommodation, to permit the employee to sit, walk, stand and talk in order to perform required tasks.

## **IX WORKING CONDITIONS AND ENVIRONMENT**

The work environment characteristics described herein are representative of those an employee may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions. Working conditions may include, but not be limited to:

- Work in an office environment; sustained posture in a seated position; answering of phones; work at public counter; repeatedly rise, sit and bend in a confined area in order to retrieve and replace files; work with computer equipment for prolonged periods of time; deal with unfriendly citizens in a courteous manner.
- Must be able to work early morning and/or late-night shifts (flexible shifts)
- Must be able to work in cold, hot and rainy weather



Job Description

Effective:

Horticulturist

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- Must be accustomed to working in the field – greenhouses, parks, landscape beds, green spaces, etc.

*This job description does not constitute either a written or implied contract of employment. The City of Fairhope reserves the right to revise, alter and/or change this job description, as the City deems necessary.*

**CITY OF FAIRHOPE  
CITY COUNCIL AGENDA**

**MONDAY, 8 MARCH 2021 - 6:00 P.M. - CITY COUNCIL CHAMBER**

**Invocation and Pledge of Allegiance**

1. Appointment of Councilmember Place 4
2. Oath of Office - The Honorable Jody E. Bishop, Circuit Court Judge,  
28th Judicial Circuit (Baldwin County), State of Alabama
3. Approve minutes of 22 February 2021 Regular City Council Meeting, minutes of 22 February 2021 Work Session, and minutes of 22 February 2021 Agenda Meeting.
4. Report of the Mayor
5. Public Participation – Agenda Items – (3 minutes maximum)
6. Council Comments
7. **Final Adoption** – An Ordinance to amend Ordinance No. 1266 and to repeal and replace Ordinance No. 1608. Fairhope Code of Ordinances: Article VI, Garbage and Trash Collection and Disposal, Section 21-75: Rates. (Introduced at the February 22, 2021 City Council Meeting)
8. Ordinance – An Ordinance relating to the Issuance of the Fairhope Airport Authority’s Improvement Refunding Bond, Series 2021; and authorizing Mayor Sherry Sullivan, the City Treasurer, or any other officer of the City to execute, seal, attest and deliver on behalf of the City: The Funding Agreement and other documents as may be necessary and appropriate in connection with sale by the Authority of the Series 2021 Bond.
9. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Baldwin County Trailblazers for an appropriation of \$5,000.00 to support the Smart Walks and the Walking School Bus Program.
10. Resolution – To Reject all Bids for Municipal Pier Utility Tray Repairs Rebid for the Public Works Department (Bid No. 015-21) pursuant to the Code of Alabama 1975, Section 41-16-57-2(d); and to allow staff to make the needed repairs by establishing a Force Account project for reinstalling the needed Utilities.
11. Resolution – That the City Council approves the selection of International Code Council to perform Construction Plan Review of the proposed Publix site at the corner of State Highway 181 and State Highway 104 for the Building Department (RFQ No. PS011-21), and hereby authorizes Mayor Sherry Sullivan to execute a contract with a not to exceed \$9,784.99.
12. Resolution – That the City Council approves the selection of Warren Averitt Technology Group to perform Professional IT Network Consulting Services; and hereby authorizes procurement of these services with a cost of \$23,100.00 pursuant to Code of Alabama 1975 Section 41-16-51.

13. Resolution – That the 2016 Caterpillar 236D Skid Steer is declared surplus and the Mayor and City Treasurer are hereby authorized and directed to dispose of personal property owned by the City of Fairhope by one of the following methods: [1] accepting FMV Trade-In of \$17,000.00 from Thompson Tractor Company, Inc. as part of a Replacement Purchase of a new 279D3 and PC206B (recommended) or [2] receiving bids for such property (via GovDeals) sold to the highest bidder; provided, however, that the City Council shall have the authority to reject all bids, when, in its opinion, it deems the bids to be less than adequate consideration for the personal property.
14. Resolution – That the City of Fairhope has voted to procure a CAT279D3 XPS-High Flow Compact Track Loader (Skid Steer) and a 24" Caterpillar PS306B Cold Planer for the Public Works Department and Utilities; and the equipment is available for direct procurement through the Sourcewell Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$96,655.00, or \$79,655.00 with trade-in.
15. Resolution – That the City of Fairhope approves the procurement for New Roof for Office Wing of Pecan Street Building for the Public Works Department. RFQ #011-21 was sent to twenty-three (23) contractors, was posted on the City website, and in the Public Utilities Building Lobby. The City received three responses; and awards the project to Roof Doctors of Alabama in the amount of \$38,500.00.
16. Resolution – That the City of Fairhope has voted to procure One unbudgeted Industrial Size Hot Water Heater to replace Failed Unit for the Recreation Department; and the item is available for direct procurement through the NCPA (National Cooperative Purchasing Alliance which has been nationally bid; and therefore, does not have to be let out for bid. The total cost will be \$9,775.00 which includes delivery.
17. Resolution – That the City of Fairhope has voted to procure Lexipol Solutions Policy Software for the Police Department from Lexipol, LLC as Sole Source Distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The cost will be \$47,198.70.
18. Resolution – To award the Procurement of an Enduro Utility Tray and Incidental Hardware for the Repair of Damage of Utilities at the Municipal Pier cause by Hurricane Zeta to Mathes of Alabama Electric Supply Company with a total unbudgeted cost of \$31,568.36 (with a not-to-exceed price of \$50,000.00); and to proceed with the work being done under a Force Account Project.
19. Resolution – That City Council hereby authorizes a one-time appropriation of fifteen thousand dollars (\$15,000.00) paid in six monthly installments starting March 9, 2021 for the exclusive use of the Fairhope Airport Authority to enter into a professional services agreement with URG Consulting, LLC (Jason Wilson consultant). The scope of professional services provided by URG to the Airport Authority shall include, but not be limited to, airport management (marketing airport and properties, business development, community relations and stakeholder representation), aviation support (local police, airport rescue, and firefighting coordination, FBO development); and fiscal management (budgeting/forecasting capital program funding (FAA/ALDOT) alternative funding opportunities (grants) insurance, risk management).

20. Resolution – That City Council hereby authorizes Mayor Sherry Sullivan to enter into a two month rental agreement with Eastern Shore Parents Aquatic Foundation, Inc. (ESPAF) dba S.W.A.T. for certain limited use of the City’s municipal pool facility. The limited use shall be for five contiguous swim lanes from 3:30 p.m. to 5:15 p.m. and four contiguous lanes from 5:15 p.m. to 7:00 p.m. Mondays through Fridays beginning either March 15, 2021 or March 22, 2021. The monthly rental fee shall be \$500.00, and each swimmer shall have a Fairhope municipal pool membership. ESPAFA shall name the City as an additional insured on its policy and shall execute a hold harmless/indemnity agreement with the City. Any and all recreation department activities shall take priority over any ESPAFA use of the facility. The recreation department shall endeavor to provide a 48 hour notice to ESPAFA of any potential use conflict. Mayor Sullivan is authorized to agree and execute up to four, one month extensions of the agreement, at the same terms and conditions, without further approval by Council.
21. Application for a Wine Wholesaler License (Table Wine Only) and Wine Importer License by Patrick Brindle d/b/a East Hill Distributors, LLC located at 358 Greeno Road South, Fairhope, Alabama.
22. Request – Molly Spain – Requesting permission to use the parking lot and sidewalk near Orange Street for a Baldwin County Trailblazer event: Chalk Art Event along the sidewalks on April 24, 2021 with a backup rain date of April 25, 2021 from 8:00 a.m. to 12:00 p.m. It is mainly an awareness event to get people out on the trails. (April 24, 2021 is National Trails Day).
23. Request – Marisa Gill – Requesting permission for Eddie Gill and the Journey for a Cause Initiative to use one of the Fairhope Docks slips for an evening (one day) as the group passes through Fairhope. This initiative was launched in order to support diversity and inclusion in boating, fishing, and outdoor industries. The anticipated date of arrival is yet to be determined.
24. Airport Authority – Appointment and Reappointments
25. Public Participation – (3 minutes maximum)
26. Adjourn

**City Council Work Session - 4:30 p.m.  
on Monday, March 8, 2021 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.  
on Monday, March 8, 2021 – Council Chambers**

**Next Regular Meeting – Monday, March 22, 2021 - Same Time and Place**

STATE OF ALABAMA                    ) (
:
COUNTY OF BALDWIN                ) (

The City Council met in a Work Session
at 4:30 p.m., Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 22 February 2021.

Present were Council President Jack Burrell (arrived at 4:34 p.m.), Councilmembers:
Corey Martin, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Sherry
Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks.

Council President Burrell called the meeting to order at 4:36 p.m.

The following topics were discussed:

- The first item on the Agenda was the Discussion for the FY 2021 Recreational Trails
Program Grant. Mayor Sullivan said that Councilmembers Martin and Brown; and
City Staff have met with group for discussions. Council President Burrell said we
need to decide on conservation easement or park (dedicating as parklands); and said
he was in favor going after the grant and for this land to be parklands in perpetuity.
Councilmember Martin agreed with Council President Burrell; and said he was good
to move forward with grant. Councilmember Conyers asked how specific we needed
to be for grant. Public Works Director Richard Johnson stated the grant is for a 1.5
mile multiuse train on outside perimeter and leaves interior open. He said access
would be on Veterans Drive; trailhead with parking; and sidewalk to continue to
Eastern Shore Trail. Mayor Sullivan commented this is the first step using this land.
Councilmember Boone questioned the 27 percent and not 20 percent for matching
funds. Mr. Johnson replied if we keep engineering to 10 percent, it will hold our
match at \$100,000.00.
• Council President Burrell brought up the discussion for Airport Authority Items; and
mentioned the bond refinancing with only a 1.14% interest which would enable
paying off note quicker. He discussed the possibility of hiring a consultant to go after
grants and manage the airport as well as write grants and other duties.
Councilmember Martin said this is URG Consulting with 20 years' experience who
would seek grants and possibly become manager. Council President Burrell said this
would be a \$21,000.00 investment for 6 months; and if this works, it would help the
airport become self-sufficient. Councilmember Martin mentioned a Command Center
at the airport. Council President Burrell and Councilmember Martin as about the
Cares Act funds that the airport sought; and asked City Treasurer Kim Creech to
research. The consensus of the City Council was to put this on the March 8, 2021
agenda.
• Councilmember Martin mentioned the Fairhope Environmental Advisory Board
appointments on the agenda; and gave an update for the Recreation Board.

- Councilmember Conyers commented that the Library Board asked him to reach out to the City Council regarding a 2 percent increase for their employees. He said they wanted the appropriation increased to pay this 2 percent increase. Council President Burrell questioned benefits; and Ms. Creech said they are a separate component; and they have another account with a sizeable amount in it. Council President Burrell said if they have a sizeable amount in another account, the 2 percent could come out of that. He said once you increase the appropriation, it remains permanent. Mayor Sullivan commented during COVID-19 they could have saved since they were not open; and could possibly use that savings. Council President Burrell said that our revenues were cut by 9 to 10 percent.
- Councilmember Boone said that the Harbor Board was looking for one more member.
- Mayor Sullivan introduced Traveis Cunningham, the City's new Human Resources Manager, to the City Council.
- Director of Community Affairs Paige Crawford addressed the City Council and gave an Arbor Day update.
- Public Works Director Richard Johnson addressed the City Council and explained the status of the following Projects: Road paving, Church Street, Twin Beech Road, Gayfer Road turn signals, Twin Beech turn signals, and Arts Alley. Mr. Johnson said he had a grievance with the movie "Map of Tiny Perfect Things" due to the Public Works Departments' equipment used was shown for only 3 seconds.

Councilmember Boone questioned the crosswalk lights. Mr. Johnson said the lights will be upgraded to a better system; and are scheduled to be looked at and repaired soon.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:16 p.m.

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Jack Burrell, Council President

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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, 22 February 2021.

Present were Council President Jack Burrell, Councilmembers: Corey Martin, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks.

Council President Burrell called the meeting to order at 5:16 p.m. The City Council reviewed and discussed the agenda for their meeting to be held today at 6:00 p.m. Public Works Director Richard Johnson, Planning and Zoning Manager Hunter Simmons, Special Projects and Grant Manager Jessica Walker, and Mayor Sherry Sullivan addressed the City Council and briefly explained their Department’s Agenda Items. Council President Burrell mentioned Ordinance No. 1486 that prohibits waivers being brought to the City Council or the Mayor.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:43 p.m.

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Jack Burrell, Council President

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Lisa A. Hanks, MMC  
City Clerk

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, 22 February 2021.

Present were Council President Jack Burrell, Councilmembers: Corey Martin, Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks.

There being a quorum present, Council President Burrell called the meeting to order. The invocation was given by Chris Peters, Associate Pastor of Trinity Presbyterian Church, and the Pledge of Allegiance was recited. Councilmember Conyers moved to approve minutes of the 8 February 2021, regular meeting; minutes of the 8 February 2021, work session; and minutes of the 8 February 2021, agenda meeting. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Mayor Sullivan addressed the City Council regarding the following items:

- 1) On Arbor Day all seedlings were given away in approximately 45 minutes;
- 2) Beautification Awards were presented to Knoll Park Flats, Wingfingers, 3 Circle Church, and Joan Moore for 152 North Section Street.
- 3) Recognition was given to Verna Johnson for her contribution to the City of Fairhope and the Rotary Youth Club. Councilmember Martin announced that the Interact Club is giving a bench to memorialize Verna Johnson's contributions.

Chief Stephanie Hollinghead asked the following new Officers to introduce themselves: Officer Holmes, Officer Morgan, Officer Helm, and Officer Speegle. Chief Hollinghead presented the following awards and explained the Police Departments' Awards Program. Sergeant Ben Taylor was presented the Medal of Bravery for his heroic actions during Hurricane Sally. Corporal Ward Faust was presented the Officer of the Quarter for his medical assist call and performing CPR. Chief Hollinghead commended both Officers.

The following individuals spoke during Public Participation for Agenda Items:

- 1) Dick Schneider, 113 Orange Street, addressed the City Council regarding comments by the public; and none of those being in the minutes. He said public comments should be included in the minutes. Council President Burrell replied that the comments were in the minutes and showed Mr. Schneider. Council President asked City Clerk Lisa Hanks when the minutes are put on the website.



22 February 2021

Ms. Hanks replied that once the minutes are signed and scanned, these are forwarded to IT Department to be placed on the website. Councilmember Boone gave Mr. Schneider the minutes from his Council packet.

- 2) Bryant Whelan, citizen who lives Bon Secour Street, addressed the City Council regarding Agenda Item Number 16; and thanked them for their continuing the appropriation for the Eastern Shore Art Center. She mentioned there are 90 artists signed up for the Arts Festival held during the Arts and Crafts Festival.
- 3) Anne Brooks addressed the City Council regarding Agenda Item Number 18 and said the Baldwin Pops appreciate the continued support.

Councilmember Robert Brown addressed the City Council regarding the following statement:

Mayor Sullivan, Councilman, city employees and citizens of Fairhope

I believe there is a purpose in time and that things happen for a reason. We might not understand at the moment why, but if we put our trust in God he will reveal when its time.

There is a reason I was given the honor to serve the City of Fairhope for the last 4 plus years. I wouldn't trade it for anything. Well made trade some things.

I have had an opportunity present itself that is truly a one time opportunity and felt me and my family had to take it. I have struggled with this decision because it forces me to do something I don't want to do.

I will be moving outside of the City of Fairhope corporate limits. And therefore effective immediately following this meeting, I resign from my position as Fairhope City Council, Place 4.

My replacement will be appointed by the remaining 4 council members at the March 8<sup>th</sup> meeting. When things were in place for my move, I reached out to a familiar friend of mine to see if he was interested in replacing me as councilman. I hope the council will seriously consider Jay Robinson for my replacement. If there was an election to fill my seat, I believe Jay would win that election easily.

Again, I truly appreciate the opportunity to serve my hometown. I appreciate everyone who supported me in both elections and throughout my terms. While I might not be a councilman, I will look for ways to continue to serve the community of Fairhope as a whole. And may God continue to bless the great city I call home. Thanks again

22 February 2021

Councilmember Boone said he does not like him leaving; and said it has been an honor and privilege to serve with Councilmember Brown.

Councilmember Conyers said it will be a big loss for the City of Fairhope, but he was excited for his family. He said Councilmember Brown does what is right which is not always popular.

Councilmember Martin said it is a Catch 22: he is sorry to see him leave, but excited for his family. He said Councilmember Brown has shown his wisdom and kindness.

Council President Burrell commented this is the consequence we have if we move out of the City. Council President Burrell said he was saddened by this and has known Councilmember Brown for over 20 years. He thanked Councilmember Brown for his service for the City and our Country.

Council President Burrell said the remaining Councilmembers will make the decision for his replacement; and asked the City Council to give their suggestions and comments to the City Clerk for nominations. Council President Burrell said he will declare the vacancy at the end of the meeting.

Councilmember Boone moved for final adoption of Ordinance No. 1702, an ordinance to amend Zoning Ordinance No. 1253 and to amend Article V, adding HTD – Highway Transitional District; Article III. Section B. Table 3-1: Use Table adding column for HTD permitted uses; and Article III, Section B. Table 3-2: Dimension Table adding row for HTD. (Introduced at the February 8, 2021 City Council Meeting) Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Burrell, Martin, Conyers, Brown, and Boone. NAY - None.

Councilmember Boone moved for final adoption of Ordinance No. 1703 with Staff recommendations, an ordinance to amend Zoning Ordinance No. 1253 and to rezone the property of Seaman Capital, LLC/Dominion Partners from R-1 Low Density Single Family Residential District to Planned Unit Development (PUD). The property generally located at southwest of the intersection of Greeno Road and Volanta Avenue, Fairhope, Alabama. PPIN Numbers: 386193 and 386197. The property to be known as The Reserve at Fairhope PUD. (Introduced at the February 8, 2021 City Council Meeting) Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Burrell, Martin, Conyers, Brown, and Boone. NAY - None.

22 February 2021

Councilmember Boone moved for final adoption of Ordinance No. 1704, an ordinance to amend Ordinance No. 1312 (Section 16); and to repeal and replace Ordinance No. 1468, known as the Towing and Recovery Rotation Ordinance. This is Section 22-56 in the City of Fairhope's Code of Ordinances. (Introduced at the February 8, 2021 City Council Meeting) Seconded by Councilmember Brown, motion for final adoption passed by the following voice votes: AYE – Burrell, Martin, Conyers, Brown, and Boone. NAY - None.

Councilmember Boone introduced in writing an ordinance to amend Ordinance No. 1266 and to repeal and replace Ordinance No. 1608. Fairhope Code of Ordinances: Article VI, Garbage and Trash Collection and Disposal, Section 21-75: Rates. Council President Burrell commented we have a \$900,000.00 deficit. Councilmember Conyers suggested increasing all at once; and we are still lower than others. Council President Burrell said the HC rate would remain at \$23.00. Due to lack of a motion for immediate consideration, this ordinance will layover until the March 8, 2021 City Council meeting.

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope rescinds the award of RFP PS007-20, Resolution No. 3926-20, upon the request of ADCNR for the purpose of rescoring the proposals due to a discrepancy in the rating criteria; and to utilize the revised rating criteria as outlined in the RFP and approved by ADCNR. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3983-21**

**RESOLUTION RESCINDING THE AWARD OF RFP PS007-20,  
RESOLUTION NO. 3926-20, FOR THE PURPOSE RESCORING  
THE PROPOSALS DUE A DISCREPANCY  
IN THE RATING CRITERIA**

WHEREAS, the City of Fairhope was awarded a RESTORE Act Direct Component Subrecipient Grant (#SIP17-FACP) from the Alabama Department of Conservation and Natural Resources (ACDNR) on April 16, 2020; and

WHEREAS, the project requires Geographic Information System Services, and the City did solicit Requests for Proposals (RFP PS007-20) in accordance with applicable federal, state, and local laws, codes, regulations, ordinances, etc. including but not limited to all executive orders (EO), Office of Management and Budget (OMB) requirements, and U.S. Treasury Regulations; and

22 February 2021

WHEREAS, the City did award the contract for Geographic Information System Services (RFP PS007-20) via Resolution Number 3926-20 at the regularly held Council Meeting on December 23, 2020, with the condition that the award was subject to review and approval by ADCNR prior to contract execution; and

WHEREAS, following a review by ADCNR, on February 2, 2021, ADCNR has requested that the City rate the proposals again due to a discrepancy in one rating criteria listed in the RFP PS007-20;

NOW, THEREFORE IT BE RESOLVED BY THE City of Fairhope, IN REGULAR SESSION ASSEMBLED, that the City rescinds the contract for RFP PS007-20 that was awarded to Goodwyn, Mills and Cawood, Inc. on December 23, 2020 upon the request of ADCNR;

BE IT FURTHER RESOLVED BY THE City of Fairhope, that the City's Evaluation Committee will rescore the proposals utilizing the revised rating criteria as outlined in the RFP PS007-20 and approved by ADCNR.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the selection of Hope Hicks with Ball, Ball, Matthews & Novak for HR related Consulting Services; and hereby authorizes Mayor Sherry Sullivan to execute the associated contract/engagement letter for an additional \$5,000.00, bringing the total with a not-to-exceed to \$10,000.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3984-21**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** That the City Council approves the selection of Hope Hicks with Ball, Ball, Matthews & Novak for HR related Consulting Services; and hereby authorizes Mayor Sherry Sullivan to execute the associated contract/engagement letter for an additional \$5,000.00, bringing the total with a not-to-exceed to \$10,000.00.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

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Jack Burrell, Council President

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope authorizes submission of an application to ADECA requesting an FY 2021 Recreational Trails Program (“RTP”) grant and authorizes Mayor Sherry Sullivan to sign the required grant application on behalf of the City to construct a multi-use recreational trail, with trailhead facilities, for mountain biking and pedestrian use, located at the northern portion of the Triangle property, just north of Veterans Drive. Total projected costs estimate is \$500,000.00 (City will provide an estimated \$150,000.00 which is 27% if funded). Seconded by Councilmember Martin, motion passed unanimously by voice vote.

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\*

22 February 2021

**RESOLUTION NO. 3985-21**

**AUTHORIZING THE SUBMISSION OF AN FY2021  
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 FY 2021 Recreational Trails Program (RTP) grants; and

WHEREAS, the City of Fairhope has identified a need to construct a multi-use recreational trail, with trailhead facilities, for mountain biking and pedestrian use, located at the northern portion of the Triangle property, just north of Veterans Drive; and

WHEREAS, the total project cost estimate is \$550,000.00 and the City is requesting \$400,000.00 in FY 2021 RTP funds and, if the grant is funded, the City will provide \$150,000.00 (27%) 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 grant application to ADECA requesting an FY 2021 RTP grant and authorizes the Mayor to sign the required grant application documents on behalf of the City.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

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Jack Burrell, Council President

Attest:

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Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Baldwin County Economic Development Alliance for an appropriation of \$15,000.00 to support economic development facilitation within the City of Fairhope. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

**RESOLUTION NO. 3986-21**

**WHEREAS**, a contract shall be executed between the City of Fairhope and the Baldwin County Economic Development Alliance, Inc., making an appropriation of \$15,000.00 to assist with economic development facilitation within the City of Fairhope. BCDEA is pleased to continue its 20-year relationship with the City of Fairhope. BCEDA's charge is to develop and facilitate new job creation opportunities for all communities in Baldwin County. BCEDA will work with City Leadership to continue to develop new job creation opportunities in but not limited to the following: IT, Software Development, Aerospace, Aviation and Medical sectors. We will continue to work with the Mayor, City Staff and City Council to identify, develop and promote designated areas of Fairhope for future job creation. BCEDA will continue to promote and market the City of Fairhope, advising national and international corporate decision makers of all that Fairhope has to offer them as a top site-selection location. BCEDA will continue to advise and assist the Mayor and City Leaders in developing a place and atmosphere in Fairhope that encourages, fosters, and facilitates entrepreneurship. BCEDA will work with local, regional, and statewide workforce development partners to communicate current and future training and education requirements to Coastal Alabama Community College and The Academy at the Fairhope Airport.

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made in the total amount of \$15,000.00 from the City of Fairhope.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Baldwin County Economic Development Alliance, Inc.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Care House, Inc. for an appropriation of \$5,000.00 to help with continuing support for children who are victims of sexual and severe physical abuse; and to help with the distribution of the child abuse prevention curriculum. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

**RESOLUTION NO. 3987-21**

**WHEREAS**, a contract shall be executed between the City of Fairhope and Care House, Inc., making an appropriation of \$5,000.00 to help with continuing support for children who are victims of sexual and severe physical abuse; and to help achieve normalcy through our counseling and advocacy program for children and families who come to us after being victimized. This appropriation will also help with the distribution of the child abuse prevention curriculum, “Keeping Our Kids Safe” and prevention presentation held throughout Baldwin County.

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made in the total amount of \$5,000.00 from the Utility Funds.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, That Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and Care House, Inc.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

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Jack Burrell, Council President

Attest

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Lisa A. Hanks, MMC  
City Clerk



22 February 2021

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Downtown Fairhope Business Association for an appropriation of \$20,000.00 to advertise and promote the City of Fairhope. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3988-21**

**WHEREAS**, the Downtown Fairhope Business Association serves a public purpose and the publicity that the Downtown Fairhope Business Association gives the City of Fairhope is a public service; and,

**WHEREAS**, We, the Downtown Fairhope Business Association agree to work with the Mayor, and/or her agent(s); advertise regionally and promote the City of Fairhope.

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made in the total amount of \$20,000.00 from the City of Fairhope.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA** that Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Downtown Fairhope Business Association.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract with the Eastern Shore Art Center for use of City Facilities and for an appropriation of \$20,000.00 for funds to support and sponsor the educational programs through The Art Center's Academy of Fine Arts. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3989-21**

WHEREAS, a contract shall be executed between the City of Fairhope and the Eastern Shore Art Center for contract funding educational programs through the Academy and Community Outreach Program which provides art education and hands-on learning, on and off site, to all elements of our community: children, youth, adults, seniors, and special needs audiences, making an appropriation of \$20,000.00; and

WHEREAS, the Eastern Shore Art Center must continue First Friday Artwalk and all publicity as a community event; continue to provide summer art program for the Fairhope-Point Clear Rotary Youth Club (formerly known as the Boys and Girls Club); and provide low cost art classes for local youth and senior citizens; and

WHEREAS, the City of Fairhope approves the request from the Eastern Shore Art Center to use the streets (Section Street north of Magnolia to Oak Street and Oak Street to Bancroft and Equality) during their Outdoor Art Show, which is held during the annual Arts & Crafts Festival, to use the streets (Fairhope Avenue from Bancroft Avenue to Church Street and Section Street from De La Mare to Magnolia Avenue) for the annual Grand Festival of Art in October; and requesting closure of the streets at 5:00 p.m. on the Friday before the festival for set-up; and security to be provided, after hours, by the Fairhope Police Department; and

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice; and

WHEREAS, payment shall be made quarterly in the amount of \$5,000.00; until contract either expires or is cancelled.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Eastern Shore Art Center for funds to support and sponsor the educational programs through the Art Center's Academy for Fine Arts.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Eastern Shore Chamber of Commerce for an appropriation of \$21,000.00 (which includes \$15,000.00 for the Annual Leaders Council Program) to advertise and promote the City of Fairhope. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3990-21**

**WHEREAS**, the Eastern Shore Chamber of Commerce serves a public purpose and the publicity that the Eastern Shore Chamber of Commerce gives the City of Fairhope is a public service; and,

**WHEREAS**, We, the Eastern Shore Chamber of Commerce, agree to work with the Mayor, and/or his agent(s), advertise (regionally and nationally) and promote the City of Fairhope and to enhance City revenues through economic development including sales & use taxes, lodging taxes, business licenses, etc.; and to promote public arts and crafts for residents and visitors through the annual arts and crafts festival.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that the Mayor Sherry Sullivan is hereby authorized to enter into a contract with the Eastern Shore Chamber of Commerce to promote the City of Fairhope. The contract shall be for one year, beginning 1 October 2020 and ending 30 September 2021; but may be canceled at any time. The contract shall call for a one-time payment to the Eastern Shore Chamber of Commerce in the total amount of \$21,000.00 (which includes \$15,000.00 for the Annual Leaders Council Program) from the City of Fairhope, for the one-year term.

Adopted this 22nd day of February, 2021

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Jack Burrell, Council President

ATTEST:

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Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Baldwin Pops for an appropriation of \$2,000.00, in-kind services in the amount of \$8,400.00, and resources including personnel, but not security after normal business hours; and provides an exception to the Sign Ordinance by allowing banners for their Citywide events and to be displayed 10 days prior to those events to advertise and promote the City of Fairhope; and to provide free concerts yearly for the residents of Fairhope. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3991-21**

**WHEREAS**, contract shall be executed between the City of Fairhope and the Baldwin Pops, making an appropriation of \$2,000.00, in-kind services, and resources including personnel, but not security after normal business hours; and provides an exception to the Sign Ordinance by allowing banners for their Citywide events and to be displayed 10 days prior those events to advertise and promote the City of Fairhope; and to provide free concerts yearly for the residents of Fairhope, also performs at the City's July 4th celebration and the Founder's Day Concert and when available participates in the Veteran Day parade.

**WHEREAS**, the following is the breakdown of the four concerts and total in-kind services in the amount of \$8,400.00.

The following is the breakdown of the four concerts [total in-kind services \$8,400.00]:

July Concert, Bluff	October Concert, Bluff
- <b>\$2000</b> Concert fee	- <b>\$200</b> Facility rental fees (in-kinds services)
- <b>\$200</b> Facility rental fees (in-kind services)	- <b>\$4000</b> [staging, sound, portables]
- <b>\$4000</b> [staging, sound, portables]	<b>Total: \$4200.00</b>
<b>Total: \$6200.00</b>	

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made in the amount of \$2,000.00 from the City of Fairhope.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, That Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Baldwin Pops.

ADOPTED this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Ecumenical Ministries Incorporated for an appropriation of \$10,000.00 to support the needs of Fairhope residents. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

**RESOLUTION NO. 3992-21**

WHEREAS, in Fairhope, Alabama, Ecumenical Ministries Incorporated (EMI) is a public, non-profit, non-denominational, United Way social service agency; and,

WHEREAS, EMI's mission is to improve the quality of life in Baldwin County by meeting basic needs, encouraging personal growth, effecting social and economic justice and celebrate our common life; and,

WHEREAS, EMI provide services to the socio-economic and those in crisis situations and have no place to turn for help on the Eastern Shore, including Fairhope and South Baldwin County. The services rendered include:

- Emergency Aid – Direct assistance for medical, food, utilities, rent, clothing, childcare, transportation and other emergency needs.
- Meals on Wheels (MOW'S) – Volunteers deliver nutritious, warm meals six days a week. Meals are subsidized based on need and funding – Fairhope area has nine routes.
- Home Repair – These projects include plumbing, electrical work, rebuilding floors, installing windows and doors, roofing, building wheelchair ramps and more. This program is for the elderly and disabled.
- Food Pantry – Our pantries provide a week's supply of food based on the size of the family and their situation.
- Prescription Assistance – This program allows under-insured and non-insured persons to receive life sustaining medications at reduced or no cost through pharmaceutical companies' indigent care program. EMI also provide prescription assistance through the Ozanam Charitable Pharmacy in Mobile.
- Church-based Community Organizing – This program empowers poor and moderate income families to participate effectively in our democratic system and allow community members the opportunity to address the issues affecting their lives: paved streets, lighting, sewage, recreation, and drainage.

22 February 2021

- EMMY'S Thrift Shop – Through our emergency aid center vouchers are given at no cost. With these vouchers, people can receive such items as appliances, furniture, clothing, etc.

WHEREAS, Ecumenical Ministries Incorporated has served Fairhope residents since 1969 on a continuous basis and successfully demonstrated the capacity to operate a neighborhood based on social service agency improving countless lives.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, FAIRHOPE, ALABAMA, that Mayor Sherry Sullivan is hereby authorized to establish a contract for services between the City of Fairhope and Ecumenical Ministries Incorporated to appropriate the sum of \$10,000.00 to be used for the needs of Fairhope residents.

DULY ADOPTED THIS THE 22ND DAY OF FEBRUARY, 2021

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Jack Burrell, Council President

ATTEST:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and The Fairhope Film Festival for an appropriation of \$6,000.00 to help bring sustained economic growth from the film industry to the Alabama Gulf Coast through its Fairhope Film Festival. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 3993-21**

WHEREAS, a contract shall be executed between the City of Fairhope and the Fairhope Film Festival, making an appropriation of \$6,000.00, to help bring sustained economic growth from the film industry to the Alabama Gulf Coast through its Fairhope Film Festival.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made in the total amount of \$6,000.00 from the City of Fairhope.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Fairhope Film Festival.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Mobile Bay National Estuary Program for an appropriation of \$15,000.00 to support activities related to Stormwater education and watershed management. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3994-21**

WHEREAS, a contract shall be executed between the City of Fairhope and the Mobile Bay National Estuary Program, making an appropriation of \$15,000.00 to support expanded activities related to Stormwater education and watershed management. The Mobile Bay National Estuary Program recently partnered with the City of Fairhope for the Volanta Gulley Watershed Management Plan and projects at the Fairhope ball fields, Dog Park, and Jasmine Park.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made quarterly in the amount of \$3,750.00, until contract either expires or is cancelled.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Mobile Bay National Estuary Program.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Fairhope Pirate Booster Club, Inc. for an appropriation of \$10,000.00 to assist in the purchase of three Clorox Total360 disinfectant sprayers to be placed in the Girl's Fieldhouse, Men's Fieldhouse, and locker rooms to disinfect the site and equipment; and to approve the use of the Fairhope Civic Center for the Annual Drawdown and Silent Auction (date to be announced) which includes the use of associated rooms as needed, placement of a tent in the parking lot (all rental expenses paid by the Club), and use of the facility's tables and chairs in the tent. Seconded by Councilmember Boone, motion passed unanimously by voice vote.



22 February 2021

**RESOLUTION NO. 3995-21**

WHEREAS, a contract shall be executed between the City of Fairhope and the Fairhope Pirate Booster Club, Inc., making an appropriation of \$10,000.00 to be used to assist in the purchase of three Clorox Total360 disinfectant sprayers to be placed in the Girl's Fieldhouse, Men's Fieldhouse, and locker rooms to disinfect the site and equipment. These units will benefit all sports in both men's and women's athletic programs to help provide the safest and cleanest environment possible. This also includes the use of the Fairhope Civic Center for the Annual Drawdown and Silent Auction (date to be announced) which includes the use of associated rooms as needed, placement of a tent in the parking lot (all rental expenses paid by the Club), and use of the facility's tables and chairs in the tent.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made quarterly in the amount of \$2,500.00, until contract either expires or is cancelled.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Fairhope Pirate Booster Club, Inc.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

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Jack Burrell, Council President

Attest

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Fairhope -Point Clear Rotary Youth Club for an appropriation of \$57,000.00 to help manage and operate the Fairhope-Point Clear Rotary Youth Club facility which includes cleaning supplies. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3996-21**

**WHEREAS**, the Fairhope-Point Clear Rotary Youth Club serves a public purpose and the programs and activities that the Fairhope-Point Clear Rotary Youth Club gives the City of Fairhope are a public service; and,

**WHEREAS**, the Fairhope-Point Clear Rotary Youth Club, agrees to work with the Mayor, and/or her agent(s), to better meet the needs of our community's youth through programs and activities; i.e., quality after school and summer programs which is an absolute necessity for our community.

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made quarterly in the amount of \$14,250.00 from the City of Fairhope; until contract either expires or is cancelled.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that Mayor Sherry Sullivan is hereby authorized to execute contract between the City of Fairhope and the Fairhope-Point Clear Rotary Youth Club to support the programs and activities to better serve our community and its youth by helping to manage and operate the Fairhope-Point Clear Rotary Youth Club facility and for facility maintenance which includes cleaning supplies.

ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Fairhope Educational Enrichment Foundation, Inc. for an appropriation of \$50,000.00 to help with the FEEF STEAM Center to be located at the K-1 Center. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3997-21**

**WHEREAS**, a contract shall be executed between the City of Fairhope and Fairhope Educational Enrichment Foundation, Inc. ("FEEF"), making an appropriation of \$50,000.00 to help with the FEEF STEAM Center to be located at the K-1 Center.

**WHEREAS**, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

**WHEREAS**, payment shall be made quarterly in the amount of \$12,500.00 from the City of Fairhope.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, That Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and Fairhope Educational Enrichment Foundation, Inc.

DULY ADOPTED THIS 22ND DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution to Reject all Bids for Municipal Pier Utility Tray Repairs Rebid for the Public Works Department (Bid No. 012-21) pursuant to the Code of Alabama 1975, Section 41-16-57-2(d); and reevaluate project scope. The motion was seconded by Councilmember Conyers. The number of bids was questioned by Councilmember Brown. Council President Burrell asked why this was not being done in house. Public Works Director Richard Johnson replied there is a Federal Act which requires Longshoremen Insurance. After further discussion, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3998-21**

**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 Municipal Pier Utility Tray Repairs Rebid damaged by Hurricane Zeta for the Public Works Department (Bid Number 012-21) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

The initial RFQ was sent to twenty-seven (27) contractors as well as multiple State agencies for MBE and DEB consideration and received no quotes.

[2] At the appointed time and place, the bids were opened and tabulated.

[3] After evaluating the bid proposals with the required bid specifications, one Bid was received, we request that all bids be rejected for Bid No. 012-21 Municipal Pier Utility Tray Repairs Rebid for the Public Works Department pursuant to the Code of Alabama 1975, Section 41-16-57-2(d); and reevaluate project scope.

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of Bid No. 016-20, Sludge Removal Services 2020 for the Sewer Department, with GreenSouth Solutions, LLC for an additional one year, as per the terms and conditions of the original contract. The total bid proposal of \$85.00 per cubic yard, for an estimated annual cost of \$550,000.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 3999-21**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that Mayor Sherry Sullivan is hereby authorized to execute a contract for Extension No. 1 of Bid No. 016-20, Sludge Removal Services 2020 for the Sewer Department, with GreenSouth Solutions, LLC for an additional one year, as per the terms and conditions of the original contract. The total bid proposal of \$85.00 per cubic yard, for an estimated annual cost of \$550,000.00.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

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 approves the procurement for Fly Creek Tree Removal caused by Hurricane Sally (FEMA 4563). The RFQ was sent to forty (40) contractors as well as multiple State agencies for MBE and DEB consideration. The City received five responsive and responsible quotes; and awards the project to Tonsmeire Construction, Inc. in the amount of \$24,602.50. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 4000-21**

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

[1] That the City of Fairhope approves the procurement for Fly Creek Tree Removal caused by Hurricane Sally (FEMA 4563). The RFQ was sent to forty (40) contractors as well as multiple State agencies for MBE and DEB consideration. The City received five responsive and responsible quotes; and awards the project to Tonsmeire Construction, Inc. in the amount of \$24,602.50.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement for Wooden Pier Repairs damaged by Hurricane Zeta. RFQ 2021-PWI 006 was sent to twenty-five (25) contractors as well as multiple State agencies for MBE and DEB consideration. The City received two responsive and responsible submissions; and awards the project to Asphalt Services, Inc. in the amount of \$60,119.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 4001-21**

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

[1] That the City of Fairhope approves the procurement for Wooden Pier Repairs damaged by Hurricane Zeta. RFQ 2021-PWI 006 was sent to twenty-five (25) contractors as well as multiple State agencies for MBE and DEB consideration. The City received two responsive and responsible submissions; and awards the project to Asphalt Services, Inc. in the amount of \$60,119.00.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

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 a 2021 Dodge Ram 2500 3/4 Ton Crew Cab 4x4 Pickup Truck for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$28,208.30. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 4002-21**

**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 a 2021 Dodge Ram 2500 3/4 Ton Crew Cab 4x4 Pickup Truck for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

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

Bid Number: T191

2021 Dodge Ram 2500 3/4 Ton Crew Cab **Cost is \$28,208.30**

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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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 a 2021 Dodge Ram 5500 Diesel Crew Cab and Chassis with dual rear wheels for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$50,172.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 4003-21**

**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 a 2021 Dodge Ram 5500 Diesel Crew Cab and Chassis with dual rear wheels for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

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

Bid Number: T193-A

2021 Dodge Ram 5500 Diesel      **Cost is \$50,172.00**  
Crew Cab and Chassis

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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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 a 2021 Utility Body for Dodge Ram 5500 Diesel Crew Cab for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$22,371.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.



22 February 2021

**RESOLUTION NO. 4004-21**

**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 a 2021 Utility Body for Dodge Ram 5500 Diesel Crew Cab for the Gas Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

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

State Contract No. MA999200000000122

2021 Utility Body for Dodge Ram                      **Cost is \$22,371.00**  
5500 Crew Cab

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure a 2021 Caterpillar 303.5 E2 CR-Canopy Mini Excavator with Power Angle for the Water and Sewer Departments; and the item is available for direct procurement through the Sourcwell Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the Sourcwell's bid process. The total cost will be \$44,980.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

22 February 2021

**RESOLUTION NO. 4005-21**

**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 a 2021 Caterpillar 303.5 E2 CR-Canopy Mini Excavator with Power Angle for the Water and Sewer Departments; and the item is available for direct procurement through the Sourcewell Contract; and therefore, does not have to be let out for bid. This has been nationally bid through the Sourcewell's bid process. The total cost will be \$44,980.00.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure a 2021 Caterpillar 303.5 E2 CR-Canopy Mini Excavator with Power Angle through Sourcewell Contract and Econoline LP0721ITE Trailer through Omnia Partners Contract for the Gas Department; and the items are available for direct procurement through these Contracts. These items have been nationally bid through their bid process; and therefore, do not have to be let out for bid. The total cost will be \$49,996.00. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 4006-21**

**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 a 2021 Caterpillar 303.5 E2 CR-Canopy Mini Excavator with Power Angle through Sourcewell Contract and Econoline LP0721ITE Trailer through Omnia Partners Contract for the Gas Department; and the items are available for direct procurement through these Contracts. These items have been nationally bid through their bid process; and therefore, do not have to be let out for bid. The total cost will be \$49,996.00.

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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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 procure a 2021 Petersen Lightning Loader Trash Truck with Dump Body for the Sanitation Department (Public Works); and the item is available for direct procurement through the Sourcewell Contract which has been nationally bid through their bid process; and therefore, does not have to be let out for bid. The total cost will be \$157,134.38. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 4007-21**

**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 a 2021 Petersen Lightning Loader Trash Truck with Dump Body for the Sanitation Department (Public Works); and the item is available for direct procurement through the Sourcewell Contract which has been nationally bid through their bid process; and therefore, does not have to be let out for bid. The total cost will be \$157,134.38.

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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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 approves the procurement for Fairhope Fire Hall Roof damaged by Hurricane Sally (FEMA 4563). This Request for Quotes was sent to eight (8) contractors as well as multiple State agencies for MBE and DEB consideration. The initial request received no quotes, so the City solicited quotes a second time and received one quote; and awards the project to Roof Doctors of Alabama in the amount of \$10,500.00. An insurance claim has been filed; and once the claim is done, then FEMA claim will be submitted. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 4008-21**

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

[1] That the City of Fairhope approves the procurement for Fairhope Fire Hall Roof damaged by Hurricane Sally (FEMA 4563). This Request for Quotes was sent to eight (8) contractors as well as multiple State agencies for MBE and DEB consideration. The initial request received no quotes, so the City solicited quotes a second time and received one quote; and awards the project to Roof Doctors of Alabama in the amount of \$10,500.00. An insurance claim has been filed; and once the claim is done, then FEMA claim will be submitted.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that City of Fairhope hereby terminates the Purchase Order (the Contract) between the City of Fairhope and CDW Government, LLC, for the procurement of an IT Consultant for 3-Year Services Contract, due to no compromise could be reached by the attorneys for CDW and City of Fairhope. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 4009-21**

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

[1] That the City of Fairhope did vote to procure an IT Consultant for 3-Year Services Contract for the City of Fairhope from CDW Government, LLC through Sourcewell Purchasing Coop with a cost of \$218,161.80. The cost covered all three years of consulting.

[2] That the City of Fairhope hereby terminates the Purchase Order (the Contract) between the City of Fairhope and CDW Government, LLC due to no compromise could be reached by the attorneys for CDW and City of Fairhope.

Adopted on this 22nd day of February, 2021

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Jack Burrell, Council President

Attest:

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Lisa A. Hanks, MMC  
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase a 2013 Dodge Ram Flat Crew Cab Dump Truck for the Water Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$22,957.00. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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22 February 2021

**RESOLUTION NO. 4010-21**

**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 a 2013 Dodge Ram Flat Crew Cab Dump Truck for the Water Department and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$22,957.00.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase a 2014 Ford Crane Truck for Public Works Department to be used for painting of signs; and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$30,000.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

**RESOLUTION NO. 4011-21**

**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 a 2014 Ford Crane Truck for Public Works Department to be used for painting of signs; and the type of vehicle needed is on the Alabama Department of Transportation (ALDOT) surplus equipment list. The total cost not to exceed \$30,000.00.

Adopted on this 22nd day of February, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

22 February 2021

Councilmember Boone moved to grant the request of the Eastern Shore Optimist Club requesting an in-kind donation to use the Fairhope Civic Center for the Dogwood Trail Pageant 2021 and the Delchamps Suite for the Arts and Crafts Reception in 2021. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Boone moved to grant the request of the Fairhope Educational Enrichment Foundation (“FEEF”) requesting an in-kind donation for Golf Green Fees and Cart Fees for the Mayor’s Golf Tournament. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Councilmember Boone moved to grant the request of Gene Broadus, Eastern Shore Optimist Club requesting permission to hold the Easter Sunrise Service at 6:30 a.m. at the Fairhope Municipal Fountain; and help with traffic and securing the location for pedestrians. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

Councilmember Boone moved to grant the request of the Fairhope Arts and Crafts Committee requesting permission to reschedule the Fairhope Arts and Crafts Festival for April 30, 2021, May 1, 2021, and May 2, 2021; and all requests (including use of streets) pursuant to the Memorandum of Understanding between the City of Fairhope and the Fairhope Arts and Crafts Festival Foundation. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Councilmember Conyers moved to grant the request of Erin Langley, Eastern Shore Repertory Theatre, Inc. requesting permission to use Henry George Park from April 29, 2021 through May 9, 2021 for the performance of the classic, “The Wizard of Oz” with performances being held May 6, 2021 through May 8, 2021 with a rain date or possible encore performance on May 9, 2021 (paid in 2020 but cancelled due to COVID; and will use payment for 2021 program); and usage of barricades and to have City employees assist in setup and removal of these. Pursuant to Ordinance No. 1486, ESRT will be responsible for security costs. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

City Council reviewed an application for a Special Retail Liquor License more than 30 day by Kirk Dye for Southern Chill, LLC d/b/a/ as Southern Chill located at 85 N. Bancroft Street, Fairhope, Alabama. Councilmember Conyers moved to approve the issuance of the license. Seconded by Councilmember Brown, motion passed unanimously by voice vote.



22 February 2021

City Council reviewed an application for a Restaurant Liquor License by David J. Jewett for Malinoisplaytime, LLC d/b/a Café 98, located at 901 Fairhope Avenue, Fairhope, Alabama. Councilmember Brown moved to approve the issuance of the license. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Councilmember Martin moved to appoint Jennifer Foutch and reappoint Gary Gover, Mike Shelton, and Jeanine Normand to the Fairhope Environmental Advisory Board for a 4-year term which will expire February 2025. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Councilmember Boone moved to appoint David Martin as 1st Alternate and Donna Cook as 2nd Alternate to the Board of Adjustments & Appeals for a 3-year term which will expire February 2024. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

At the request of the City Attorney, Marcus E. McDowell, the City Council will rise from the meeting to go into Executive Session based on Section 36-25A-7(a)(3) to discuss pending and potential litigation and Section 36-25A-7(a)(4) to discuss security plans, procedures, assessments, measures, or systems, or the security or safety of persons, structures, facilities, or other infrastructures, the public disclosure of which could reasonably be expected to be detrimental to public safety or welfare. The approximate time to be in Executive Session is 15 minutes. Councilmember Boone moved to go into Executive Session. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Exited the dais at 7:46 p.m. Returned at 8:11 p.m.

Council President Burrell declared there was a vacancy for Council Place 4 and read the Section of the Code regarding same.

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

\*

\*

\*

22 February 2021

There being no further business to come before the City Council, the meeting was duly adjourned at 8:16 p.m.

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Jack Burrell, Council President

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Lisa A. Hanks, MMC  
City Clerk

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND ORDINANCE NO. 1266 AND  
TO REPEAL AND REPLACE ORDINANCE NO. 1608  
FAIRHOPE CODE OF ORDINANCES:  
ARTICLE VI, GARBAGE AND TRASH  
COLLECTION AND DISPOSAL, SECTION 21-75**

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

Section 1. The Code of Ordinance, City of Fairhope, Alabama, Article VI, Section 21-75, is hereby amended to reflect the following:

**Sec. 21-75. - Rates.**

(a) In the exercise of the police power of the city and for the purpose of enabling the city to perform a governmental function, there is hereby fixed the following garbage service fees for every occupant within the city:

<u>RESIDENTIAL</u>	<u>PER MONTH</u>
Single Family	\$ 20.00
Apartment House	\$ 20.00
House Trailer	\$ 20.00
Backdoor Service	\$ 23.00

<u>NONRESIDENTIAL</u>	<u>PER MONTH</u>
Base Rate Customer (1 – 96 Gal. Receptacle Served as required - Minimum 2X per week)	\$ 25.00
Each Additional 96 Gal. Receptacle	\$ 5.00
Example – 3 Receptacles Served 3 times/week	\$ 40.00

(b) Nothing shall prevent an occupant from contracting for garbage service with other licensed collectors within the city; however, the minimum monthly charge must be paid the city by every occupant.

(c) Acquiring garbage containers. Newly annexed properties or newly built homes may acquire a garbage container by contacting the utilities department at city hall and paying a deposit fee set by the current deposit rate. At time of turning utilities on and paying deposits, residents may sign up for a forty-eight-gallon, sixty-four-gallon, and ninety-six-gallon container. The container will have an assigned serial number to the particular address.

(d) Alleyway services. Garbage may be serviced in alleyways but may incur additional charges if the alleys or containers are not accessible to the automated garbage truck. Rates in these areas could be higher if a special truck is needed to service garbage.

Section 2. The above amended garbage rates shall go into effect on April 1, 2021.

Ordinance No. \_\_\_\_\_  
Page -2-

Section 3. Ordinance No. 1608 is hereby repealed; and Ordinance No. 1266 is hereby amended as stated above.

Section 4. This ordinance shall take effect on April 1, 2021 upon its due adoption and publication as required by law.

ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Sherry Sullivan, Mayor

EXCERPTS FOM THE MINUTES OF A  
REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF FAIRHOPE,  
ALABAMA, HELD ON MARCH 8, 2021

The City Council of the City of Fairhope, Alabama, met in regular session at the City Hall in the City of Fairhope, Alabama, on March 8, 2021, at 6:00 p.m. The meeting was called to order by the Council President, who acted as chairman of the meeting. Upon roll call, the following were found to be present:

PRESENT

ABSENT

The City Clerk, who was also present, acted as clerk of the meeting. A quorum being present, the chairman announced that the meeting was open for the transaction of business.

\* \* \*

The following ordinance was introduced in writing by Councilmember \_\_\_\_\_:

ORDINANCE NO. \_\_\_\_\_

BE IT ORDAINED by the City Council (herein called the "Council") of the City of Fairhope (the "City"), in the State of Alabama, as follows:

Section 1. Findings. The Council has ascertained and does hereby find and declare that the following facts are true and correct:

(a) The Fairhope Airport Authority (the "Authority") has heretofore issued and delivered its \$8,845,000.00 Airport Improvement Bonds, Series 2007 (the "Series 2007 Bonds"), the proceeds of which were used to pay the costs of (i) acquiring two parcels of real property (the "Property") located around and adjacent to the site of the existing operations of the municipal airport within the City (the "Airport") for future expansion of the Airport including, but not limited to, extending the existing runway and/or constructing a new runway at the airport, constructing a terminal facility, providing a noise reduction buffer area, and constructing parking and general landscape improvements; (ii) constructing and improving taxiways at the Airport; and (iii) refinancing a loan previously made to construct and acquire hangars for general use by aircraft owners and operators (the "2007 Improvements")

(b) In connection with the issuance of the Series 2007 Bonds the Authority requested that the City assist the Authority in financing the 2007 Project by entering into that certain Appropriation Agreement dated as of March 1, 2007 (the "2007 Appropriation Agreement") pursuant to which the City agreed to appropriate funds to the Authority on a limited, annual basis and in amounts referable to certain payments and other costs owed by the Authority in connection with the Series 2007 Bonds.

(c) The Authority heretofore issued and delivered its \$8,935,000.00 Airport Improvement Refunding Bond, Series 2010 (the "Series 2010 Bond") in order to redeem and retire the Series 2007 Bonds, and in connection therewith the City executed that certain Appropriation Agreement pursuant to which the City agreed to appropriate funds to the Authority on a limited, annual basis and in amounts referable to the debt service requirements due under the Series 2010 Bond.

(d) The Series 2010 Bond bore interest at a variable rate, and in light of the rising interest rate environment at the time the Authority issued its fixed rate \$7,445,639.00 Airport Improvement Refunding Bond, Series 2017 (the "Series 2017 Bond"), in order to redeem and retire the Series 2010 Bond, and in

connection therewith the City entered into a Funding Agreement in order to provide the Authority funds equal to maturing installments of debt service on the Series 2017 Bond.

(e) The Series 2017 Bond bears interest at rates significantly higher than the current market interest rates and the Authority has determined to issue and deliver its fixed rate \$6,695,629.00 Airport Improvement Refunding Bond, Series 2021 (the "Series 2021 Bond") in order to redeem and retire the Series 2017 Bond, and in connection therewith the Authority has requested that the City enter into a Funding Agreement in order to provide the Authority funds equal to maturing installments of debt service on the Series 2021 Bond.

(f) The operation and expansion of the Airport has facilitated economic growth and development within the City.

(g) The Authority is a "related public corporation" as that term is defined in Chapter 63 of Title 11 of the Code of Alabama of 1975, as amended.

(h) In order to enable the improvement and expansion of the Airport, the City Council hereby deems it necessary, desirable and in the public interest that the City enter into the Appropriation Agreement, as further described below.

**Section 2. Approval of Funding Agreement and Related Documents.**

Pursuant the applicable provisions of the constitution and laws of Alabama, including particularly Section 4-3-49 and Chapter 63 of Title 11 of the Code of Alabama of 1975, as amended, the Mayor and all other officers of the City are hereby authorized and directed to execute, seal, attest and deliver on behalf of the City the following:

(a) A Funding Agreement between the City and the Authority in substantially the form presented to the meeting at which this Ordinance is adopted, which form shall be attached as Exhibit A to the minutes of the meeting at which this Ordinance is adopted and which is hereby adopted in all respects as if set out in full in this Ordinance, with such minor changes as shall be approved by the Mayor, which approval shall be conclusively evidenced by execution of the Funding Agreement by the Mayor;

(b) Such other documents, instruments, and certificates and to take such other actions on behalf of the City as may be necessary and appropriate in connection with the sale by the Authority of the Series 2010 Bond.

Section 3. Provisions of Ordinance Severable. The provisions of this Ordinance are hereby declared to be severable in the event that any provision hereof shall be held invalid by a court of competent jurisdiction; such invalidity shall not affect any other portion of this Ordinance.

Adopted this 8th of March, 2021.

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember \_\_\_\_\_ moved that the rules be suspended and unanimous consent be given for immediate consideration of and action on the said ordinance, which motion was seconded by Councilmember \_\_\_\_\_ and, upon the same being put to vote, the following vote was recorded:

YEAS

NAYS

The chairman thereupon declared that the motion for unanimous consent for immediate consideration of and action on the said ordinance had been unanimously carried. Councilmember \_\_\_\_\_ thereupon moved that the foregoing ordinance be adopted, which motion was seconded by Councilmember \_\_\_\_\_ and, upon the same being put to vote, the following was recorded:



YEAS

NAYS

The chairman thereupon announced that the motion for adoption of the said ordinance has been unanimously carried.

\* \* \*

**FUNDING AGREEMENT**

*between*

**FAIRHOPE AIRPORT AUTHORITY**

*and*

**CITY OF FAIRHOPE, ALABAMA**

**\$6,695,629.00**

**FAIRHOPE AIRPORT AUTHORITY  
Airport Improvement Refunding Bond  
Series 2021**

\$6,695,629.00  
FAIRHOPE AIRPORT AUTHORITY  
Airport Improvement Refunding Bond  
Series 2021

**FUNDING AGREEMENT** dated March \_\_\_\_, 2021, between the **FAIRHOPE AIRPORT AUTHORITY**, a public corporation organized and existing under the provisions of the laws of the State of Alabama (herein sometimes called the "Authority"), and the **CITY OF FAIRHOPE, ALABAMA** (herein sometimes called the "City").

**RECITALS:**

**WHEREAS**, the Authority has heretofore issued and delivered its **\$8,845,000** Airport Improvement Bonds, Series 2007 (the "Series 2007 Bonds"), the proceeds of which were used to pay the costs of (i) acquiring two parcels of real property (the "Property") located around and adjacent to the site of the existing operations of the municipal airport within the City (the "Airport") for future expansion of the Airport including, but not limited to, extending the existing runway and/or constructing a new runway at the airport, constructing a terminal facility, providing a noise reduction buffer area, and constructing parking and general landscape improvements; (ii) constructing and improving taxiways at the Airport; and (iii) refinancing a loan previously made to construct and acquire hangars for general use by aircraft owners and operators (the "Improvements"); and

**WHEREAS**, in connection with the issuance of the Series 2007 Bonds the Authority requested that the City assist the Authority in acquiring the Property, refinancing the Loan and acquiring and constructing the Improvements by entering into that certain Appropriation Agreement dated as of March 1, 2007 (the "2007 Appropriation Agreement") pursuant to which the City agreed to appropriate funds to the Authority on a limited, annual basis and in amounts referable to certain payments and other costs owed by the Authority to Allied Irish Banks p.l.c. in connection with the Series 2007 Bonds; and

**WHEREAS**, the Authority heretofore issued and delivered its **\$8,935,000** Airport Improvement Refunding Bond, Series 2010 (the "Series 2010 Bond") in order to redeem and retire the Series 2007 Bonds, and in connection therewith the City executed that certain Appropriation Agreement dated \_\_\_\_\_, 2010 (the "2010 Appropriation Agreement") pursuant to which the City agreed to appropriate funds to the Authority on a limited, annual basis and in amounts referable to the debt service requirements due under the Series 2010 Bond; and

**WHEREAS**, the Series 2010 Bond bore interest at a variable rate, and in light of the rising interest rate environment at the time the Authority issued its fixed rate \$7,445,639 Airport Improvement Refunding Bond, Series 2017 (the "Series 2017 Bond"), in order to redeem and retire the Series 2010 Bond, and in connection therewith the City entered into a Funding Agreement (the "2017 Funding Agreement") in order to provide the Authority funds equal to maturing installments of debt service on the Series 2017 Bond; and

**WHEREAS**, the Series 2017 bears interest at rates significantly higher than the current market interest rates and the Authority and the City have determined that the Authority issue and deliver its fixed rate \$6,695,629 Airport Improvement Refunding Bond, Series 2021 (the "Series 2021 Bond") in order to redeem and retire the Series 2017 Bond, and in connection therewith the Authority has requested that the City enter into this Funding Agreement in order to provide the Authority funds equal to maturing installments of debt service on the Series 2021 Bond; and

**WHEREAS**, the operation and expansion of the Airport has facilitated economic growth and development within the City, and the City has determined to enter into this Funding Agreement with the Authority.

**NOW THEREFORE**, in consideration of the respective agreements on the part of the Authority and the City herein contained, the Authority and the City do hereby agree as follows:

**Section 1. Funding Agreement Term.** The Authority and the City hereby covenant and agree that this Funding Agreement shall be in full force and effect from the date of execution and delivery hereof through and including payment in full of the Series 2021 Bond.

**Section 2. Payment Provisions.** The City hereby covenants and agrees, on or before the dates specified or otherwise referenced on Exhibit A, to pay to the Authority, in immediately available funds, an amount sufficient to enable the Authority to make the payments of principal and interest with respect to the Series 2021 Bond as set forth on Exhibit A hereto and made a part hereof as if set forth in full herein. By the execution and delivery hereof, the City approves the terms and conditions of said borrowing by the Authority. The obligation of the City to make the payments provided for herein shall be absolute and unconditional, irrespective of any rights of set-off, recoupment or counterclaim it might otherwise have against the Authority.

**Section 3. General Obligation Pledge.** The obligation on the part of the City to pay the amounts required to be paid and to perform the agreements on the part of the City herein required to be performed hereunder shall be a general obligation of the City for which the City pledges its full faith and credit.

**Section 4. Authority.** This Funding Agreement is being entered into pursuant to authority conferred upon the City by the Constitution and laws of the State of Alabama, including, without limitation, Chapter 63 of Title 11 of the Code of Alabama 1975, as amended. The Authority agrees to comply with the provisions of said Constitution and laws, including the provisions of the said Chapter 63 in the receipt and application of amounts paid by the City to the Authority pursuant to the provisions of this Funding Agreement.

**Section 5. Third Party Beneficiaries: Assignment.** The holder of the Series 2021 Bond is hereby designated as a third-party beneficiary of this Funding Agreement. This Funding Agreement and the Authority's rights to receive amounts from the City pursuant to this Funding Agreement may be assigned and pledged by the Authority to any holder of the Series 2021 Bond as security for the Series 2021 Bond. This Funding Agreement shall not be assigned by the City, and any instrument purporting or attempting to assign the interest of the City hereunder shall be void.

**Section 6. City and Holder Consent to Amendment of Series 2021 Bond.** The Authority hereby covenants and agrees that it shall not alter, amend or otherwise modify the terms of the Series 2021 Bond without the prior written consent of the City and the holder of the Series 2021 Bond, and any attempted alteration, amendment or modification to the Series 2021 Bond for which each of the City and the holder of the Series 2021 Bond has not provided its prior written consent shall be deemed of no force or effect.

**Section 7. Termination of 2017 Funding Agreement.** The City and the Authority hereby agree that upon the execution and delivery of this Funding Agreement and the issuance and delivery of the Series 2021 Bond the 2017 Funding Agreement shall terminate and be deemed null and void and of no further force or effect.

**Section 8. Binding Effect.** This Funding Agreement shall inure to the benefit of and shall be binding upon the Authority, the City and their respective successors and assigns.

**Section 9. Severability.** In the event that any provision of this Funding Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such provision shall be deemed and construed to be severable from the remaining provisions of this Funding Agreement with the intended result that such holding shall not invalidate or render unenforceable any other provisions of this Funding Agreement.

**IN WITNESS WHEREOF**, the Authority has caused this Funding Agreement to be executed by its Chairman, has caused its corporate seal to be hereunto affixed, and has caused this Funding Agreement to be attested by its Secretary, both of whom are hereunto duly authorized, and the City has caused this Funding Agreement to be executed by its Mayor, has caused its corporate seal to be hereunto affixed, and has caused this Funding Agreement to be attested by its City Clerk, both of whom are hereunto duly authorized, all in several counterparts, each of which shall be deemed an original, and the Authority and the City have caused this Funding Agreement to be dated March \_\_, 2021.

**FAIRHOPE  
AIRPORT AUTHORITY**

By its:

\_\_\_\_\_  
Chairman

[SEAL]

Attest:

\_\_\_\_\_  
Secretary

**CITY OF FAIRHOPE, ALABAMA**

By its:

\_\_\_\_\_  
Mayor

[SEAL]

Attest:

\_\_\_\_\_  
City Clerk

EXHIBIT A  
to  
FUNDING AGREEMENT

Debt Service Schedule

Compound Period:

Monthly

3/3/2021 10:45 AM Page 1

Nominal Annual Rate:

1.140%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	3/25/2021	6,695,629.00	1		
2 Payment	5/1/2021	Interest Only	4	Monthly	8/1/2021
3 Payment	9/1/2021	225,000.00	1		
Fixed Principal (+Int.)					
4 Payment	10/1/2021	Interest Only	11	Monthly	8/1/2022
5 Payment	9/1/2022	250,000.00	1		
Fixed Principal (+Int.)					
6 Payment	10/1/2022	Interest Only	11	Monthly	8/1/2023
7 Payment	9/1/2023	250,000.00	1		
Fixed Principal (+Int.)					
8 Payment	10/1/2023	Interest Only	11	Monthly	8/1/2024
9 Payment	9/1/2024	275,000.00	1		
Fixed Principal (+Int.)					
10 Payment	10/1/2024	Interest Only	11	Monthly	8/1/2025
11 Payment	9/1/2025	275,000.00	1		
Fixed Principal (+Int.)					
12 Payment	10/1/2025	Interest Only	11	Monthly	8/1/2026
13 Payment	9/1/2026	275,000.00	1		
Fixed Principal (+Int.)					
14 Payment	10/1/2026	Interest Only	11	Monthly	8/1/2027
15 Payment	9/1/2027	275,000.00	1		
Fixed Principal (+Int.)					
16 Payment	10/1/2027	Interest Only	11	Monthly	8/1/2028
17 Payment	9/1/2028	4,875,256.10	1		

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	3/25/2021				6,695,629.00
1	5/1/2021	7,846.46	7,846.46	0.00	6,695,629.00
2	6/1/2021	6,360.85	6,360.85	0.00	6,695,629.00
3	7/1/2021	6,360.85	6,360.85	0.00	6,695,629.00
4	8/1/2021	6,360.85	6,360.85	0.00	6,695,629.00
5	9/1/2021	231,360.85	6,360.85	225,000.00	6,470,629.00
6	10/1/2021	6,147.10	6,147.10	0.00	6,470,629.00
7	11/1/2021	6,147.10	6,147.10	0.00	6,470,629.00
8	12/1/2021	6,147.10	6,147.10	0.00	6,470,629.00
2021 Totals		276,731.16	51,731.16	225,000.00	
9	1/1/2022	6,147.10	6,147.10	0.00	6,470,629.00



10	2/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
11	3/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
12	4/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
13	5/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
14	6/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
15	7/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
16	8/1/2022	6,147.10	6,147.10	0.00	6,470,629.00
17	9/1/2022	256,147.10	6,147.10	250,000.00	6,220,629.00
18	10/1/2022	5,909.60	5,909.60	0.00	6,220,629.00
19	11/1/2022	5,909.60	5,909.60	0.00	6,220,629.00
20	12/1/2022	5,909.60	5,909.60	0.00	6,220,629.00
2022 Totals		323,052.70	73,052.70	250,000.00	
21	1/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
22	2/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
23	3/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
24	4/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
25	5/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
26	6/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
27	7/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
28	8/1/2023	5,909.60	5,909.60	0.00	6,220,629.00
29	9/1/2023	255,909.60	5,909.60	250,000.00	5,970,629.00
30	10/1/2023	5,672.10	5,672.10	0.00	5,970,629.00
31	11/1/2023	5,672.10	5,672.10	0.00	5,970,629.00
32	12/1/2023	5,672.10	5,672.10	0.00	5,970,629.00
2023 Totals		320,202.70	70,202.70	250,000.00	
33	1/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
34	2/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
35	3/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
36	4/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
37	5/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
38	6/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
39	7/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
40	8/1/2024	5,672.10	5,672.10	0.00	5,970,629.00
41	9/1/2024	280,672.10	5,672.10	275,000.00	5,695,629.00
42	10/1/2024	5,410.85	5,410.85	0.00	5,695,629.00
43	11/1/2024	5,410.85	5,410.85	0.00	5,695,629.00
44	12/1/2024	5,410.85	5,410.85	0.00	5,695,629.00
2024 Totals		342,281.45	67,281.45	275,000.00	
45	1/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
46	2/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
47	3/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
48	4/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
49	5/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
50	6/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
51	7/1/2025	5,410.85	5,410.85	0.00	5,695,629.00
52	8/1/2025	5,410.85	5,410.85	0.00	5,695,629.00

53	9/1/2025	280,410.85	5,410.85	275,000.00	5,410,629.00
54	10/1/2025	5,149.60	5,149.60	0.00	5,420,629.00
55	11/1/2025	5,149.60	5,149.60	0.00	5,420,629.00
56	12/1/2025	5,149.60	5,149.60	0.00	5,420,629.00
2025 Totals		339,146.45	64,146.45	275,000.00	
57	1/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
58	2/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
59	3/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
60	4/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
61	5/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
62	6/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
63	7/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
64	8/1/2026	5,149.60	5,149.60	0.00	5,420,629.00
65	9/1/2026	280,149.60	5,149.60	275,000.00	5,145,629.00
66	10/1/2026	4,888.35	4,888.35	0.00	5,145,629.00
67	11/1/2026	4,888.35	4,888.35	0.00	5,145,629.00
68	12/1/2026	4,888.35	4,888.35	0.00	5,145,629.00
2026 Totals		336,011.45	61,011.45	275,000.00	
69	1/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
70	2/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
71	3/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
72	4/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
73	5/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
74	6/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
75	7/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
76	8/1/2027	4,888.35	4,888.35	0.00	5,145,629.00
77	9/1/2027	279,888.35	4,888.35	275,000.00	4,870,629.00
78	10/1/2027	4,627.10	4,627.10	0.00	4,870,629.00
79	11/1/2027	4,627.10	4,627.10	0.00	4,870,629.00
80	12/1/2027	4,627.10	4,627.10	0.00	4,870,629.00
2027 Totals		332,876.45	57,876.45	275,000.00	
81	1/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
82	2/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
83	3/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
84	4/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
85	5/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
86	6/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
87	7/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
88	8/1/2028	4,627.10	4,627.10	0.00	4,870,629.00
89	9/1/2028	4,875,256.10	4,627.10	4,870,629.00	0.00
2028 Totals		4,912,272.90	41,643.90	4,870,629.00	
Grand Totals		7,182,575.26	486,946.26	6,695,629.00	

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, a contract shall be executed between the City of Fairhope and the Baldwin County Trailblazers, making an appropriation of \$5,000.00 to help people shape their communities to be vigorous, healthy, and flourishing for generations to come by implementing a model Walking School Bus program that can positively reduce the soaring rate of childhood obesity by giving parents a supportive solution for assisting their children with walking to school instead of taking a bus or riding in a car.

WHEREAS, Baldwin County Trailblazers will continue its monthly Smart Walks to area schools that involves over 100 students and an equal number of parents and grandparents. The Smart Walk program has been a success.

WHEREAS, the outcome the program will achieve is to have a significant percentage of students participate in the daily Walking School Program and to be a model for use with other schools.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2020 and ending 30 September 2021; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made in the amount of \$5,000.00 from the City of Fairhope.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT Mayor Sherry Sullivan is hereby authorized to sign a contract between the City of Fairhope and the Baldwin County Trailblazers.

DULY ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

# CONTRACT

STATE OF ALABAMA        )  
  :  
COUNTY OF BALDWIN     )

For and in consideration of the sum of Five Thousand Dollars, (\$5,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 8th day of March, 2021; We, BALDWIN COUNTY TRAILBLAZERS, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to help people shape their communities to be vigorous, healthy, and flourishing for generations to come by implementing a model Walking School Bus program that can positively reduce the soaring rate of childhood obesity by giving parents a supportive solution for assisting their children with walking to school instead of taking a bus or riding in a car.

Baldwin County Trailblazers will continue its monthly Smart Walks to area schools that involves over 100 students and an equal number of parents and grandparents. The Smart Walk program has been a success.

The term of this contract shall be for the Fiscal year of 2020 - 2021. This contract may be cancelled at any time.

Pursuant of the motion for approval of this appropriation, a one-time payment shall be made in the amount of \$5,000.00, until contract either expires or is cancelled.

Signed this 8th day of March, 2021

BALDWIN COUNTY TRAILBLAZERS

By \_\_\_\_\_  
Casey Rodden, Treasurer

CITY OF FAIRHOPE

By \_\_\_\_\_  
Sherry Sullivan, Mayor

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

**RESOLUTION NO. \_\_\_\_\_**

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

[1] That the City of Fairhope did request, receive, and open bids for Municipal Pier Utility Tray Repairs Rebid damaged by Hurricane Zeta for the Public Works Department (Bid Number 015-21) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] Bid No. 015-21 was sent to twenty-eight (28) contractors, fifty-one (51) ALDOT pre-qualified contractors, as well as multiple State agencies for MBE and DEB consideration. The City received one quote from Harris Contracting Services, Inc. and one No Bid.

[3] After evaluating the bid proposals with the required bid specifications, we request that all bids be rejected for Bid No. 015-21 Municipal Pier Utility Tray Repairs Rebid for the Public Works Department pursuant to the Code of Alabama 1975, Section 41-16-57-2(d); and allow staff to make the needed repairs by establishing a Force Account project for reinstalling the needed Utilities.

Adopted on this 8th day of March, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



February 26, 2021  
ZAH

## MEMO

Sherry Sullivan  
Mayor

To: Jill Cabaniss, Finance Manager  
Kimberly Creech, Treasurer

*Council Members:*

Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACMO  
Jimmy Conyers  
Corey Martin

From: Delores A. Brandt  
Delores A. Brandt, Purchasing Manager

Date: February 26, 2021

Re: Request for City Council to reject all bids for Bid 015-21 Repair of Damaged Utility Tray at Municipal Pier caused by Hurricane Zeta

Lisa A. Hanks, MMC  
City Clerk

The Public Works Director, Richard Johnson, and the Superintendent of Utilities, Mayor Sherry Sullivan, have need to repair the utility tray damaged at the Municipal Pier as a result of Hurricane Zeta.

Kimberly Creech  
City Treasurer

**Bid 015-21 Repair of Damaged Utility Tray at Municipal Pier** was issued to twenty-eight (28) Contractors, fifty-one (51) ALDOT pre-qualified contractors, as well as multiple State agencies for MBE and DBE consideration. The City received one quote from Harris Contracting Services, Inc. and one **No Bid**.

The recommendation is to reject all bids and allow staff to make the needed repairs by establishing a FORCE ACCOUNT project for reinstalling the needed utilities. The City of Fairhope will replace the damaged tray with one manufactured by ENDURO --FRP Cable Management System (a proprietary item). The original equipment at the pier is by ENDURO,

*Please place on the next City Council Agenda this request to reject all bids for Bid 015-21 Repair of Damaged Utility Tray at Municipal Pier .*

Cc: File, R. Johnson

161 North Section St.  
PO Drawer 429  
Fairhope, AL 36533

251-928-2136 (p)  
251-928-6776 (f)  
www.fairhopeal.gov

**City of Fairhope Tabulation**

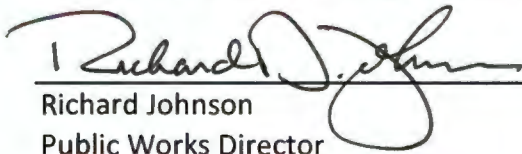
**BID 015-21 Repair of Damaged Utility Tray at Municipal Pier**

**Bid Opening: Tuesday, February 23, 2021, 10:00 a.m.**


Company	Executed Bid Documents	Addenda (1)	LUMP SUM PRICE
Harris Contracting Services	YES	YES	\$ 152,539.00
Southern Electric Corp of MS	NO BID		
A Long Boring	NO RESPONSE		
Ammons & Blackmon	NO RESPONSE		
AMS Utilities	NO RESPONSE		
Arrington, Inc.	NO RESPONSE		
ASI	NO RESPONSE		
Baldwin Road Builders	NO RESPONSE		
Bill Smith Electric	NO RESPONSE		
Chancellor, Inc.	NO RESPONSE		
Cunningham Delaney	NO RESPONSE		
Dodd Electric	NO RESPONSE		
EJ Builders	NO RESPONSE		
EM Global South	NO RESPONSE		
Gaddy Electric, Plumbing, Heating & Cooling	NO RESPONSE		
H&H Electric	NO RESPONSE		
Janice Rosser	NO RESPONSE		
John G. Walton	NO RESPONSE		
Kelley's Welding and Excavating	NO RESPONSE		
L. Scott Construction, Inc.	NO RESPONSE		
McElhenney Construction	NO RESPONSE		
MDS Construction	NO RESPONSE		
Mitchell Contracting	NO RESPONSE		
Port City Pipe	NO RESPONSE		
SC Stagner	NO RESPONSE		
Stewart Engineering	NO RESPONSE		
Sycamore, Inc.	NO RESPONSE		
Thomas Electric	NO RESPONSE		

RECOMMENDATION: Reject all bids

*To the best of my knowledge this is an accurate bid tabulation.*

  
Richard Johnson  
Public Works Director

  
Date

  
Delores A. Brandt  
Purchasing Manager

  
Date

**RESOLUTION NO. \_\_\_\_\_**

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

[1] That the City Council approves the selection of International Code Council to perform Construction Plan Review of the proposed Publix site at the corner of State Highway 181 and State Highway 104 for the Building Department (RFQ No. PS011-21), and hereby authorizes Mayor Sherry Sullivan to execute a contract with a not to exceed \$9,784.99.

DULY ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



City of Fairhope  
Project Funding Request

Issuing Date: 2/23/2021

Please return this Routing Sheet to Treasurer by: ASAP

FEB 24 '21 PM 11:45

*FAH*

Project Name: Award RFQ PS011-21 Professional Consulting Services for 3rd party review of construction documents

Project Location: Building Department

Presented to City Council: 3/8/2021

Funding Request Sponsor: Erik Cortinas, Building Department Director

Resolution # :  
Approved \_\_\_\_\_  
Changed \_\_\_\_\_  
Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 9,784.99

Vendor: International Code Council Inc.

Project Engineer: n/a

Order Date: n/a Lead Time: n/a

**Department Funding This Project**

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

**Department of General Fund Providing the Funding**

Admin-10  **Blng-13**  Police-15  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-40   
 Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be:

Expensed XXX   
 Capitalized \_\_\_\_\_   
 Inventoried \_\_\_\_\_

Expense Code: 001130-50290  
 G/L Acct Name: Professional Services

Project Budgeted: \$ 25,000.00  
 Balance Sheet Item-  
 Included in projected  
 cash flow \_\_\_\_\_

Over (Under) budget amount: \$ (15,215.01)

Comments:

Funding Source:

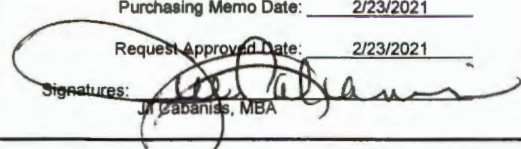
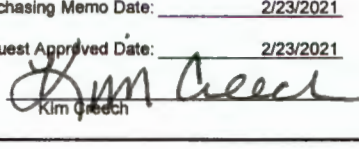
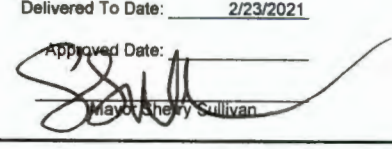
Operating Expenses XXX   
 Budgeted Capital \_\_\_\_\_   
 Unfunded \_\_\_\_\_

Grant: \_\_\_\_\_ Federal - not to exceed amount  
 \_\_\_\_\_ State  
 \_\_\_\_\_ City  
\$0.00 Local

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Capital Lease: \_\_\_\_\_ - Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

<b>Finance Manager</b>	<b>City Treasurer</b>	<b>Mayor</b>
Purchasing Memo Date: <u>2/23/2021</u>	Purchasing Memo Date: <u>2/23/2021</u>	Delivered To Date: <u>2/23/2021</u>
Request Approved Date: <u>2/23/2021</u>	Request Approved Date: <u>2/23/2021</u>	Approved Date: _____
Signatures:  J. Cabanis, MBA	 Kim Creech	 Mayor Sherry Sullivan



## MEMO

To: Jill Cabaniss, Financial Manager  
Kimberly Creech, Treasurer

From: Delores A Brandt  
Delores A Brandt, Purchasing Manager

Karin Wilson  
Mayor

Date: February 23, 2021

*Council Members*  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACOMO  
Jimmy Conyers  
Jay Robinson

Re: Greensheet and Council approval of award for **budgeted** consulting services for **RFQ No. PS011-21 Professional Consulting Services for 3rd party Review of Construction Documents**

Lisa A. Hanks, MMC  
City Clerk

The Building Official, Erik Cortinas, is requesting to hire a professional consultant or **RFQ No. PS0011-21 Professional Consulting Services for 3rd Part Review of Construction Documents** for the proposed PUBLIX site at the corner of State Hwy 181 and 104.

Kimberly Creech  
City Treasurer

Per our 'Procedure for Procuring Professional Services, under Variants to Procedure, the Mayor exercised Options 1 and 2, to comply with time restrictions. Erik Cortinas, Building Official, and I routed a short list through you to the Mayor. The Mayor chose **International Code Council Inc.** fo Birmingham to provide this very specialized c consulting service.

The purpose of hiring this company is for plan review services for the Building Department. As this will ultimately be charged to the permit applicant, the fee formula used generates an approximate **not to exceed fee of NINE THOUSAND SEVEN HUNDRED EIGHTY-FOUR DOLLARS AND NINETY-NINE CENTS (\$9,784.99 )** for the review of said documents. This is a "pass through" cost that is paid by the City through our account and is then collected from the applicant at the time the permit is issued.

161 North Section Street  
PO Drawer 429  
Fairhope, Alabarna 36533

**Please compose a greensheet and place on the next available City Council Agenda this request for City Council to approve the award of RFQ PS011-21 Professional Consulting Services for 3rd party Review of Construction Documents to International Code Council, Inc., and authorize the Mayor to negotiate a fee schedule and establish an approximate not-to-exceed amount of \$9.784.99, and to execute associated contract**

251-928-2136

Cc: file; Erik Cortinas,

251-928-6776 Fax  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Erik Cortinas

Date: 2/23/2021

Department: Building Department

## ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** 3<sup>rd</sup> party construction plan review of proposed Publix site at corner of State Hwy 181 and Hwy 104
2. **What is the total cost of the item or service?** \$ 9784.99
3. **Where will the item or service be physically located?** Planter Pointe development
4. **What is the primary function of the item or service?** Provide professional services for review of construction documents
5. **How many do you need?** 1
6. **Item or Service Is:**  New  Used  Replacement  Annual Request
7. **When do you anticipate implementation?** As soon as approved
8. **Additional Information or Comments:** This is a "pass through" cost that is paid by the City through our account and is then collected from the applicant at the time the permit is issued

## BUDGET INFORMATION

1. **Is it budgeted?**  Yes  No  Emergency Request
2. **If budgeted, what is the budgeted amount?** \$ 42931.00
3. **What is the Capital Project Name or Operating Budget Code:**
4. **Check any applicable boxes:**  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

*Email completed form with quotes or other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*

## PURCHASING USE ONLY

Vendor Name: International Code Council, Inc. Vendor Number: 21565

Current Business License:  Yes  No

## Dee Dee Brandt

---

**From:** Erik Cortinas  
**Sent:** Friday, February 19, 2021 3:39 PM  
**To:** Kimberly Creech  
**Cc:** Randy Weaver; Dee Dee Brandt; Jennifer Bush; Jill Cabaniss  
**Subject:** RE: International Code Council

Ok, don't do this often so that didn't occur to me. Just to verify- the process is the same with a budgeted professional service?

Respectfully,  
Erik Cortinas, CBO, CFM, LEED AP  
Building Official  
City of Fairhope, Alabama  
(251) 990-0141 (DID)  
[erikc@fairhopeal.gov](mailto:erikc@fairhopeal.gov)

**NOTE: ANY PAPERWORK OR PROJECT SUBMITTALS SHOULD BE SENT TO  
[BUILDINGPERMITS@FAIRHOPEAL.GOV](mailto:BUILDINGPERMITS@FAIRHOPEAL.GOV) AND NOT ANYONES INDIVIDUAL EMAIL ADDRESS**

CONFIDENTIALITY NOTICE - The information contained in this e-mail and any attachments to it may be legally privileged and include confidential information. If you are not the intended recipient, be aware that any disclosure, distribution or copying of this e-mail or its attachments is prohibited. If you have received this e-mail in error, please notify the sender immediately of that fact by return e-mail and permanently delete the e-mail and any attachments to it.

**From:** Kimberly Creech <[kim.creech@fairhopeal.gov](mailto:kim.creech@fairhopeal.gov)>  
**Sent:** Friday, February 19, 2021 3:37 PM  
**To:** Erik Cortinas <[erik.cortinas@fairhopeal.gov](mailto:erik.cortinas@fairhopeal.gov)>  
**Cc:** Randy Weaver <[Randy.Weaver@fairhopeal.gov](mailto:Randy.Weaver@fairhopeal.gov)>; Dee Dee Brandt <[deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov)>; Jennifer Bush <[jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov)>; Jill Cabaniss <[Jill.Cabaniss@fairhopeal.gov](mailto:Jill.Cabaniss@fairhopeal.gov)>  
**Subject:** International Code Council

Erik,  
In my requisition queue is a requisition for \$9,784.99 International Code Council. Any professional service greater than \$5K must be approved by Council. Please get with Dee Dee.

Thanks,

Kim Creech  
**City Treasurer**  
City of Fairhope  
P O Drawer 429  
Fairhope, AL 36533  
Email: [Kim.creech@fairhopeal.gov](mailto:Kim.creech@fairhopeal.gov)

**RESOLUTION NO. \_\_\_\_\_**

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

[1] That the City Council approves the selection of Warren Averitt Technology Group to perform Professional IT Network Consulting Services; and authorizes procurement of these services with a cost of \$23,100.00 pursuant to Code of Alabama 1975 Section 41-16-51.

DULY ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date: 2/23/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of IT Network Consultant Services

Project Location: IT Department

Presented to City Council: 3/8/2021

Funding Request Sponsor: Jeff Montgomery, Director of Information Technology

Resolution #: FEB 24 '21 AM 11:45  
Approved: [Signature]  
Changed: \_\_\_\_\_  
Rejected: \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 23,100.00

Vendor: Warren Averett Technology Group

Project Engineer: n/a

Order Date: n/a Lead Time: n/a

Department Funding This Project

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

Department of General Fund Providing the Funding

Admin-10  Bldg-13  Police-18  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-40   
 Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be: Expensed XXX   
 Capitalized   
 Inventoried

Funding Source: Operating Expenses XXX   
 Budgeted Capital   
 Unfunded

Expense Code: XXX-50300  
 G/L Acct Name: Computer Expense

Project Budgeted: \$ 25,000.00  
 Balance Sheet Item Included in projected cash flow \_\_\_\_\_

Over (Under) budget amount: \$ (1,900.00)

Comments:

Grant: \_\_\_\_\_ Federal - not to exceed amount  
 \_\_\_\_\_ State  
 \_\_\_\_\_ City  
\$0.00 Local

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

Finance Manager: \_\_\_\_\_ City Treasurer: \_\_\_\_\_ Mayor: \_\_\_\_\_

Purchasing Memo Date: 2/23/2021 Purchasing Memo Date: 2/23/2021 Delivered To Date: 2/23/2021

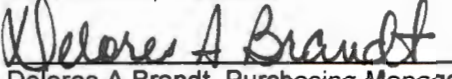
Request Approved Date: 2/23/2021 Request Approved Date: 2/23/2021 Approved Date: \_\_\_\_\_

Signatures: [Signature] [Signature] [Signature]  
 Jill Cabaniss, MBA Kim Creech Mayor Sherry Sullivan



## MEMO

Sherry Sullivan  
Mayor

To: Jill Cabaniss, Finance Manager  
Kim Creech, Treasurer  
From:   
Delores A Brandt, Purchasing Manager

**Council Members:**  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACMO  
Jimmy Conyers  
Corey Martin

Date: FEBRUARY 23, 2021

Lisa A. Hanks, MMC  
City Clerk

Re: Requesting greensheet and City Council approval of budgeted procurement for 2021 IT Consultant Services through Warren Averitt Technology Group

Kimberly Creech  
Treasurer

The City I.T. Department wants to procure IT Network Consultant Services through **Warren Averitt Technology Group**. This is a 2021 budgeted item in the amount of \$25,000. The quoted cost of this service is **approximately TWENTY-THREE THOUSAND ONE HUNDRED DOLLARS (\$23,100.00)**. The procurement has a direct impact upon our IT system, and the safety of our persons and infrastructure. It does not have to be bid, per the following Section of the Code of Alabama 1975, which states in part:

**Section 41-16-51**

***Contracts for which competitive bidding not required.***

***(15) Contractual services and purchases of products related to, or having an impact upon, security plans, procedures, assessments, measures, or systems, or the security or safety of persons, structures, facilities, or infrastructures.***

**Please compose and have approved a greensheet, and obtain City Council approval of the procurement of IT Network Consultant Services at a cost of \$23,100.00 through Warren Averitt Technology Group**

161 North Section St  
PO Drawer 429  
Fairhope, Alabama  
36533

CC: file, J Montgomery

251-928-2136

251-928-6776 Fax  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Jeff Montgomery

Date: 2/15/2021

Department: IT

## ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Network : / Assessment
2. What is the total cost of the item or service? 23,100
3. Where will the item or service be physically located?
4. What is the primary function of the item or service? Click or tap here to enter text.
5. How many do you need? Click or tap here to enter text.
6. Item or Service Is:  New  Used  Replacement  Annual Request
7. When do you anticipate implementation? March
8. Additional Information or Comments: -

## BUDGET INFORMATION

1. Is it budgeted?  Yes  No  Emergency Request
2. If budgeted, what is the budgeted amount? \$25,000
3. What is the Capital Project Name or Operating Budget Code: ALL - 50300
4. Check any applicable boxes:  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

*Email completed form with quotes or other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*

## PURCHASING USE ONLY

Vendor Name: Click or tap here to enter text.

Vendor Number: Click or tap here to enter text.

Current Business License:  Yes  No



**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, the City of Fairhope, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Code of Alabama of 1975 authorizes the municipal governing body to dispose of unneeded personal property;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FAIRHOPE, ALABAMA, AS FOLLOWS:

SECTION 1. That the following personal property owned by the City of Fairhope, Alabama, is not needed for public or municipal purposes, and hereby declared surplus:

***2016 Caterpillar 236D Skid Steer (Equipment to be replaced)***

SECTION 2. That the Mayor and City Treasurer are hereby authorized and directed to dispose of the personal property owned by the City of Fairhope, Alabama, described in Section 1, above, by one of the following methods:

- a. Accepting FMV Trade-In of \$17,000.00 from Thompson Tractor Company, Inc. as part of a Replacement Purchase of a new 279D3 and PC306B (*Recommended*)
- b. Receiving bids for such property ("via GovDeals"). All such property shall be sold to the highest bidder, provided, however, that the City Council shall have the authority to reject all bids when, in its opinion, it deems the bids to be less than adequate consideration for the personal property. (*If this option is selected it is recommended the reserve price be set at \$16,999.00 to insure receipt of FMV*)

ADOPTED AND APPROVED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



**Thompson Tractor Company, Inc.**  
 30950 State Highway 181  
 Spanish Fort, AL 36527

February 15, 2021

City of Fairhope  
 555 South Section Street  
 Fairhope, AL 36533

One (1) New Caterpillar 279D3 XPS –High Flow

Equipped with:

- Rops Cab w/air Conditioner, Heater, and Blue Tooth Radio
- Caterpillar 3.8DIT-74.3hp-Tier 4 final
- 2 sets of counterweights
- High Flow XPS-32 gal/min
- Hydraulic Quick Coupler
- 17.7" Rubber Track
- Advanced LCD Display with Rear View Camera
- Weight-10,900lbs

Warranty: 24 Month Full Machine Warranty and a 3 year/2000hr EPTW Plus Hydraulics w/e occurs 1<sup>st</sup>..

Caterpillar List Price	\$90,995.00
Sourcewell 032110-CAT Discount-21%	<u>(\$19,109.00)</u>
Sales Price after discount	\$71,886.00
Freight Prep Delivery	\$900.00
Price after nets	\$72,786.00
72" Industrial Grapple Rake	<u>\$3,600.00</u>
Sales Total	\$76,386.00

Caterpillar PC306B Cold Planer- 24" Drum Width

List Price	\$22,521.00
Sourcewell 032110-CAT Discount-10%	<u>(\$2,252.00)</u>
City of Fairhope Price after Discount	\$20,269.00

~~✱~~ We are able to offer a trade value of \$17,000.00 for your Caterpillar 236D.

Total Sales Price of 279D3 and PC306B	\$96,655.00
Less trade 236D Trade in	<u>(\$17,000.00)</u>
Total purchase price after trade	\$79,655.00

We, at Thompson Tractor, are fully committed to helping you succeed with your projects. We appreciate the Opportunity to earn your business, and we look forward to doing just that.

Sincerely,

Jimmy Mitchell  
 Sales Representative  
 Thompson Tractor Company

**Alabama**

Birmingham Auburn/Opelika Mobile  
 Anniston Dothan Montgomery  
 Attalla Huntsville/Decatur Shelby County

**Florida**

Crestview Pensacola  
 Marianna  
 Panama City

**Georgia**

Albany Macon  
 Atlanta Savannah  
 Augusta

**RESOLUTION NO. \_\_\_\_\_**

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

[1] That the City of Fairhope has voted to procure a CAT279D3 XPS-High Flow Compact Track Loader (Skid Steer) and a 24" Caterpillar PS306B Cold Planer for the Public Works Department and Utilities; and the equipment is available for direct procurement through the Sourcewell Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$96,655.00 or \$79,655.00 with trade-in.

Adopted on this 8th day of March, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date: 2/19/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of one (1) CAT 279D3 XPS high flow compact track loader (skid steer) and 24" Caterpillar PS306B cold planer

Project Location: Public Works and Utilities

FEB 25 '21 AM 11:48

Presented to City Council: 3/8/2021

Resolution #: Approved \_\_\_\_\_

Funding Request Sponsor: Jason Langley, Water & Sewer Superintendent  
Richard Johnson, Public Works Director

Changed \_\_\_\_\_

Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 79,655.00

TRANSFERS INTO GENERAL	
GAS 002-50900	12,700.62
ELEC 003-50900	12,700.62
WATER 004010-50900	8,255.40
SWR 004010-50900	4,445.24
	\$ -

Vendor: Thompson Tractor Company, Inc.

Project Engineer: n/a

Order Date: n/a

Lead Time: 2-6 weeks ARO

Department Funding This Project

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

Department of General Fund Providing the Funding

Admin-10  Bldg-13  Police-15  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-4   
Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be:

Expensed XXX   
Capitalized XXX   
Inventoried \_\_\_\_\_

Funding Source:

Operating Expenses XXX   
Budgeted Capital XXX   
Unfunded \_\_\_\_\_

Expense Code: 001350-50470  
G/L Acct Name: Capital Purchases V&E

Grant: \_\_\_\_\_ Federal - not to exceed amount  
\_\_\_\_\_ State  
\_\_\_\_\_ City  
\$0.00 Local

Project Budgeted: \$ 92,320.00  
Balance Sheet Item-  
Included in projected  
cash flow

Over (Under) budget amount: \$ (12,665.00)

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Comments: Includes an estimated trade-in of \$17k for the City's current CAT 236D

Capital Lease: \_\_\_\_\_ - Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 2/18/2021

Purchasing Memo Date: 2/18/2021

Delivered To Date: 2/19/2021

Request Approved Date: 2/19/2021

Request Approved Date: 2/19/2021

Approved Date: \_\_\_\_\_

Signatures: Jill Calamita, MPA

Signatures: Jim Creach  
Jim Creach

Signatures: Sherry  
Mayor Sherry



MEMO

Date: February 18, 2021

To: Jill Cabaniss, Finance Manager  
Kim Creech, Treasurer

From: Delores A Brandt  
Delores A Brandt, Purchasing Manager

Sherry Sullivan  
Mayor

Council Members  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACO  
Jimmy Conyers  
Corey Martin

Lisa A. Hanks, MMC  
City Clerk

Kim Creech  
City Treasurer

Re: Request Green Sheet and City Council approval for budgeted procurement of one (1) new **Cat 279D3 XPS High-flow Compact Track Loader** (Skid Steer), through Sourcewell buying group, for use by Public Works and City Utility Departments

The Director of Public Works Richard Johnson ,and the Utilities Superintendent, Mayor Sherry Sullivan, are requesting the budgeted procurement of One (1) new **Cat 279D3 XPS-High Flow Compact Utility Tractor** (skidsteer) and one **24" Caterpillar PS306B Cold Planer** as quoted by **Thompson Tractor Company, Inc.** through the **Sourcewell Contract #032100-CAT**, with a discount of 21% (quote attached)

The estimated cost is **SEVENTY-NINE THOUSAND SIX HUNDRED FIFTY-FIVE DOLLARS (\$79,655.00)** including an estimated **trade-in of \$17,000** and includes delivery charges and grapple. It is to be divided among the PW and Utilities Depts (see below). The purchase of a 72" grapple to go on this equipment is estimated at \$4000.00 will be charged to the PW dept. . The local vendor is **Thompson Tractor Company, Inc.** of Spanish Fort, AL (see attached quotation).

Budgeted amounts:

PW costs	\$ 44,160.00	+ \$4000
Water	\$ 9,568.00	
Wastewater	\$ 5,152.00	
GAS	\$ 14,720.00	
Electric	\$ 14,720.00	

A smaller skid steer—226D model-- now in operation, will be declared surplus and then used for trade-in or auctioned with monies to be used toward this purchase,

Lead time is: Approximately 2 to 6 weeks, ARO. F.O.B. delivered.

Please compose a greensheet and move forward for Council approval, this budgeted procurement request for one (1) new Cat 279D3 XPS High-flow Compact Track Loader, and 24" Caterpillar PS306B Cold Planer in the estimated total amount of \$79,655.00. The purchase will be through the SOURCEWELL contract from Thompson Tractor Company, Inc of Spanish Fort, AL.

161 North Section Street  
PO Drawer 429  
Fairhope, Alabama  
36533

251-928-2136  
251-928-6776 Fax  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

Cc, file, Richard Johnson, Jason Langley, Clint Steadham

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

**Name:** DAB for RD Johnson/Utilities

**Date:** 2/18/2021

**Department:** PW and all Utilities

## ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** New Skid steer—CAT279D3 and Caterpillar PS306B plus grapple
2. **What is the total cost of the item or service?** \$79,655.00
3. **Where will the item or service be physically located?** 555 S Section Street
4. **What is the primary function of the item or service?** Repair of Streets and repairs to utilities at street
5. **How many do you need?** one
6. **Item or Service Is:**  New  Used  Replacement  Annual Request
7. **When do you anticipate implementation?** As soon as possible
8. **Additional Information or Comments:** PW will pay ½ the total amount if vehicle plus grapple and the Utilities will split the remainder
9. **Vendor Name:** Thompson Tractor Company
10. **Vendor Number:** Click or tap here to enter text.

## BUDGET INFORMATION

1. **Is it budgeted?**  Yes  No  Emergency Request
2. **If budgeted, what is the budgeted amount?** \$92,320
1. **What is the Capital Project Name or Budget Code:** PW—001350-50470 line 180 \$44,160 and Line 240 \$4,000; Water 0040210 50470 line 210 \$9,568; Sewer 004020 50470 Line 370 \$5,152; Electric 003 50470 Line 400 \$14,720 ; Gas 002 50470 line 300 \$14,720.00
2. **Check any applicable boxes:**  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

*Email completed form with quotes and other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*

**Thompson**

**Thompson Tractor Company, Inc.**  
 30950 State Highway 181  
 Spanish Fort, AL 36527

*February 15, 2021*

*City of Fairhope  
 555 South Section Street  
 Fairhope, AL 36533*

**One (1) New Caterpillar 279D3 XPS –High Flow**

**Equipped with:**

- Rops Cab w/air Conditioner, Heater, and Blue Tooth Radio*
- Caterpillar 3.8DIT-74.3hp-Tier 4 final*
- 2 sets of counterweights*
- High Flow XPS-32 gal/min*
- Hydraulic Quick Coupler*
- 17.7" Rubber Track*
- Advanced LCD Display with Rear View Camera*
- Weight-10,900lbs*

**Warranty: 24 Month Full Machine Warranty and a 3 year/2000hr EPTW Plus Hydraulics w/e occurs 1<sup>st</sup>..**

<i>Caterpillar List Price</i>	<b>\$90,995.00</b>
<i>Sourcewell 032110-CAT Discount-21%</i>	<b><u>(\$19,109.00)</u></b>
<i>Sales Price after discount</i>	<b>\$71,886.00</b>
<i>Freight Prep Delivery</i>	<b>\$900.00</b>
<i>Price after nets</i>	<b>\$72,786.00</b>
<i>72" Industrial Grapple Rake</i>	<b><u>\$3,600.00</u></b>
<i>Sales Total</i>	<b>\$76,386.00</b>

**Caterpillar PC306B Cold Planer- 24" Drum Width**

<i>List Price</i>	<b>\$22,521.00</b>
<i>Sourcewell 032110-CAT Discount-10%</i>	<b><u>(\$2,252.00)</u></b>
<i>City of Fairhope Price after Discount</i>	<b>\$20,269.00</b>

**We are able to offer a trade value of \$17,000.00 for your Caterpillar 236D.**

<i>Total Sales Price of 279D3 and PC306B</i>	<b>\$96,655.00</b>
<i>Less trade 236D Trade in</i>	<b><u>(\$17,000.00)</u></b>
<i>Total purchase price after trade</i>	<b>\$79,655.00</b>

**We, at Thompson Tractor, are fully committed to helping you succeed with your projects. We appreciate the Opportunity to earn your business, and we look forward to doing just that.**

**Sincerely,**

**Jimmy Mitchell**  
**Sales Representative**  
**Thompson Tractor Company**

**Alabama**

Birmingham  
 Anniston  
 Attalla

Auburn/Opelika  
 Dothan  
 Huntsville/Decatur

Mobile  
 Montgomery  
 Shelby County

Thomasville  
 Tuscaloosa  
 Tuscumbia

**Florida**

Crestview  
 Marianna  
 Panama City  
 Pensacola

**Georgia**

Albany  
 Atlanta  
 Augusta  
 Macon  
 Savannah



# Cat<sup>®</sup> 279D3

## COMPACT TRACK LOADER

### FEATURES:

The Cat<sup>®</sup> 279D3 Compact Track Loader, with its radial lift design, delivers impressive mid-lift reach and excellent digging performance with outstanding drawbar power. Its standard, suspended undercarriage system provides superior traction, flotation, stability and speed to work in a wide range of applications and underfoot conditions. The 279D3 features the following:

- **Industry leading sealed and pressurized cab option** provides a cleaner and quieter operating environment with excellent work tool visibility.
- **Available high-back, heated, air ride seat with seat mounted adjustable joystick controls** makes the D3 Series the industry leader in operator comfort.
- **High performance power train** provides maximum performance and production capability through the Electronic Torque Management system, standard two speed travel and an electronic hand/foot throttle with decel pedal capability.
- **High Flow XPS hydraulic system** is available for applications that demand maximum hydraulic work tool performance.
- **Electronically controlled Cat C3.3B engine** provides high horsepower and torque while meeting U.S. EPA Tier 4 Final and EU Stage V emission standards.
- **Cat "Intelligent Leveling" system** provides industry leading technology, integration, and available features such as dual direction self level, work tool return to dig, and work tool positioner.
- **Standard fully independent torsion axle suspension** combined with the optional Speed Sensitive Ride Control system improves operation on rough terrain, enabling better load retention, increased productivity and greater operator comfort.
- **Maximize machine capability and control** with optional Advanced Display providing on-screen adjustments for implement response, hystat response and creep control. Also features multi-language functionality with customizable layouts, security system and rearview camera.
- **Ground level access** to all daily service and routine maintenance points helps reduce machine downtime for greater productivity.
- **Broad range of performance matched Cat Work Tools** make the Cat Compact Track Loader the most versatile machine on the job site.

## Specifications

### Engine

Engine Model	Cat C3.3B DIT (turbo)	
Gross Power SAE J1995	55.4 kW	74.3 hp
Net Power SAE 1349	54.4 kW	72.9 hp
Net Power ISO 9249	54.9 kW	73.7 hp
Peak Torque at 1,500 rpm SAE J1995	265 N·m	195 lbf·ft
Displacement	3.3 L	203 in <sup>3</sup>
Stroke	120 mm	4.7 in
Bore	94 mm	3.7 in

### Weights\*

Operating Weight	4579 kg	10,095 lb
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\*Operating Weight, Operating Specifications and Dimensions all based on 75 kg (165 lb) operator, all fluids, two speed, OROPS, 2036 mm (80 in) low profile bucket, 400 mm (15.7 in) tracks, dual flange front idler/single flange rear idler, standard flow hydraulics, mechanical suspension seat, no optional counterweights and manual quick coupler (unless otherwise noted).

### Power Train

Travel Speed (Forward or Reverse):		
One Speed	7.2 km/h	4.5 mph
Two Speed	13.3 km/h	8.3 mph

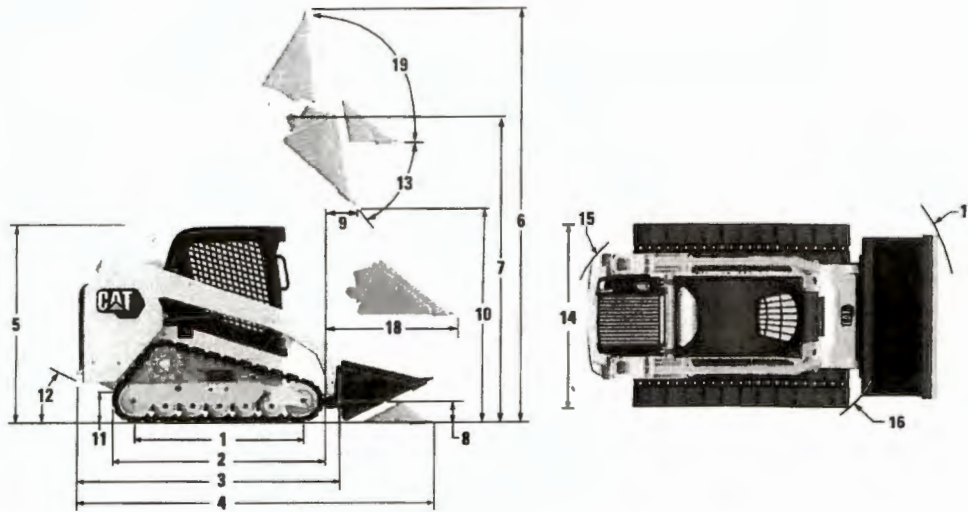
### Hydraulic System

Hydraulic Flow – Standard:		
Loader Hydraulic Pressure	23 000 kPa	3,335 psi
Loader Hydraulic Flow	86 L/min	23 gal/min
Hydraulic Power (calculated)	33 kW	44 hp
Hydraulic Flow – High Flow XPS:		
Maximum Loader Hydraulic Pressure	28 000 kPa	4,061 psi
Maximum Loader Hydraulic Flow	121 L/min	32 gal/min
Hydraulic Power (calculated)	57 kW	76 hp

**CAT<sup>®</sup>**



# 279D3 Compact Track Loader



## Dimensions\*

1 Length of Track on Ground	1630 mm	64.2 in	11 Ground Clearance	226 mm	8.9 in
2 Overall Length of Track	2129 mm	83.8 in	12 Departure Angle		32°
3 Length without Bucket	2995 mm	117.9 in	13 Maximum Dump Angle		39°
4 Length with Bucket on Ground	3714 mm	146.2 in	14 Vehicle Width (450 mm/17.7 in tracks)	1981 mm	78.0 in
5 Height to Top of Cab	2113 mm	83.2 in	15 Turning Radius from Center – Machine Rear	1796 mm	70.7 in
6 Maximum Overall Height	4051 mm	159.5 in	16 Turning Radius from Center – Coupler	1410 mm	55.5 in
7 Bucket Pin Height at Maximum Lift	3173 mm	124.9 in	17 Turning Radius from Center – Bucket	2256 mm	88.8 in
8 Bucket Pin Height at Carry Position	198 mm	7.8 in	18 Maximum Reach with Arms Parallel to Ground	1373 mm	54.0 in
9 Reach at Maximum Lift and Dump	575 mm	22.6 in	19 Rack Back Angle at Maximum Height		84°
10 Clearance at Maximum Lift and Dump	2485 mm	97.8 in			

## Operating Specifications\*

Rated Operating Capacity:		
35% Tipping Load	1010 kg	2,220 lb
50% Tipping Load	1445 kg	3,170 lb
Rated Operating Capacity with Optional Counterweight		
Tipping Load	2885 kg	6,345 lb
Breakout Force, Tilt Cylinder	3304 kg	7,285 lb
Ground Contact Area (450 mm/17.7 in track)	1.47 m <sup>2</sup>	2,272 in <sup>2</sup>
Ground Pressure (450 mm/17.7 in track)	30.4 kPa	4.4 psi

## Cab

ROPS	ISO 3471:2008
FOPS	ISO 3449:2005 Level I

## Service Refill Capacities

Cooling System	14 L	3.7 gal
Engine Crankcase	11 L	3.0 gal
Fuel Tank	105 L	27.7 gal
Hydraulic System	52 L	13.7 gal
Hydraulic Tank	39 L	10.3 gal

## Noise Level

Inside Cab**	83 dB(A)
Outside Cab***	103 dB(A)

- Cab and Rollover Protective Structures (ROPS) are standard in North America and Europe.

\*\*The declared dynamic operator sound pressure levels per ISO 6396:2008. The measurements were conducted with the cab doors and windows closed and at 70% of the maximum engine cooling fan speed. The sound level may vary at different engine cooling fan speeds.

\*\*\*The labeled sound power level for the CE marked configurations when measured according to the test procedure and conditions specified in 2000/14/EC.

## Air Conditioning System (if equipped)

The air conditioning system on this machine contains the fluorinated greenhouse gas refrigerant R134a (Global Warming Potential = 1430). The system contains 1.0 kg of refrigerant which has a CO<sub>2</sub> equivalent of 1.430 metric tonnes.

# 279D3 Compact Track Loader

## MANDATORY EQUIPMENT

- Hydraulics, Standard or High Flow XPS
- Quick Coupler, Mechanical or Powered
- High Visibility Seat Belt, 50 mm (2 in) or 75 mm (3 in)
- Steel Imbed Rubber Track – 400 mm (15.7 in) or 450 mm (17.7 in)
- Dual Flange Front Idler/Single Flange Rear Idler or Triple Flange Front/Rear Idlers

## PERFORMANCE PACKAGES

- Performance Package H1: *Standard Flow Hydraulics (No Self Level)*
- Performance Package H2: *Standard Flow Hydraulics, Dual Direction Electronic Self Level (Raise and Lower), Work Tool Return to Dig, Work Tool Positioner, and Electronic Snubbing (Raise and Lower)*
- Performance Package H3: *High Flow XPS, Dual Direction Electronic Self Level (Raise and Lower), Work Tool Return to Dig, Work Tool Positioner, and Electronic Snubbing (Raise and Lower)*

## COMFORT PACKAGES

- Open ROPS (C0): *Static Seat (No Foot Throttle, Headliner, Heater or Door)*
- Open ROPS (C1): *Foot Throttle, Headliner, Cup Holder, and choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) (No Heater or Door)*
- Enclosed ROPS with Heater (C2): *Foot Throttle, Headliner, Heater and Defroster, Side Windows, Cup Holder, Radio Ready, choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) and Door (Glass or Polycarbonate)*
- Enclosed ROPS with A/C (C3): *C2 + Air Conditioner*

## STANDARD EQUIPMENT

### ELECTRICAL

- 12 volt Electrical System
- 80 ampere Alternator
- Ignition Key Start/Stop Switch
- Lights: *Gauge Backlighting, Two Rear Tail Lights, Two Rear Halogen Working Lights, Two Adjustable Front Halogen Lights, Dome Light*
- Backup Alarm
- Heavy Duty Battery, 850 CCA

### OPERATOR ENVIRONMENT

- Advanced Display with Rearview Camera: *Full Color, 127 mm (5 in) LCD screen; Advanced Multi-operator Security System; On-screen Adjustments for Implement Response, Hystat Response, and Creep Control*
- Gauges: *Fuel Level, Hour Meter*
- Operator Warning System Indicators: *Air Filter Restriction, Alternator Output, Armrest Raised/Operator Out of Seat, Engine Coolant Temperature, Engine Oil Pressure, Glow Plug Activation, Hydraulic Filter Restriction, Hydraulic Oil Temperature, Park Brake Engaged, Engine Emission System*
- Adjustable Vinyl Seat
- Fold In Ergonomic Contoured Armrest
- Control Interlock System, when operator leaves seat or armrest raised: *Hydraulic System Disables, Hydrostatic Transmission Disables, Parking Brake Engages*
- ROPS Cab, Open, Tilt Up
- FOPS, Level I
- Top and Rear Windows
- Floor Mat
- Interior Rearview Mirror
- 12 volt Electrical Socket
- Horn
- Hand (Dial) Throttle, Electronic
- Adjustable Joystick Controls
- Anti-theft Security System with 6-button Keypad
- Storage Compartment with Netting

### POWER TRAIN

- Cat C3.3B, Turbo Diesel Engine, Meeting Tier 4 Final and Stage V Emission Standards
- Air Cleaner, Dual Element, Radial Seal
- S-O-S<sup>SM</sup> Sampling Valve, Hydraulic Oil
- Filters, Cartridge-type, Hydraulic
- Filters, Canister-type, Fuel and Water Separator
- Radiator/Hydraulic Oil Cooler (side-by-side)
- Spring Applied, Hydraulically Released, Wet Multi Disc Parking Brakes
- Hydrostatic Transmission, Two Speed Travel
- Suspension – Independent Torsion Axles (4)

### OTHER

- Engine Enclosure, Lockable
- Extended Life Antifreeze, -37° C (-34° F)
- Machine Tie Down Points (6)
- Support, Lift Arm
- Hydraulic Oil Level Sight Gauge
- Radiator Coolant Level Sight Gauge
- Radiator, Expansion Bottle
- Cat ToughGuard™ Hose
- Auxiliary, Hydraulics, Continuous Flow
- Heavy Duty, Flat Faced Quick Disconnects with Integrated Pressure Release
- Split D-Ring to Route Work Tool Hoses Along Side of Left Lift Arm
- Electrical Outlet, Beacon
- Belly Pan Cleanout
- Variable Speed Demand Fan
- Product Link™ PL240, Cellular

# 279D3 Compact Track Loader

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## OPTIONAL EQUIPMENT

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- Hand-Foot Style Controls
- External Counterweights
- Beacon, Rotating
- Engine Block Heater – 120V
- Oil, Hydraulic, Cold Operation
- Paint, Custom
- Heavy Duty Battery, 1,000 CCA
- Product Link PL641, Cellular
- Speed Sensitive Ride Control
- Bluetooth® Radio with Microphone (AM/FM/Weather Band Receiver with USB and Auxiliary Input Jack)

For more complete information on Cat products, dealer services, and industry solutions, visit us on the web at [www.cat.com](http://www.cat.com)

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Materials and specifications are subject to change without notice. Featured machines in photos may include additional equipment. See your Cat dealer for available options.

CAT, CATERPILLAR, LET'S DO THE WORK, their respective logos, "Caterpillar Yellow," the "Power Edge" and Cat "Modern Hex" trade dress as well as corporate and product identity used herein, are trademarks of Caterpillar and may not be used without permission.

AEHQ8199-01 (08-2019)  
Replaces AEHQ8199  
(Am North, EU, APD, ANZP)



**RESOLUTION NO.**

WHEREAS, the City of Fairhope, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Code of Alabama of 1975 authorizes the municipal governing body to dispose of unneeded personal property;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FAIRHOPE, ALABAMA, AS FOLLOWS:

SECTION 1. That the following personal property owned by the City of Fairhope, Alabama, is not needed for public or municipal purposes, and hereby declared surplus:

***2016 Caterpillar 236D Skid Steer (Equipment to be replaced)***

SECTION 2. That the Mayor and City Treasurer are hereby authorized and directed to dispose of the personal property owned by the City of Fairhope, Alabama, described in Section 1, above, by one of the following methods:

- a. Accepting FMV Trade-In of \$17,000.00 from Thompson Tractor Company, Inc. as part of a Replacement Purchase of a new 279D3 and PC306B (*Recommended*)
- b. Receiving bids for such property ("via GovDeals"). All such property shall be sold to the highest bidder, provided, however, that the City Council shall have the authority to reject all bids when, in its opinion, it deems the bids to be less than adequate consideration for the personal property. (*If this option is selected it is recommended the reserve price be set at \$16,999.00 to insure receipt of FMV*)

ADOPTED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

\_\_\_\_\_  
Jack Burrell, Council President

ATTEST:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

RESOLUTION NO. \_\_\_\_\_

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

[1] That the City of Fairhope approves the procurement for New Roof for Office Wing of Pecan Street Building for the Public Works Department. RFQ #011-21 was sent to twenty-three (23) contractors, was posted on the City website, and in the Public Utilities Building Lobby. The City received three responses; and awards the project to Roof Doctors of Alabama in the amount of \$38,500.00.

DULY ADPOTED ON THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date: 2/24/2021

Please return this Routing Sheet to Treasurer by: ASAP

FEB 25 2021 11:47

*JHM*

Project Name: Award of RFQ 011-21 New roof for office wing of Pecan Street Building

Project Location: Pecan Avenue

Presented to City Council: 3/8/2021

Funding Request Sponsor: Richard Johnson, Public Works Director  
George Ladd, Supervisor Streets and Facilities Maintenance

Resolution # :  
Approved \_\_\_\_\_  
Changed \_\_\_\_\_  
Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 38,500.00

Vendor: Roof Doctors of Alabama

Project Engineer: n/a

Order Date: n/a Lead Time: n/a

Department Funding This Project

General  Gas  **Electric**  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

Department of General Fund Providing the Funding

Admin-10  Bldg-13  Police-15  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-40   
Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marine-34  Plan/Zone

Project will be:

Expensed XXX   
Capitalized \_\_\_\_\_   
Inventoried \_\_\_\_\_

Funding Source:

Operating Expenses XXX   
Budgeted Capital \_\_\_\_\_   
Unfunded \_\_\_\_\_

Expense Code: 003-16025  
G/L Acct Name: Pecan Avenue Building

Grant: \_\_\_\_\_ Federal - not to exceed amount  
\_\_\_\_\_ State  
\_\_\_\_\_ City  
\$0.00 Local

Project Budgeted: \$ 150,000.00  
Balance Sheet Item  
Included in projected  
cash flow \_\_\_\_\_

Over (Under) budget amount: \$ (111,500.00)

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Comments:

Funding is coming from both Gas and Electric. A transfer of half is needed from Gas to Electric.

Capital Lease: \_\_\_\_\_ - Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 2/24/2021

Purchasing Memo Date: 2/24/2021

Delivered To Date: 2/24/2021

Request Approved Date: 2/24/2021

Request Approved Date: 2/24/2021

Approved Date: \_\_\_\_\_

Signatures: Jill Cabaniss  
Jill Cabaniss, MBA

Kim Creech  
Kim Creech

Sherry Sullivan  
Mayor Sherry Sullivan



## MEMO

Sherry Sullivan  
Mayor

*Council Members:*  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACOMO  
Jimmy Conyers  
Corey Martin

Lisa A. Hanks, MMC  
City Clerk

Kimberly Creech  
City Treasurer

To: Jill Cabaniss, Finance Manager  
Kimberly Creech, Treasurer

From: *Delores A. Brandt*  
Delores A. Brandt, Purchasing Manager

Date: February 24, 2021

Re: **Greensheet and City Council approval of award of budgeted procurement of RFQ 011-21 New Roof for Office Wing of Pecan Street Building for Public Works**

At the request of the Mayor, the Public Works Director, Richard Johnson, and the Streets and Facilities Maintenance Supervisor, George Ladd, are requesting to replace the roof on the office wing of the Pecan Street building in order to utilize the office space there for the City.

A Request For Quote for new Roof was sent to twenty-three (23) contractors, was posted on the City website, and in the Public Utilities Building lobby. The City received three responses to the request for quotes. The lowest quote is from **Roof Doctors of Alabama**.

Director of Public Works recommends the award be made to **Roof Doctors of Alabama** in the amount of **THIRTY-EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$38,500.00)** as listed in the quote (attached).

**Please prepare a greensheet and place on the next City Council Agenda this Budgeted request to award RFQ 011-21 New Roof for Office Wing of Pecan Street Building to ROOF DOCTORS OF ALABAMA in the amount of \$38,500.00.**

Cc: File, R. Johnson, G. Ladd

161 North Section St.  
PO Drawer 429  
Fairhope, AL 36533

251-928-2136 (p)  
251-928-6776 (f)  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

**Name:** Richard D. Johnson

**Date:** 2/24/2021

**Department:** Public Works – Electric & Gas Departments - Shared Resource

## ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** Roof Replacement
2. **What is the total cost of the item or service?** < \$50,000.00 ~~\$28,500.00~~
3. **Where will the item or service be physically located?** 451 Pecan Avenue, Fairhope, AL 36532
4. **What is the primary function of the item or service?** Building Envelope Protection
5. **How many do you need?** 1 New Metal Roof – Office Wing – approx. 7,710 Sq. Ft.
6. **Item or Service Is:**  New  Used  Replacement  Annual Request
7. **When do you anticipate implementation?** 4/1/2021
8. **Additional Information or Comments:** Request of the Mayor
9. **Vendor Name:** Roof Doctor
10. **Vendor Number:** Unknown

## BUDGET INFORMATION

1. **Is it budgeted?**  Yes  No  Emergency Request
2. **If budgeted, what is the budgeted amount?** \$150,000.00
3. **What is the Capital Project Name or Budget Code:** 002 & 003 50473 WH Improvements
4. **Check any applicable boxes:**  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

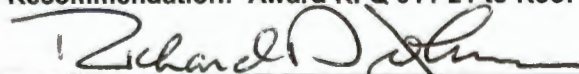
*Email completed form with quotes and other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*



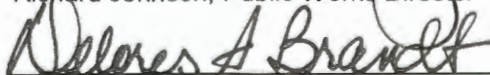
**CITY OF FAIRHOPE TABULATION  
 PECAN BUILDING OFFICE WING ROOF REPLACEMENT  
 DEADLINE TO SUBMIT: February 17, 2021, 10:00 a.m.**

<b>Vendor</b>	<b>Lump Sum Price</b>
Porter Roofing Contractors	\$ 74,660.00
Roof Doctors of Alabama	\$ 38,500.00
KEMKO Inc.	\$ 49,450.00
5 Star Roofer	NO RESPONSE
ACE-QUIN-CO Inc.	NO RESPONSE
Allstop Waterproofing	NO RESPONSE
Apex Contracting Alabama	NO RESPONSE
Blacksher Metals	NO RESPONSE
EJ Builders Inc.	NO RESPONSE
Fleming Roofing and Restoration	NO RESPONSE
Metal Roofing Center	NO RESPONSE
Mid-Western Commercial Roofers	NO RESPONSE
Mosley Building Systems	NO RESPONSE
MW Industrial Services Inc.	NO RESPONSE
Oakland Metal Buildings	NO RESPONSE
S.C. Stagner Contracting Inc.	NO RESPONSE
Southern Building Structures	NO RESPONSE
Sun Coast Builders Inc	NO RESPONSE
Sycamore Construction	NO RESPONSE
Tecta America	NO RESPONSE
Thomas Roofing	NO RESPONSE
Valor Steel Buildings	NO RESPONSE
Witherington Construction Corp	NO RESPONSE

**Recommendation: Award RFQ 011-21 to Roof Doctors of Alabama**



Richard Johnson, Public Works Director



Delores A. Brandt, Purchasing Manager

02/24/2021  
Date

02/24/2021  
Date



805 River Route • Magnolia Springs, Alabama 36555 • (251) 233-8682 • (251) 943-8682 • Residential & Commercial Roofing

PROPOSAL SUBMITTED TO <b>City of Fairhope</b>		PHONE	DATE <b>2/12/2021</b>
STREET		JOB NAME <b>Pecan Building/Office Wing</b>	
CITY, STATE AND ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

**We hereby submit specifications and estimates for:**

- Remove existing metal, flashings, insulation
- Install new 3" insulation
- Install 26 gauge R-Panel (Galvalume)
- Install all flashing necessary
- Clean & haul away all job related debris
- 25 yr material warranty
- 5 yr workmanship warranty

**We Propose** hereby to furnish material and labor, complete in accordance with above specifications, for  
MAKE CHECKS PAYABLE TO ROOF DOCTOR OF ALABAMA, INC.

the sum of: \_\_\_\_\_ dollars (\$ **\$38,500.00** ).

Payment to be made as follows: Upon Completion

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature Lance Carberry  
 Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.  
 Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_  
 Signature \_\_\_\_\_

4. Roof Panel - 26-gauge, 36" Wide, PBR Roofing Panel, R-Loc or Equivalent, Galvalume Plus (exposed fastener)
5. General Specifications and Notes:
  - a. All metal roofing material shall be 26 Gauge, Galvalume.
  - b. Panels, Flashings, Rakes, Soffits, Fascia, Drip Edges and other appurtenances shall be installed per manufacture's specifications and applicable building code requirements.
  - c. New Roof shall be 26 Gauge, 36" Wide, PBR Roofing Panel R-Loc or Equivalent - Galvalume.
    - i. Fasteners shall be per manufacture's specifications
    - ii. Fastener count, pattern and embedment depth shall be per applicable building code for appropriate wind speed zone.
    - iii. PBR Roofing Panels do attached to existing Z-Purlins
    - iv. Existing Roof has insulation between PBR Panels and Z-Purlins to be removed and disposed of - Unit Pricing will include installation of new 3-inch Vinyl Reinforced (VR) R-10 (Min) insulation
  - d. Unit Pricing shall include replacement of all Panels, Flashings, Rakes, Soffits, Fascia, Drip Edges and other appurtenances with new material and include all associated hardware and accessories.
  - e. All connections and penetrations shall be made weather-tight per manufacture's specifications and by using approved closures, tapes, gaskets, boots and sealants.
  - f. New Roof System shall be warranty by Contractor/Manufacturer by providing:
    - i. 5 Years Workmanship - including a Leak Free Guaranty
    - ii. 25 Years Material
    - iii. 25 Years Color (If Applicable)
6. Galvalume Product Sheet and Specification – Attached
7. GENERAL CONDITIONS, SPECIAL PROVISIONS and SUPPLEMENTAL SPECIFICATIONS - Attached
8. Site Photos - Attached

New Roof System 7,710 Sq. Ft. @ \$ 500.00 / Sq. Ft = \$ 3,850,000

Contractor Name: Roof Doctor of Alabama, Inc.

Address: 1618 Cardinal Circle

City: Summersdale State: AL Zip: 36580

Contact Name: Lance Carberry Phone: 251-233-8682

**RESOLUTION NO. \_\_\_\_**

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

[1] That the City of Fairhope has voted to procure One unbudgeted Industrial Size Hot Water Heater to replace Failed Unit for the Recreation Department; and the item is available for direct procurement through the NCPA (National Cooperative Purchasing Alliance which has been nationally bid; and therefore, does not have to be let out for bid. The total cost will be \$9,775.00 which includes delivery.

Adopted on this 8th day of March, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date: 2/23/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of one (1) Industrial size hot water heater to replace old failed unit

Project Location: Municipal Pool

Presented to City Council: 3/8/2021

Funding Request Sponsor: Pat White, Recreation Director

Resolution #: FEB 24 '21 AM 11:45  
Approved \_\_\_\_\_  
Changed \_\_\_\_\_  
Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 9,775.00  
*Includes \$75.00 delivery fee*

Vendor: Ferguson Enterprises, LLC

Project Engineer: n/a

Order Date: n/a Lead Time: 2 to 3 weeks, ARO

Department Funding This Project

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

Department of General Fund Providing the Funding

Admin-10  Bldg-13  Police-15  Fire-20  ECD-24  **Rec-25**  Civic-26  Street-35  Sanitation-40   
 Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be:

Expensed XXX   
 Capitalized XXX   
 Inventoried \_\_\_\_\_

Funding Source:

Operating Expenses \_\_\_\_\_   
 Budgeted Capital \_\_\_\_\_   
 Unfunded \_\_\_\_\_

Expense Code: 001250-50470  
 G/L Acct Name: Capital Purchases

Grant: \_\_\_\_\_ Federal - not to exceed amount  
 \_\_\_\_\_ State  
 \_\_\_\_\_ City  
\$0.00 Local

Project Budgeted: \$ \_\_\_\_\_  
 Balance Sheet Item-  
 Included in projected  
 cash flow \_\_\_\_\_

Over (Under) budget amount: \$ 9,775.00

Comments: \_\_\_\_\_

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Capital Lease: \_\_\_\_\_ - Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

<b>Finance Manager</b>	<b>City Treasurer</b>	<b>Mayor</b>
Purchasing Memo Date: <u>2/23/2021</u>	Purchasing Memo Date: <u>2/23/2021</u>	Delivered To Date: <u>2/23/2021</u>
Request Approved Date: <u>2/23/2021</u>	Request Approved Date: <u>2/23/2021</u>	Approved Date: _____
Signatures: <u>Jill Capaniss, MBA</u>	<u>Kim Creech</u>	<u>Mayor Steven Sullivan</u>

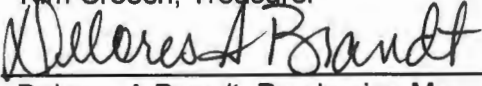


## MEMO

Date: February 23, 2021

Sherry Sullivan  
Mayor

To: Jill Cabaniss, Finance Manager  
Kim Creech, Treasurer

From:   
Delores A Brandt, Purchasing Manager

**Council Members**  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACO  
Jimmy Conyers  
Corey Martin

Lisa A. Hanks, MMC  
City Clerk

Kim Creech  
City Treasurer

Re: Request Green Sheet and City Council approvals for procurement of one unbudgeted Industrial Size Hot Water Heater for the Recreation Department Municipal Pool to replace old failed unit

The Director of Parks and Recreation, Pat White, is requesting the urgent unbudgeted procurement of One (1) industrial size hot water heater for the Municipal pool at the Recreation center. This replacement will supply hot water to showers and bathrooms at the pool. Three quotes were obtained (see attached), and the lowest quote was from Ferguson Enterprises LLC, located in Daphne, AL. Ferguson Waterworks, parent company, was awarded NCPA contract # 02-104, which is part of a State of Alabama approved Purchasing cooperatives, so this purchase can be made through NCPA buying group.

The cost is estimated at NINE THOUSAND SEVEN HUNDRED SEVENTY-FIVE DOLLARS (\$9,775.00) and includes a delivery charge of \$75.00. The local vendor is Ferguson Enterprises, LLC of Daphne, AL (see attached quotation).

Lead time is: Approximately 2 to 3 weeks, ARO. F.O.B. delivered.

**Please compose a greensheet and move forward for Council approval, this unbudgeted procurement request for one (1) industrial size hot water heater for Municipal pool, in the estimated total amount of \$9,775.00 from Ferguson Enterprises, LLC., through the buying group NCPA.**

Cc, file, Pat White, Randy Weaver

161 North Section Street  
PO Drawer 429  
Fairhope, Alabama  
36533

251-928-2136  
251-928-6776 Fax  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Pat White

Date: 2/23/2021

Department: Parks and Recreation

## ITEM OR SERVICE INFORMATION

1. What item or service do you need to purchase? Industrial size hot water heater
2. What is the total cost of the item or service? \$ 9,700.00
3. Where will the item or service be physically located? Municipal Indoor Pool
4. What is the primary function of the item or service? Supplies hot water to the showers and bathrooms.
5. How many do you need? 1
6. Item or Service Is:  New  Used  Replacement  Annual Request
7. When do you anticipate implementation? ASAP
8. Additional Information or Comments: Old unit failed due to corrosion

## BUDGET INFORMATION

1. Is it budgeted?  Yes  No  Emergency Request
2. If budgeted, what is the budgeted amount? \$ 0
3. What is the Capital Project Name or Operating Budget Code:
4. Check any applicable boxes:  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

*Email completed form with quotes or other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*

## PURCHASING USE ONLY

Vendor Name: Ferguson

Vendor Number: Click or tap here to enter text.

Current Business License:  Yes  No



FERGUSON ENTERPRISES #1608  
 25271 FRIENDSHIP ROAD  
 \*O/S CITY LIMITS\*  
 DAPHNE, AL 36526-0000  
 Phone: 251-621-2147  
 Fax: 251-626-7020

Deliver To:  
 From: Jacob Sellers  
 Comments:

14:45:13 JAN 08 2021

Page 1 of 1

FERGUSON ENTERPRISES LLC #20  
 Price Quotation  
 Phone: 251-621-2147  
 Fax: 251-626-7020

**Bid No:** B132190  
**Bid Date:** 01/08/21  
**Quoted By:** PLH

**Cust Phone:** 251-928-8003  
**Terms:** NET 10TH PROX

**Customer:** CITY OF FAIRHOPE  
 ATTN: ACCTS PAYABLE  
 PO BOX 429  
 FAIRHOPE, AL 36533

**Ship To:** CITY OF FAIRHOPE  
 ATTN: ACCTS PAYABLE  
 PO BOX 429  
 FAIRHOPE, AL 36533

**Cust PO#:**

**Job Name:** WATER HEATER

Item	Description	Quantity	Net Price	UM	Total
ABTR365A00N000000	CCY [REDACTED] RANDY 251-928-8003 RANDY.WEAVER@FAIRHOPEAL.GO	2	9700.00	EA	19400.00
					<i>\$75<sup>00</sup> delivery</i>
<b>Net Total:</b>					\$19400.00
<b>Tax:</b>					\$0.00
<b>Freight:</b>					\$0.00
<b>Total:</b>					\$19400.00

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>  
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



**HOW ARE WE DOING? WE WANT YOUR FEEDBACK!**

Scan the QR code or use the link below to complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1608&on=384127>





OF DAPHNE

PLUMBING • IRRIGATION • HVAC  
KITCHEN & BATH

25451A STATE HWY 181  
DAPHNE, AL 36526

PHONE (251) 625-4425  
FAX (251) 625-4428

**Job Name**  
heater replacement

Quote No.	Date	Page
0010290	1/08/21	1
Expiration Date		2/07/21
Revised Date		1/08/21
Bid Due Date		1/08/21

**Quoted To Customer**  
 CITY OF FAIRHOPE  
 PO BOX 429  
 FAIRHOPE, AL 36533-0429  
  
 Phone (334) 928-8003  
 Fax (251) 990-0193

**Quoted By**  
 BILL ROLAND  
 BWROLAND@WINNELSON.COM  
 (251) 625-4425

Customer	Payment Terms	Quoted To	Salesperson	FOB
010429	2% 10TH NET 25TH	BILL ROLAND	JONATHAN LYNN	S

Line	Qty.	Description	Unit Price	UOM	Extended Price
1.0	1	BTR365A - AD SMITH BTR 365 ASME RATED 85 GAL HEATER SUBTOTAL	10019.0000		10019.00
		SHIPS FROM MCBEE SO CAROLINA FFA WITHIN 48 HRS (WORKING DAY)			10019.00

Tax Area Id	Net Sales	10,019.00
010030000	Freight	.00
	Tax	.00
	Quotation Total	10,019.00

# SOUTHERN PIPE & SUPPLY

## Order Acknowledgement - Quote Order

UPC Vendor: 000000 Invoice Date: Order #: 4927517-00  
 PO Date: 01/08/21 PO: verbal clint Page: 1

**Bill To** City of Fairhope  
 Attn: Accounts Payable  
 Cust # PO Drawer 429  
 1692880 Fairhope, AL 36532

**Correspondence To** Southern Pipe & Supply Company  
 4330 Hwy 39 N.  
 PO Box 5738  
 MERIDIAN, MS 39301

**Ship To** City of Fairhope  
 Attn: Accounts Payable  
 PO Drawer 429  
 FAIRHOPE, AL 36532

**Instructions** Fairhope

**Currency**

**Ship Point** SOUTHERN PIPE - MOBILE  
**Via** Our Truck

**Shipped** 10Prox,Net30  
**Terms**

Ln	Product And Description	UPC Item #	Quantity Ordered	Quantity Backordered	Quantity Shipped	Qty UM	Unit Price	Price UM	Discount Multiplier	Amount (Net)
1	g65-360-a rheem 85 gal comm gas A.C. Smith	00000 (BTR36A)	1		1	each	10451.55	each	0.00	10451.55

1	Lines Total	Qty Shipped Total	1	Total	10451.55
				Freight In	125.00
				Invoice Total	10576.55

**NCPA**

()

# FERGUSON WATERWORKS

<http://www.ferguson.com/meters>

(<http://www.ferguson.com/meters>)

## OVERVIEW



Ferguson Enterprises, LLC, headquartered in Newport News, Virginia was established in 1953 and continues to grow and redefine its distributor sales and service footprint. Ferguson is a publicly traded company and the largest, top-rated wholesale supplier of commercial and residential plumbing supplies, municipal waterworks, and metering technology in the nation. Through significant diversification, the company is also a leading distributor in HVAC/R; industrial pipe, valves and fittings; and maintenance, repair and operating supplies. As Ferguson deployed its first AMI project in 2008, the decision was made on a national level to invest in substantial sales, and ongoing support resources for AMR/AMI projects. Our partner, Mueller, is a leading innovator and provider of Advanced Metering Infrastructure (AMI), Automated Meter Reading (AMR) systems and water meters for the U.S. water market. Product offerings include water meters, data acquisition, systems integration, software, analytics, and Smart City initiatives through the LoRa platform.

Ferguson Meter & Automation staff work alongside the local Ferguson Waterworks team to offer substantial project resources such as immediate meter inventories, phone and on-site support, meter testing, project management, training, integration, RMA assistance and more. The Meter & Automation group, anchored within Ferguson Waterworks,

and our exclusive partnership with Mueller, allows us to have the staff, tools and other resources available for a remarkable partnership. Whether your organization is a public utility or private water agency, our Meter and Automation Group will work alongside you to customize an AMR/AMI system that fits your needs.

## CONTRACT INFO

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**Awarded Vendor:**

Ferguson Waterworks

**Contract Awarded:**

Water Metering, Monitoring, Devices and Related Services

**Contract Number:**

02-104

**Lead Agency:**

Region 14 ESC

**Contract Term:**

1 year term, December 8, 2020 to December 31, 2021

\*Option to renew for four (4) additional one (1) year periods.

## DUE DILIGENCE

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**Request for Proposal:**

[RFP for Water Metering, Monitoring, Devices and Related Services \(/Files/docs/Due%20Diligence/Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services/RFP%20-%20Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services.pdf\)](https://www.ncna.us/Files/docs/Due%20Diligence/Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services/RFP%20-%20Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services.pdf)

**Awarded Vendor Response:**

[Ferguson Waterworks' Response to RFP \(/Files/docs/Due%20Diligence/Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services/Ferguson/Ferguson%20Response.pdf\)](https://www.ncna.us/Files/docs/Due%20Diligence/Water%20Metering,%20Monitoring,%20Devices%20and%20Related%20Services/Ferguson/Ferguson%20Response.pdf)

**RESOLUTION NO. \_\_\_\_\_**

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

[1] That the City of Fairhope has voted to procure Lexipol Solutions Policy Software for the Police Department from Lexipol, LLC as Sole Source Distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13). The cost will be \$47,198.70.

Adopted on this 8th day of March, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

City of Fairhope  
Project Funding Request

Issuing Date: 2/24/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of Lexipol Solutions Policy Software

Project Location: Police Department

Presented to City Council: 3/8/2021

Funding Request Sponsor: Stephanie Hollinghead, Chief of Police

Resolution # : \_\_\_\_\_  
Approved \_\_\_\_\_  
Changed \_\_\_\_\_  
Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 47,198.70

Vendor: Lexipol Solutions

Project Engineer: n/a

Order Date: n/a Lead Time: n/a

FEB 25 '21 AM 11:48  
FAH

**Department Funding This Project**

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

**Department of General Fund Providing the Funding**

Admin-10  Bldg-13  **Police-15**  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-40   
 Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be: Expensed XXX   
 Capitalized   
 Inventoried

Funding Source: Operating Expenses XXX   
 Budgeted Capital   
 Unfunded

Expense Code: 001150-50290  
 G/L Acct Name: Professional Services

Grant: \_\_\_\_\_ Federal - not to exceed amount  
 \_\_\_\_\_ State  
 \_\_\_\_\_ City  
\$0.00 Local

Project Budgeted: \$ 47,198.70  
 Balance Sheet Item-  
 Included in projected  
 cash flow \_\_\_\_\_

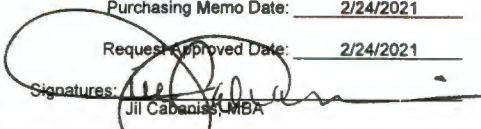

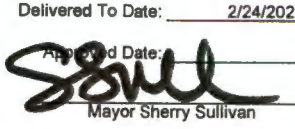
Over (Under) budget amount: \$ \_\_\_\_\_

Comments:

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
 Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Capital Lease: \_\_\_\_\_ Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

<b>Finance Manager</b>	<b>City Treasurer</b>	<b>Mayor</b>
Purchasing Memo Date: <u>2/24/2021</u>	Purchasing Memo Date: <u>2/24/2021</u>	Delivered To Date: <u>2/24/2021</u>
Request Approved Date: <u>2/24/2021</u>	Request Approved Date: <u>2/24/2021</u>	Approved Date: _____
Signatures:  Jill Cabaniss, MBA	 Kim Creech	 Mayor Sherry Sullivan



## MEMO

Sherry Sullivan  
Mayor

To: Jill Cabaniss, Finance Manager  
Kimberly Creech, Treasurer

From: Delores A Brandt  
Delores A Brandt, Purchasing Manager

Date: February 24, 2021

Re: Greensheet and Council approval of request for budgeted item over \$10,000: the  
**Procurement of Lexipol Solutions Policy Software**

The Police Department is requesting to purchase one (1) POLICY SOFTWARE SYSTEM. This purchase is for updating all Police Department policies and for the implementation process. Our current policies and procedures are extremely outdated (90% are from 2004). Lexipol's Solutions will bring these outdated policies current and legal in accordance with federal and state laws. It also provides online learning and daily testing to ensure that officers stay well-informed of the policies and procedures. The Police Department has received a quote from LEXIPOL SOLUTIONS in the amount of **FORTY-SEVEN THOUSAND ONE HUNDRED NINETY-EIGHT DOLLARS AND SEVENTY CENTS (\$47,198.70)**. Lexipol is a **sole source** product and provider of their risk management tool for public safety organizations: therefore, competitive bidding is not required in accordance with Section 41-65-51 of the Code of Alabama 1975:

**Contracts for which competitive bidding is not required:**

*(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.*

**Please place on the next available City Council Agenda this request to approve the procurement of one Policy Software System in the amount of \$47,198.70 from sole source provider, Lexipol Solutions.**

.1 North Section Street  
PO Drawer 429  
Fairhope, Alabama  
36533

Cc: file, Tyron Hoskins, Chief Hollinghead, D White

251-928-2136

251-928-6776 Fax  
[www.fairhopeal.gov](http://www.fairhopeal.gov)

# CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

**Name:** Chief Stephanie Hollinghead

**Date:** 02/24/2021

**Department:** Police Department

## ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** Lexipol Solutions Software
2. **What is the total cost of the item or service?** \$47,198.70
3. **Where will the item or service be physically located?** Police Department
4. **What is the primary function of the item or service?** Update Policies & Procedures
5. **How many do you need?** One (1)
6. **Item or Service Is:**  New  Used  Replacement  Annual Request
7. **When do you anticipate implementation?** 4/01/2021
8. **Additional Information or Comments:** Reimbursement from insurance funds

## BUDGET INFORMATION

1. **Is it budgeted?**  Yes  No  Emergency Request
2. **If budgeted, what is the budgeted amount?** \$47,198.70
3. **What is the Capital Project Name or Operating Budget Code:** 50290 – Professional Services
4. **Check any applicable boxes:**  State Contract  ALDOT  Purchasing Group  
 Sole Source (Attach Sole Source Justification)

*Email completed form with quotes or other supporting documentation to [deedee.brandt@fairhopeal.gov](mailto:deedee.brandt@fairhopeal.gov) and [jennifer.bush@fairhopeal.gov](mailto:jennifer.bush@fairhopeal.gov).*

## PURCHASING USE ONLY

**Vendor Name:** Lexipol

**Vendor Number:**

**Current Business License:**  Yes  No





# Fairhope Police Department

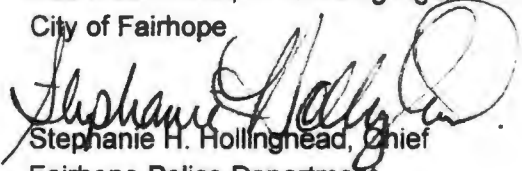
*"On Beautiful Mobile Bay"*

**Stephanie H. Hollinghead**  
Chief of Police

107 N. Section St.  
Fairhope, AL 36532  
(251) 928-2385  
Fax (251) 990-0158

**DATE:** February 24, 2021

**TO:** Dee Dee Brandt, Purchasing Agent  
City of Fairhope

**FROM:**   
Stephanie H. Hollinghead, Chief  
Fairhope Police Department

**SUBJECT:** Policy Manual, Updates, & Training Software and One Time Implementation

Please find attached pricing information from Lexipol. This purchase is for updating all Police Department policies and for the implementation process. Our current policies and procedures are extremely outdated (90% are from 2004). Lexipol's Solutions will bring these outdated policies current and legal in accordance with federal and state laws. It also provides online learning and daily testing to ensure that officers stay well-informed of the policies and procedures. Lexipol is a sole source product and provider of their risk management tool for public safety organizations; therefore, no other quotes were obtained. The pricing information is as follows:

Item	Quantity	Cost
One-Time Implementation Fee	1	\$33,612.30
Annual Subscription with 10% Discount	1	\$13,586.40
<b>TOTAL</b>		<b>\$47,198.70</b>

Please prepare the necessary paperwork for this item to be placed on the next City Council agenda. Let me know if you need additional paperwork or have any questions.

SHH/tdh

**EXHIBIT A**

**SUBSCRIPTIONS BEING PURCHASED AND SUBSCRIPTION FEES**

**Agency is purchasing the following:**

**One-Time Fee for Professional Services**

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Law Enforcement Full Implementation	USD 32,407.00	10%	USD 3,240.70	USD 29,166.30
1	Law Enforcement Standard Policy Cross-Reference	USD 4,940.00	10%	USD 494.00	USD 4,446.00
	<b>One-Time Line Items Total</b>			<b>USD 3,734.70</b>	<b>USD 33,612.30</b>
				<b>USD 3,734.70</b>	<b>USD 33,612.30</b>
	<b>One-Time Fee for Professional Services Discount:</b>				USD 3,734.70
	<b>One-Time Fee for Professional Services TOTAL:</b>				USD 33,612.30

**Annual Subscription Fees**

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service (Start: 4/1/2021 End: 3/31/2022)	USD 15,096.00	10%	USD 1,509.60	USD 13,586.40
	<b>Subscription Line Items Total</b>			<b>USD 1,509.60</b>	<b>USD 13,586.40</b>
				<b>USD 1,509.60</b>	<b>USD 13,586.40</b>
	<b>Annual Subscription Fees Discount:</b>				USD 1,509.60
	<b>Annual Subscription Fees TOTAL:</b>				USD 13,586.40

\*Law Enforcement pricing is based on 46 Law Enforcement Sworn Officers. Cross Reference Professional Services pricing is based on 500 pages.

\*The above subscription services, and when applicable, implementation services, shall be invoiced by Lexipol upon the execution of this Agreement.

**Discount Notes**

10% Discount Included for Year 1 for signature by 4/1/2021



This letter is to confirm that Lexipol is a sole source product and provider of Lexipol's risk management tools for public safety organizations. The Lexipol subscription service is purchased by public safety organizations directly from Lexipol, LLC.

Lexipol provides state-specific, customized policy and training solutions through a proprietary hosted application service. The comprehensive Lexipol copyrighted content and proprietary services are not available through any other public or private resources or organizations.

The program is unique in several ways. No other company or system offers policy and risk management tools coupled with context-sensitive training in one integrated package.

The Lexipol Policies and Training subscription features copyrighted policy manual content, document management, copyrighted training content and testing, all provided through a proprietary web-based platform. The service includes:

- a) Legal and best practice policy updates integrated into content via web-based tools.
- b) Daily Training Bulletins (DTBs) linked to the customer's policy, featuring online and real-time testing modules. DTBs are based on realistic scenarios and written by experienced public safety personnel.
- c) Electronic acknowledgement (signature) of policies, policy updates and Daily Training Bulletins. Policy acknowledgement records and training completion records are provided through the system's integrated reporting feature.
- d) Ability for agencies to create and edit policy and training content via proprietary online tools, thus reducing policy development time and associated costs significantly.

Therefore, based on the foregoing, Lexipol is the only source for the services required by your department.

If you have any questions or need assistance, please feel free to contact me. Your favorable consideration of this matter is appreciated.

Sincerely,

*Michael Renoux*

Michael Renoux  
Director, Contracts



## SOLUTIONS PROPOSAL



**PREPARED FOR:**  
Fairhope Police Department

**PREPARED BY:**  
Dunnagan Motta  
dmotta@lexipol.com  
(469) 598-0227

2611 Internet Blvd, Ste 100  
Frisco, Texas 75034  
(844) 312-9500  
[www.lexipol.com](http://www.lexipol.com)

## Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, training, mental health and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

### **THE LEXIPOL ADVANTAGE**

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 8,100 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is bracked by the expertise of 320 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, develop training or wellness content or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Fairhope Police Department to address your unique challenges.

## Scope of Services

### **Policy Manual**

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

### **Daily Training Bulletins (DTBs)**

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

### **Policy Updates**

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

### **Web-Based Delivery Platform and Mobile App (Knowledge Management System)**

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

### **Reports**

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

### **Supplemental Publication Service**

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

### **Full Implementation**

Lexipol's Full Implementation Service is individually tailored for agencies who want a start-to-finish, comprehensive policy adoption assistance. Lexipol's experienced Professional Services staff will:

- Streamline the process of policy adoption
- Assist your agency in developing a policy manual that meets your unique needs, philosophy and project timeline
- Integrate pre-existing agency content into appropriate sections within the policy manual
- Use a proven structure of policy editing and content merging, which will provide a framework to expedite subsequent policy updates and Daily Training Bulletin administration

#### **Standard Policy Cross-Reference**

Making the transition to Lexipol starts with understanding how your agency's current policy content compares with Lexipol's master policy content. Our Standard Policy Cross-Reference service provides a logical method to distinguishing between the two.

- Analysis of your existing policies and procedures to identify content similar to Lexipol's state specific master content, as well as content unique to your jurisdiction and not covered within the Lexipol manual
- Your existing policies returned with annotations and tips to integrate into the Lexipol master content
- One-on-one review with your agency to discuss the cross-reference report

**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 and solicit Quotes for an Enduro FRP Cable Management System and Incidental Hardware for Repair of Damage of Utilities caused by Hurricane Zeta; and to proceed with the work being done under a Force Account Project.

[2] After evaluating the Quotes with the required specifications, Mathes of Alabama Electric Supply Company is now awarded the procurement for an Enduro FRP Cable Management System and Incidental Hardware for Repair of Damage of Utilities caused by Hurricane Zeta with a total cost of \$31,568.36 (not to exceed \$50,000.00) which is unbudgeted.

Adopted on this 8th day of March, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



City of Fairhope  
Project Funding Request

Issuing Date: 3/3/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of Enduro FRP Cable Management System and incidental hardware for repair of damage of utilities caused by Hurricane Zeta

Project Location: Municipal Pier

MAR 3 '21 PM 4:31

Presented to City Council: 3/8/2021

Resolution #: Approved \_\_\_\_\_

Funding Request Sponsor: Richard Johnson, Public Works Director  
Sherry Sullivan, Mayor

Changed \_\_\_\_\_

Rejected \_\_\_\_\_

Project Cash Requirement Requested:  
Cost: \$ 31,568.36 not to exceed \$50,000

\$ -

Vendor: Mathes of Alabama Electric

Project Engineer: n/a

Order Date: n/a Lead Time: 4-5 weeks

Department Funding This Project

General  Gas  Electric  Water  Sewer  Gas Tax  Cap Project  Impact  Health  Fed Grant

Department of General Fund Providing the Funding

Admin-10  Bldg-13  Police-15  Fire-20  ECD-24  Rec-25  Civic-26  Street-35  Sanitation-40   
Fac Maint-45  Golf-50  Golf Grounds-55  Museum-70  Debt Service-85  Marina-34  Plan/Zone

Project will be:

Expensed \_\_\_\_\_   
Capitalized XXX   
Inventoried \_\_\_\_\_

Funding Source:

Operating Expenses \_\_\_\_\_   
Budgeted Capital \_\_\_\_\_   
Unfunded \_\_\_\_\_

Expense Code: 003-16050  
G/L Acct Name: Electric System Improvements

Grant: \_\_\_\_\_ Federal - not to exceed amount  
\_\_\_\_\_ State  
\_\_\_\_\_ City  
\$0.00 Local

Project Budgeted: \$ \_\_\_\_\_  
Balance Sheet Item-  
Included in projected  
cash flow \_\_\_\_\_

Over (Under) budget amount: \$ 31,568.36

Bond: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_  
Loan: \_\_\_\_\_ Title \_\_\_\_\_ Year \_\_\_\_\_

Comments:

Funding is coming from Electric, Water and Wastewater. A transfer of 1/3 is needed from Water and Wastewater to Electric.

Capital Lease: \_\_\_\_\_ - Payment \_\_\_\_\_ Term \_\_\_\_\_

City Council Prior Approval/Date? \_\_\_\_\_

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 3/2/2021

Purchasing Memo Date: 3/2/2021

Delivered To Date: 3/3/2021

Request Approved Date: 3/3/2021

Request Approved Date: 3/3/2021

Approved Date: \_\_\_\_\_

Signatures: Jill Cabaniss, MBA

Signatures: Kim Creech

Signatures: Mayor Sherry Sullivan



Sherry Sullivan  
Mayor

*Council Members:*  
Kevin G. Boone  
Robert A. Brown  
Jack Burrell, ACOMO  
Jimmy Conyers  
Corey Martin

Lisa A. Hanks, MMC  
City Clerk

Kimberly Creech  
City Treasurer

## MEMO

To: Jill Cabaniss, Finance Manager  
Kimberly Creech, Treasurer

From: Delores A. Brandt  
Delores A. Brandt, Purchasing Manager

Date: March 2, 2021

Re: Greensheet and City Council approval for purchase of Enduro Utility Tray and incidental hardware for the Repair of Damage of Utilities at Municipal Pier caused by Hurricane Zeta

The Public Works Director, Richard Johnson, and the Superintendent of Utilities, Mayor Sherry Sullivan, have need to repair the utility tray damaged at the Municipal Pier as a result of Hurricane Zeta. The recommendation is to proceed with re-establishing the Utilities for the pier under a FORCE ACCOUNT Project.

Quotes were obtained and the lowest quote was from Mathes of Alabama Electric Supply Co (see attached quotes).

This request is for the procurement of the **Enduro FRP Cable Management System, and incidental hardware**, from **The Mathes Group dba Mathes of Alabama Electric Supply Co** with the quoted price, (does not include freight), of **THIRTY-ONE THOUSAND FIVE HUNDRED SIXTY-EIGHT DOLLARS and THIRTY-SIX CENTS (\$31,568.36)**, with a not-to-exceed price of FIFTY-THOUSAND DOLLARS (\$50,000). This must fit into our existing standardized system. The Enduro **FRP Cable Management System** tray is a proprietary utility apparatus, and the product that is currently at the pier is also of the Enduro brand.

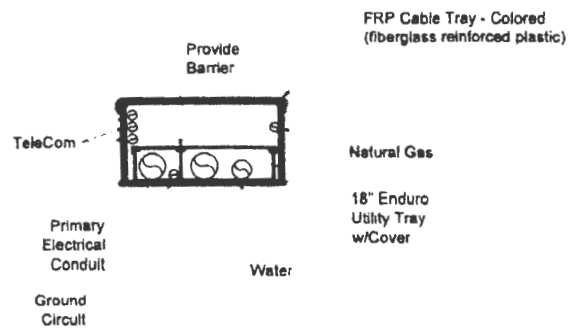
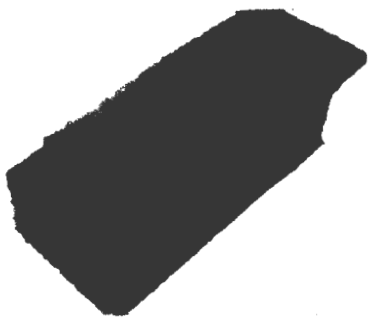
NOTES: Delivery time: 4-5 weeks

***Please prepare a greensheet and place on the next City Council Agenda this procurement request for the Enduro FRP Cable Management System and incidental hardware for \$31,568.36 with a not-to-exceed price of \$50,000 from Mathes Of Alabama Electric Supply Company***

161 North Section St.  
PO Drawer 429  
Fairhope, AL 36533

251-928-2136 (p)  
251-928-6776 (f)  
www.fairhopeal.gov

Cc: File, R. Johnson , Randy Weaver



MUNICIPAL PER - UTILITY TRAY REPAIR & Maintenance Zone		
Rev of 10/20/20	Rev of 10/20/20	Rev of 10/20/20
Rev of 10/20/20	Rev of 10/20/20	Rev of 10/20/20
Rev of 10/20/20	Rev of 10/20/20	Rev of 10/20/20



**The Mathes Group**  
**Mathes of Alabama Electric Supply Co.**  
**1514 McKenzie Street**  
**Foley, AL 36535**  
**(251) 943-8551**

**Quotation**

<b>RANDY</b>	<b>03/01/2021</b>	<b>505704-00</b>
<b>PO Number</b>		
<b>PIER REPAIRS</b>		<b>1 of 1</b>

Foley

**Cust # 1101**

**Bill To CITY OF FAIRHOPE**  
**P.O. BOX 429**  
**FAIRHOPE, AL 36532**

**Correspondence To Mathes of Alabama Electric Supply Co, Inc**  
**P.O. Box 1208**  
**Foley, AL 36536**

**Ship To CITY OF FAIRHOPE**  
**161 NORTH SECTION ST**  
**FAIRHOPE, AL 36532**

<b>Instructions</b>			<b>Taken By</b>
			<b>DEH</b>
<b>Ship Point</b>	<b>Via</b>	<b>Shipped</b>	<b>Terms</b>
<b>Mathes of Alabama-Foley</b>	<b>Best Way</b>		<b>Net25th</b>
<b>Reference</b>	<b>Sl#Repln/Out</b>	<b>Freight Terms Description</b>	
	<b>2501/7501</b>		

Ln #	Product And Description	Quantity Ordered	Quantity Backordered	Quantity Shipped	Qty UM	Unit Price	Price UM	Amount (Net)
1	629982 CW61212X10 W/ COVER CHAR GREY	46	0	46	each	406.0000	each	18,676.00
2	629986 CW612-SP-304 W/HDWE CHR GREY COMMWAY SPLIC 304SS	46	0	46	each	172.8000	each	7,948.80
3	617189 EU075 U-BOLT 3/4" W/ 4 NUTS	150	0	150	each	8.7600	each	1,314.00
4	613207 EU200 U-BOLT 2" W/ 4 NUTS	50	0	50	each	17.9400	each	897.00
5	630250 CCHD-6PX12 W/HDW CHAR GRAY COMPL CVR HOLD 316S	46	0	46	each	58.6100	each	2,696.06
6	608911 ESQ-SEALANT-QUART CLEAR SEALANT	1	0	1	each	36.5000	each	36.50

6 Lines Total

Sub Total **31,568.36**  
 Total **31,568.36**

Print Time: 03/02/21 09:54:32 am

Copy 1

Terms and Conditions are found at [Mathesgroup.com/Terms](http://Mathesgroup.com/Terms)

Do not write below this line



ACK



505704-00



1101



07-SeQuel Electrical Supply LLC  
 3307 MOFFETT ROAD  
 MOBILE, AL 36607-1707  
 Phone 251-450-1078  
 Fax 251-450-1187

# Quotation

EXPIRATION DATE	QUOTE NUMBER
03/28/2021	S3018660
07-SeQuel Electrical Supply LLC 3307 MOFFETT ROAD MOBILE, AL 36607-1707 Phone 251-450-1078 Fax 251-450-1187	
PAGE NO.	
1 of 1	

QUOTE TO:

SHIP TO:

CITY OF FAIRHOPE 14339 R  
 PO BOX 429  
 FAIRHOPE, AL 36533-0429

CITY OF FAIRHOPE 14340 S  
 555 S SECTION STREET  
 FAIRHOPE, AL 36532-1609

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
14340	FAIRHOPE PIER REPAIR		Allen Ferrell	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Robert Black	BEST WAY	Net Due 25th	02/26/2021	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
46ea	^ENDURO 629982 CW612X10 W/COVER CHAR GRAY COMMWAY STRT SECTION 6X12	415.023/ea	19091.06	
46ea	^ENDURO 629986 CW612-SP-304 W/HDWE CHR GRY COMWAY SPLIC KIT	176.634/ea	8125.16	
150ea	^ENDURO 617189 EU075 U-BOLT 3/4" W/4 NUTS	8.756/ea	1313.40	
50ea	^ENDURO 613207 EU200 U-BOLTS 2" W/4 NUTS	17.934/ea	896.70	
46ea	^ENDURO 630250 CCHD-6PX 12 W/HDW CHAR GRAY COMPL CVR HOLD DWN 316SS	59.912/ea	2755.95	
1ea	^ENDURO 608911 ESQ-SEALANT-QT	36.160/ea	36.16	
THIS PROPOSAL DOES NOT INCLUDE FREIGHT. FREIGHT ESTIMATE OF \$2200.00 IS NOT INCLUDED ON TOTAL PROPOSAL				
Subtotal			32218.43	
S&H Charges			0.00	
Amount Due			32218.43	



# Mayer - Mobile

4315 Halls Mill Road Mobile AL 36693

Branch: 251-432-4486 Fax: 251-432-7058

Br #: 308500

Quote #: 1291420

Visit Us Online at: [www.mayerelectric.com](http://www.mayerelectric.com)

kcrippen@mayerelectric.com

## Quotation

Created Date: March 02 of 2021

03/02/2021

To:

CITY OF FAIRHOPE  
SOUTH SECTION ST.  
PO BOX 429  
FAIRHOPE , AL 36533-0429

Ship To:

Job: \_\_\_\_\_  
Project Name: \_\_\_\_\_

Customer Contact: RANDY WEAVER  
Mayer Contact: Crippen, Kyle

**QUOTE VOID AFTER: 04/01/2021**

**PIPE AND WIRE QUOTE VOID AFTER: 03/03/2021**

2017927 CITY OF FAIRHOPE

Line Number	2nd Item Number	256 Long Description	Type	Quantity	Unit Price	Pricing UOM	Extended Price
1.000	629982	CW612X10 W/COVER CHAR GREY		46 \$	439.4400	EA \$	20,214.24
2.000	629986	CW612-SP-304 W/HDWE		46 \$	187.0300	EA \$	8,603.38
3.000	617189	EU075 U-BOLT 3/4		150 \$	9.2800	EA \$	1,392.00
4.000	613207	EU200 U-BOLT 2"		50 \$	18.9900	EA \$	949.50
5.000	630250	CCHD-6PX12 W/HDW CHAR GREY		46 \$	63.4400	EA \$	2,918.24
6.000	608911	ESQ-SEALANT-GUART		1 \$	38.2900	EA \$	38.29

**Quotation Total: \$ 34,115.65**

Freight Terms: **FOB Shipping Point**

Freight Prepaid And Allowed:



Freight Prepaid And Charged:



Spare Parts Included:



Contact: Crippen, Kyle

105275

Email: [kcrippen@mayerelectric.com](mailto:kcrippen@mayerelectric.com)

Phone:

ACCEPTANCE: \_\_\_\_\_

Date: \_\_\_\_\_

Mayer Electric Supply Co. Inc.

TERMS AND CONDITIONS GOVERNING THIS QUOTE ARE AVAILABLE ONLINE AT [WWW.MAYERELECTRIC.COM](http://WWW.MAYERELECTRIC.COM) OR

Wholesale -Distributors of Electrical Supplies, Lighting, Factory Automation, Tools & Communications - Since 1930



## Mayer - Mobile

4315 Halls Mill Road Mobile AL 36693

Branch: 251-432-4486 Fax: 251-432-7058

Br #: 308500

Quote #: 1291420

Visit Us Online at: [www.mayerelectric.com](http://www.mayerelectric.com)

kcrippen@mayerelectric.com

# Quotation

Created Date: March 02 of 2021

03/02/2021

**TERMS AND CONDITIONS GOVERNING THIS QUOTE ARE AVAILABLE ONLINE AT [WWW.MAYERELECTRIC.COM](http://WWW.MAYERELECTRIC.COM) OR UPON REC  
BY ACCEPTING THIS QUOTE, YOU AGREE AND UNDERSTAND THE TERMS AND CONDITIONS GOVERNING THIS QUOTE.**

**QUOTE TOTAL DOES NOT INCLUDE APPLICABLE TAXES. SUBJECT TO CREDIT APPROVAL.**

**To the extent the Buy American Act, Trade Agreements Act, or other domestic preference requirements are applicable to this Contract,  
the country of origin of Products is unknown unless otherwise specifically stated by Customer in this Contract.**

**The customer warrants that there are no governmental contracting requirements or regulations that apply to this transaction  
(including without limitation any Federal Acquisition Regulations) other than such terms as have been disclosed to Seller and agreed to by  
Seller in writing prior to Seller agreeing to this transaction.**

**RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE**, that City Council hereby authorizes a one-time appropriation of fifteen thousand dollars (\$15,000.00) paid in six monthly installments starting March 9, 2021 for the exclusive use of the Fairhope Airport Authority to enter into a professional services agreement with URG Consulting, LLC (Jason Wilson consultant). The scope of professional services provided by URG to the Airport Authority shall include, but not be limited to, airport management (marketing airport and properties, business development, community relations and stakeholder representation), aviation support (local police, airport rescue, and firefighting coordination, FBO development); and fiscal management (budgeting/forecasting capital program funding (FAA/ALDOT) alternative funding opportunities (grants) insurance, risk management).

ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



**RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** That City Council hereby authorizes Mayor Sherry Sullivan to enter into a two month rental agreement with Eastern Shore Parents Aquatic Foundation, Inc. (ESPAF) dba S.W.A.T. for certain limited use of the City's municipal pool facility. The limited use shall be for five contiguous swim lanes from 3:30 p.m. to 5:15 p.m. and four contiguous lanes from 5:15 p.m. to 7:00 p.m. Mondays through Fridays beginning either March 15, 2021 or March 22, 2021. The monthly rental fee shall be \$500.00, and each swimmer shall have a Fairhope municipal pool membership. ESPAF shall name the City as an additional insured on its policy and shall execute a hold harmless/indemnity agreement with the City. Any and all recreation department activities shall take priority over any ESPAF use of the facility. The recreation department shall endeavor to provide a 48 hour notice to ESPAF of any potential use conflict. Mayor Sullivan is authorized to agree and execute up to four, one month extensions of the agreement, at the same terms and conditions, without further approval by Council.

DULY ADOPTED THIS 8TH DAY OF MARCH, 2021

\_\_\_\_\_  
Jack Burrell, Council President

Attest:

\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk



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

ALCOHOLIC BEVERAGE LICENSE APPLICATION

*LAW*

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 Patrick Brindle SSN# \_\_\_\_\_

AGE \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH Pittsburgh, PA.

MAILING ADDRESS 307 WOODBRIDGE CIRCLE DAPHNE AL 36526

HOME # 251-518-6517 WORK # N/A

CELL # " \_\_\_\_\_ " FAX # N/A

RESIDENCE ADDRESS 307 WOODBRIDGE CIRCLE DAPHNE AL 36526

NO. YEARS AT PRESENT ADDRESS 5 NO. YEARS AT PREVIOUS ADDRESS 1 yr

PREVIOUS ADDRESS BASEMENT FLAT 5 ST. ANDREWS ROAD LONDON UK. W149SX

NAME AND ADDRESS OF BUSINESS EAST HILL DISTRIBUTORS, LLC  
358 GREENO RD SOUTH

NAME OF CORPORATION N/A

BUSINESS LOCATION N/A

HAS APPLICANT EVER HAD AN ALCOHOLIC BEVERAGE LICENSE BEFORE NO

IF SO, WHERE N/A UNDER WHAT NAME N/A

HAS APPLICANT EVER BEEN ARRESTED NO IF SO, WHERE N/A

WHEN N/A WHAT WAS CHARGE N/A

DISPOSITION N/A

LIST THREE REFERENCES:

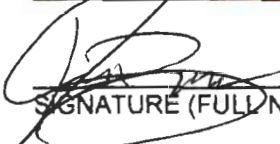
NAME	ADDRESS	PHONE NUMBER
RANCE REEHL	2190 US-98 SUITE B FAIRHOPE AL 36532	
Randy & Sherri Williams (Red or White wine)	323 De La Mare Ave. FAIRHOPE, AL 36532	
Boyle Kinder (The Hope Farm)	915 Nichols Ave. Fairhope AL 36532	

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 10<sup>th</sup> 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 10<sup>th</sup> 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 10<sup>th</sup> 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 10<sup>th</sup> 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.**

  
SIGNATURE (FULL NAME)

FEB 23 2021  
DATE

NOT APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

NOT APPROVED BY COUNCIL \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED  DATE 3/3/21  
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.

## Lisa A. Hanks, MMC

---

**To:** Lisa Hanks  
**Subject:** RE: Chalk Walk Event for April 24th

Page Crawford passed on your information. I am trying to organize an event for the Baldwin County Trailblazers and am wanting to do a chalk art event along the side walks on April 24th, with a backup rain date for April 25th, near Orange Street parking lot. She said we would need approval to use the sidewalks. Can you help with that??

Participants/teams will pre-purchase a square (\$25.00) and our idea is to give them several hours to complete their art (8:00 am-12:00) and then judging would be at 1:00. We plan to have at least a kids category & adult category. We are hoping they will be able to pick up their goodie bag most likely the day before at the art center or another location in town. The goodie bag will include chalk supplies & other items for participating. We wanted to see what we needed to do through you all first before we moved too far into putting it all together. What other details would you need? I think it could be a really fun event and something the community could get behind!

It is mainly an awareness event to get people out on the trails (the potential date is actually National Trails Day-who knew?!!) and know more about the Baldwin County Trailblazers but also an opportunity to raise some funds for trail advocacy, connectivity of trails, bike safety and to support the mission of BCT.

I have been doing a little more research this morning and just spoke to a lady in Ft. Wayne Indiana at their Museum of Art where they do a similar event on a much larger scale.

**From:** Molly Spain <mollywalkerspain@gmail.com>  
**Sent:** Friday, February 26, 2021 11:26 AM  
**To:** Lisa A. Hanks, MMC <Lisa.Hanks@fairhopeal.gov>  
**Subject:** Re: Chalk Walk Event for April 24th

**Lisa A. Hanks, MMC**

---

**From:** Molly Spain <mollywalkerspain@gmail.com>  
**Sent:** Friday, February 26, 2021 12:31 PM   
**To:** Lisa A. Hanks, MMC  
**Subject:** Re: Chalk Walk Event for April 24th

**SENT FROM AN EXTERNAL ADDRESS**

---

What is the timeline on approval? Just wondering when we would be able to begin promoting, moving forward on planning if approved?

Thanks,

Molly

On Fri, Feb 26, 2021 at 11:50 AM Molly Spain <[mollywalkerspain@gmail.com](mailto:mollywalkerspain@gmail.com)> wrote:

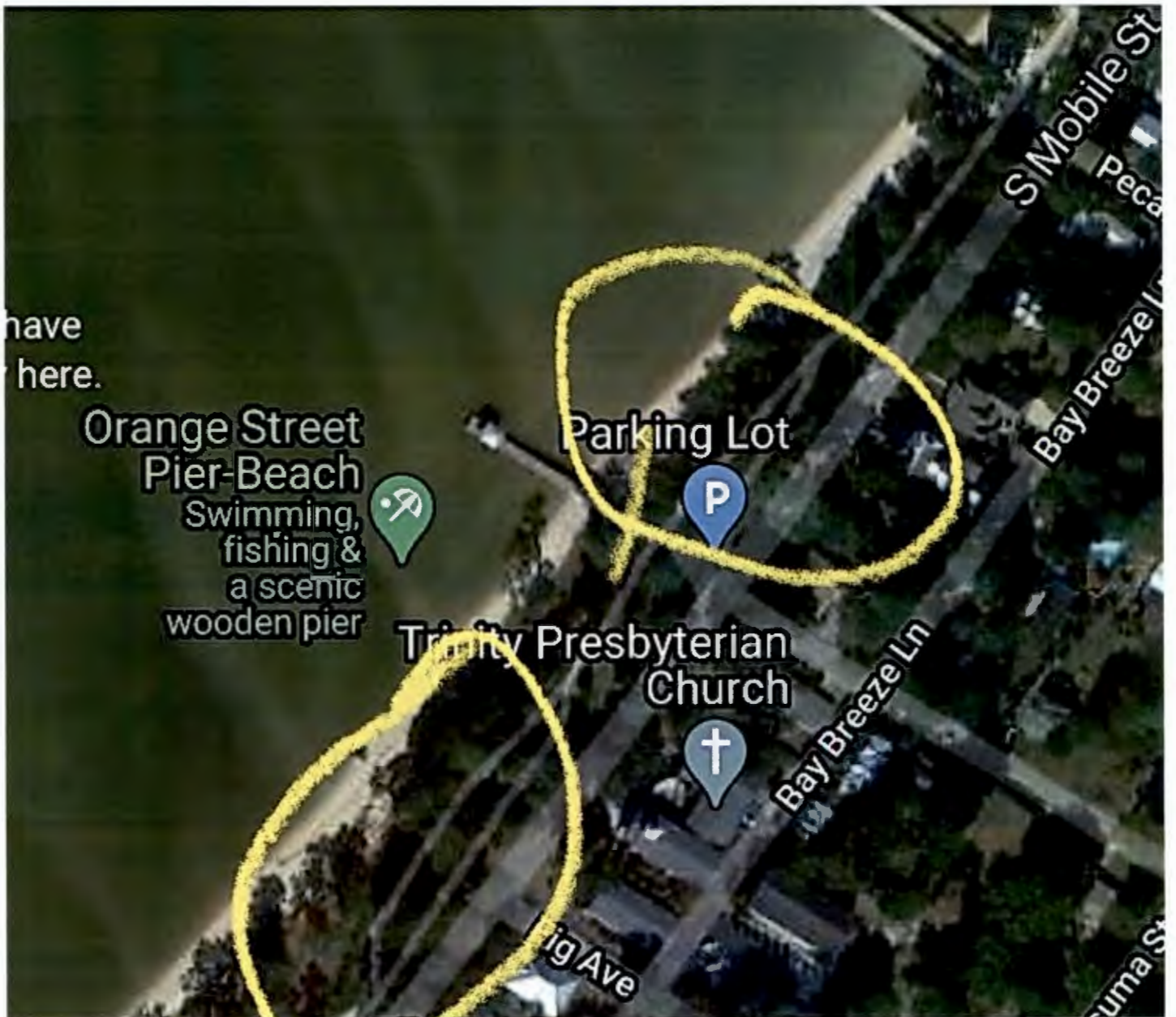
This might be helpful! I have circled the two places on the map where the trail splits & we would plan to have the artist draw on just one side of the trail there, leaving the other side for walkers

11:47 ↗



🔒 google.com

☰ 199-101 Fairhope Ave



March 3, 2021

Marisa Gill  
3846 Castlerock Dr.  
Zionsville, IN 46077

Fairhope City Council  
161 North Section St.  
Fairhope, AL 36532

Esteemed members of the Fairhope City Council,

I am reaching out on behalf of Eddie Gill and the ***Journey for a Cause*** initiative. ***Parker Boats*** has partnered with and sponsored ***Journey for a Cause***, an initiative that was launched in order to support diversity and inclusion in the boating, fishing and outdoor industries. Eddie is a 20-year-old college student attending Grace College, he is an Environmental Science major and also a college basketball player. Eddie has grown up with a love of fishing and all things outdoor. Unfortunately, far too often he receives looks or statements of astonishment that he, a young black man, enjoys these activities. With this in mind, he collaborated with two childhood friends and countless organizations to work towards promoting diversity and inclusion in these areas. Eddie will be taking a trip from Evansville, Indiana all the way down to the Gulf of Mexico to promote this initiative. He will travel on a **25 ft Parker 2520xld boat** for the journey and will travel with a captain's license of his own and an additional captain to ensure the safety of the trip. Along the way, Eddie and his crew will make multiple stops and it is our hope that **Fairhope Docks Marina** and the city of **Fairhope** would be willing to host ***Journey for a Cause*** as one of their stops. The anticipated date of arrival would be somewhere between June 8<sup>th</sup>.

It is Eddie's hope to bring awareness to this mission and or work with local youth/community organizations, news organizations and underserved populations to increase exposure and awareness about the joys of outdoor living. I would be very interested in discussing this with the appropriate person further. If you would like to know more information about ***Journey for a Cause*** please visit one of these multiple platforms. Eddie has also been fortunate to be featured in several boating magazines including Power and Motoryacht magazine, along with receiving local news station coverage.

**Website-** <https://www.journey4acause.com/>

**Instagram-** @journey4acause

**Twitter-** @Journey\_4aCause

**Go Fund Me-** <https://www.gofundme.com/f/journey-for-a-cause>

**News Link-** <https://www.wthr.com/article/sports/local-sports/journey-for-a-cause-carmel-native-raising-awareness-of-diversity-in-outdoor-sports/531-e8a1a723-78f4-4d4b-91a5-d460cfa1d136>

Sincerely,

Marisa Gill  
Director of School  
The Independence Academy  
4701 N. Central Ave., Indianapolis IN 46205  
[marisagill@iaindiana.org](mailto:marisagill@iaindiana.org)

## Lisa A. Hanks, MMC

---

**From:** Sean Saye  
**Sent:** Friday, February 26, 2021 10:09 AM  
**To:** Lisa A. Hanks, MMC  
**Cc:** Jessica Walker  
**Subject:** FW: Journey for a Cause

FEB 26 '21 PM4:01

Hey Lisa, this lady has contacted me about donating a slip for the evening as this young man passes through. Is this something that is possible? Do we need to ask council for approval on something like this? How would that work?

**From:** Marisa Gill <MarisaGill@iaindiana.org>  
**Sent:** Friday, February 26, 2021 10:02 AM  
**To:** Sean Saye <sean.saye@fairhopeal.gov>  
**Subject:** RE: Journey for a Cause

SENT FROM AN EXTERNAL ADDRESS

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Hi Sean,

Thank you for getting back to me so quickly! Eddie will be traveling with a group of about 6, his two best friends (college students & great kids), a licensed captain and likely his dad and grandpa. All they will really need is dockage and a place to eat & sleep for the evening. They plan on it just being a 1 day stop. Most of the other marinas that we are working with, are donating or sponsoring the stay and in turn Journey for a Cause will be promoting them and their dock or organization via social media etc.. Eddie is also putting on community events and or press conferences along the way and would be happy to discuss that option with you further, if you have any great ideas or know of a children's group in need or that would enjoy something like that.

We have reached out to his sponsor to confirm his departure date, which will allow me to give you a closer estimate of the actual day of arrival. He was originally slated to depart on May 29<sup>th</sup>, but another marina made the very obvious suggestion of pushing back, if we could, in order to avoid the Memorial Day rush. We put in that request with Parker Boats and are awaiting a response. Please let me know your thoughts. I look forward to hearing from you!

Thank you,

Marisa Gill  
Director of School  
The Independence Academy  
4701 N. Central Ave., Indianapolis IN 46205  
[marisagill@iaindiana.org](mailto:marisagill@iaindiana.org)  
317-926-0043

**From:** Sean Saye <[sean.saye@fairhopeal.gov](mailto:sean.saye@fairhopeal.gov)>  
**Sent:** Thursday, February 25, 2021 3:37 PM



# AIRPORT AUTHORITY

## NOMINEE (S)

6-Year Term

### APPOINTMENTS

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Lee Shelton

The term shall end March 2027

### REAPPOINTMENTS

---

Vince Boothe

Term shall end March 2023

Frank "Chip" Groner

Term shall end March 2025

Jack Burrell

Term shall end March 2027

February 22, 2021

23-21A 8:13 RCVD



Ms. Lisa A. Hanks, MMC  
Clerk, City of Fairhope  
161 North Section Street  
Fairhope, AL 36533

Ms. Hanks,

This package contains an application for appointment to the Fairhope Airport Authority Board. I am aware of the pending departure of Mr. Joe McEnerney and would appreciate being considered as a candidate for that vacancy.

I appreciate your efforts to convey my application to the Mayor for her review and consideration.

Respectfully,



Lee M. Shelton, II  
129 Majors Run  
Fairhope, AL 36532  
(251) 454-5132  
[leeshelton01@aol.com](mailto:leeshelton01@aol.com)

Attachments

Application for Appointment, 2pg  
Personal Resume, 2pg

# 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: Shelton                      First Name: Lee M. II

Mobile Phone Number: 251.454.5132              Email: [leeshelton01@aol.com](mailto:leeshelton01@aol.com)

Home Address: 129 Majors Run    City: Fairhope    State: Alabama    Zip: 36532

Business Address: Not applicable (retired)    City: \_\_\_\_    State: \_\_\_\_    Zip: \_\_\_\_

Name of Board or Committee: **Airport Authority Board**

## EDUCATIONAL BACKGROUND:

- Masters: Public Administration & Communication, New York State University
- Bachelors: Production Systems Management, Oklahoma University
- Air University (USAF): Squadron Officers' School, Air Command and Staff College, Air War College, Defense Systems Management College

**PROFESSIONAL LICENSES AND/OR ASSOCIATIONS:**

- Project Management Professional (PMP); Certified, Project Management Institute
- Order of Daedalians; national, fraternal and professional order of American military aviators
- Ancient Aviators of South Alabama; fraternal organization of aviation enthusiasts

**PROFESSIONAL EXPERIENCE:**

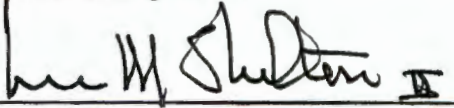
- 2008-2010: Project Management Instructor, University of Nebraska College of Business, Corporate Business Development Center
- 1993-2008: Corporate senior management
  - GiftCertificates.com
  - Election Systems & Software
  - SITEL Corporation
  - American Business Information
- 1966-1993: United States Air Force
  - Command pilot, strategic planner, organizational commander, and senior staff member. Retired with rank of colonel

**CIVIC INTERESTS AND/OR SERVICE MEMBERSHIPS:**

- Former Chairman, South Alabama SCORE Chapter 0630; Mentor to Small Business & Entrepreneurs
- Steering Committee Member, World Affairs Roundtable, Fairhope Public Library (2012 - 2013)
- Board President (2012-2014), Treasurer/Secretary (2021), Carya Pointe Property Owners' Association, Fairhope, AL

**HOW WILL YOUR QUALIFICATIONS BEST SERVE THE NEEDS OF THE COMMUNITY?** I have a well-developed work ethic and a strong sense of community. My ability to productively work within, or lead, a group in the resolution of complex issues and delivery of successful results is proven. I am a good listener, a logical thinker and a clear communicator. My career has been characterized by high-visibility, zero-error opportunities...in military aviation and the commercial marketplace...domestically and internationally. I would appreciate the opportunity to apply that mix of experience to the significant efforts of the Airport Authority Board.

With the continued expansion of Airbus and the Brookley Field complex, Fairhope's airport is strategically positioned to realize significant, synergistic growth...both in direct air traffic and the provision of ancillary services. I would be honored to work with the members of the Airport Authority to accomplish the strategic planning for, and management of, that growth.

Signature:  Date: FEB 20, 2021

You may attach a resume with this application. (Attached, 2-pages)

**Lee M. Shelton II**  
129 Majors Run, Fairhope, Alabama 36532  
(251) 210-4647      LeeShelton01@aol.com

### **QUALIFICATIONS**

Educated and experienced in organizational management, planning and communication.  
Proven, highly qualified leader with focus on process effectiveness, efficiency and quality results.  
– Recognized capability to operate with foresight, judgment, skill and energy to converge ideas, resources and technology.  
Documented leadership capability with systems-level, hands-on, performance-oriented record.  
– Highly effective with management and employees; excellent communication and motivation skills.  
Superior performance in competitive positions of ever-increasing accountability and responsibility.  
– Consistently excelled in high-visibility, high-stress, zero-error environment.

### **EDUCATION**

MA, Public Administration and Communications, New York State University  
PMP, Project Management Professional Certification  
BBA, Production Systems Management, minor studies in Economics, University of Oklahoma

### **MANAGEMENT EXPERIENCE**

#### ORGANIZATIONAL LEADERSHIP

Full profit and loss responsibility for 1000+ blended call center positions and 3000+ employees providing out-sourced customer service and sales support to North American telecommunications clients. Managed dramatic three-year growth in operations staff, production capacity and revenue. Developed six new facilities in five states and managed revenue growth from \$6-to-\$50 million. In two years, grew single client from product launch to 1 million unit sales and \$35 million in revenue. Directed all aspects of production and shipping for \$60 million corporation during record-setting revenue period. Reduced overtime, increased supervision, and exceeded all-time production levels. Led production teams in 4-states to deliver time sensitive, high quality materials to 2800+ customers.

#### PERSONNEL & RESOURCE EFFICIENCY

Led diverse, international staff in the reorganization and financial turn-around of corporation's Asia Pacific regional operations. Responsible for setting expectations and managing relationships with international customers in five Pacific Rim countries. Implemented procurement-inventory-warehouse methods to satisfy 24-hour/day specialized manufacturing demands. Developed innovative 10-year strategic plan for requirements definition and resource acquisition; presented and approved throughout corporate structure. Senior Director of proven, on-call Quick Response Staff tasked to coordinate and focus total corporate capacity to resolve unanticipated contingencies. Managed employee growth within Division from 300 to over 3000 in three-year period; concurrent revenue growth from \$27 million to \$50 million. Responsible for the daily oversight and financial success of multi-year, multi-million dollar relationships with Fortune 500 telecommunications clients and their customers.

#### PROGRAM EFFECTIVENESS

Responsible for designing, staffing and developing headquarters-level team providing face-to-face client services for America's largest corporation. Streamlined organization, developed infrastructure and processes, reduced meeting time, increased communication efficiency and produced measurable increases in client confidence and consumer satisfaction. Actively led numerous government-contractor teams in the successful definition, development, acquisition, integration and field deployment of state-of-the-art system enhancements. A skilled and persuasive communicator. Routinely

represented program-related issues before executive and legislative branches, federal agencies, and senior government and industry decision-makers. Served as single focal point for a highly specialized aerospace program with worldwide operations. Successfully forecast, advocated and executed annual operations and procurement budgets exceeding \$500 million. Certified Project Management Professional (PMP) within Program Management Office (PMO) of Industry-leading Corporation.

### TRAINING AND DEVELOPMENT

Trained, certified and experienced in preparation of training materials, on-the-job and classroom instruction, use of advanced simulation devices and individual performance evaluation and critique. Reduced the time, manpower and dollars to conduct high-cost, technical training for thousands of Federal employees. Developed the methodology and multimedia materials to implement procedures throughout aerospace segment. Taught academic and applied skills for both initial qualification of entry-level staff, and follow-on, continuation training of experienced personnel. Directed staff activity of corporate-level training organization with over 2800 customers. Accomplished public speaker; skilled in preparation and presentation of detailed information.

### **CHRONOLOGY OF EXPERIENCE**

- 2008 to 2010                University of Nebraska College of Business and Technology  
Project Management Instructor, Corporate Education Program
- 2007 to 2008                GiftCertificates.com, Omaha, Nebraska, USA  
Oct 07 – Feb 08             Director, Customer Service, Account Management & Fraud
- 2002 to 2007                Election Systems & Software, Omaha, Nebraska, USA  
Sep 05 – Feb 07             Project Manager, Program Management Office  
Nov 04 – Sep 05             Director, Customer Support  
Sep 03 – Nov 04             Director, Election Services  
Apr 02 – Sep 03             Manager, Workflow & Processes
- 1994 to 2001                SITEL Corporation, Omaha, Nebraska, USA  
Jan 00 – Mar 01             Senior Vice President, Client Services and Enterprise Management  
General Motors Business Unit, Detroit, Michigan
- Apr 99 – Dec 99             Regional President  
Feb 98 – Apr 99             Regional Chief Operating Officer  
SITEL Asia Pacific, Sydney, Australia
- Sep 97 – Feb 98             President, Communications and Energy Group  
Oct 96 – Sep 97             President, Communications Marketing Services Division  
Sep 95 – Oct 96             Vice President/General Manager, Communications Marketing Services  
Division  
Jul 94 – Aug 95             Director of Operations, Communications Marketing Services Division
- 1993 to 1994                American Business Information (InfoUSA), Omaha, Nebraska, USA  
Dec 93 – May 94             Manager, Corporate Production and Shipping
- 1966 to 1993                United States Air Force  
Command pilot, organizational commander, strategic planner, senior staff member. Retired with rank of colonel