

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

MONDAY, 12 APRIL 2021 – 4:30 P.M. – COUNCIL CHAMBER

1. Working Waterfront Team Presentation – Brandon Bias with Goodwyn Mills Cawood
2. Presentation of Proposed Project for USA’s Medical Building and Possible Surgery Center – Owen Bailey, Dr. Ben Scrubbe, and Mac Walcott
3. Presentation of the Regional Hazard Mitigation Plan – Erik Cortinas
4. Presentation by the Fairhope Volunteer Fire Department
5. Discussion of Osprey Project at Fairhope Docks – Mayor Sullivan and Kim Burmeister
6. Department Head Updates

**City Council Agenda Meeting - 5:30 p.m.
on Monday, April 12, 2021 – Council Chambers**

Next Regular Meeting – April 26, 2021 - Same Time and Place

Lisa A. Hanks, MMC

From: Sherry Sullivan
Sent: Thursday, April 1, 2021 7:27 AM
To: Lisa A. Hanks, MMC; Jack Burrell 
Subject: Fwd: Osprey platform for nesting box
Attachments: googlearthimage.jpg; IMG_2175.JPG; IMG_2177.JPG; JIMNMARK.jpg; IMG_2165.JPG; OSPREYOVERBAY.jpg; IMG_2167.JPG; Osprey1.pdf; emailfromcorp.JPG

For work session please.

Thank you,
Sherry

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From: Kim Burmeister <kim.burmeister@fairhopeal.gov>
Sent: Tuesday, March 30, 2021 12:14:24 PM
To: Sherry Sullivan <sherry.sullivan@fairhopeal.gov>
Cc: Christina Lejeune <christina.lejeune@fairhopeal.gov>; Jeremy Morgan <Jeremy.Morgan@fairhopeal.gov>; Hunter Simmons <hunter.simmons@fairhopeal.gov>; Sean Saye <sean.saye@fairhopeal.gov>; Richard Johnson <richard.johnson@fairhopeal.gov>; Mark Berte <mberte@joinacf.org>
Subject: Osprey platform for nesting box

My take on today's meeting at Fairhope Docks:

City electrical dept. will install the pole once nesting platform is complete.
Jim Horner volunteered to build the osprey platform, ACF will donate the materials or cost of materials if Jim purchases.
Jim will begin work on platform immediately. If Jim acquires the materials, Mark said ACF would reimburse him.
City Electric has the pole on hand already.
Location of pole will be in the approximate location indicated (Mayor is standing in approximate location in picture "2175"), it is near an existing platform pole ("2165") that now has utility devices on it.
Approximate location is end of Sea Cliff Drive, city property. Mark Berte determined this to be the best spot at or near the FH Docks.
Platform must be highest spot within at least 20 yards.
Corp permit not required for pole installation per Steve Crosson. We must keep the pole installation above high tide line to avoid permit requirements.
Nesting season for ospreys is in February according to Mark Berte, so we will hopefully have the platform up and ready to roll for nesting season 2022.
Mark suggests City draft a resolution for the osprey platform project, commitment to maintain.
Mayor is interested in seeking grant opportunities to include a live cam (15K) after pole and platform are installed.
An osprey was flying / fishing overhead while we were there.
Mark asked Sean to send him any pictures he can get of ospreys in the Fairhope Docks area.

Mayor said she will introduce osprey project to Council at the Work Session on April 12th - I will attend Work Session per Mayor's request.

Once we have the pole and platform installed and a resolution drafted, maybe we can coordinate with ACF to have a small platform dedication ceremony, just to kick off some interest in the platform and ospreys in general.

In attendance at today's meeting:

Kim

Christina

Mayor

Jeremy Morgan with Electric

Conrad with Electric

Sean with FH Docks

Mark Berte with ACF

Kim Burmeister

City of Fairhope

Planning and Zoning Department

Code Enforcement Officer

251 990-2877

Osprey Platform Material List

Pole	1	16'	6" x 6" Pressure Treated
Box Frame	1	12'	2" x 6" Pressure Treated
Platform Base	1	5'	2" x 6" Pressure Treated
Perch Base	2	8'	2" x 6" Pressure Treated
Side Supports	1	3'	5/4" x 6" Pressure Treated (Ripped)
Hardware Cloth	1	3' Square	1/4" Galvanized
Fasteners			
Platform Base to Pole	8	3/8" x 6"	Galvanized Lag Bolts
	2	3/8"	Galvanized Flat Washers
Box to Platform Base	8	#8 x 3"	Galvanized Drywall Screws (3.99/lb.) or 12 Lb. Galvanized Nails
Four Corners of Box	12	#8 x 3"	Galvanized Drywall Screws or 12 Lb. Galvanized Nails
Perch Brace to Platform Brace	2	3/8" x 8"	Galvanized Carriage Bolts
	2	3/8"	Galvanized Washers
Perch Braces to Pole	1	1/2" x 10"	Galvanized Hex Bolt
	2	5/8"	Galvanized Flat Washers
Fasten Wire to Box	40	3/8"	Galvanized Fence Staples (1.20/lb.)
Side Supports to Box	8	8b	Galvanized Nails (1.19/lb.)

All poles must have a predator guard!

Osprey Platform Project

Write a description for your map.



☉ 334°NW (T) ● 30°32'35"N, 87°54'11"W ±13





30 Mar 2021, 09:11

☀ 69°E (T) ● 30°32'34"N, 87°54'5"W ±19ft



30 Mar 2021, 09:



☉ 296°NW (T) ● 30°32'32"N, 87°54'9"W ±226



permit for Osprey pole

from Burmeister
Crosson, Steven B CIV USARMY CESAM (USA)
I read this message on 3/30/2021 11:23 AM.

the activity you describe would not need a Department of the Army permit. Installation of pilings outside the boundaries of navigable waters or tidal waters (landward activity).

Let me know if you have any follow-up questions.

Steven B Crosson
Engineer, South Alabama Branch
Regulatory Division
Corps of Engineers
1-694-3664
sten.b.crosson@usace.army.mil

Burmeister <kim.burmeister@fairhopeal.gov>
March 30, 2021 10:45 AM
Steven B CIV USARMY CESAM (USA) <Steven.B.Crosson@usace.army.mil>
Erik Cortinas <erik.cortinas@fairhopeal.gov>
DoD Source] Corp permit for Osprey pole

We will be installing a 50' osprey pole at the end of Sea Cliff Drive, approximate location is attached. Do we still need a permit from the Corp? Where Mayor is standing in the picture is approximate location of pole to be installed.

Do we need to submit a permit app to the Corp, it's the ALGP-05, not the "Joint App" since not in the water, is that correct?

For help,
Engineering Department
Regulatory Division

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 12 APRIL 2021 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 22 March 2021 Regular City Council Meeting, minutes of 22 March 2021 Work Session, and minutes of 22 March 2021 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** – Ordinance – Amend Zoning Ordinance No. 1253.
Request to repeal and replace Ordinance No. 1664 known as the Klumpp PUD. The property of Gayfer Village Partners, Inc. is generally located on the west side of State Highway 181 between Gayfer Road and Fairhope Avenue, Fairhope, Alabama. PPIN Numbers 24160, 236701, and 316793; parcel containing 75.93 acres, more or less.
6. **Final Adoption** – Ordinance – Annexation – Mark William Mathias and Sherry Dawn Mathias property located at 103 Alsway Court, Fairhope, Alabama. Tax Parcel 43-09-43-0-000-015.001. (Introduced at the March 22, 2021 City Council Meeting)
7. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute all required agreements between the City of Fairhope and the United States Department of Agriculture Natural Resources Conservation Service for an Emergency Watershed protection program for Hurricane Sally (DR-4563-AL) Storm Damage. The total approved budget is \$869,500.00: \$652,125.00 (75%) NRCS's contribution of construction cost, \$217,375.00 (25%) City's contribution; and in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00). Projects: Quail Creek, Fairwood Drive, and 204, 206, 252, and 254 N. Summit Street.
8. Resolution – That the City Council approves the selection of Thompson Engineering to perform Professional Engineering Services for New Transmission Line on County Road 33 for the Water Department RFQ No. PS014-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.
9. Resolution – That the City Council approves the selection of Vision Technology Solutions, LLC d/b/a Vision Internet Providers to perform Professional Services for Website Design and Management RFQ No. PS017-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.
10. Resolution – That the City Council approves the selection of Dewberry Engineering to perform Professional Engineering Services for Larry Newton Lift Station Replacement for the Water Department RFQ No. PS018-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

11. Resolution – That the City Council approves the selection of Payne Management, Inc. d/b/a Payne Pipeline Services to perform Professional Consulting Services for Natural Gas Pipeline Distribution Compliance for a three year contract (RFQ No. PS013-21) with a not-to-exceed amount of \$53,160.00 per year; and authorizes Mayor Sherry Sullivan to execute the Contract. This is for Payne’s Pipeline Compliance System Package to meet applicable requirements at 40 CFR Part 192.
12. Resolution – That the City Council approves the selection of the Sawgrass Consulting, LLC for Professional Survey and Engineering Services for three (3) National Resources and Conservation Service grants for Emergency Watershed Protection projects; hereby authorizes Mayor Sherry Sullivan to execute a contract for Project #1 Quail Creek (DSR 5106-006) RFQ #PS009-21 with a total unbudgeted cost of \$23,000.00 for Professional Service Fees; and approves the City’s unbudgeted match of \$34,987.50 (based on Estimates).
13. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute a contract with O’Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department with a not-to-exceed amount of \$50,000.00.
14. Resolution – That the City of Fairhope has voted to purchase 46kv Line Work Materials and related Inventory for Substation Upgrade Projects; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The total estimated cost per Stewart Engineering will be \$591,000.00.
15. Resolution – That the City of Fairhope has voted to procure a 2022 ALTEC Model AM55 Bucket Truck for the Electric Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$282,627.00.
16. Resolution – That the City of Fairhope has voted to procure a Six Passenger and Wheelchair ADA Approved Shuttle for the Community Affairs Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$16,727.50.
17. Resolution – That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add Senior Accountant position (Grade 26S) and Delete Finance Manager position (Grade 28S); and the Job Descriptions and Grades of Pay for same.
18. Resolution – That the City of Fairhope hereby amends the Budget for the FY2020-2021 as recommended to change the Fire Department Community Grants Revenue from \$200,000.00 to \$100,000.00 and the Impact Fee Funding from \$331,000.00 to \$417,157.00; and authorizes the City Treasurer to make the necessary changes.
19. Resolution – That the City of Fairhope accepts and approves the proposed name of “Horior Lane” pursuant to the City’s Road Name/Change Petition at the request of Allan Beck, President of Rock Creek Property Owners Association and Steven Harris, Rock Creek General Manager.

20. Resolution – That the City Council hereby approves and authorizes The Fairhope Arts and Crafts Festival Foundation for this year’s Festival to use the area in front of the Welcome Center for the artists breakfast and registration; use of the grassy area by the Clock for their media tent; and use of the green space adjacent to the Recreation Center for shuttle service.
21. Resolution – That the City Council hereby approves and adopts the recommendation by the Recreation Board and Recreation Director Pat White for a \$10.00 per month fee for use of the City of Fairhope Recreation Center Walking Track; and this fee shall take effect immediately.
22. Resolution – That the City Council hereby approves and adopts the recommendation to purchase of a Scoreboard and Play Clock at W. C. Majors Football Stadium; and the Recreation Board will contact the Fairhope Booster Club and School Clubs for financial assistance to make this purchase.
23. Resolution – That the City Council hereby approves and adopts the City of Fairhope’s Footwear Policy as presented that will help provide a healthy and safe working environment for all City Employees; and the policy shall take effect immediately.
24. Resolution – That the City Council hereby authorizes and ratifies actions by Council President to purchase real property on Morphy Avenue necessary for Utility Infrastructure improvements, with execution of all related documents and agreements for the purchase.
25. Resolution – That the City Council hereby approves and adopts the Mobile Bay Spring Classic Field Use Agreement for the Fairhope Soccer Complex from April 23, 2021 through April 25, 2021.
26. Request – Bryant Whelan, Executive Director of The Eastern Shore Art Association, Inc. d/b/a Eastern Shore Art Center – Requesting the use and closure of Oak Street between Section and Bancroft Streets for their White Linen Night Gala Event; and permission to serve alcohol during this event.
27. Request – Casi Callaway, Mobile Baykeeper, requesting permission to block streets and use Park on South end of Pier, North Beach Road, Bayfront Park (pier), and Fountain area for the 2021 Publix Grandman Triathlon on May 22, 2021 (On May 21st close rose garden, no later than 5:00 p.m. and on May 22nd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes); use of barricades; and permission to serve beer on South Beach Park with all appropriate security after the race; and also requesting permission to block streets (N. Mobile Street and N. Beach Road); use the Park on the South end of the Pier; and use of barricades for the Jubilee Kids’ Triathlon on May 23, 2021 from 6:30 a.m. to 10:00 a.m. (On May 21st close rose garden, no later than 7:00 p.m. and on May 22nd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes).
28. Public Participation – (3 minutes maximum)
29. Executive Session – To Discuss Pending Litigation and Possible Settlement Options regarding said Pending Litigation.
30. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, April 12, 2021 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, April 12, 2021 – Council Chambers**

Next Regular Meeting – Monday, April 26, 2021 - Same Time and Place

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 22 March 2021.

Present were Council President Jack Burrell, Councilmembers: Corey Martin, Jimmy Conyers, Jay Robinson, 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 at 6:03 p.m. The invocation was given by Pastor Marshal Frye of Celebration Church and the Pledge of Allegiance was recited. Councilmember Robinson moved to approve minutes of the 8 March 2021, regular meeting; minutes of the 8 March 2021, work session; and minutes of the 8 March 2021, agenda meeting. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Mayor Sullivan addressed the City Council regarding the following items:

- 1) Thanked Museum staff for the Dogwood Trail Exhibit and the debut of new Court;
- 2) Thanked Recreation staff and Recreation Director Pat White for diligently getting the recreation improvements done for all of the events;
- 3) Announced the Mayor’s Tournament on Friday; and
- 4) Read part of a “Thank you Note” from the Baldwin County Child Advocacy.

Councilmember Martin stated he was thankful to be here in Chambers. He reminded everyone to be safe during Arts & Crafts Festivals; and said there are vaccine for more now.

Councilmember Robinson thanked Pat White for the Volanta opening.

Councilmember Conyers introduced in writing an Ordinance to annex Mark William Mathias and Sherry Dawn Mathias property located at 103 Alsway Court, Fairhope, Alabama. Tax Parcel 43-09-43-0-000-015.001. Due to lack of a motion for immediate consideration, this ordinance will layover until the April 12, 2021 City Council meeting.

22 March 2021

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the Fairhope City Council hereby approves and accepts the Living Memorial of “The Eagle with Flag” that will be dedicated to all those and their families who serve to protect our Safety and Freedom from Bob Weltlich with the stipulation that he provide and/or raise the funds for the statue; and is to be placed in front of the City’s Justice Center. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4025-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the Fairhope City Council hereby approves and accepts the Living Memorial of “The Eagle with Flag” that will be dedicated to all those and their families who serve to protect our Safety and Freedom from Bob Weltlich with the stipulation that he provide and/or raise the funds for the statue; and is to be placed in front of the City’s Justice Center.

Adopted on this 22nd day of March, 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 the City Council hereby authorizes and selects Mayor Sherry Sullivan to be the Voting Delegate and Jack Burrell (Council President) to be the 1st Alternate Voting Delegate during the annual meeting of the Alabama League of Municipalities. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

*

*

22 March 2021

RESOLUTION NO. 4026-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby authorizes and selects Mayor Sherry Sullivan to be the Voting Delegate and Jack Burrell (Council President) to be the 1st Alternate Voting Delegate during the annual meeting of the Alabama League of Municipalities.

ADOPTED THIS 22ND DAY OF MARCH, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the Fairhope Volunteer Fire Department (“FVFD”) is hereby authorized and directed to dispose of the personal property purchased by the City of Fairhope, Alabama for the “FVFD”, 1-³/₄” Hose, by donating such property to a Fire Department or Fire Departments in need that could use the equipment. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4027-21

WHEREAS, the City of Fairhope, Alabama, has a certain item of personal property which is 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:

22 March 2021

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:

1-³/₄" Hose

SECTION 2. That the Fairhope Volunteer Fire Department ("FVFD") is hereby authorized and directed to dispose of the personal property purchased by the City of Fairhope, Alabama for the "FVFD", described in Section 1, above, by donating such property to a Fire Department or Fire Departments in need that could use the equipment.

ADOPTED AND APPROVED THIS 22ND DAY OF MARCH, 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 Council hereby establishes the City of Fairhope Junior City Council and the following rules are set forth to govern its operation in proposed resolution. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4028-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby establishes the City of Fairhope Junior City Council and the following rules are set forth to govern its operation:

ARTICLE 1. NAME

The name of the Council is the City of Fairhope Junior City Council.

22 March 2021

ARTICLE 2. PURPOSE AND DUTIES

The Fairhope Junior City Council, "FJCC," exists to serve as the youth's voice in the City of Fairhope while introducing members to City government and its processes.

Members of the FJCC are expected to attend City Council meetings where necessary to observe government in action. The FJCC also makes various presentations to the City Council during work sessions each year.

FJCC also serves as a youth outreach arm of the City's government, engaging youth through projects throughout the City.

ARTICLE 3. MEMBERSHIP

The Junior City Council is composed of ten (10) members appointed by the Mayor and a committee of community and City professionals.

Junior City Council members serve for a term of two (2) years beginning September 1st on the year of appointment.

An individual Junior City Council member may not act in an official capacity except through the action of the Junior City Council.

Junior City Council member who is absent for three (3) consecutive meetings or one-third (1/3) of all regular meetings on a 'rolling' twelve-month period automatically vacates the member's position. This does not apply to an absence due to illness or injury of the Junior City Council member or an illness or injury of a Junior City Council member's immediate family. The Junior City Council member must notify the Junior City Council president of the reason for the absence no later than the date of the next regular meeting of the board. Failure to notify the president by one week before the date of the next regular meeting of the Junior City Council will result in an unexcused absence.

A member who seeks to resign from the Junior City Council shall submit a written resignation to the president of the Junior City Council. If possible, the resignation should allow for a thirty (30) day notice so the Junior City Council can have a replacement appointed.

ARTICLE 4. OFFICERS

The officers of the Junior City Council shall consist of a president, president pro tempore, a secretary, a media manager, a programs manager and a new member coordinator.

Officers shall be elected annually by a majority vote of the Junior City Council members at the first regular meeting after August 1st. In the event a current officer becomes ineligible to serve as an officer, the Junior City Council may hold an emergency election as needed.

22 March 2021

The term of office shall be one (1) year beginning September 1st and ending August 30th. An officer may continue to serve until a successor is elected. A person may not serve as an officer in a designated position of the Junior City Council for more than two (2) consecutive one-year terms.

A member may not hold more than one office at a time.

ARTICLE 5. DUTIES OF OFFICERS

The president shall preside at Junior City Council meetings. In the absence of the president, the president pro tempore shall perform all duties of the president.

The vice president shall oversee Junior City Council committees.

The secretary shall take minutes at all regularly scheduled meetings of the Junior City Council as well as any special called meetings of the Junior City Council.

The media manager shall preside over the Junior City Council's social media that adheres to the social media policy set forth by the City of Fairhope Liaison.

The programs manager shall preside over all Junior City Council events and programs.

The new members coordinator shall preside over assistance of new members.

ARTICLE 6. AGENDAS

Two or more Junior City Council members may place an item on the agenda by oral or written request to the secretary at least five days before the meeting. After first consulting with and receiving approval from the president, the agenda shall be approved by the president as the final meeting agenda.

The secretary shall send the agenda to all Junior City Council members via email.

The secretary shall send the meeting agenda to the City of Fairhope City Clerk 10 days in advance of the meeting so it can be publicly announced and posted in accordance with Alabama Open Meetings Act.

ARTICLE 7. MEETINGS

Junior City Council meetings shall be governed by Robert's Rules of Order.

The Junior City Council may not conduct a closed meeting.

The Junior City Council shall meet monthly.

In September of each year, the Junior City Council shall adopt a schedule of the meetings for the upcoming year, including makeup meeting dates for holidays and canceled meetings.

22 March 2021

The president may call a special meeting, and the president shall call a special meeting if requested by four (4) or more members. The call shall state the purpose of the meeting.

Six (6) members constitute a quorum.

If a quorum for a meeting does not convene within one-half hour of the posted time for the meeting, then the meeting may not be held.

To be effective, a Junior City Council must be adopted by an affirmative vote of the number of members necessary to provide a quorum (6).

If only a quorum is present at a meeting, a Junior City Council action is adopted by the affirmative vote of two-thirds of the quorum present.

The president does not vote except to break a tie.

The Junior City Council shall allow citizens to address the Junior City Council on agenda items and during a period of time set aside for citizen communications. The president may limit the speaker to three minutes.

The secretary shall prepare the board minutes. The minutes of each board meeting must include the vote of each member on each item before the board and indicate whether a member is absent or failed to vote on an item.

The secretary shall retain agendas approved minutes, internal review reports and bylaws.

The secretary shall send copies of agendas, approved minutes, internal reviews and reports and bylaws to the FJCC City Liaison and the City Clerk of the City of Fairhope.

ARTICLE 8. WORKING GROUPS

The Junior Council may form working groups to achieve a goal established by majority vote of the Junior City Council.

A working group may designate a chair, with the members' consent, but is not required to do so.

Quorum requirements do not apply to working groups.

Each working group shall make a Junior City Council liaison.

Each working group shall make a report to the Junior City Council at its regularly scheduled meetings.

ARTICLE 9. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the Junior City Council in all cases to which they are applicable.

22 March 2021

ARTICLE 10. AMENDMENT OF BYLAWS

A bylaw amendment is not effective unless approved by the majority members of the Junior City Council.

These bylaws were approved by the Fairhope Junior City Council at their meeting held on September 28, 2020.

ADOPTED ON THIS 22ND DAY OF MARCH, 2021

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby approves and authorizes the Fairhope Junior City Council to move forward with their Sunset Staircase Proposal with an estimated cost of \$226.00. The Public Works Department has agreed to assist with some materials and base paint. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 4029-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby approves and authorizes the Fairhope Junior City Council to move forward with their Sunset Staircase Proposal with an estimated cost of \$226.00. The Public Works Department has agreed to assist with some materials and base paint.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

22 March 2021

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution to Award Bid for City Sketches Newsletter Printing for the Community Affairs Department (Bid No. 016-21) to Nystrom Publishing Company, Inc. with a total not-to-exceed bid proposal of \$20,000.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4030-21

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 City Sketches Newsletter Printing for the Community Affairs Department (Bid Number 016-21).

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

Please see attached Bid Tabulations for
City Sketches Newsletter Printing
for the Community Affairs Department.

[3] After evaluating the bid proposals with the required bid specifications, Nystrom Publishing Company, Inc., with a total not-to-exceed bid proposal of \$20,000.00, is now awarded the bid for City Sketches Newsletter Printing for the Community Affairs Department.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

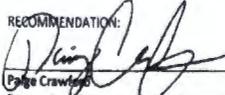
Attest:

Lisa A. Hanks, MMC
City Clerk

22 March 2021

City of Fairhope Tabulation
 BID 016-21 City Sketches Printing Re-Bid
 Bid Opening: March 4, 2021, 10:00 a.m.

	Executed Bid Documents	Addenda (3)	Option One: print and mail				Option Two: print and send to utility billing mailhouse			
			OPTION 1 Glossy Not Recycled Per Copy 16000-17000	OPTION 1 Matte Not Recycled Per Copy 16000-17000	OPTION 1 Glossy Recycled Per Copy 16000-17000	OPTION 1 Matte Recycled Per Copy 16000-17000	OPTION 2 Glossy Not Recycled Per Copy 16000-17000	OPTION 2 Matte Not Recycled Per Copy 16000-17000	OPTION 2 Glossy Recycled Per Copy 16000-17000	OPTION 2 Matte Recycled Per Copy 16000-17000
SMW, INC dba Postmark Ink	YES	YES	\$ 0.4516	\$ 0.4516	\$ 0.4516	\$ 0.4516	\$ 0.1552	\$ 0.1552	\$ 0.1552	\$ 0.1552
Aircraft Press Inc	YES	YES	\$ 0.6186	\$ 0.6186	no response	no response	no response	no response	no response	no response
Bay Graphics, Inc. Dba Mail Printing	YES	YES	\$ 0.6100	\$ 0.6100	\$ 0.6200	\$ 0.6200	\$ 0.27	\$ 0.27	\$ 0.275	\$ 0.275
Nystrom Publishing Company, Inc.	yes	no	\$ 0.3143	\$ 0.3143	\$ 0.3143	\$ 0.3143	\$ 0.089	\$ 0.089	\$ 0.089	\$ 0.089
THE PLOT SHOP-Fairhope	YES	YES	\$ 0.481677	\$ 0.481677	paper not available	paper not available	\$ 0.173061	\$ 0.173061	paper not available	paper not available
Malltropolis dba We Are Kymera	YES	YES	\$ 0.5125	\$ 0.4692	\$ 0.5275	\$ 0.4739	\$ 0.2681	\$ 0.2248	\$ 0.2831	\$ 0.2340
Birmingham Printing & Publishing Inc	no response									
Calagaz Printing	no response									
Copy Products Company	no response									
Cotten Printing	no response									
Data Supplies, Inc	no response									
Form Solutions Inc	no response									
FSI Group (Forms Systems, Inc.)	no response									
Griffice Printing Co	no response									
Gulf Coast Office Products (Gcop)	no response									
Gwen's Commercial Printing & Engraving	no response									
Howell Printing	no response									
Independent Graphic Service	no response									
Integra Business Forms & Designs Inc	no response									
Interstate Printing	no response									
Jubilee Print & Design Team	no response									
Municode Advantage- Mcca	no response									
Npc, Inc	no response									
Office Max Store #1082	no response									
Office Solutions & Innovations	no response									
Port City Printing	no response									
Print-N-Press	no response									
Quality Business Systems	no response									
Rocky Heights Print And Binding	no response									
Southeastern Press Inc	no response									
The Ups Store #1918	no response									
The Ups Store #2350	no response									
Underwood Printing Inc.	no response									

RECOMMENDATION: Award bid to Nystrom Publishing Company, Inc.

 Paige Crawford Date 03/10/2021
 Economic and Community Development Director
 Desires Brandt Date
 Purchasing Manager

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope hereby terminates the contract titled Natural Gas Distribution Pipeline Compliance between the City of Fairhope and Payne Pipeline Services pursuant to Item 58: Termination for Convenience and due to an overlap and addition to existing services in a proposed new contract; and authorizes Mayor Sullivan to sign the necessary paperwork for said termination. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

22 March 2021

RESOLUTION NO. 4031-21

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

1] That on August 9, 2019 the City of Fairhope entered into a contract with Payne Pipeline Services for Professional Engineering Services (RFQ PS012-19).

[2] That the City of Fairhope hereby terminates the contract titled Natural Gas Distribution Pipeline Compliance between the City of Fairhope and Payne Pipeline Services due to Item 58 Termination for Convenience and due to an overlap and addition to existing services in a proposed new contract; and authorizes Mayor Sullivan to sign the necessary paperwork.

Adopted on this 22nd day of March, 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 the City of Fairhope hereby terminates the contract titled Six Overhead Doors for Fire Station #3 (Bid No. 013-20) between the City of Fairhope and Bailey Door, Inc. for Termination for Convenience clause found in Standard Terms and Conditions Item #58 and due to bid being placed on hold last year due to COVID-19; and authorizes Mayor Sullivan to sign the necessary paperwork. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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22 March 2021

RESOLUTION NO. 4032-21

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

[1] That on February 10, 2020 the City of Fairhope did award Bailey Door, Inc. (Bid No. 013-20) for Six Overhead Doors for Fire Station #3.

[2] That the City of Fairhope hereby terminates the contract titled Six Overhead Doors for Fire Station #3 (Bid No. 013-20) between the City of Fairhope and Bailey Door, Inc. for Termination for Convenience clause found in Standard Terms and Conditions Item #58 and due to bid being placed on hold last year due to COVID-19; and authorizes Mayor Sullivan to sign the necessary paperwork.

Adopted on this 22nd day of March, 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 the City Council approves the selection of O'Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4033-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of O'Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 22ND DAY OF MARCH, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

22 March 2021

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 with Thompson Engineering to perform Professional Engineering Services for the Replacement of Wells #2 and #9 with a not-to-exceed amount of \$18,300.00. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4034-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Sherry Sullivan is hereby authorized to execute a contract with Thompson Engineering to perform Professional Engineering Services for the Replacement of Wells #2 and #9 with a not-to-exceed amount of \$18,300.00.

DULY ADOPTED THIS 22ND DAY OF MARCH, 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 the City of Fairhope has voted to procure a John Deere 4044 Compact Utility Tractor for the Recreation Department; and the equipment is available for direct procurement through the Sourcewell Grounds Maintenance Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$30,074.31. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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22 March 2021

RESOLUTION NO. 4035-21

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 John Deere 4044 Compact Utility Tractor for the Recreation Department; and the equipment is available for direct procurement through the Sourcewell Grounds Maintenance Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$30,074.31.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure Two John Deere 1550 TerrainCut Commercial Front Mowers with Fastback Rear Discharge Decks for the Public Works Department; and the equipment is available for direct procurement through the Sourcewell Grounds Maintenance Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$47,421.36. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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22 March 2021

RESOLUTION NO. 4036-21

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 Two John Deere 1550 TerrainCut Commercial Front Mowers with Fastback Rear Discharge Decks for the Public Works Department; and the equipment is available for direct procurement through the Sourcewell Grounds Maintenance Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$47,421.36.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase a 2021 Dodge Ram 3500 Crew Cab and Chassis 4x4 for the Sewer 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 \$37,440.00. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4037-21

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 3500 Crew Cab and Chassis 4x4 for the Sewer 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

22 March 2021

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

Bid Number: T193-A

2021 Dodge Ram 3500 Crew Cab and Chassis **Cost is \$37,440.00**

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure a 2021 Kubota L2501 HST Tractor for the Sewer Department; and the equipment is available for direct procurement through the Sourcewell Utility Tractors & Mowers Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$19,339.68. Seconded by Councilmember Martin, motion passed unanimously by voice vote.

RESOLUTION NO. 4038-21

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 Kubota L2501 HST Tractor for the Sewer Department; and the equipment is available for direct procurement through the Sourcewell Utility Tractors & Mowers Contract which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$19,339.68.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

22 March 2021

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 Three Chevrolet PPV Tahoes and One Silverado 1500 Truck for the Police Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The total delivered cost with options for all four vehicles will be \$175,263.59. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4039-21

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 Three Chevrolet PPV Tahoes and One Silverado 1500 Truck for the Police Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

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

Bid Number: T191L

2021 Chevrolet PPV Tahoe (2) **Cost is \$46,176.26 (each)**

2021 Chevrolet PPV Tahoe **Cost is \$44,442.97**

2021 Chevrolet Silverado 1500 Truck **Cost is \$38,468.10**

Total Delivered Cost with options for all Four Vehicles \$175,263.59

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

22 March 2021

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 unbudgeted Scanning Software, Laserfiche, to convert paper files to digital; and approves Mayor Sullivan to execute Addendum No. 1 to Master Services Agreement No. 19570; and the software 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 \$30,835.25. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 4040-21

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 unbudgeted Scanning Software, Laserfiche, to convert paper files to digital; and approves Mayor Sullivan to execute Addendum No. 1 to Master Services Agreement No. 19570; and the software 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 \$30,835.25.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves and adopts the following items: [1] a Temporary Job Position, the Job Description, and Grade of Pay for a Purchasing Manager Trainee (24S). The position will sunset on the date of the current Purchasing Manager's retirement, but no longer than eight (8) months, whichever occurs first; and [2] That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add and Delete the following Job Positions; and the Job Descriptions and Grades of Pay for same; and amend the budget for positions per the following: Add a Planning Clerk (22H) and Delete the Administrative Assistant for Planning (20H). Seconded by Councilmember Martin, motion passed unanimously by voice vote.

22 March 2021

RESOLUTION NO. 4041-21

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:

Addition:	Job Positions	Grade of Pay
	Purchasing Manager Trainee	24S

The position will sunset on the date of the current Purchasing Manager's retirement, but no longer than eight (8) months, whichever occurs first.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add and Delete the following Job Positions; and the Job Descriptions and Grades of Pay for same; and amend the budget for positions per the following:

Addition:	Job Positions	Grade of Pay
	Planning Clerk	22H
Deletion:	Administrative Assistant for Planning	20H

ADOPTED THIS 22ND DAY OF MARCH, 2021

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves the recommendations from the Street and Traffic Control Committee's Task Force for the crosswalk at Nichols Avenue at Hope Farm and Fairhope Brewing. The total cost for the crosswalk, labor, LED light, and lighted pedestrian sign is estimated at \$5,214.00. The motion was seconded by Councilmember Conyers. Council President Burrell said he met with the Industrial Development Board Chair Lee Webb regarding the Warehouse District (M-1 Designation). He said we want to bring some industry to area. After further discussion, motion passed unanimously by voice vote.

22 March 2021

RESOLUTION NO. 4042-21

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the recommendations from the Street and Traffic Control Committee's Task Force for the crosswalk at Nichols Avenue at Hope Farm and Fairhope Brewing. The total cost for the crosswalk, labor, LED light, and lighted pedestrian sign is estimated at \$5,214.00.

Adopted on this 22nd day of March, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

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

There being no further business to come before the City Council, the meeting was duly adjourned at 6:34 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA) (
:
COUNTY OF BALDWIN) (

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

Present were Council President Jack Burrell, Councilmembers: Corey Martin,
Jimmy Conyers, Jay Robinson, 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 4:30 p.m.

The following topics were discussed:

- The first item on the Agenda was the Working Waterfront Team Presentation. Special Projects and Grant Manager Jessica Walker and Scott Hutchinson with Goodwyn Mills Cawood addressed the City Council and presented the new scope of work for the project. Mr. Hutchinson mentioned the following changes: redo the intersection at top of hill; redo asphalt and parking; make pedestrian friendly; new and improved fountain; no North Beach; place pavilions at both North and South areas; make ADA compliant down Bluff (ramp); place more sidewalks at top of bluff; etc. The City Council questioned parking, greenspace, seawall, and is there flexibility in scope of work. Mr. Hutchinson commented it is a vertical plan and it is flexible. Mayor Sullivan mentioned there will be a swim platform and crabbing decks.
• The Fairhope Single Tax Corporation ("FSTC") discussion was next on the Agenda. Mayor Sullivan addressed the City Council, on behalf of the FSTC, and said they may partner with the City on the Arts Alley Way Project.

Mayor Sullivan said the main reason Lee Turner was coming to the meeting was to ask you about possibly letting FSTC donate a parcel of land in front of River Mill Subdivision just past Walmart. She said they would do all improvements and turn over to City for a park. She commented that the FSTC would do all improvements, drainage improvements, sodding, park equipment, and picnic tables. Mayor Sullivan stated the FSTC did not want to do these improvements which will cost over \$100,000.00 unless the City accepted the parcel donation. Council President Burrell asked Chief Hollinghead her opinion of the parkland. She replied there would be no issue for park. The consensus of the City Council was to move forward, and said it is a good idea.

- Special Projects and Grant Manager Jessica Walker addressed the City Council regarding the Discussion of HMGP Grant Funding and Letter of Intents. See attached handout for two HMGP: priority are the generators and then the safe room. She said there is a 25 percent match by the City. Mayor Sullivan stated these are \$1,000,000.00 per project which is a good threshold. The consensus of the City Council was to move forward with the grant projects.

Monday, March 8, 2021

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- Public Works Director Richard Johnson addressed the City Council regarding the Discussion of the NRCS Projects. See attached handout that explains all three projects. Quail Creek Project (Channel Restoration), Fairwood Drive Project (Side Slope Stabilization), and 204, 206, 252, and 254 N. Summit Street Project (Side Slope Stabilization). He said we are allowed one time once bids are open to request additional funds; and this is the only Federal money that does not get caught up since it is for environmental safety. Councilmember Martin said for clarification we can request additional funds. Mr. Johnson explained the agreements and funds requested.
- Councilmember Conyers announced that the Museum Advisory Board and the Recycling Committee have received applications for vacancies; and will have for the next City Council.
- Councilmember Martin gave an update on the Recreation Board. He said the Fairhope Environmental Advisory Board met and discussed appointments and reappointments; and the Triangle.
- Council President Burrell gave an update on the Airport Authority: refinancing of Bond Series 2021, new consultant under contract, and bond counsel being used for best way to fund hangars. He commented the Recreation Board is still working on the Field Use Agreement which will be used instead of Franchise Agreements.
- City Treasurer Kim Creech addressed the City Council and explained the need for the Purchasing Manager Trainee who does a critical function of the City; and said she was not asking for additional staff. Planning and Zoning Manager Hunter Simmons addressed the City Council and explained the need to change the Administrative Assistant (20H) to a Planning Clerk (22H) with more duties. Ms. Creech announced that Jill Cabaniss is leaving the City of Fairhope and her last day will be April 2, 2021.
- Special Projects and Grant Manager Jessica Walker addressed the City Council and announced the City's ACE Recertification will done by the end of April.
- Public Works Director Richard Johnson addressed the City Council and explained the status of the following Projects: Sidewalks repaired and Arts Alley Way.
- Planning and Zoning Manager addressed the City Council and thanked Mayor Sullivan for all of her work on the ETJ Bill. He told the City Council that the applications deadline for the Planning Commission is this week.
- Community Affairs Director Paige Crawford addressed the City Council regarding the Eastern Shore Optimist Eastern Sunrise Service. She said the lights will be out of the trees this week; and the Easter Bunny will downtown from 10:00 a.m. to 12:00 p.m. Saturday.
- Golf Director Bobby Hall addressed the City Council and gave the wall credit to Jeff Williams and Pat White. He gave a golf update; and reminded everyone that the Mayor's Tournament is Friday. Mr. Hall thanked Olin Scott for his help. He mentioned the USGA Women's Amateur Tournament being held a Lakewood Country Club this year.

Monday, March 8, 2021

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- Gas Superintendent Terry Holman addressed the City Council and gave an update on the following projects: update on gas mains; a new rectifier preapproved by the County to be set at County Road 1; Equix beginning on Church Street with new gas main; explained inventory issues; going door to door for locations on unknowns; update on unprotected services; and Magnolia River will inspect emergency valves and numbering.
- Assistant Electric Superintendent Jeremy Morgan addressed the City Council and mentioned the openings to list and hire; Electric Superintendent posting; truck for 2022; Distribution 46 work; and Christmas lights.
- Water and Sewer Superintendent Jason Langley addressed the City Council and gave an update on the following projects: installed Grand Hotel Water Meter with help of welder from Gas Department for lid; Work on Greeno Road, County Road 3, Ferry Road and Kenney; County Road 32 the sewer was hit by lightning; old pumping station upgraded on pier; and new equipment has arrived. Councilmember Conyers questioned generators for the rain event in the next few days. Mr. Langley replied five generators with companies on standby.
- Human Resources Manager Traveis Cunningham addressed the City Council and stated they were posting jobs on social media and specialty sites.
- Recreation Director Pat White addressed the City Council and thanked Jason Langley and crew; metal roofs at Founders; pool upgraded and repaired; Rotary Youth Club basketball court completed; working on wall at Quail Creek; and nice bed at Quail Creek between holes.
- Building Director Erik Cortinas addressed the City Council regarding the River Mill Property. Mr. Cortinas said he met with FSTC and this work will be very helpful for the area. He mentioned the Hazard Mitigation Plan that will be coming soon for City Council approval.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:53 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

Baldwin County Hazard Mitigation Planning Committee
DR-4563 (Hurricane Sally) Hazard Mitigation Grant Program (HMGP)
Letter of Intent (LOI) Project Summary Form

Complete one form per project type.

This form is required to submit a project to the Baldwin County Hazard Mitigation Planning Committee for consideration; and will provide the necessary information for the MASTER LOI from Baldwin County. DO NOT include projects that were covered under the Public Assistance permanent repair and restoration section of the Disaster Relief Act.

Jurisdiction/Sub-Applicant:

Point of Contact:

Phone Number:

Email:

1. BRIEF description of the problem:

aftermath of hurricanes as well as during any minor or major storm event is the cause of extensive sanitary sewer overflows that affect residential neighborhoods as well as municipal properties throughout the City of Fairhope.

2. BRIEF description of the project:

installation of on-site generators for 10 lift stations and three water pumping stations within the City's service area. The purpose is to increase reliability and safety of this essential function in the event of isolated or system-wide power failures.

3. Is the project consistent with your mitigation action items, as identified in the Baldwin County Hazard Mitigation Plan? No = Ineligible / Yes: Identify its location in the plan by Page Number 65 and Section 2.8

4. Identification of Benefits:

The installation of generators on the identified stations would greatly reduce the instances of SSOs and increase reliability of the stations during disasters, creating a significant reduction in environmental pollutants into the community.

5. Alternative Actions:

6. Impacts of Alternative Actions:

7. Estimation of Cost:

8. Source of Local Share:

PLEASE RETURN FORM TO Danon.Smith@baldwincountyal.gov

Baldwin County Hazard Mitigation Planning Committee

DR-4563 (Hurricane Sally) Hazard Mitigation Grant Program (HMGP)

Letter of Intent (LOI) Project Summary Form

Complete one form per project type.

This form is required to submit a project to the Baldwin County Hazard Mitigation Planning Committee for consideration; and will provide the necessary information for the MASTER LOI from Baldwin County. DO NOT include projects that were covered under the Public Assistance permanent repair and restoration section of the Disaster Relief Act.

Jurisdiction/Sub-Applicant:

Point of Contact:

Phone Number:

Email:

1. BRIEF description of the problem:

facility to house Public Works and Public Utilities first responders during preparation and response to high wind-related natural disasters. Currently the City must either house the 75+ responders in either non-fortified and inadequate buildings or they must stay at their homes.

2. BRIEF description of the project:

oversight of a stand-alone safe room to house 75+ Public Works and Public Utility first responders during preparation and response for high wind-related natural disasters. The facility would be located at 451 Pecan Avenue or another suitable location within the City.

3. Is the project consistent with your mitigation action items, as identified in the Baldwin County Hazard Mitigation Plan? No = Ineligible / Yes: Identify its location in the plan by Page Number 71 and Section 5.3

4. Identification of Benefits:

5. Alternative Actions:

6. Impacts of Alternative Actions:

7. Estimation of Cost:

8. Source of Local Share:

PLEASE RETURN FORM TO Danon.Smith@baldwincountyal.gov

RESOLUTION NO. #####-21

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

WHEREAS, the City of Fairhope has been notified of NRCS funds to pay for the construction of certain projects listed below. These projects and funds are hereby a part of a Funding Agreement with NRCS.

WHEREAS, under the provisions of Section 216 of Public Law 81-516, Emergency Watershed Protection Program, and Title IV of the Agricultural Credit Act of 1978, Public law 95-334, NRCS is authorized to assist the Sponsor in relieving hazards created by natural disasters that cause a sudden impairment of a watershed; and,

WHEREAS, the Sponsor and NRCS agree to construct emergency watershed protection measures to relieve hazards and damages related to HC Sally (DR-4563-AL), September 16, 2020 at sites identified below in Section A.

NOW THEREFORE, in consideration of the premises and of the several promises to be faithfully performed by the parties hereto as set forth, the Sponsor and NRCS do hereby agree as follows:

- A. IT IS AGREED that the following described work is to be constructed at a total estimated cost of \$869,500.00; with \$652,125.00 (75%) NRCS's contribution of construction cost and \$217,375.00 (25%) City's contribution. This to be establish by Agreement with NRCS.

SITE	DSR NO.	LOCATION & DETAILS	Estimated Cost
A	5106-006	Quail Creek – UT of Cowpen Creek (between Golf Holes 2&3) – Channel Restoration - Provide slope protection and fill to cover exposed sewer mainline	\$68,500.00
C	5106-007	Fairwood Drive – Head of Big Mouth Gully – Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical side slopes	\$397,000.00
E	5106-008	204, 206, 252 & 254 N Summit St – Big Mouth Gully @ WWTP - Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sides lopes	\$404,000.00
TOTALS:			\$869,500.00

- B. IT IS AGREED that NRCS will reimburse the Sponsor for eligible in-kind technical services not to exceed 7.5 percent of the actual eligible construction cost for constructing the works of improvement described in Section A. NRCS will reimburse in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00).
- C. IT IS AGREED that upon opening the bids for these projects, if costs come in higher than the NRCS Damage Survey Report (DSR) estimates, the Sponsor (City) will be allowed to request additional construction funding including the 7.5 percent in-kind technical services funding.

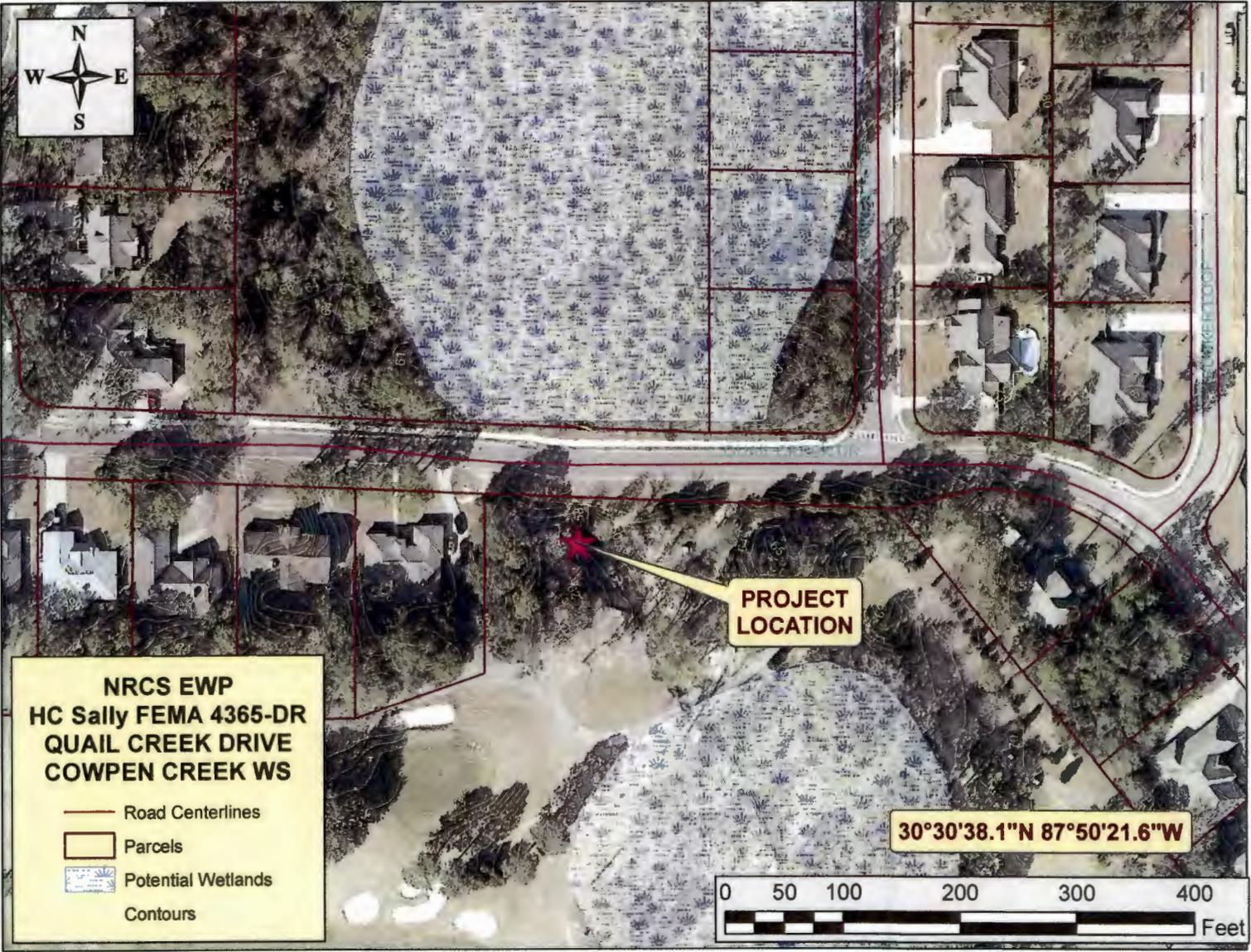
BE IT FURTHER RESOLVED, that Mayor Sherry Sullivan is hereby authorized to execute all required agreements between the City of Fairhope and the United States Department of Agriculture Natural Resources Conservation Service for an Emergency Watershed protection program for HC Sally (DR-4563-AL) Storm Damage. The total approved budget is \$869,500.00: \$652,125.00 (75%) NRCS's contribution of construction cost, \$217,375.00 (25%) City's contribution; and in-kind technical services from technical assistance funds up to a maximum of \$75,112.50 (limited to 7.5% of \$1,001,500.00).

ADOPTED AND APPROVED THIS ____ DAY OF _____, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



BUDGET NARRATIVE – EWP Project DSR 5106-006 Quail Creek

A. The estimated costs for the Project: \$68,500.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$91,500.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 51,375.00 + 25% Sponsor \$ 17,125.00): \$68,500.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 5,137.50

Survey, Design & Engineering:

Field Survey: \$ 4,000.00

Hydraulic Analysis: \$ 2,500.00

Plan Design \$10,500.00

Inspection Services: \$ 6,000.00 (NTE)

Total: \$23,000.00

Based on Estimates: NRCS EWP \$56,512.50 (62%); City \$34,987.50 (38%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.



BUDGET NARRATIVE – EWP Project DSR 5106-007 Fairwood Boulevard (Big Mouth Gully)

A. The estimated costs for the Project: \$397,000.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$463,000.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 297,750.00 + 25% Sponsor \$ 99,250.00): \$397,000.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 29,775.00

Survey, Design & Engineering:

Field Survey: \$10,000.00

Hydraulic Analysis: \$ 2,500.00

Plan Design \$28,500.00

Inspection Services: \$25,000.00 (NTE)

Total: \$66,000.00

Based on Estimates: NRCS EWP \$327,525.00 (71%); City \$135,475.00 (29%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.



BUDGET NARRATIVE – EWP Project DSR 5106-008 North Summit Street (Big Mouth Gully)

A. The estimated costs for the Project: \$404,000.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$470,000.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 303,000.00 + 25% Sponsor \$ 101,000.00):
\$404,000.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 30,300.00

Survey, Design & Engineering:

Field Survey: \$ 8,750.00
Hydraulic Analysis: \$ 2,500.00
Plan Design \$29,750.00
Inspection Services: \$25,000.00 (NTE)

Total: \$66,000.00

Based on Estimates: NRCS EWP \$333,300.00 (71%); City \$136,700.00 (29%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

Richard Johnson

From: Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>
Sent: Thursday, March 4, 2021 9:14 AM
To: Jaye Robertson; Richard Johnson
Subject: FW: [External Email]Baldwin County EWP Projects Red Gully and Turberville Lane

SENT FROM AN EXTERNAL ADDRESS

Richard/Jay, I believe you may have some similar questions as the County commission did this past Monday, about cost increases, timeline, etc... Bill Smiths responses may help clarify some of these same concerns that Fairhope may have. Im on a teleconference, but will be available when ya'll want to call. My direct line is 251 239-3520.

From: Smith, Bill - NRCS, Auburn, AL <bill.smith@usda.gov>
Sent: Monday, March 1, 2021 10:38 AM
To: Seth L. Peterson <SPETERSON@baldwincountyal.gov>
Cc: Dossett, Adam - NRCS, Bay Minette, AL <adam.dossett@usda.gov>; Abney, Vernon - NRCS, Auburn, AL <vernon.abney@usda.gov>; Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>; Eric Edwards <Eric.Edwards@baldwincountyal.gov>; Frank Lundy <FLundy@baldwincountyal.gov>
Subject: RE: [External Email]Baldwin County EWP Projects Red Gully and Turberville Lane

Seth,

I believe I answered all your questions below. The most important thing right now for us to do is to get the agreement in place. We can deal with extensions, additional funding, etc. at a later time.

Can the DSR be re-evaluated based on the difference of cost from the initial DSR and the site walk thru? **For your reference - there is no annual funding appropriation for EWP. It is usually part of a congressional supplement for a declared event. Sometimes we must wait a year or more to receive funding. For this event however, there was enough residual funding in the program that they were able to fund us right away. DSRs serve as a way for us to validate that damage has occurred during the declared event and that EWP funding is required. With that said, we will not modify the DSR (unless additional damages have occurred as a result of this damage) or pursue additional funds until after a design has been completed, reviewed and concurred by the NRCS, and bids have been received.**

Can the funds available be increased based on our cost estimate for repairs? **See above but the short answer is no. It is easier to obtain funds (if available) one time versus having to do it twice if the bids come in above the gov't estimate. Likewise, we don't want to lock up more funds than needed on an agreement if the costs happen to come in less than estimated.**

It is our understanding that there is a 220 day limit to spend the available funds from the date of the DSR. Based on the nature of the event, size of repairs and sponsorship requirements can and will there be a waiver/extension of the 220 calendar day deadline? If so, what is the process for this? **We can justify extensions later, but our priority now is to get an agreement in place. If another disaster were to occur, there is no guarantee that we can hold on to the funding we have, if it is not obligated to an agreement.**

For the application that we are submitting, do we submit with the cost estimate that we developed or do we use the cost estimates on the original DSRs? **We will use the original cost on the DSRs.**

A few other things to keep in mind. EWP funding is for the least cost alternative emergency repair. In this case, we think that gabions may be the least cost alternative but there may be other solutions your design engineer recommends due to costs, construction limitations, etc., that we have not considered yet. This is another reason to wait to request additional funding.

EWP funding will only repair damage that occurred during this storm event. The County is welcome to add on to the project - that is to extend beyond the limits of the DSR, but the NRCS will only be reimbursed for what is on the DSR.

Let us know if you have any additional questions,

Bill

From: Seth L. Peterson <SPETERSON@baldwincountyal.gov>
Sent: Friday, February 26, 2021 3:08 PM
To: Smith, Bill - NRCS, Auburn, AL <bill.smith@usda.gov>
Cc: Dossett, Adam - NRCS, Bay Minette, AL <adam.dossett@usda.gov>; Abney, Vernon - NRCS, Auburn, AL <vernon.abney@usda.gov>; Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>; Eric Edwards <Eric.Edwards@baldwincountyal.gov>; Frank Lundy <FLundy@baldwincountyal.gov>
Subject: [External Email]Baldwin County EWP Projects Red Gully and Turberville Lane

[External Email]

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Bill,

I hope all is well. We are working on these projects and need to get some clarification for the applications.

On September 23, 2020 Baldwin County submitted a formal request to NRCS about two sites:

- Turbeville LN north of U.S Highway 31 near Spanish Fort
- Red Gully between Main Street and Mobile Bay in Montrose

NRCS submitted the damage survey reports(DSR) dated December 7, 2020. On January 7, 2021 representatives from NRCS and Baldwin County met on site to walk both sites in detail after it was determined safe for inspection. During the site walks many things were discovered and observed about each site.

The DSR's for each site have a cost estimate of:

- Turbeville Ln - \$ 58,750.00
- Red Gully - \$ 377,500.00

Baldwin County's cost estimate (based on site visit) for each site is:

- Turbeville Ln - \$ 130,581.00
- Red Gully - \$ 947,456.40

Obviously these costs are significantly different. We have a few proposed questions based on this information.

1. Can the DSR be re-evaluated based on the difference of cost from the initial DSR and the site walk thru?
2. Can the funds available be increased based on our cost estimate for repairs?

3. It is our understanding that there is a 220 day limit to spend the available funds from the date of the DSR. Based on the nature of the event, size of repairs and sponsorship requirements can and will there be a waiver/extension of the 220 calendar day deadline? If so, what is the process for this?
4. For the application that we are submitting, do we submit with the cost estimate that we developed or do we use the cost estimates on the original DSRs?

Thank you for taking the time for this, please let me know if you need any further information. We are working hard to get these applications submitted but need additional information as discussed above.

Thanks,

Seth Peterson, P.E.

*Pre-Construction Manager
Baldwin County Highway Department
O: (251) 970-4055
C: (251) 680-4282*

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**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 12 APRIL 2021 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 22 March 2021 Regular City Council Meeting, minutes of 22 March 2021 Work Session, and minutes of 22 March 2021 Agenda Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Public Hearing** – Ordinance – Amend Zoning Ordinance No. 1253.
Request to repeal and replace Ordinance No. 1664 known as the Klumpp PUD. The property of Gayfer Village Partners, Inc. is generally located on the west side of State Highway 181 between Gayfer Road and Fairhope Avenue, Fairhope, Alabama. PPIN Numbers 24160, 236701, and 316793; parcel containing 75.93 acres, more or less.
6. **Final Adoption** – Ordinance – Annexation – Mark William Mathias and Sherry Dawn Mathias property located at 103 Alsway Court, Fairhope, Alabama. Tax Parcel 43-09-43-0-000-015.001. (Introduced at the March 22, 2021 City Council Meeting)
7. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute all required agreements between the City of Fairhope and the United States Department of Agriculture Natural Resources Conservation Service for an Emergency Watershed protection program for Hurricane Sally (DR-4563-AL) Storm Damage. The total approved budget is \$869,500.00: \$652,125.00 (75%) NRCS's contribution of construction cost, \$217,375.00 (25%) City's contribution; and in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00). Projects: Quail Creek, Fairwood Drive, and 204, 206, 252, and 254 N. Summit Street.
8. Resolution – That the City Council approves the selection of Thompson Engineering to perform Professional Engineering Services for New Transmission Line on County Road 33 for the Water Department RFQ No. PS014-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.
9. Resolution – That the City Council approves the selection of Vision Technology Solutions, LLC d/b/a Vision Internet Providers to perform Professional Services for Website Design and Management RFQ No. PS017-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.
10. Resolution – That the City Council approves the selection of Dewberry Engineering to perform Professional Engineering Services for Larry Newton Lift Station Replacement for the Water Department RFQ No. PS018-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

11. Resolution – That the City Council approves the selection of Payne Management, Inc. d/b/a Payne Pipeline Services to perform Professional Consulting Services for Natural Gas Pipeline Distribution Compliance for a three year contract (RFQ No. PS013-21) with a not-to-exceed amount of \$53,160.00 per year; and authorizes Mayor Sherry Sullivan to execute the Contract. This is for Payne’s Pipeline Compliance System Package to meet applicable requirements at 40 CFR Part 192.
12. Resolution – That the City Council approves the selection of the Sawgrass Consulting, LLC for Professional Survey and Engineering Services for three (3) National Resources and Conservation Service grants for Emergency Watershed Protection projects; hereby authorizes Mayor Sherry Sullivan to execute a contract for Project #1 Quail Creek (DSR 5106-006) RFQ #PS009-21 with a total unbudgeted cost of \$23,000.00 for Professional Service Fees; and approves the City’s unbudgeted match of \$34,987.50 (based on Estimates).
13. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute a contract with O’Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department with a not-to-exceed amount of \$50,000.00.
14. Resolution – That the City of Fairhope has voted to purchase 46kv Line Work Materials and related Inventory for Substation Upgrade Projects; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The total estimated cost per Stewart Engineering will be \$591,000.00.
15. Resolution – That the City of Fairhope has voted to procure a 2022 ALTEC Model AM55 Bucket Truck for the Electric Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$282,627.00.
16. Resolution – That the City of Fairhope has voted to procure a Six Passenger and Wheelchair ADA Approved Shuttle for the Community Affairs Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$16,727.50.
17. Resolution – That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add Senior Accountant position (Grade 26S) and Delete Finance Manager position (Grade 28S); and the Job Descriptions and Grades of Pay for same.
18. Resolution – That the City of Fairhope hereby amends the Budget for the FY2020-2021 as recommended to change the Fire Department Community Grants Revenue from \$200,000.00 to \$100,000.00 and the Impact Fee Funding from \$331,000.00 to \$417,157.00; and authorizes the City Treasurer to make the necessary changes.
19. Resolution – That the City of Fairhope accepts and approves the proposed name of “Horior Lane” pursuant to the City’s Road Name/Change Petition at the request of Allan Beck, President of Rock Creek Property Owners Association and Steven Harris, Rock Creek General Manager.

20. Resolution – That the City Council hereby approves and authorizes The Fairhope Arts and Crafts Festival Foundation for this year’s Festival to use the area in front of the Welcome Center for the artists breakfast and registration; use of the grassy area by the Clock for their media tent; and use of the green space adjacent to the Recreation Center for shuttle service.
21. Resolution – That the City Council hereby approves and adopts the recommendation by the Recreation Board and Recreation Director Pat White for a \$10.00 per month fee for use of the City of Fairhope Recreation Center Walking Track; and this fee shall take effect immediately.
22. Resolution – That the City Council hereby approves and adopts the recommendation to purchase of a Scoreboard and Play Clock at W. C. Majors Football Stadium; and the Recreation Board will contact the Fairhope Booster Club and School Clubs for financial assistance to make this purchase.
23. Resolution – That the City Council hereby approves and adopts the City of Fairhope’s Footwear Policy as presented that will help provide a healthy and safe working environment for all City Employees; and the policy shall take effect immediately.
24. Resolution – That the City Council hereby authorizes and ratifies actions by Council President to purchase real property on Morphy Avenue necessary for Utility Infrastructure improvements, with execution of all related documents and agreements for the purchase.
25. Resolution – That the City Council hereby approves and adopts the Mobile Bay Spring Classic Field Use Agreement for the Fairhope Soccer Complex from April 23, 2021 through April 25, 2021.
26. Request – Bryant Whelan, Executive Director of The Eastern Shore Art Association, Inc. d/b/a Eastern Shore Art Center – Requesting the use and closure of Oak Street between Section and Bancroft Streets for their White Linen Night Gala Event; and permission to serve alcohol during this event.
27. Request – Casi Callaway, Mobile Baykeeper, requesting permission to block streets and use Park on South end of Pier, North Beach Road, Bayfront Park (pier), and Fountain area for the 2021 Publix Grandman Triathlon on May 22, 2021 (On May 21st close rose garden, no later than 5:00 p.m. and on May 22nd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes); use of barricades; and permission to serve beer on South Beach Park with all appropriate security after the race; and also requesting permission to block streets (N. Mobile Street and N. Beach Road); use the Park on the South end of the Pier; and use of barricades for the Jubilee Kids’ Triathlon on May 23, 2021 from 6:30 a.m. to 10:00 a.m. (On May 21st close rose garden, no later than 7:00 p.m. and on May 22nd close road entering North Bayfront Park from 5:00 a.m. until the last racer finishes).
28. Public Participation – (3 minutes maximum)
29. Executive Session – To Discuss Pending Litigation and Possible Settlement Options regarding said Pending Litigation.
30. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, April 12, 2021 – Council Chambers**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, April 12, 2021 – Council Chambers**

Next Regular Meeting – Monday, April 26, 2021 - Same Time and Place

ORDINANCE NO. ____

**AN ORDINANCE AMENDING ORDINANCE NO. 1253
KNOWN AS THE ZONING ORDINANCE AND REPEALING AND
REPLACING ORDINANCE NO. 1664**

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

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

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

The property of Gayfer Village Partners, Inc. generally located on the west side of State Hwy. 181 between Gayfer Road and Fairhope Avenue, Fairhope, Alabama.

KLUMPP PUD AMENDMENT

PPIN #: 24160, 236701 and 316793

Legal Description: (Case number ZC 20.10)

COMMENCE AT A RAILROAD SPIKE AT THE NORTHEAST CORNER OF SECTION 15, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA; RUN THENCE WEST, ALONG THE NORTH LINE OF SAID SECTION 15 1320.55 FEET TO A POINT; RUN THENCE SOUTH 00-22-18 WEST, 29.73 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE FOR THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED, SAID POINT BEING THE NORTHEAST CORNER OF "WHITE GROVE SUBDIVISION, UNIT TWO" AS RECORDED ON SLIDE 1344-B IN THE BALDWIN COUNTY PROBATE RECORDS, CONTINUE THENCE SOUTH 00-22-18 WEST, ALONG THE EAST LINE OF SAID SUBDIVISION, 1298.08 FEET TO A CAPPED REBAR MARKER AT THE SOUTHEAST CORNER OF SAID SUBDIVISION; RUN THENCE SOUTH 00-56-09 WEST, 1297.18 FEET TO A CAPPED REBAR MARKER ON THE NORTH RIGHT-OF-WAY LINE OF FAIRHOPE AVENUE; RUN THENCE SOUTH 89-55-36 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1178.82 FEET TO A CAPPED REBAR MARKER; RUN THENCE NORTH 45-24-21 EAST, 132.28 FEET TO A CAPPED REBAR MARKER ON THE WEST RIGHT-OF-WAY LINE OF COUNTY ROAD 27; RUN THENCE NORTH 00-44-18 EAST, ALONG SAID WEST RIGHT OF WAY LINE, 229.22 FEET TO A CAPPED REBAR MARKER; THENCE CONTINUE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 107.86 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 04-44-33 EAST, ALONG SAID RIGHT-OF-WAY, 100.24 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 433.00 FEET TO A CAPPED REBAR MARKER; RUN THENCE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1562.96 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE; RUN THENCE SOUTH 89-57-26 WEST, ALONG SAID RIGHT-OF-WAY LINE, 1282.66 FEET TO THE POINT OF BEGINNING; CONTAINING 75.93 ACRES, MORE OR LESS.

1. **That**, attached as "Exhibit A" is an approved site plan. The property must develop in substantial conformance with the approved site plan and supporting documents. Any substantial deviation from the attached site plan, as determined by the Director of Planning, will require re-approval by the Planning Commission and the City Council of the City of Fairhope, Alabama, as a PUD amendment.

Ordinance No. _____

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2. That, the following development regulations shall govern:

A master drainage plan shall be required for the entire site and included with the initial subdivision application creating units 1-3.

City of Fairhope Site Plan Review (Zoning Ordinance) shall be mandatory for each lot within units 1-3.

City of Fairhope Subdivision Regulations (including Multiple Occupancy Project provisions as applicable) shall be required for the creation of all lots and units within the Klumpp PUD.

In addition to the greenspace buffer on Fairhope Avenue and Gayfer Road, a 20' greenspace and tree preservation strip shall be provided along State Highway 181.

Construction of sidewalks shall be done at the time of development of the internal roadways.

A 45' combined setback and buffer shall be maintained along the western property line of the development. The western most 10' shall meet the Section 20.5-4 of the City of Fairhope Tree Ordinance.

UNIT 1:

Lots: There shall be a maximum of 12 commercial lots.

Site Plan Review: A stand-alone site plan review shall be required for each lot.

Use: Commercial uses shall be restricted to the B-2 requirements in the Fairhope Zoning Ordinance.

Dimension Standards: Setbacks, building height, and lot coverage shall be per the B-2 requirements.

Drainage and Detention: Each lot shall provide its own stormwater control and detention and shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

Parking: Parking shall be located to the side or rear of the buildings. Parking shall meet the requirements of the Fairhope Zoning Ordinance.

UNIT 2:

Lots: There shall be one lot.

Units: The number of units shall not exceed 233 units.

Site Plan Review: A stand-alone site plan review shall be required.

Multiple Occupancy Project Review: A multiple occupancy project review shall be required.

Use: The use of Unit 2 shall be restricted to the R-3 requirements in the Fairhope Zoning Ordinance.

Dimension Standards: The setbacks, building height, and lot coverage shall be per the R-3 requirement. The R-3 minimum lot width shall not apply, and the lot dimension shall be as shown on the site plan.

Drainage and Detention: Drainage and detention shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

Ordinance No. _____

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Parking: Parking shall meet the requirements of the Fairhope Zoning Ordinance.

Greenspace: Twenty percent (20%) greenspace shall be required as shown on the site plan. Provided retention/detention shall not encroach into required greenspace other than those methods approved within the City of Fairhope Subdivision Regulations and/or as approved during MOP/Site Plan Review.

UNIT 3:

Lots: There shall be one lot.

Site Plan Review: A stand-alone site plan review shall be required.

Use: The uses of Unit 3 shall be restricted to convalescent, nursing, or assisted living.

Dimension Standards: The setbacks, building height, and lot coverage shall be per the R-3 requirement. The R-3 minimum lot width shall not apply, and the lot dimension shall be as shown on the site plan.

Drainage and Detention: Drainage and detention shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

The Planned Unit Development (PUD) known as Klumpp PUD is hereby amended. This property shall hereafter be lawful to construct on such property any structures permitted by Ordinance No. 1253 and to use said premises for any use permitted or building sought to be erected on said property shall be in compliance with the building laws of the City of Fairhope and that any structure shall be approved by the Building Official of the City of Fairhope and that any structure be erected only in compliance with such laws, including the requirements of Ordinance No. 1253.

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

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

Adopted and approved this 12th day of April, 2021.

By: _____
Jack Burrell, Council President

Attest:

By: _____
Lisa A. Hanks, MMC
City Clerk

Adopted and approved this 12th day of April, 2021.

By: _____
Sherry Sullivan, Mayor

ORDINANCE NO. 1664

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

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

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

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

The property of Gayfer Village Partners, Inc. generally located on the west side of State Hwy. 181 between Gayfer Road and Fairhope Avenue, Fairhope, Alabama.

KLUMPP PUD

PPIN #: 24160, 236701 and 316793

Legal Description: (Case number ZC 19.13)

COMMENCE AT A RAILROAD SPIKE AT THE NORTHEAST CORNER OF SECTION 15, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA; RUN THENCE WEST, ALONG THE NORTH LINE OF SAID SECTION 15 1320.55 FEET TO A POINT; RUN THENCE SOUTH 00-22-18 WEST, 29.73 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE FOR THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED, SAID POINT BEING THE NORTHEAST CORNER OF "WHITE GROVE SUBDIVISION, UNIT TWO" AS RECORDED ON SLIDE 1344-B IN THE BALDWIN COUNTY PROBATE RECORDS, CONTINUE THENCE SOUTH 00-22-18 WEST, ALONG THE EAST LINE OF SAID SUBDIVISION, 1298.08 FEET TO A CAPPED REBAR MARKER AT THE SOUTHEAST CORNER OF SAID SUBDIVISION; RUN THENCE SOUTH 00-56-09 WEST, 1297.18 FEET TO A CAPPED REBAR MARKER ON THE NORTH RIGHT-OF-WAY LINE OF FAIRHOPE AVENUE; RUN THENCE SOUTH 89-55-36 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1178.82 FEET TO A CAPPED REBAR MARKER; RUN THENCE NORTH 45-24-21 EAST, 132.28 FEET TO A CAPPED REBAR MARKER ON THE WEST RIGHT-OF-WAY LINE OF COUNTY ROAD 27; RUN THENCE NORTH 00-44-18 EAST, ALONG SAID WEST RIGHT OF WAY LINE, 229.22 FEET TO A CAPPED REBAR MARKER; THENCE CONTINUE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 107.86 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 04-44-33 EAST, ALONG SAID RIGHT-OF-WAY, 100.24 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 433.00 FEET TO A CAPPED REBAR MARKER; RUN THENCE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1562.96 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE; RUN THENCE SOUTH 89-57-26 WEST, ALONG SAID RIGHT-OF-WAY LINE, 1282.66 FEET TO THE POINT OF BEGINNING; CONTAINING 75.93 ACRES, MORE OR LESS.

1. **That**, attached as "Exhibit A" is an approved site plan. The property must develop in substantial conformance with the approved site plan and supporting documents. Any substantial deviation from the attached site plan, as determined by the Director of Planning, will require re-approval by the Planning Commission and the City Council of the City of Fairhope, Alabama, as a PUD amendment.

2. **That**, the following development regulations shall govern:

A master drainage plan shall be required for the entire site and included with the initial subdivision submittal.

Ordinance No. 1664

Page -2-

UNIT 1:

Lots: There shall be 16 commercial lots.

Site Plan Review: A stand-alone site plan review shall be required for each lot.

Use: Commercial uses shall be restricted to the B-2 requirements in the Fairhope Zoning Ordinance.

Dimension Standards: Setbacks, building height, and lot coverage shall be per the B-2 requirements.

Drainage and Detention: Each lot shall provide its own stormwater control and detention and shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

Parking: Parking shall meet the requirements of the Fairhope Zoning Ordinance.

UNIT 2:

Lots: There shall be one lot.

Units: The number of units shall not exceed 232.

Site Plan Review: A stand-alone site plan review shall be required.

Multiple Occupancy Project Review: A multiple occupancy project review shall be required.

Use: The use of Unit 2 shall be restricted to the R-5 requirements in the Fairhope Zoning Ordinance.

Dimension Standards: The setbacks, building height, and lot coverage shall be per the R-5 requirement. The R-5 minimum lot width shall not apply, and the lot dimension shall be a 40' front setback on the western line of Unit 2; and a 30' setback on all other lot lines.

Drainage and Detention: Drainage and detention shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

Parking: Parking shall meet the requirements of the Fairhope Zoning Ordinance.

UNIT 3:

Lots: There shall be 67 single family residential lots.

Subdivision Approval: The subdivision review process as outlined in the Fairhope Subdivision Regulations shall be required.

Use: The use of Unit 3 shall be restricted to the R-3 requirements in the Fairhope Zoning Ordinance.

Dimension Standards:

Setbacks: Front – 20', Rear – 35', Side – 7.5', and Street Side – 20'.

Lot Width: The minimum lot width shall be 55'.

Lot Area: The minimum lot area shall be 6,000 square foot.

Building Height: The maximum building height shall not exceed 30'.

Ordinance No. 1664
Page -3-

Lot Coverage: The maximum total lot coverage by principle structure shall not exceed 45%.

Drainage and Detention: Drainage and detention shall meet the Storm water Standards requirements in the Fairhope Subdivision Regulations.

Common detention shall be provided in the Common Area of Unit 3 for all lots in Unit 3.

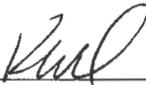
Landscape Buffer: A 10' wide landscape buffer shall be required along the full width of the western boundary of Unit 3 as required by the Fairhope Tree/Landscape Ordinance.

The property is hereby initially zoned Planned Unit Development (PUD) concurrent with annexation into the City of Fairhope. This property shall hereafter be lawful to construct on such property any structures permitted by Ordinance No. 1253 and to use said premises for any use permitted or building sought to be erected on said property shall be in compliance with the building laws of the City of Fairhope and that any structure shall be approved by the Building Official of the City of Fairhope and that any structure be erected only in compliance with such laws, including the requirements of Ordinance No. 1253.

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

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

ADOPTED THIS 25TH DAY OF NOVEMBER, 2019

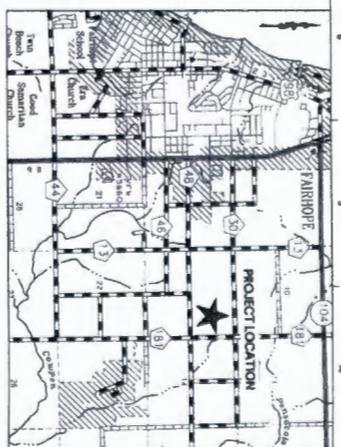
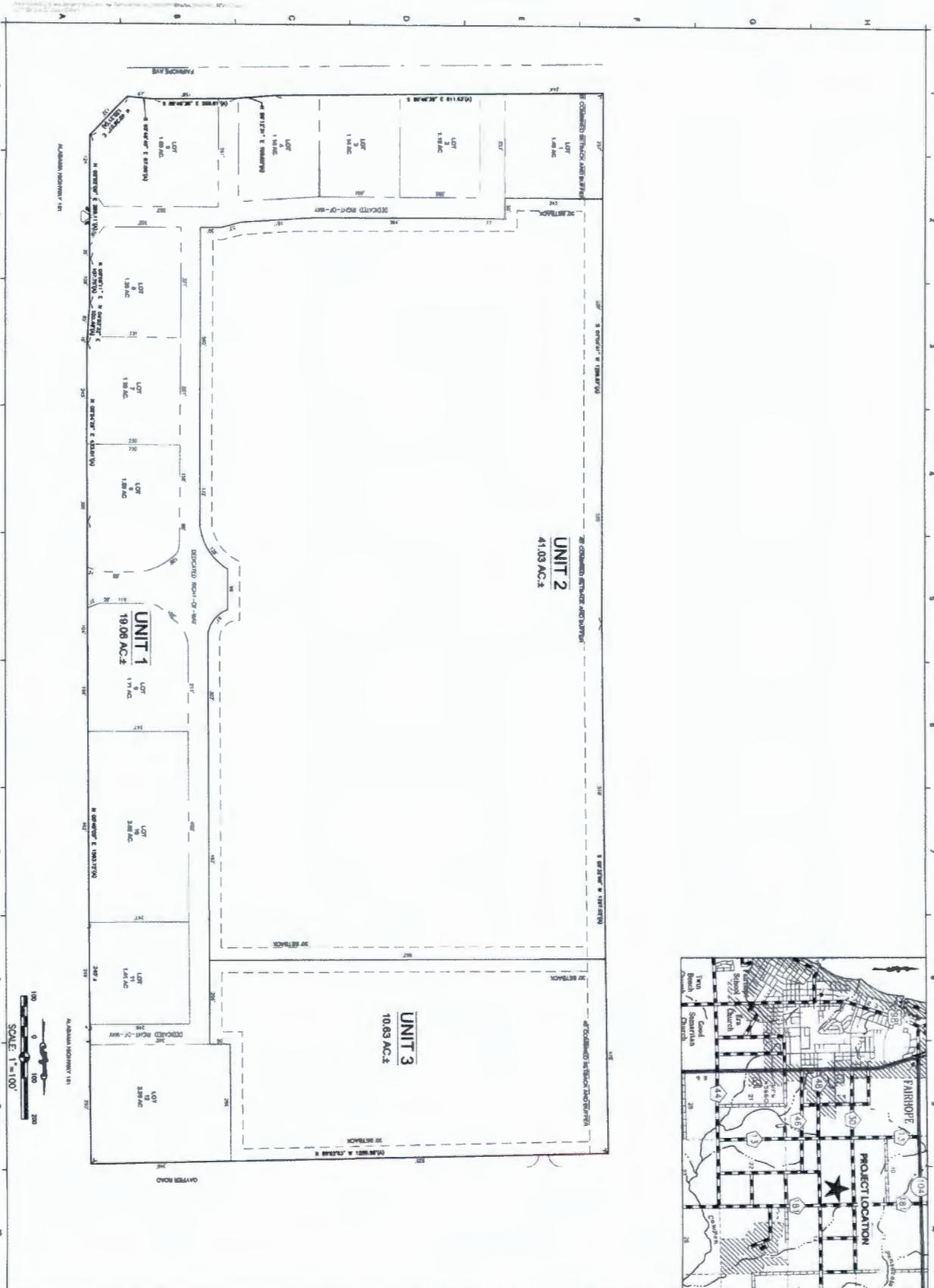


Karin Wilson, Mayor

ATTEST:



Lisa A. Hanks, MMC
City Clerk



OVERALL SITE PLAN
 SCALE: 1"=100'
C1.01
 sheet 1 of 3

KLUMPP PARCEL
 PROPOSED DEVELOPMENT
 FAIRHOPE, ALABAMA

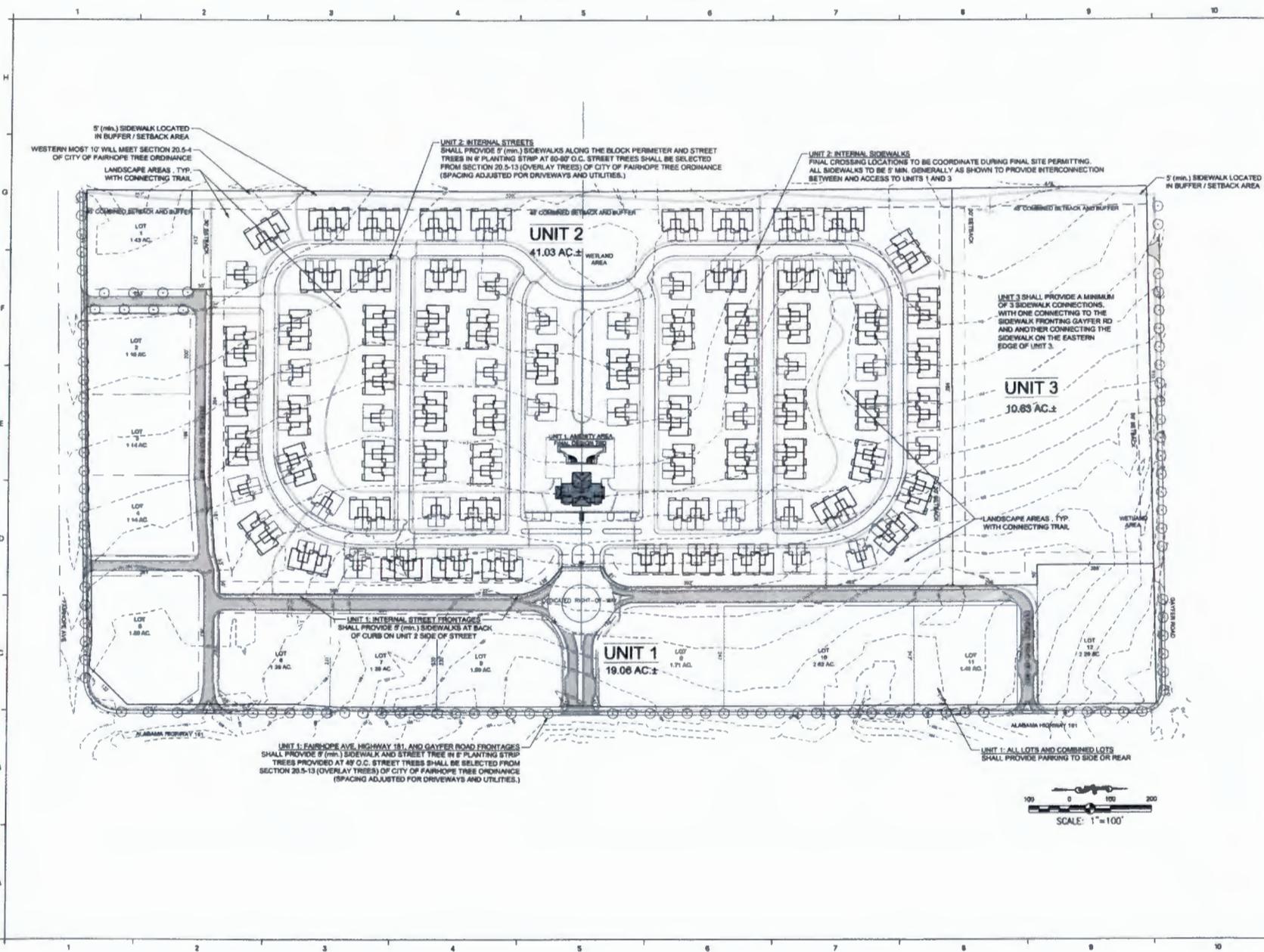
17 DECEMBER 2020

DRAWN BY: JBY/SAM
 CHECKED BY:

GMCProject: CMOB190186

2020 Main Street
 Daphne, AL 36626
 T 251.626.2626
 GMCNETWORK.COM





2035 Main Street
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T 251.633.2828
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17 DECEMBER 2020

KLUMPP PARCEL
PROPOSED DEVELOPMENT
FAIRHOPE, ALABAMA

GMCProject: CMOB190186

OVERALL SITE PLAN

SCALE: 1"=100'

C2.01

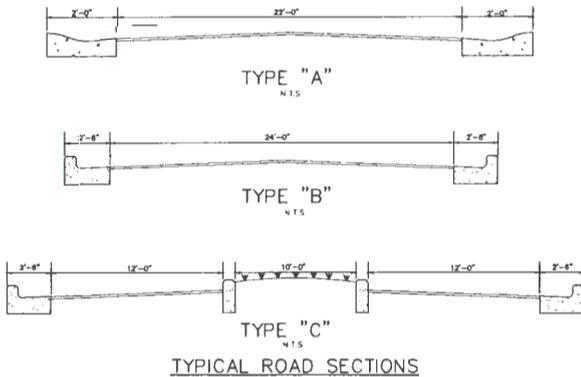
PROPERTY DESCRIPTION:

STATE OF ALABAMA
COUNTY OF BALDWIN

COMMENCE AT A RAILROAD SPIKE AT THE NORTHEAST CORNER OF SECTION 15, TOWNSHIP 6 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, RUN THENCE WEST, ALONG THE NORTH LINE OF SAID SECTION 15 1320.55 FEET TO A POINT; RUN THENCE SOUTH 00-22-18 WEST, 29.73 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE FOR THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED, SAID POINT BEING THE NORTHEAST CORNER OF "WHITE GROVE SUBDIVISION, UNIT TWO" AS RECORDED ON SLIDE 1344-B IN THE BALDWIN COUNTY PROBATE RECORDS, CONTINUE THENCE SOUTH 00-22-18 WEST, ALONG THE EAST LINE OF SAID SUBDIVISION, 1298.08 FEET TO A CAPPED REBAR MARKER AT THE SOUTHEAST CORNER OF SAID SUBDIVISION; RUN THENCE SOUTH 00-36-09 WEST, 1297.18 FEET TO A CAPPED REBAR MARKER ON THE NORTH RIGHT-OF-WAY LINE OF FAIRHOPE AVENUE, RUN THENCE SOUTH 89-55-36 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1178.82 FEET TO A CAPPED REBAR MARKER, RUN THENCE NORTH 45-24-21 EAST, 132.28 FEET TO A CAPPED REBAR MARKER ON THE WEST RIGHT-OF-WAY LINE OF COUNTY ROAD 27; RUN THENCE NORTH 00-44-18 EAST, ALONG SAID WEST RIGHT-OF-WAY LINE, 229.22 FEET TO A CAPPED REBAR MARKER, THENCE CONTINUE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 107.36 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 04-44-33 EAST, ALONG SAID RIGHT-OF-WAY, 100.24 FEET TO A CAPPED REBAR MARKER; THENCE RUN NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY, 433.00 FEET TO A CAPPED REBAR MARKER, RUN THENCE NORTH 00-44-18 EAST, ALONG SAID RIGHT-OF-WAY LINE, 1562.96 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYFER AVENUE; RUN THENCE SOUTH 89-57-26 WEST, ALONG SAID RIGHT-OF-WAY LINE, 1282.66 FEET TO THE POINT OF BEGINNING, CONTAINING 75.93 ACRES, MORE OR LESS.

NOTES

1. Drainage, utility and pedestrian easements will be provided and recorded as necessary during site plan and subdivision approval.
2. Each lot of each unit must provide and maintain positive drainage for adjacent properties that may be discharging onto it.
3. Sidewalks (min. 5' wide) will be provided along both sides of every public street within the PUD at the time the streets are constructed.
4. In attempt to achieve a cohesive character of residential development in Unit 2, Fronts of all residential building units within Unit 2 shall fall within a 20' min. and a 40' maximum build to zone from the street, with the exception of buildings impacted by utility locations, lighting, or buildings located along corners, or curves in the street in which case these buildings may vary from this build to zone.
5. In attempt to achieve a cohesive character of development in Unit 1 and 2, All building facade materials shall be constructed of like materials set, in precedent, by the 1st site plan development submittal.
- 5.1 Subsequent buildings may vary in material by providing greater or equal quality of facade material and design and as approved by the Planning Commission and City Council.
6. Sidewalks within all Unit 1, Unit 2, and Unit 3 lots will be designed and constructed in accordance with the Site Plan approved for each lot.
7. All trees and landscape material will be provided as listed in local landscape ordinances unless otherwise coordinated with the city urban forestry or arborist.



NOTES

- a. The zoning dimensions for Unit 2, Lot 1 are modeled after, but not identical to, the zoning requirements for R-3 found in the Fairhope Zoning Ordinance. The following exceptions apply:
 1. The minimum lot width shall not apply. The lot dimensions shall be as shown on the PUD drawing.
- b. The requirements for Unit 3, Lot 1, are modeled after, but not identical to, the zoning requirements for R-3 found in the Fairhope Zoning Ordinance.
 1. The minimum lot width shall not apply. The lot dimensions shall be as shown on the PUD drawing.
- c. The allowed use for Unit 3, Lot 1 shall be limited to convalescent, nursing or assisted living home.
- d. Each lot in Unit 1 shall provide its own stormwater control and detention.
- e. This PUD document, along with the City of Fairhope's Ordinances, Regulations, and review processes will provide a development that complies with the City's Comprehensive Plan.

TABLE 1								
UNIT	LOT#	ZONING DIMENSION STANDARDS	ALLOWED USES	DRAINAGE AND DETENTION	ROADWAY TYPE	PARKING	CITY OF FAIRHOPE COMPREHENSIVE PLAN COMPLIANCE	CITY OF FAIRHOPE APPROVAL PROCESS
1	1-17	B-2	B-2	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations	B (see Table 2 of PUD)	See Parking of the Fairhope Zoning Ordinance	Yes*	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance, each lot of Unit 1 shall follow the Site Plan Review Procedures. This process requires, in general, the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council
2	1	R-3'	R-3	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations	B,C (see Table 2 of PUD)	See Parking of the Fairhope Zoning Ordinance	Yes*	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance, each lot of Unit 2 shall follow the Site Plan Review Procedures. This process requires, in general, the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council
3	1	R-3'	R-3	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations	A,B (see Table 2 of PUD)		Yes*	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance, each lot of Unit 3 shall follow the Site Plan Review Procedures. This process requires, in general, the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council

TABLE 2

	UNIT AND RIGHT-OF-WAY ACREAGE	
	ACREAGE EXCLUDING R.O.W	ACREAGE OF R.O.W
UNIT 1	19.06	5.13
UNIT 2	41.03	
UNIT 3	10.63	
TOTAL SITE	70.72	5.13

Owner: Gayfer Village Partners, LLC



2039 Main Street
Daphne, AL 36526
T 251.626.2526
GMCNETWORK.COM

17 DECEMBER
2020

DRAWN BY: JPM/SAM
CHECKED BY:

KLUMPP PARCEL
PROPOSED DEVELOPMENT
FAIRHOPE, ALABAMA

GMCProject: CMO8190186

NOTES

NO SCALE

C3.01
Sheet 1 of 4

ZC 20.10 Klumpp PUD Amendment

Property Owner /Applicant: Gayfer Village Partners, LLC; Mr. Tom Mitchell; Mr. Bill Mitchell

General Location: Northwest intersection of SR 181 and Fairhope Avenue (CR 48)

Project Type: Planned Unit Development (PUD)

Number of lots: 15

Unit 1 – 13 Lots (19.03 Acres); Unit 2 – 410 Units (41.03 Acres); Unit 3 – 106 Units (10.63 Acres)

Zoning District: PUD

Parent Parcel PPIN Number: 236701, 24160, 316793

Engineer of record: Scott Hutchinson, GMC

Surveyor of record: Goodwyn, Mills, and Cawood, Inc.

School District: Fairhope East Elementary, Fairhope Middle and High Schools

Report prepared by Hunter Simmons

Comments:

The applicant is seeking amendment of PUD ordinance number 1664 related to the Klumpp Planned Unit Development adopted November 25, 2019. The subject property is located at the northwest intersection of State Highway 181 and Fairhope Avenue/County Road 48 and extends north to the southwest corner of State Highway 181 and Gayfer Avenue/County Road 30.

At the request of the applicant, Case ZC 20.10 was tabled at the December 7, 2020 Planning Commission meeting. The revised plan more clearly states the applicant's objectives. Unit 1 still consists of 13 B-2 lots. Unit 2 and 3 are based on R-3 zoning. Pedestrian connectivity was added throughout the site and along the perimeter. The buffer along the westernmost perimeter was increased from 30' to 45' and now includes a screen, as well as a walking trail/sidewalk.

Staff Recommendation

Staff recommends Case # ZC 20.10 Klumpp Planned Unit Development (PUD) amendment for PPIN's 236701, 24160, 316793 be APPROVED subject to the following conditions:

1. A master drainage plan shall be prepared for the entire site and included with the initial subdivision application creating units 1-3
2. City of Fairhope site plan review (Zoning Ordinance Article II, Section C.2.) shall be mandatory for each lot within units 1-3.
3. City of Fairhope subdivision regulations (including multiple occupancy project provisions as applicable) shall be required for the creation of all lots and units within the Klumpp PUD.

4. A 20' greenspace and tree preservation strip shall be provided along Hwy 181.
5. Unit 2 will require 20% greenspace as shown. Provided retention/detention shall not encroach into required greenspace other than those methods approved within the City of Fairhope Subdivision Regulations and/or as approve during MOP/Site Plan Review.

Public Hearing

Jeremy Sasser of 438 Swaying Willow Avenue – He stated concerns with the number of access points to St. Hwy. 181, Fairhope Avenue, and Gayfer Road Extension. He suggested the uses be limited on the corner lots, limiting the number of drive-thrus, and asked about screening of the parking and dumpsters.

Scott Hutchinson of Goodwyn, Mills, and Cawood, Inc. was present on behalf of the applicant.

Motion:

Jimmy Conyers made a motion to accept the staff recommendation to APPROVE subject to the following conditions:

1. A master drainage plan shall be prepared for the entire site and included with the initial subdivision application creating units 1-3
2. City of Fairhope site plan review (Zoning Ordinance Article II, Section C.2.) shall be mandatory for each lot within units 1-3.
3. City of Fairhope subdivision regulations (including multiple occupancy project provisions as applicable) shall be required for the creation of all lots and units within the Klumpp PUD.
4. A 20' greenspace and tree preservation strip shall be provided along Hwy 181.
5. Unit 2 will require 20% greenspace as shown. Provided retention/detention shall not encroach into required greenspace other than those methods approved within the City of Fairhope Subdivision Regulations and/or as approve during MOP/Site Plan Review.
6. Construction of sidewalks shall be done at the time of development of the internal roadways.

2nd:

Hollie MacKellar 2nd the motion and the motion carried unanimously with the following vote:

Vote:

AD – Aye

RB – Aye

HK – Aye

JW – Aye

LT – Absent

HM – Aye

JL – Aye

CHB – Absent

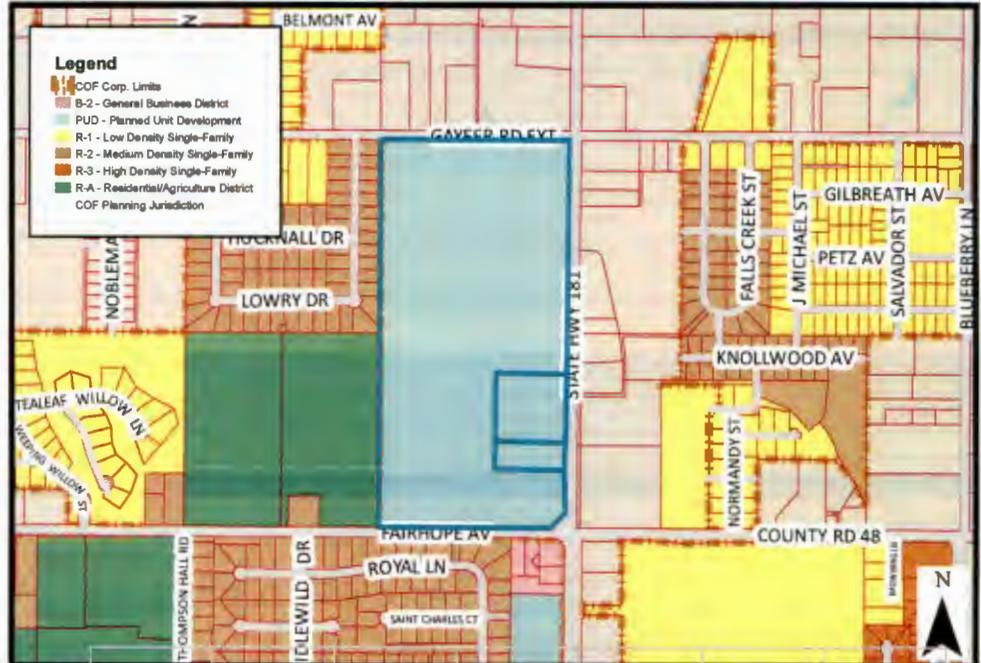
JC – Aye

City of Fairhope Planning Commission

January 4, 2021



ZC 20.10 - Klump PUD



Project Name:

Klump PUD amendments

Site Data:

80 acres (approximately)

Project Type:

Planned Unit Development (PUD)

Jurisdiction:

Fairhope Planning Jurisdiction

Zoning District:

Planned Unit Development (PUD)

PPIN Number:

236701, 24160, 316793

General Location:

Northwest intersection of SR 181 and Fairhope Avenue (CR 48)

Surveyor of Record:

Goodwyn, Mills, and Cawood, Inc.

Engineer of Record:

Scott Hutchinson, GMC

Owner / Developer:

Gayfer Village Partners, LLC
Mr. Tom Mitchell Mr. Bill Mitchell

School District:

Fairhope East
Fairhope Middle and High Schools

Recommendation:

Approve with Conditions

Prepared by:

Hunter Simmons



APPLICATION FOR ZONING DISTRICT CHANGE

Property Owner / Leaseholder Information

Name: Gayfer Village Partners, LLC Phone Number: 251-928-0071
 Street Address: PO Box 130
 City: Daphne State: AL Zip: 36526

Applicant / Agent Information

If different from above.
 Notarized letter from property owner is required if an agent is used for representation.

Name: Goodwyn, Mills & Cawood, Inc. Phone Number: (251) 626-2626
 Street Address: 2039 Main Street
 City: Daphne State: AL Zip: 36526

Current Zoning of Property: County Unzoned
 Proposed Zoning/Use of the Property: Planned Unit Development (PUD)
 Property Address: 20751 State Highway 181, Fairhope, AL 36532
 Parcel Number: 46-05-15-0-000-001.001, 46-05-15-0-000-001.000, 46-05-15-0-000-001.003
 Property Legal Description: See attached
 Reason for Zoning Change: To allow for the construction of a mixed use residential / retail development

Property Map Attached YES NO
 Metes and Bounds Description Attached YES NO
 Names and Address of all Real Property Owners within 300 Feet of Above Described Property Attached. YES NO

Character of Improvements to the Property and Approximate Construction Date: The improvements will consist of new roadways, retail shops and apartments. Approximate start date is March 2021.

Zoning Fee Calculation:
Reference: Ordinance 1269

I certify that I am the property owner/leaseholder of the above described property and hereby submit this application to the City for review. *If property is owned by Fairhope Single Tax Corp. an authorized Single Tax representative shall sign this application.

Tom Mitchell
 Property Owner/Leaseholder Printed Name
10/21/20
 Date

[Signature]
 Signature

Fairhope Single Tax Corp. (If Applicable)

RECEIVED
 OCT 21 2020
 BY: EB

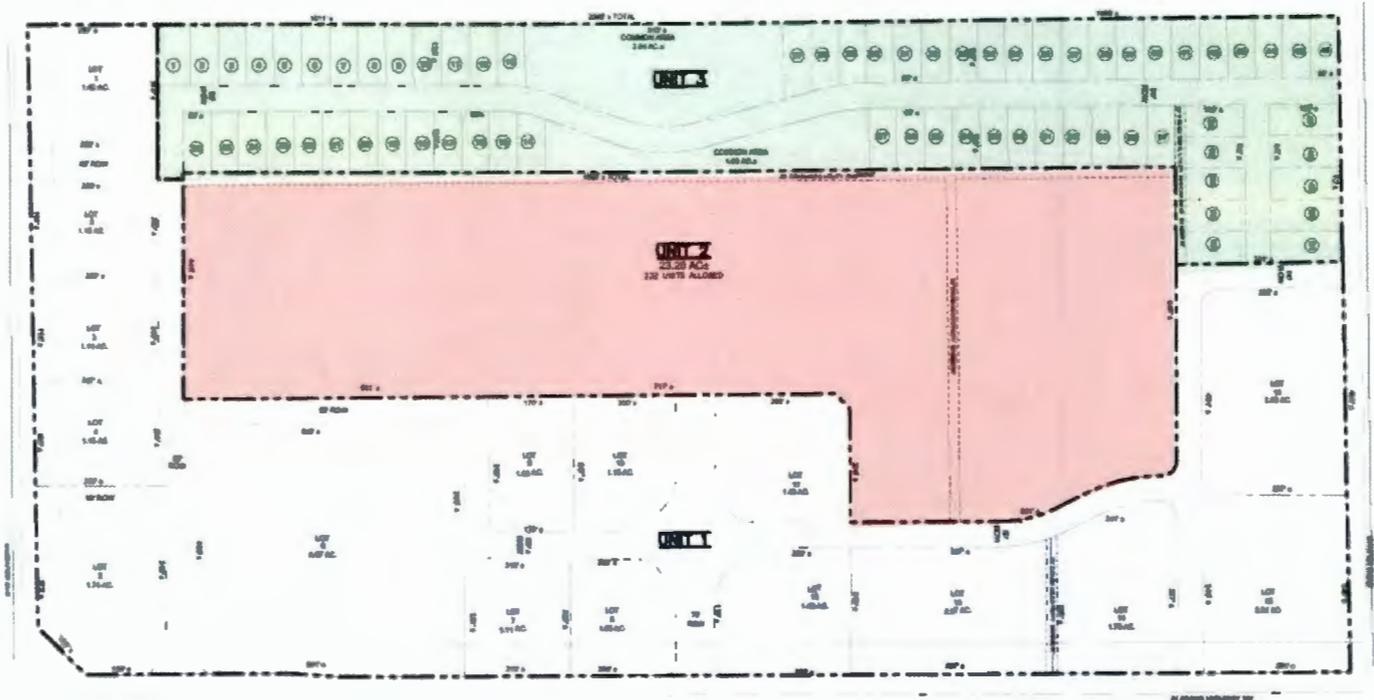
Summary of Request:

The applicant is seeking amendment of PUD ordinance number 1664 related to the Klumpp Planned Unit Development adopted November 25, 2019. The subject property is located at the northwest intersection of State Highway 181 and Fairhope Avenue/County Road 48 and extends north to the southwest corner of State Highway 181 and Gayfer Avenue/County Road 30.

The subject property is bordered to the northwest by the adjoining White Grove subdivision, zoned R-2 medium density single family residential, and bordered to the southwest by the adjoining PPIN 14493 zoned R-A residential agricultural. The subject property adjoins Idlewild Subdivision (R-2) to the south, separated by the Fairhope Avenue right-of-way (ROW) as well as various properties comprising the southwest intersection of Fairhope Avenue and HWY 181, all zoned B-2 general business district. All remaining properties adjoining subject property are separated from subject property via ROW and are located within unzoned Baldwin County Planning District 14.

Comments:

ORIGINAL PUD



The subject property is comprised of one large (PPIN 236701) generally rectangular parcel fronting AL HWY 181, Fairhope Avenue, and Gayfer Road Extension, all paved, publicly-maintained streets. PPINs 24160 and 316793 are inclusive of PPIN 236701 and will likely become functions of a future subdivision.

The site plan supporting the original PUD (Case number ZC 19.13) is included above in excerpted form and color-coded to reflect the “units” proposed for the PUD. The requested site plan that amends the PUD ordinance is included below.

PROPOSED PUD AMENDMENT (Revised for January PC Meeting)



- **Unit 1**
 - As approved Unit 1 (28.79 acres +/-) contains 16 lots with allowable uses and lots sizes identical to B-2 General Business District Zoning. The developer requests, via inclusion of drawing 2 of 2 in the PUD ordinance, self-imposing the Site Plan Review procedure as included within Fairhope’s Zoning Ordinance.
 - As requested, Unit (19.06 acres +/-) will contain up to 12 lots. Similar to the original PUD, the requested Unit 1 contains allowable uses and lots sizes identical to B-2 General Business District Zoning. Also similar to the original PUD the developer requests, via inclusion of drawing C3.01 in the PUD ordinance, self-imposing the Site Plan Review procedure as included within Fairhope’s Zoning Ordinance.
- **Unit 2**
 - As approved Unit 2 (23.20 acres +/-) depicted in light red on the facing page identically replicates the use of R-5 High Density Dwelling Residential (10 units per acre, for 232 units total) but requests the lot size shown on the site plan drawing 1 of 2 in lieu of the allowable number of dwelling units included within Table 3-2 in the City of Fairhope Zoning Ordinance. Similar to Unit 1 Unit 2 will be required to follow the Site Plan Review procedure included in *The City of Fairhope Zoning Ordinance* as a self-imposed requirement of the PUD.
 - As requested, Unit 2 (41.03 acres +/-) closely replicates R-3 High Density Single-Family Residential but requests the lot size and approximate building layout (Up to 233 Units) shown on the site plan drawing C2.01. Similar to Unit 1 Unit 2 will be required to follow the Site Plan Review procedure included in *The City of Fairhope Zoning Ordinance* as a self-imposed requirement of the PUD.
- **Unit 3**

- As approved Unit 3 (14.11 acres +/-) depicted in light green on the original site plan contains 67 residential lots modeled after an R-3 zoning district with modifications that reduces the minimum lot size and increases the allowable lot coverage. At the time of development activities unit 3 shall follow the City of Fairhope’s Subdivision Review Process and comply with the current Subdivision Regulations in addition to the requirements of the PUD ordinance. The original submission to the Planning Commission included 77 single family lots, however the reduction to 67 single family lots reflects conditions of approval required by the Planning Commission at the time of consideration.
- As requested, Unit 3 (10.63 acres +/-) removes the single-family residential lots from the development and proposes requirements modeled after R-3 zoning district (approximately 59 Units) with modifications that reduces the minimum width. The allowed use for Unit 3 shall be limited to convalescent, nursing, or assisted living. The applicant indicates they do not wish to provide a layout of the proposed development for Unit 3 at the time of PUD amendment, but wishes to self-impose the site plan approval process for Unit 3 should the PUD amendment receive approval.

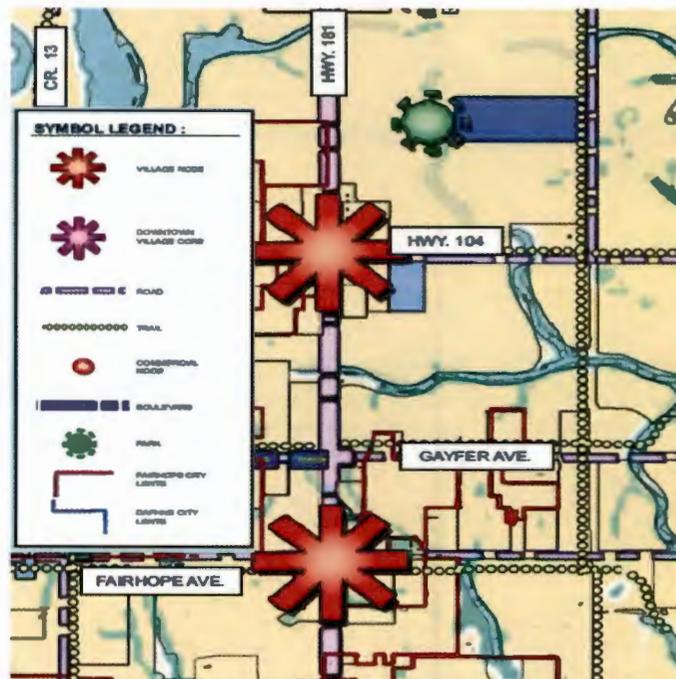
The following was provided within the December staff report. Notes in red highlight the amendments made in the applicant’s revised plan.

Fairhope’s Zoning Ordinance (Article II Section C.1.e) contains nine (9) criteria by which an application for re-zoning shall be reviewed:

(1) Compliance with the Comprehensive Plan;

Response:

The intersection of Hwy 181 and Fairhope Ave is listed as a Village Node within the Comprehensive Plan. “Highway 181 / Fairhope Ave presents an additional village opportunity. While this area has seen a growth of large retailers in the recent past due to regulatory limitations (i.e. significant property located outside of the City Limits in unzoned Baldwin County), it is in the early stages of village pattern development. River Mill Subdivision is connected to both Fairhope Avenue and Windmill Road. The residential areas around Gayfer Avenue and Blueberry Lane are built in accordance with the City Subdivision Regulations and provide neighborhood level greenspace, sidewalks, streets, trees, and connectivity. While this area will evolve over time, the “bones” of a village are generally in place.”



Specifically, in regard to Village Nodes, the Comprehensive Plan reads “Simply evaluating development at these areas (Village Nodes) will not result in a Village – it will take a proactive effort”. The following excerpt from the Comprehensive Plan is provided for guidance:

Size - They should be 30,000 to 180,000 square feet in commercial / mixed-use development.

Street Location - They should push as close to the street as possible

Architectural Guidelines - There should be building design guidelines that deal with architectural themes, materials, and massing. There should be an architectural “anchor”, a building with a distinct and focused character, in each village.

Automobile Access - Automobile access will be important to the success of the village, thus it should be incorporated as appropriate. However, addressing the location and aesthetics of parking lots will be critically important. Vehicular access from the supporting and existing roadways is also important. Integration of Right-of-Way improvements, turn lanes, signals, sidewalks, landscaping, street lighting, push-pad signals, crosswalks, and similar infrastructure should be comprehensively evaluated by the City. This would result in the Right-of-Way and roadways being upgraded in conjunction with the development. Internal circulation must not be the typical maneuvering areas through a large parking lot, but seek to create more of a streetscape experience with “on-street” parking in either a parallel or diagonal configuration. A good operating principle would be that large surface parking lots should not dominate the view of building frontages. Vehicular access is always important and should be accommodated; however, parking is a net negative in terms of visual quality.

(2) Compliance with the standards, goals, and intent of this ordinance;

Response: PUD Planned Unit Development: This district is intended to encourage innovative development that meets comprehensive plan goals and is tailored to the unique constraints and conditions of a particular site. This district allows flexibility in uses, designs, and building layouts as opposed to other zoning districts to better serve community needs. While the original PUD’s regulating plan was general, deferring specifics to future Site Plan Reviews, there was a framework for meeting the intent of a PUD. The proposed amended PUD, by being overly general, makes it difficult to recommend approval.

The applicant has self-imposed a site plan review for all units. The first unit developed will require installation of

Unit 2, for example, should not require a future Site Plan review. It is feasible to include a comprehensive site plan (for Unit 2) as part of this PUD process with landscape plans, architectural examples, etc., and, at the least, include pedestrian circulation for the entire PUD. It would also be prudent to include guidelines for the Units 1 & 3 to ensure they are developed consistent with Fairhope’s Comprehensive Plan, which may include build-to/setback lines, landscape buffers, planned green space, plant selections, etc.

Unit 2 is now proposed as illustrate on C2.01 and includes up to 233 units. Sidewalks were provided within Unit 2 and the westernmost buffer was increased to 45', which now includes a sidewalk connecting all three units with both Fairhope Ave and Gayfer Rd. Within the 45' buffer, the westernmost 10' will be planted to provide a buffer/screen consistent with the City of Fairhope Tree Ordinance. Street Trees will also be planted in accordance the City of Fairhope Tree Ordinance.

Staff does have some concern that some conflicts exist between retention/detention, possible wetlands, and greenspace requirements within Unit, but those are not part of this review. Unit 2 will require a site plan review as well as an MOP review in the future to resolve the above-referenced concerns. Staff recommends a condition of approval to memorialize the 20% greenspace per density shown and urge that retention/detention should not be placed where greenspace is currently shown unless installed as an improved amenity, such as accessible ponds with landscape consistent with the City of Fairhope Tree Ordinance.

A condition of approval of the previously approved plan required a master drainage plan at time of subdivision and staff makes the same recommendation for the current application.

Unit 1 lots require parking to be located to side or rear of buildings.

The following was submitted by the applicant to further support a comprehensively planned development.

4. In attempt to achieve a cohesive character of residential development in Unit 2; Fronts of all residential building units within Unit 2 shall fall within in a 20' min. and a 40' maximum build to zone from the street, with the exception of buildings impacted by utility locations, lighting, or buildings located along corners, or curves in the street in which case these buildings may vary from this build-to zone.
5. In attempt to achieve a cohesive character of development in Unit 1 and 2; All building facade materials shall be constructed of like materials set, in precedent, by the 1st site plan development submittal.

(3) The character of the surrounding property, including any pending development activity;

Response: The comprehensive plan describes a village center at this location and states that the "bones" are already in place. The surrounding properties are unzoned, RA, R-2, and B-2. The original PUD provided adequate transition to the single-family residential along the western boundary, while also allowing denser and more intense uses along the highway corridor and internally within the site. Staff is concerned that the submitted PUD amendment, with its removal of higher-density single family residential, diminishes the transition of use and transition of density contemplated by the comprehensive plan.

The westernmost buffer was increased to 45' and will include a 10' screen abutting adjacent property.

(4) Adequacy of public infrastructure to support the proposed development;

Response: Fairhope Public Utilities can be made available during the subdivision process; however, staff urges the applicant to contact Fairhope Public Utilities in short order to discuss utilities,

particularly access to sanitary sewer. The “upsizing” provisions of the subdivision regulations will likely be invoked if development activities proceed.

(5) Impacts on natural resources, including existing conditions and ongoing post-development conditions;

Response: Wetlands are present on the subject property and all wetland delineations, reports, ordinances, and buffers will be required during the development process.

(6) Compliance with other laws and regulations of the City;

Response: At the time of development all applicable laws of the City will be applied.

(7) Compliance with other applicable laws and regulations of other jurisdictions;

Response: At the time of development all applicable laws will be applied.

(8) Impacts on adjacent property including noise, traffic, visible intrusions, potential physical impacts, and property values.

Response: As mentioned previously staff is concerned about the loss of single family residences within the PUD, and the possibility of higher-density multi-family located directly-adjacent to lower density (R-1 and R-2) single family residential.

The westernmost buffer was increased to 45’ and will include a 10’ screen abutting adjacent property.

In addition, pedestrian circulation should be designed connecting the subject property with adjacent and surrounding properties.

Sidewalk connections were made throughout the site connecting all units together, as well as connecting to the perimeter sidewalks and on all public roads. As opposed to the previous plan, sidewalks and street trees are provided fronting Hwy 181. Planning Commission may want to discuss when installation of perimeter sidewalks and street trees are installed.

(9) Impacts on the surrounding neighborhood including noise, traffic, visible intrusions, potential physical impacts, and property values.

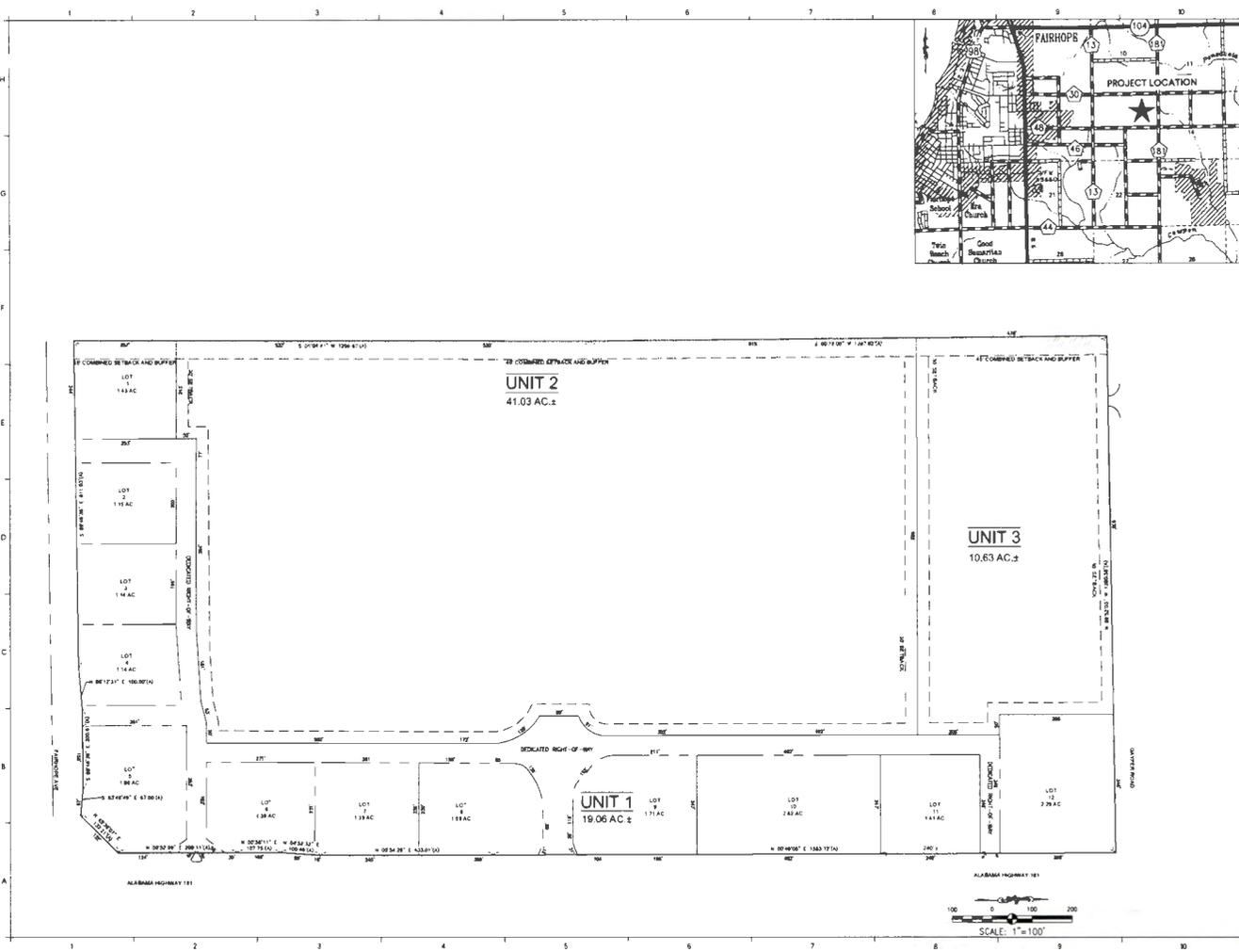
Response: As mentioned previously staff is concerned about the loss of single family residences within the PUD and the possibility of high-density multi-family uses located directly-adjacent to lower density (R-1 and R-2) single family residential uses. As proposed, B-2 and R-5 abut R-1 and R-2 properties. Staff recommends a better transition to adjacent properties that may come in the form of larger buffers, greenspace, or less dense housing.

The westernmost buffer was increased to 45’ and will include a 10’ screen abutting adjacent property. Per the City of Fairhope Tree Ordinance, a 20’ preserved greenspace shall be provided along Fairhope Ave and Gayfer Rd. Development along Hwy 181 was not contemplated when the Tree Ordinance was adopted. Staff would like to recommend a condition of approval that the 20’ preserved greenspace be provided along Hwy 181 as well. To be clear, this does not impose an additional 20’ to the required setback, but rather preserve the space within the setback for the preservation of trees.

Staff Recommendation:

Staff recommends Case # ZC 20.10 Klumpp Planned Unit Development (PUD) amendment for PPIN's 236701, 24160, 316793 be **APPROVE** subject to the following conditions:

1. A master drainage plan shall be prepared for the entire site and included with the initial subdivision application creating units 1-3
2. City of Fairhope site plan review (Zoning Ordinance Article II, Section C.2.) shall be mandatory for each lot within units 1-3.
3. City of Fairhope subdivision regulations (including multiple occupancy project provisions as applicable) shall be required for the creation of all lots and units within the Klumpp PUD.
4. A 20' greenspace and tree preservation strip shall be provided along Hwy 181.
5. Unit 2 will require 20% greenspace as shown. Provided retention/detention shall not encroach into required greenspace other than those methods approved within the City of Fairhope Subdivision Regulations and/or as approve during MOP/Site Plan Review.



GMC

2029 Main Street
 Daphne, AL 36526
 904.922.1234
 904.922.1234

17 DECEMBER, 2020

KLUMPP PARCEL
 PROPOSED DEVELOPMENT
 FAIRHOPS, ALABAMA

OMC Project CMOB180186

OVERALL SITE PLAN

SCALE: 1"=100'
C1.01
 DATE: 12.17.20



2008 North Street
P.O. Box 41, 02888
Tyngsboro, MA
508.271.9200

17 DECEMBER 2008

KLUMPP PARCEL
PROPOSED LAYOUT
PROJECT NUMBER
OMCProject: CMO880188

CONCEPTUAL SITE PLAN
SCALE: 1"=100'
C2.01A

IF NEW TREES ARE LOCATED
IN ANY OF THE BUFFER AREAS
WESTERN MOST OF SHALL MEET SECTION 9.3-4
OF CITY OF FARMING TREE ORDINANCE
LANDSCAPE AREAS TO BE
MAINTAINED AS SUCH

UNIT 2 INTERNAL STREETS
SHALL PROVIDE 5' TO 1' CLEARANCE ALONG THE BLOCK PERIMETER AND STREET
TREES AS 8" IN ANY OTHER TO 10' IN U.S. STREET TREES SHALL BE SELECTED
FROM A LIST OF 9-11 SPECIES TREES OF CITY OF FARMING TREE ORDINANCE
SPACING SELECTED FOR TREES AND U.S. TREES

UNIT 3 INTERNAL STREETS
SHALL PROVIDE 5' TO 1' CLEARANCE ALONG THE BLOCK PERIMETER AND STREET
TREES AS 8" IN ANY OTHER TO 10' IN U.S. STREET TREES SHALL BE SELECTED
FROM A LIST OF 9-11 SPECIES TREES OF CITY OF FARMING TREE ORDINANCE
SPACING SELECTED FOR TREES AND U.S. TREES

IF NEW TREES ARE LOCATED
IN ANY OF THE BUFFER AREAS
WESTERN MOST OF SHALL MEET SECTION 9.3-4
OF CITY OF FARMING TREE ORDINANCE
LANDSCAPE AREAS TO BE
MAINTAINED AS SUCH



UNIT 1 INTERNAL STREETS
SHALL PROVIDE 5' TO 1' CLEARANCE ALONG THE BLOCK PERIMETER AND STREET
TREES AS 8" IN ANY OTHER TO 10' IN U.S. STREET TREES SHALL BE SELECTED
FROM A LIST OF 9-11 SPECIES TREES OF CITY OF FARMING TREE ORDINANCE
SPACING SELECTED FOR TREES AND U.S. TREES

UNIT 1 INTERNAL STREETS
SHALL PROVIDE 5' TO 1' CLEARANCE ALONG THE BLOCK PERIMETER AND STREET
TREES AS 8" IN ANY OTHER TO 10' IN U.S. STREET TREES SHALL BE SELECTED
FROM A LIST OF 9-11 SPECIES TREES OF CITY OF FARMING TREE ORDINANCE
SPACING SELECTED FOR TREES AND U.S. TREES



PLANNING DEPARTMENT
STATE OF ALABAMA
COUNTY OF BALDWIN

COMMENCE AT A BOUNDARY CORNER AT THE NORTH-EAST CORNER OF SECTION 15, TOWNSHIP 6 SOUTH RANGE 2 EAST BALDWIN COUNTY, ALABAMA RUN THENCE ALONG THE NORTH LINE OF SAID SECTION 15 100.00 FEET TO A POINT RUN THENCE SOUTH 22-1/2 DEGREES 29.75 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYTER AVENUE FROM THE POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED AND POINT BEING THE NORTH-EAST CORNER OF WHITE OAK SUBDIVISION UNIT 110 AS RECORDED ON PLAT 1444 B IN THE BALDWIN COUNTY PROBATE RECORDS CONTAINING SECTION 08-22-18 WEST ALONG THE EAST LINE OF SAID BOUNDARY 1200.00 FEET TO A CAPPED REBAR MARKER AT THE SOUTH-EAST CORNER OF SAID SUBDIVISION RUN THENCE SOUTH 06-58 WEST 1207.18 FEET TO A CAPPED REBAR MARKER ON THE NORTH RIGHT-OF-WAY LINE OF FAIRHOPE AVENUE RUN THENCE SOUTH 03-10-30 WEST ALONG SAID RIGHT-OF-WAY LINE 118.82 FEET TO A CAPPED REBAR MARKER RUN THENCE NORTH 84-20-15 EAST 132.00 FEET TO A CAPPED REBAR MARKER ON THE WEST RIGHT-OF-WAY LINE OF FAIRHOPE AVENUE RUN THENCE NORTH 70-44-18 EAST ALONG SAID WEST RIGHT-OF-WAY LINE 279.22 FEET TO A POINT BEING THE INTERSECTION THENCE CONTINUE NORTH 02-44-18 EAST ALONG SAID RIGHT-OF-WAY LINE 107.86 FEET TO A CAPPED REBAR MARKER THENCE NORTH 04-44-33 EAST ALONG SAID RIGHT-OF-WAY LINE 100.24 FEET TO A CAPPED REBAR MARKER THENCE RUN NORTH 00-44-18 EAST ALONG SAID RIGHT-OF-WAY LINE 451.00 FEET TO A POINT BEING THE INTERSECTION THENCE CONTINUE NORTH 00-44-18 EAST ALONG SAID RIGHT-OF-WAY LINE 562.96 FEET TO A CAPPED REBAR MARKER ON THE SOUTH RIGHT-OF-WAY LINE OF GAYTER AVENUE RUN THENCE SOUTH 80-52-20 WEST ALONG SAID RIGHT-OF-WAY LINE 1202.66 FEET TO THE POINT OF BEGINNING CONTAINING 75.93 ACRES MORE OR LESS

UNIT	LOT(S)	ZONING DIMENSION STANDARDS	ALLOWED USES	SEWERAGE AND DETENTION	STORMWATER TYPE	PARKING	CITY OF FAIRHOPE COMPLIANCE PLAN	CITY OF FAIRHOPE APPROVAL PROCESS
1	1, 1-3	B-2	B-2	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations.	B See Table 2 of PUD	See Parking of the Fairhope Zoning Ordinance	Yes	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance each lot of Unit 1 shall follow the Site Plan Review Procedures. The process requires in general: the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council
2	1	R-3a	R-3	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations.	B-C See Table 2 of PUD	See Parking of the Fairhope Zoning Ordinance	Yes	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance each lot of Unit 2 shall follow the Site Plan Review Procedures. The process requires in general: the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council
3	1	R-3	R-3	Shall be designed and constructed in accordance with the Stormwater Standards of the Fairhope Subdivision Regulations.	A-B See Table 2 of PUD		Yes	In accordance with Article II - Procedures of the Fairhope Zoning Ordinance each lot of Unit 3 shall follow the Site Plan Review Procedures. The process requires in general: the following steps: 1. Submittal of Site Plan Application by applicant 2. Determination by Director of Planning and Building that the application is complete 3. Review and recommendation by Planning Commission with optional Public Hearing 4. Final decision by City Council

NOTES

- Drainage, utility and overhead equipment will be provided and recorded as necessary during site plan and subdivision approval.
- Each lot of each unit must provide and maintain positive drainage for adjacent properties that may be discharging runoff.
- Sidewalks (min. 5' wide) will be provided along both sides of every public street within the PUD at the time the streets are constructed.
- In an attempt to achieve a cohesive character of residential development in Unit 2, floors of all residential buildings units within Unit 2 shall fall within a 20' min. and a 40' maximum build to zone from the street, with the exception of buildings represented by utility locations, lighting, or buildings located along corners, or curves in the street in which case these buildings may vary from this build to zone.
- In an attempt to achieve a cohesive character of development in Unit 3 and 2, all building facade materials shall be constructed of like material, in order to provide the lot site plan development potential.
- Subsequent buildings may vary in material by providing greater or equal quality of facade material and design and as approved by the Planning Commission and City Council.
- Sidewalks within all Unit 1, Unit 2, and Unit 3 lots will be designed and constructed in accordance with the Site Plan approved for the lot.
- All trees and landscape material will be provided as listed in local landscape ordinances unless otherwise coordinated with the City Urban Forestry or Arboreal.

NOTES

- The zoning dimensions for Unit 2, Lot 1 are modeled after, but not identical to, the zoning requirements for R-3 found in the Fairhope Zoning Ordinance. The following exceptions apply:
 - The minimum lot width shall not apply. The lot dimensions shall be as shown on the PUD drawing.
- The requirements for Unit 3, Lot 1, are modeled after, but not identical to, the zoning requirements for R-3 found in the Fairhope Zoning Ordinance. The following exceptions apply:
 - The minimum lot width shall not apply. The lot dimensions shall be as shown on the PUD drawing.
- The allowed use for Unit 3, Lot 1 shall be limited to convalescent, nursing or assisted living home.
- Each lot in Unit 1 shall provide its own stormwater control and detention.
- The PUD document, along with the City of Fairhope's Ordinances, Regulations, and review processes will provide a development that complies with the City's Comprehensive Plan.

TABLE 2

UNIT AND RIGHT-OF-WAY ACREAGE	ACREAGE EXCLUDING R.O.W	ACREAGE US R.O.W
UNIT 1	19.06	5.13
UNIT 2	41.03	
UNIT 3	10.63	
TOTAL SITE	70.72	5.13

Owner: Gavler Village Partners, LLC



TYPICAL ROAD SECTIONS

17 DECEMBER 2020
KLUMPP PARCEL
REDEVELOPMENT
FAIRHOPE, ALABAMA
GMAWAT, PALLAN
CHICKO BY
OMCProject: CMO1801018

NOTES
NO SCALE
C3.01
MAY 2019



2020 John Street
Fairhope, Alabama 36532
T: 850.968.3888
www.gmcinc.com

November 30, 2020

City of Fairhope
attn: Emily Boyett
Re: Case no. ZC20.10 "Klumpp Parcel"

Dear Emily,

Enclosed herein are comments concerning the proposed site plan.

The **northernmost entrance** on SR 181 appears to be a Right In- Right Out configuration. Until SR 181 is a divided highway between Gayfer and Fairhope Ave., motorists are likely to ignore common sense, pavement markings, and signage and the RI-RO concept.

Evidence: watch Walmarts RI-RO accesses.

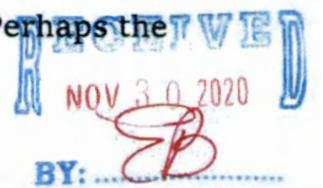
The **middle entrance** on SR 181 appears to be yet another traffic signal. Could a traffic circle be a better option? Fairhope does not need another traffic signal on this section of road.

The **south entrance** on SR 181 simply to close to the existing SR 181/ Fairhope Ave. intersection. Again, a Right In- Right Out configuration works in theory only.

The **easterly entrance** on Fairhope Ave. is the worst potential problem. This is already a traffic mess. There are three uncontrolled accesses nearby: Bay Shore's Gas station, the car wash, and Golden Auto Sales. The 8-1/2 x 11 inch drawing provided by the city is deficient in that it does not show those three accesses. Plus the **easterly entrance** appears to be uncontrolled. A mess. It might be time for the city to clean up the existing accesses here. Perhaps a raised concrete median on Fairhope Ave. is warranted, similar to what is sorely needed on Fairhope Ave. at Walgreen's, to stop dangerous and illegal movements.

The **westerly entrance** on Fairhope Ave. is difficult to evaluate, since the existing intersection at Idlewild Blvd. is not shown. Therefore, one cannot discern how the new entrance will align with Idlewild Blvd.

Finally, I count 236 new residential units on the proposed project. Perhaps the



city can accept this much growth. Or this project will help push current water supplies, sewer capacity, and the electric grid to a tipping point.

Each new development adds cars to Fairhope Ave. Each new development adds motorists who simply won't adhere to small-town speed limits, won't yield to pedestrians, and won't follow basic lane markings.

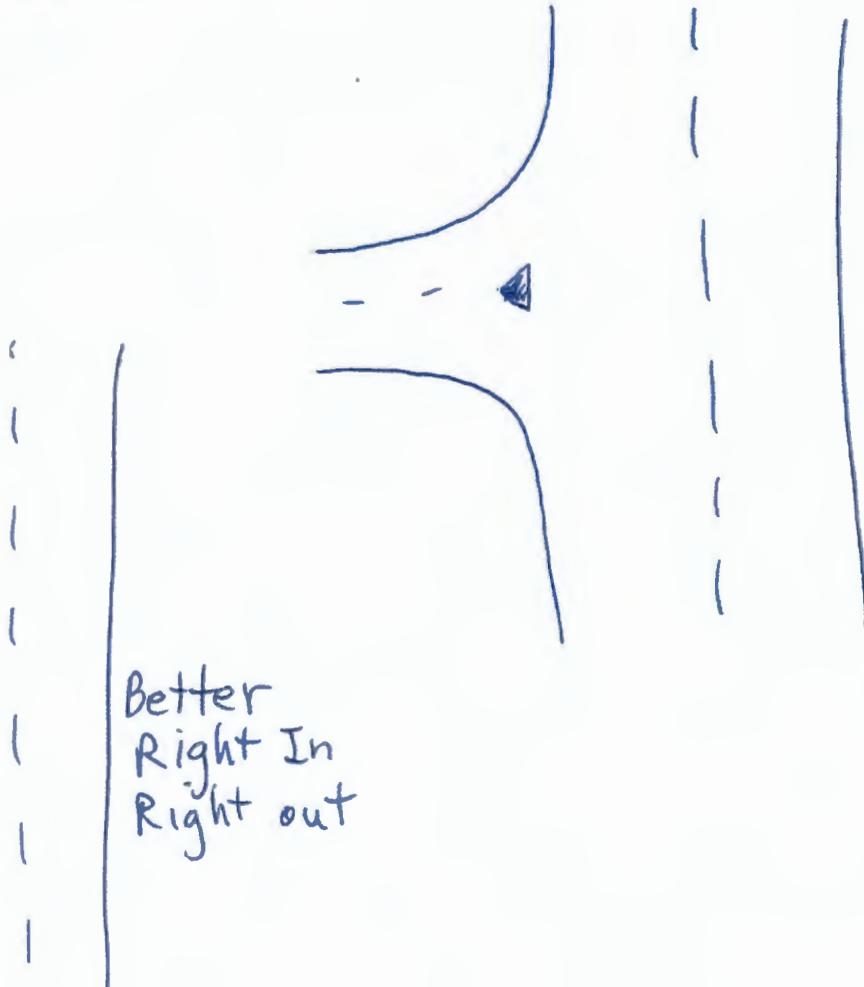
Thank you.

Sincerely,

Michael Warren

Michael Warren
218 Royal Lane
Fairhope, AL 36532

Arizona RCE 37820



POOR
RIGHT-
IN
RIGHT
OUT

Frank & Elvira Connell
20605 Lowry Drive
Fairhope, AL 36532
November 27, 2020

City of Fairhope
Planning Commission
Reference: Gayfer Village

We have three issues concerning the proposed development.

- 1) There is a long standing problem of storm water retention in both the south east and south west corners of our development, White Grove. We had been told that once the former Klumpp property was annexed into the city that the problem of storm water runoff would be resolved. We want to insure that problem will be resolved either prior to or concurrent with the Gayfer Village development.
- 2) We request that the 8 to 10 foot fence separating the proposed development from our property be erected and subsequently maintained early in the development process in order to mitigate both the noise, dust and debris on our property created by the development
- 3) We have a large live oak tree on the eastern edge of our property bordering the proposed Gayfer Village development. Several large limbs extend 10 to 15 feet into the proposed development. We are concerned that if that branches are cut off the balance of tree may fall onto our house. We request that a knowledgeable City representative from the Landscape Section of the Public Dept. come inspect the tree and the situation I described.

In closing please inform us of the proposed start date of the development.

Thank you,

Frank & Elvira Connell

ORDINANCE NO. ____

WHEREAS, MARK WILLIAM MATHIAS AND SHERRY DAWN MATHIAS, the owners of the hereinafter described property, did, in writing, petition the City of Fairhope, a municipal corporation, for annexation under Section 11-42-21 of the Code of Alabama, 1975, as amended; and

WHEREAS, a map of said property is attached to said Petition as an exhibit; NOW, THEREFORE

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the following described property, lying contiguous to the corporate limits of the City of Fairhope, Alabama; and not within the corporate limits or the police jurisdiction of any other municipality; be and the same is hereby annexed to the City of Fairhope, Alabama, to-wit:

Property is located at 103 Alsway Court, Fairhope, Alabama.

LEGAL DESCRIPTION:

TAX PARCEL 43-09-43-0-000-015.001

Lot 2, The Pleiades Subdivision, as recorded on Slide 1338-A in the Office of the Judge of Probate, Baldwin County, Alabama.

SUBJECT, HOWEVER, TO THE FOLLOWING:

1. Building setback lines, drainage and utility easements, terms, conditions and restrictions as set out on recorded plat of said subdivision.
2. Restrictive covenants, conditions, restrictions rules, liens, changes, and easements of The Pleiades as recorded in Miscellaneous Book 71, page 1231.
3. The By-laws, rules, and regulations of The Pleiades Property Owner's Association, Inc.

The recording references refer to the records in the Office of the Judge of Probate of Baldwin County, Alabama, unless otherwise indicated.

This property shall be zoned R-1, Low Density Single-Family Residential District.

BE IT FURTHER ORDAINED that a certified copy of this Ordinance, with a copy of the Petition and the exhibit, be recorded in the Office of the Probate Judge, Baldwin County, Alabama.

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

Adopted and approved this 12th day of April, 2021.

By: _____
Jack Burrell, Council President

Attest:

By: _____
Lisa A. Hanks, MMC
City Clerk

Adopted and approved this 12th day of April, 2021.

By: _____
Sherry Sullivan, Mayor



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

PETITION FOR ANNEXATION

STATE OF ALABAMA)
COUNTY OF BALDWIN)

We, the undersigned PETITIONER(S), owner(s) of the lands in fee simple described in the attached EXHIBIT A, such property being without the Corporate Limits of the City of Fairhope, Alabama, but being contiguous to the said Corporate Limits; and such property not lying within the corporate limits or police jurisdiction of any other municipality, do, by these presents, hereby petition the City of Fairhope, a municipal corporation, that said property be annexed into the City of Fairhope, Alabama.

The subject land is delineated on the map attached hereto as EXHIBIT B.

This petition is filed under authority of Section 11-42-21, Code of Alabama, 1975, as amended.

- This petition is for R-1 Zoning
- The condition of the Petition is that zoning be established as _____
Concurrent with Annexation. (Zoning Request)

Is this property colony property _____ Yes X No. If this property is colony property the Fairhope Single Tax Office must sign as a petitioner.

Mark Mathias
Signature of Petitioner

MARK W. MATHIAS
Print petitioner's name

Sherry Dawn Mathias
Signature of Petitioner

SHERRY D. MATHIAS
Print petitioner's name

Signature of Petitioner

Print petitioner's name

Physical Address of property being annexed: 103 ALSWAY CT., FAIRHOPE, AL 36532

Petitioner's Current Physical Address:
103 ALSWAY CT., FAIRHOPE AL

Petitioner's Current Mailing Address:
103 ALSWAY CT., FAIRHOPE AL

Telephone Number(s): 251-928-9065
Home

MARK CELL: 251-622-2780
Work

County Tax Parcel Number: 43-09-43-0-000-015.001

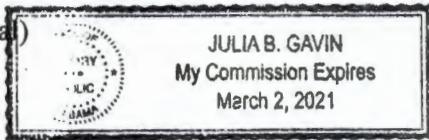
U.S JUSTICE DEPARTMENT INFORMATION

- Size of property (acres or square feet) 0.5 ACRES
- If property is occupied, give number of housing units 1
- Number of Persons residing in each unit, and their race 2 CAUCASIAN
- If property is unoccupied, give proposed use _____
- If property is being developed as a subdivision, give subdivision name _____
- Number of lots within proposed subdivision _____

I, Julia B. Gavin a Notary Public in and for said State and County, hereby certify that Mark W. Mathias whose name(s) is/are signed to the forgoing Petition and who is/are known to me, this day appeared before me and, being first duly sworn, acknowledge that he/she/they have voluntarily executed this Petition on this day same bears date.

Given under my Hand and Seal this 1 day of March, 2021,

(Seal)



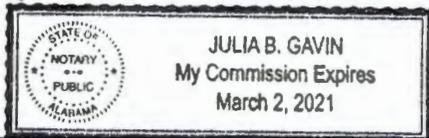
Julia B. Gavin
Notary Public

My commission expires 3/2/2021

I, Julia B. Gavin a Notary Public in and for said State and County, hereby certify that Sherry D. Mathias whose name(s) is/are signed to the forgoing Petition and who is/are known to me, this day appeared before me and, being first duly sworn, acknowledge that he/she/they have voluntarily executed this Petition on this day same bears date.

Given under my Hand and Seal this 1 day of March, 2021,

(Seal)



Julia B. Gavin
Notary Public

My commission expires 3/2/2021

I, _____ a Notary Public in and for said State and County, hereby certify that _____ whose name(s) is/are signed to the forgoing Petition and who is/are known to me, this day appeared before me and, being first duly sworn, acknowledge that he/she/they have voluntarily executed this Petition on this day same bears date.

Given under my Hand and Seal this _____ day of _____, 20____,

(Seal)

Notary Public

My commission expires _____

Proposed Annexation into the City of Fairhope

NORTH



The proposed parcel with a PPIN Number of 110539 is at the address of:
103 Alsway Street.

103 Alsway Street is contiguous to zoned property by the surrounding zoned R-1 parcels into the City of Fairhope. Site is in blue outline.

03/08/2021

MAIN STREET (U.S. HWY 98)
SCENIC U.S. HWY 98



STATE OF ALABAMA
COUNTY OF BALDWIN

I, MATTHEW A. KILG, A REGISTERED LAND SURVEYOR HEREBY STATE THAT ALL PARTS OF THIS SURVEY AND DRAWING HAVE BEEN CAREFULLY EXAMINED AND I HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR IN THE STATE OF ALABAMA TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, AND THAT THIS IS A TRUE AND CORRECT MAP OF THE FOLLOWING DESCRIPTION:

LOT 2: PLANNED SUBDIVISION, AS RECORDED ON SAID FILE 158 A IN THE OFFICE OF THE CLERK OF PROBATE, BALDWIN COUNTY, ALABAMA (Description supplied by client)

I FURTHER STATE THAT THE IMPROVEMENTS PRESENTLY SITUATED ON SAID PROPERTY ARE LOCATED WITHIN THE BOUNDARIES THEREOF, THAT THERE ARE NO ENCROACHMENTS UPON SAID PROPERTY BY BUILDINGS OR FENCES SITUATED ON ADJOINING PROPERTY, AND THAT THERE ARE NO EASEMENTS, RIGHTS OF WAY, OR RIGHTS OF WAY VISIBLE ON THE SURFACE EXCEPT AS NOTED HEREON.

ALL ACCORDING TO MY SURVEY MADE THIS THE 20th DAY OF MARCH 2000

I HEREBY CERTIFY THAT I HAVE EXAMINED THE CURRENT OFFICIAL RECORD MAP, COMPASS NUMBER 01000, PART 1000A, 1000B, AND 1000C, REFLECTING THE PARTS ABOVE THIS SURVEY.

ALL THE DATA ON THIS DRAWING AND OR CERTIFICATION DOES NOT AFFECT ANY TITLE OR EASEMENT REMARK OTHER THAN WHAT IS SHOWN ON THE GROUND OR PROVIDED BY THE CLIENTS AT TIME OF SURVEY.

Matthew A. Kilg
REGISTERED SURVEYOR
ALABAMA REG. NO. 21009

LOAN CLOSING SURVEY FOR
WILLIAM F. BROWNING, III
& LAURIE BROWNING
103 ALSWAY
MONTROSE, AL.



ALSWAY STREET
28°13'15" E (PLAT)
15.00' (1000)
S 89°13'15" W
(PRIVATE STREET)
(PLAT)

NOT VALID WITHOUT
EMBOSSED SEAL

GEO-SURVEYING, INC.
PROFESSIONAL LAND SURVEYING
P.O. BOX 579
FAIRHOPE, ALABAMA 36533
one (334) 990-0815 Fax. (334) 990-0866

PROJECT NO.	20000
DATE	3/20/00
BY	M.A.K.
CHECKED BY	
SCALE	AS SHOWN
APP. NO.	
DATE	

RESOLUTION NO. ____-21

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

WHEREAS, the City of Fairhope has been notified of NRCS funds to pay for the construction of certain projects listed below. These projects and funds are hereby a part of a Funding Agreement with NRCS.

WHEREAS, under the provisions of Section 216 of Public Law 81-516, Emergency Watershed Protection Program, and Title IV of the Agricultural Credit Act of 1978, Public law 95-334, NRCS is authorized to assist the Sponsor in relieving hazards created by natural disasters that cause a sudden impairment of a watershed; and,

WHEREAS, the Sponsor and NRCS agree to construct emergency watershed protection measures to relieve hazards and damages related to HC Sally (DR-4563-AL), September 16, 2020 at sites identified below in Section A.

NOW THEREFORE, in consideration of the premises and of the several promises to be faithfully performed by the parties hereto as set forth, the Sponsor and NRCS do hereby agree as follows:

- A. IT IS AGREED that the following described work is to be constructed at a total estimated cost of \$869,500.00; with \$652,125.00 (75%) NRCS's contribution of construction cost and \$217,375.00 (25%) City's contribution. This to be establish by Agreement with NRCS.

SITE	DSR NO.	LOCATION & DETAILS	Estimated Cost
A	5106-006	Quail Creek – UT of Cowpen Creek (between Golf Holes 2&3) – Channel Restoration - Provide slope protection and fill to cover exposed sewer mainline	\$68,500.00
C	5106-007	Fairwood Drive – Head of Big Mouth Gully – Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical side slopes	\$397,000.00
E	5106-008	204, 206, 252 & 254 N Summit St – Big Mouth Gully @ WWTP - Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sides lopes	\$404,000.00
TOTALS:			\$869,500.00

- B. IT IS AGREED that NRCS will reimburse the Sponsor for eligible in-kind technical services not to exceed 7.5 percent of the actual eligible construction cost for constructing the works of improvement described in Section A. NRCS will reimburse in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00).
- C. IT IS AGREED that upon opening the bids for these projects, if costs come in higher than the NRCS Damage Survey Report (DSR) estimates, the Sponsor (City) will be allowed to request additional construction funding including the 7.5 percent in-kind technical services funding.

BE IT FURTHER RESOLVED, that Mayor Sherry Sullivan is hereby authorized to execute all required agreements between the City of Fairhope and the United States Department of Agriculture Natural Resources Conservation Service for an Emergency Watershed protection program for HC Sally (DR-4563-AL) Storm Damage. The total approved budget is \$869,500.00: \$652,125.00 (75%) NRCS's contribution of construction cost, \$217,375.00 (25%) City's contribution; and in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00).

ADOPTED AND APPROVED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Lisa A. Hanks, MMC
Sent: Thursday, March 18, 2021 10:20 AM
To: Jack Burrell; Jack Burrell
Subject: FW: NRCS Projects - Grant Compliance
Attachments: NRCS -Resolution.docx; NRCS -Resolution.pdf; Project A - Quail Creek Dr.pdf; BUDGET NARRATIVE Quail Creek 5106-006 EWP.pdf; Hurricane Sally DSR Quail Creek Drive Short Version.pdf; BUDGET NARRATIVE Fairwood Blvd 5106-007 EWP.pdf; Hurricane Sally DSR Fairwood Drive Short Version.pdf; Project C - Fairwood Blvd.pdf; BUDGET NARRATIVE N Summit St 5106-008 EWP.pdf; Hurricane Sally DSR North Summit street Short Version.pdf; Project E - NRCS EWP Map N SUMMIT ST.pdf; NRCS Funding Email.pdf

See attached and request below.

Lisa A. Hanks, MMC

City Clerk

City of Fairhope

P. O. Drawer 429

Fairhope, AL 36533

251-928-2136

251-990-0107 (Fax)

From: Richard Johnson <richard.johnson@fairhopeal.gov>
Sent: Wednesday, March 17, 2021 5:06 PM
To: Lisa A. Hanks, MMC <Lisa.Hanks@fairhopeal.gov>
Cc: Jessica Walker <jessica.walker@fairhopeal.gov>; Sherry Sullivan <sherry.sullivan@fairhopeal.gov>; Kimberly Creech <kim.creech@fairhopeal.gov>; Dee Dee Brandt <deedee.brandt@fairhopeal.gov>; Jennifer Bush <jennifer.bush@fairhopeal.gov>
Subject: NRCS Projects - Grant Compliance

Lisa:

I believe this is what we need to have to get this before Council. We need to get these EWP Grant Funded Projects Moving Forward. Attached are the following:

1. Recommended Draft Resolution – Word/PDF
2. Project A:
 - a. Map
 - b. Budget Narrative
 - c. Short Version DSR
3. Project C:
 - a. Map
 - b. Budget Narrative
 - c. Short Version DSR
4. Project E:
 - a. Map
 - b. Budget Narrative
 - c. Short Version DSR
5. Email from NRCS concerning additional funding after bids open.

Can we get this on the April 12th meeting and I expect that we should plan to Q&A it at the preceding Work Session. I will prepare accordingly.

Thanks,

RDJ

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

RESOLUTION NO. _____-21

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

WHEREAS, the City of Fairhope has been notified of NRCS funds to pay for the construction of certain projects listed below. These projects and funds are hereby a part of a Funding Agreement with NRCS.

WHEREAS, under the provisions of Section 216 of Public Law 81-516, Emergency Watershed Protection Program, and Title IV of the Agricultural Credit Act of 1978, Public law 95-334, NRCS is authorized to assist the Sponsor in relieving hazards created by natural disasters that cause a sudden impairment of a watershed; and,

WHEREAS, the Sponsor and NRCS agree to construct emergency watershed protection measures to relieve hazards and damages related to HC Sally (DR-4563-AL), September 16, 2020 at sites identified below in Section A.

NOW THEREFORE, in consideration of the premises, and of the several promises to be faithfully performed by the parties hereto as set forth, the Sponsor and NRCS do hereby agree as follows:

- A. IT IS AGREED that the following described work is to be constructed at a total estimated cost of \$869,500.00; with \$652,125.00 (75%) NRCS's contribution of construction cost and \$217,375.00 (25%) City's contribution. This to be establish by Agreement with NRCS.

SITE	DSR NO.	LOCATION & DETAILS	Estimated Cost
A	5106-006	Quail Creek – UT of Cowpen Creek (between Golf Holes 2&3) – Channel Restoration - Provide slope protection and fill to cover exposed sewer mainline	\$68,500.00
C	5106-007	Fairwood Drive – Head of Big Mouth Gully – Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical side slopes	\$397,000.00
E	5106-008	204, 206, 252 & 254 N Summit St – Big Mouth Gully @ WWTP - Side Slope Stabilization - Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sides lopes	\$404,000.00
TOTALS:			\$869,500.00

- B. IT IS AGREED that NRCS will reimburse the Sponsor for eligible in-kind technical services not to exceed 7.5 percent of the actual eligible construction cost for constructing the works of improvement described in Section A. NRCS will reimburse in-kind technical services from technical assistance funds up to a maximum of \$65,212.500 (limited to 7.5% of \$869,500.00).
- C. IT IS AGREED that upon opening the bids for these projects, if costs come in higher than the NRCS Damage Survey Report (DSR) estimates, the Sponsor (City) will be allowed to request additional construction funding including the 7.5 percent in-kind technical services funding.

BE IT FURTHER RESOLVED, that Mayor Sherry Sullivan is hereby authorized to execute all required agreements between the City of Fairhope and the United States Department of Agriculture Natural Resources Conservation Service for an Emergency Watershed protection program for HC Sally (DR-4563-AL) Storm Damage. The total approved budget is \$869,500.00: \$652,125.00 (75%) NRCS's contribution of construction cost, \$217,375.00 (25%) City's contribution; and in-kind technical services from technical assistance funds up to a maximum of \$75,112.50 (limited to 7.5% of \$1,001,500.00).

ADOPTED AND APPROVED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

**DAMAGE SURVEY REPORT (DSR)
 Emergency Watershed Protection Program – Recovery**

Section 1A

Date of Report: 12/7/2020

DSR Number: Quail Creek Drive Project Number:

NRCS Entry Only
 Eligible: Yes
 Approved: Yes
 Funding Priority Number: 2def
 Limited Resource Area: No

Section 1B Sponsor Information

Sponsor Name: City of Fairhope

Address: 555 S. Section Street

City/State/Zip: Fairhope, AL 36532

Telephone Number: (251) 928-2136

Fax:

Section 1C Site Location Information

County: Baldwin

State: Alabama (01)

Congressional District: District ()

Latitude: 30.5105

Longitude: -87.8398

Section: 23

Township: T0060S

Range: 0020E0

UTM Coordinates: UTM Zone 16

Drainage Name: Fish River-Frontal Mobile Bay

Reach:

Damage Description: Scour hole formed below box culvert exposing sewer line

Section 1D Site Evaluation

All answers in this Section must be YES in order to be eligible for EWP assistance.

Site Eligibility	Yes	No	Remarks
Damage was a result of a natural disaster?	x		Hurricane Sally - September 2020
Recovery measures would be for runoff retardation or soil erosion prevention?	x		Recovery will aid in reduction of sediment loading and flooding
Threat to life and/or property?	x		Sewer mainline now exposed
Event caused a sudden impairment in the watershed?*	x		Increased debris and sediment
Imminent threat was created by this event?	x		
For structural repairs, not repaired twice within ten years?	x		
Site Defensibility			
Economic, environmental, and social documentation adequate to warrant action	x		
Proposed action technically viable?	x		

Have all the appropriate steps been taken to ensure that all segments of the affected population have been informed of the EWP Program and its possible effects? Yes

Comments:

* Statutory

DSR NO: Quail Creek Drive

** Regulation

*** DSR Pages 3 through 5 are required to support the decisions recorded on this summary page. If additional space is needed on this or any other page in this form, add appropriate pages

Section 1E Proposed Action

Describe the preferred alternative from Findings: Section 5 A: Provide slope protection and fill to cover exposed sewer mainline

Total installation cost identified in this DSR: Section 3: \$68,500

Section 1F NRCS State Office Review and Approval

Reviewed By: VERNON ABNEY Date Reviewed: 12/4/2020
State EWP Program Manager

Approved By: BENJAMIN Date Approved: 12/4/2020
MALONE
State Conservationist

PRIVACY ACT AND PUBLIC BURDEN STATEMENT

NOTE: The following statement is made in accordance with the Privacy Act of 1974, (5 U.S.C. 552a) and the Paperwork Reduction Act of 1995, as amended. The authority for requesting the following information is 7 CFR 624 (EWP) and Section 216 of the Flood Control Act of 1950, Public Law 81-516, 33 U.S.C. 701b-1; and Section 403 of the Agricultural Credit Act of 1978, Public Law 95334, as amended by Section 382, of the Federal Agriculture Improvement and Reform Act of 1996, Public Law 104-127, 16 U.S.C. 2203. EWP, through local sponsors, provides emergency measures for runoff retardation and erosion control to areas where a sudden impairment of a watershed threatens life or property. The Secretary of Agriculture has delegated the administration of EWP to the Chief or NRCS on state, tribal and private lands.

Signing this form indicates the sponsor concurs and agrees to provide the regional cost-share to implement the EWP recovery measure(s) determined eligible by NRCS under the terms and conditions of the program authority. Failure to provide a signature will result in the applicant being unable to apply for or receive a grant from the applicable program authorities. Once signed by the sponsor, this information may not be provided to other agencies. IRS, Department of Justice, or other State or Federal Law Enforcement agencies, and in response to a court or administrative tribunal.

The provisions of criminal and civil fraud statutes, including 18 U.S.C. 286, 287, 371, 641, 651, 1001; 15 U.S.C. 714m; and 31 U.S.C. 3729 may also be applicable to the information provided. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0578-0030. The time required to complete this information collection is estimated to average 117/1.96 minutes/hours per response, including the time for reviewing instructions, searching existing data sources, field reviews, gathering, designing, and maintaining the data needed, and completing and reviewing the collection information.

USDA NONDISCRIMINATION STATEMENT

"The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202)720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410, or call (800)795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

Civil Rights Statement of Assurance

The program or activities conducted under this agreement will be in compliance with the nondiscrimination provisions contained in the Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. They will also be in accordance with regulations of the Secretary of Agriculture (7 CFR 15, 15a, and 15b), which provide that no person in the United States shall on the grounds of race, color, national origin, gender, religion, age or disability, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the U.S. Department of Agriculture or any agency thereof.

Section 2 Environmental Evaluation

2A Resource Concerns	2B Existing Condition	2C Alternative Designation		
		Proposed Action	No Action	Alternative
		Provide slope protection and fill to cover exposed sewer mainline		
2D Effects of Alternatives				

DSR NO: Quail Creek Drive

Section 2E Special Environmental Concerns

Resource Consideration	Existing Condition	Alternatives and Effects		
		Proposed Action	No Action	Alternative
Clean Water Act Waters of the U.S.		x	x	x
Coastal Zone Management Areas		x	x	x
Coral Reefs		x	x	x
Cultural Resources		x	x	x
Endangered and Threatened Species		x	x	x
Environmental Justice		x	x	x
Essential Fish Habitat		x	x	x
Fish and Wildlife Coordination		x	x	x
Floodplain Management		x	x	x
Invasive Species		x	x	x
Migratory Birds		x	x	x
Natural Areas		x	x	x
Prime and Unique Farmlands		x	x	x
Riparian Areas		x	x	x
Scenic Beauty		x	x	x
Wetlands		x	x	x
Wild and Scenic Rivers		x	x	x

Completed By: VERNON ABNEY

Date: 12/4/2020

DSR NO: Quail Creek Drive

Section 2F Economic

This section must be completed by each alternative considered (attach additional sheets as necessary).

	Future Damages (\$)	Damage Factor (%)	Near Term Damage Reduction
Properties Protected (Private)			
Properties Protected (Public)			
Sewer Mainline	\$100,000.00	100 %	\$100,000.00
Business Losses			
Other			
Total Near Term Damage Reduction			\$100,000
Net Benefit (Total Near Term Damage Reduction minus Cost from Section 3)			\$31,500

Completed By: VERNON ABNEY

Date: 12/4/2020

BUDGET NARRATIVE – EWP Project DSR 5106-006 Quail Creek

A. The estimated costs for the Project: \$68,500.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$91,500.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 51,375.00 + 25% Sponsor \$ 17,125.00): \$68,500.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 5,137.50

Survey, Design & Engineering:

Field Survey:	\$ 4,000.00
Hydraulic Analysis:	\$ 2,500.00
Plan Design	\$10,500.00
Inspection Services:	\$ 6,000.00 (NTE)

Total: \$23,000.00

Based on Estimates: NRCS EWP \$56,512.50 (62%); City \$34,987.50 (38%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

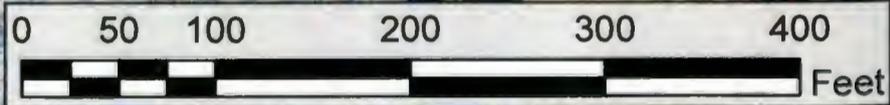


**NRCS EWP
HC Sally FEMA 4365-DR
QUAIL CREEK DRIVE
COWPEN CREEK WS**

- Road Centerlines
- ▭ Parcels
- ▨ Potential Wetlands
- Contours

**PROJECT
LOCATION**

30°30'38.1"N 87°50'21.6"W



**DAMAGE SURVEY REPORT (DSR)
 Emergency Watershed Protection Program – Recovery**

Section 1A

Date of Report: 12/7/2020

DSR Number: Fairwood Drive Project Number:

<p><u>NRCS Entry Only</u></p> <p>Eligible: Yes</p> <p>Approved: Yes</p> <p>Funding Priority Number: 2def</p> <p>Limited Resource Area: No</p>

Section 1B Sponsor Information

Sponsor Name: City of Fairhope

Address: 555 S. Section St.

City/State/Zip: Fairhope, AL 36532

Telephone Number: (251) 928-2136 Fax:

Section 1C Site Location Information

County: Baldwin State: Alabama (01) Congressional District: District ()

Latitude: 30.5234 Longitude: -87.896 Section: Township: Range:

UTM Coordinates: UTM Zone 16

Drainage Name: Fish River-Frontal Mobile Bay Reach:

Damage Description: slope failure along unnamed stream

Section 1D Site Evaluation

All answers in this Section must be YES in order to be eligible for EWP assistance.

Site Eligibility	Yes	No	Remarks
Damage was a result of a natural disaster?	x		Hurricane Sally - 2020
Recovery measures would be for runoff retardation or soil erosion prevention?	x		Recovery will reduce sediment load by maintaing slope stability
Threat to life and/or property?	x		Eroding slopes encroaching several houses
Event caused a sudden impairment in the watershed?*	x		Increased erosion and sediment load
Imminent threat was created by this event?	x		
For structural repairs, not repaired twice within ten years?	x		
Site Defensibility			
Economic, environmental, and social documentation adequate to warrant action	x		
Proposed action technically viable?	x		

Have all the appropriate steps been taken to ensure that all segments of the affected population have been informed of the EWP Program and its possible effects? Yes

Comments:

DSR NO: Fairwood Drive

* Statutory

** Regulation

*** DSR Pages 3 through 5 are required to support the decisions recorded on this summary page. If additional space is needed on this or any other page in this form, add appropriate pages

Section 1E Proposed Action

Describe the preferred alternative from Findings: Section 5 A: Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sideslopes

Total installation cost identified in this DSR: Section 3: \$397,000

Section 1F NRCS State Office Review and Approval

Reviewed By: VERNON ABNEY Date Reviewed: 12/4/2020
State EWP Program Manager

Approved By: BENJAMIN Date Approved: 12/4/2020
MALONE
State Conservationist

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Signing this form indicates the sponsor concurs and agrees to provide the regional cost-share to implement the EWP recovery measure(s) determined eligible by NRCS under the terms and conditions of the program authority. Failure to provide a signature will result in the applicant being unable to apply for or receive a grant from the applicable program authorities. Once signed by the sponsor, this information may not be provided to other agencies, IRS, Department of Justice, or other State or Federal Law Enforcement agencies, and in response to a court or administrative tribunal.

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Section 2 Environmental Evaluation

2A Resource Concerns	2B Existing Condition	2C Alternative Designation		
		Proposed Action	No Action	Alternative
		Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sideslopes		
2D Effects of Alternatives				

DSR NO: Fairwood Drive

Section 2E Special Environmental Concerns

Resource Consideration	Existing Condition	Alternatives and Effects		
		Proposed Action	No Action	Alternative
Clean Water Act Waters of the U.S.		x	x	x
Coastal Zone Management Areas		x	x	x
Coral Reefs		x	x	x
Cultural Resources		x	x	x
Endangered and Threatened Species		x	x	x
Environmental Justice		x	x	x
Essential Fish Habitat		x	x	x
Fish and Wildlife Coordination		x	x	x
Floodplain Management		x	x	x
Invasive Species		x	x	x
Migratory Birds		x	x	x
Natural Areas		x	x	x
Prime and Unique Farmlands		x	x	x
Riparian Areas		x	x	x
Scenic Beauty		x	x	x
Wetlands		x	x	x
Wild and Scenic Rivers		x	x	x

Completed By: VERNON ABNEY

Date: 12/4/2020

DSR NO: Fairwood Drive

Section 2F Economic

This section must be completed by each alternative considered (attach additional sheets as necessary).

	Future Damages (\$)	Damage Factor (%)	Near Term Damage Reduction
Properties Protected (Private)			
House	\$300,000.00	100 %	\$300,000.00
House	\$300,000.00	100 %	\$300,000.00
Properties Protected (Public)			
Fairwood Drive	\$200,000.00	100 %	\$200,000.00
Business Losses			
Other			
Total Near Term Damage Reduction			\$800,000
Net Benefit (Total Near Term Damage Reduction minus Cost from Section 3)			\$403,000

Completed By: VERNON ABNEY

Date: 12/4/2020

BUDGET NARRATIVE – EWP Project DSR 5106-007 Fairwood Boulevard (Big Mouth Gully)

A. The estimated costs for the Project: \$397,000.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$463,000.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 297,750.00 + 25% Sponsor \$ 99,250.00): \$397,000.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 29,775.00

Survey, Design & Engineering:

Field Survey: \$10,000.00

Hydraulic Analysis: \$ 2,500.00

Plan Design \$28,500.00

Inspection Services: \$25,000.00 (NTE)

Total: \$66,000.00

Based on Estimates: NRCS EWP \$327,525.00 (71%); City \$135,475.00 (29%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

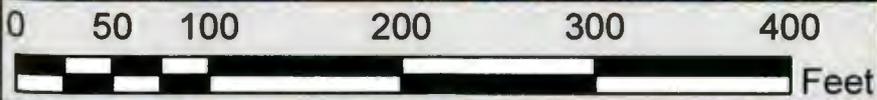
assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.



**PROJECT
LOCATION**

30°31'25.1"N 87°53'45.7"W



**NRCS EWP
HC Sally FEMA 4365-DR
FAIRWOOD BLVD
BIG MOUTH GULLY**

- Road Centerlines
- ▭ Parcels
-  Potential Wetlands
- Contours

**DAMAGE SURVEY REPORT (DSR)
 Emergency Watershed Protection Program – Recovery**

Section 1A

Date of Report: 12/7/2020

DSR Number: North Summit street Project Number:

NRCS Entry Only
 Eligible: Yes
 Approved: Yes
 Funding Priority Number: 2def
 Limited Resource Area: No

Section 1B Sponsor Information

Sponsor Name: City of Fairhope

Address: 555 S. Section Street

City/State/Zip: Fairhope, AL 36532

Telephone Number: (251) 928-2136 Fax:

Section 1C Site Location Information

County: Baldwin State: Alabama (01) Congressional District: District ()

Latitude: 30.5281 Longitude: -87.9052 Section: Township: Range:

UTM Coordinates: UTM Zone 16

Drainage Name: Fish River-Frontal Mobile Bay Reach:

Damage Description: slope failure along unnamed stream

Section 1D Site Evaluation

All answers in this Section must be YES in order to be eligible for EWP assistance.

Site Eligibility	Yes	No	Remarks
Damage was a result of a natural disaster?	x		Hurricane Sally - September 2020
Recovery measures would be for runoff retardation or soil erosion prevention?	x		Recovery will aid in sediment reduction by preventing erosion from near vertical sideslopes
Threat to life and/or property?	x		Threat to several houses
Event caused a sudden impairment in the watershed?*	x		Increased debris and sediment
Imminent threat was created by this event?	x		
For structural repairs, not repaired twice within ten years?	x		
Site Defensibility			
Economic, environmental, and social documentation adequate to warrant action	x		
Proposed action technically viable?	x		

Have all the appropriate steps been taken to ensure that all segments of the affected population have been informed of the EWP Program and its possible effects? Yes

Comments:

DSR NO: North Summit street

* Statutory

** Regulation

*** DSR Pages 3 through 5 are required to support the decisions recorded on this summary page. If additional space is needed on this or any other page in this form, add appropriate pages

Section 1E Proposed Action

Describe the preferred alternative from Findings: Section 5 A: Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sideslopes

Total installation cost identified in this DSR: Section 3: \$404,000

Section 1F NRCS State Office Review and Approval

Reviewed By: VERNON ABNEY Date Reviewed: 12/4/2020
State EWP Program Manager

Approved By: BENJAMIN Date Approved: 12/4/2020
MALONE
State Conservationist

PRIVACY ACT AND PUBLIC BURDEN STATEMENT

NOTE: The following statement is made in accordance with the Privacy Act of 1974, (5 U.S.C. 552a) and the Paperwork Reduction Act of 1995, as amended. The authority for requesting the following information is 7 CFR 624 (EWP) and Section 216 of the Flood Control Act of 1950, Public Law 81-516, 33 U.S.C. 701b-1; and Section 403 of the Agricultural Credit Act of 1978, Public Law 95334, as amended by Section 382, of the Federal Agriculture Improvement and Reform Act of 1996, Public Law 104-127, 16 U.S.C. 2203. EWP, through local sponsors, provides emergency measures for runoff retardation and erosion control to areas where a sudden impairment of a watershed threatens life or property. The Secretary of Agriculture has delegated the administration of EWP to the Chief or NRCS on state, tribal and private lands.

Signing this form indicates the sponsor concurs and agrees to provide the regional cost-share to implement the EWP recovery measure(s) determined eligible by NRCS under the terms and conditions of the program authority. Failure to provide a signature will result in the applicant being unable to apply for or receive a grant from the applicable program authorities. Once signed by the sponsor, this information may not be provided to other agencies. IRS, Department of Justice, or other State or Federal Law Enforcement agencies, and in response to a court or administrative tribunal.

The provisions of criminal and civil fraud statutes, including 18 U.S.C. 286, 287, 371, 641, 651, 1001; 15 U.S.C. 714m; and 31 U.S.C. 3729 may also be applicable to the information provided. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0578-0030. The time required to complete this information collection is estimated to average 117/1.96 minutes/hours per response, including the time for reviewing instructions, searching existing data sources, field reviews, gathering, designing, and maintaining the data needed, and completing and reviewing the collection information.

USDA NONDISCRIMINATION STATEMENT

"The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202)720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410, or call (800)795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

Civil Rights Statement of Assurance

The program or activities conducted under this agreement will be in compliance with the nondiscrimination provisions contained in the Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. They will also be in accordance with regulations of the Secretary of Agriculture (7 CFR 15, 15a, and 15b), which provide that no person in the United States shall on the grounds of race, color, national origin, gender, religion, age or disability, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the U.S. Department of Agriculture or any agency thereof.

Section 2 Environmental Evaluation

2A Resource Concerns	2B Existing Condition	2C Alternative Designation		
		Proposed Action	No Action	Alternative
		Construct rock filled mesh wire gabion baskets to prevent erosion from near vertical sideslopes		
		2D Effects of Alternatives		

DSR NO: North Summit street

Section 2E Special Environmental Concerns

Resource Consideration	Existing Condition	Alternatives and Effects		
		Proposed Action	No Action	Alternative
Clean Water Act Waters of the U.S.		x	x	x
Coastal Zone Management Areas		x	x	x
Coral Reefs		x	x	x
Cultural Resources		x	x	x
Endangered and Threatened Species		x	x	x
Environmental Justice		x	x	x
Essential Fish Habitat		x	x	x
Fish and Wildlife Coordination		x	x	x
Floodplain Management		x	x	x
Invasive Species		x	x	x
Migratory Birds		x	x	x
Natural Areas		x	x	x
Prime and Unique Farmlands		x	x	x
Riparian Areas		x	x	x
Scenic Beauty		x	x	x
Wetlands		x	x	x
Wild and Scenic Rivers		x	x	x

Completed By: BENJAMIN MALONE

Date: 12/4/2020

DSR NO: North Summit street

Section 2F Economic

This section must be completed by each alternative considered (attach additional sheets as necessary).

	Future Damages (\$)	Damage Factor (%)	Near Term Damage Reduction
Properties Protected (Private)			
House	\$300,000.00	100 %	\$300,000.00
House	\$300,000.00	100 %	\$300,000.00
House	\$300,000.00	100 %	\$300,000.00
Properties Protected (Public)			
Business Losses			
Other			
Total Near Term Damage Reduction			\$900,000
Net Benefit (Total Near Term Damage Reduction minus Cost from Section 3)			\$496,000

Completed By: BENJAMIN MALONE

Date: 12/4/2020

BUDGET NARRATIVE – EWP Project DSR 5106-008 North Summit Street (Big Mouth Gully)

A. The estimated costs for the Project: \$404,000.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$470,000.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 303,000.00 + 25% Sponsor \$ 101,000.00):
\$404,000.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 30,300.00

Survey, Design & Engineering:

Field Survey: \$ 8,750.00
Hydraulic Analysis: \$ 2,500.00
Plan Design \$29,750.00
Inspection Services: \$25,000.00 (NTE)

Total: \$66,000.00

Based on Estimates: NRCS EWP \$333,300.00 (71%); City \$136,700.00 (29%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

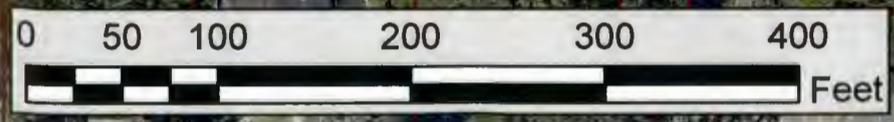
**NRCS EWP
HC Sally FEMA 4365-DR
204 206 252 254 N SUMMIT ST
BIG MOUTH GULLY**

- Road Centerlines
- ▭ Parcels
-  Potential Wetlands
- Contours



PROJECT LOCATION

30°31'40.2"N 87°54'19.1"W



Richard Johnson

From: Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>
Sent: Thursday, March 4, 2021 9:14 AM
To: Jaye Robertson; Richard Johnson
Subject: FW: [External Email]Baldwin County EWP Projects Red Gully and Turberville Lane

SENT FROM AN EXTERNAL ADDRESS

Richard/Jay, I believe you may have some similar questions as the County commission did this past Monday, about cost increases, timeline, etc... Bill Smiths responses may help clarify some of these same concerns that Fairhope may have. Im on a teleconference, but will be available when ya'll want to call. My direct line is 251 239-3520.

From: Smith, Bill - NRCS, Auburn, AL <bill.smith@usda.gov>
Sent: Monday, March 1, 2021 10:38 AM
To: Seth L. Peterson <SPETERSON@baldwincountyal.gov>
Cc: Dossett, Adam - NRCS, Bay Minette, AL <adam.dossett@usda.gov>; Abney, Vernon - NRCS, Auburn, AL <vernon.abney@usda.gov>; Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>; Eric Edwards <Eric.Edwards@baldwincountyal.gov>; Frank Lundy <FLundy@baldwincountyal.gov>
Subject: RE: [External Email]Baldwin County EWP Projects Red Gully and Turberville Lane

Seth,

I believe I answered all your questions below. The most important thing right now for us to do is to get the agreement in place. We can deal with extensions, additional funding, etc. at a later time.

Can the DSR be re-evaluated based on the difference of cost from the initial DSR and the site walk thru? **For your reference - there is no annual funding appropriation for EWP. It is usually part of a congressional supplement for a declared event. Sometimes we must wait a year or more to receive funding. For this event however, there was enough residual funding in the program that they were able to fund us right away. DSRs serve as a way for us to validate that damage has occurred during the declared event and that EWP funding is required. With that said, we will not modify the DSR (unless additional damages have occurred as a result of this damage) or pursue additional funds until after a design has been completed, reviewed and concurred by the NRCS, and bids have been received.**

Can the funds available be increased based on our cost estimate for repairs? **See above but the short answer is no. It is easier to obtain funds (if available) one time versus having to do it twice if the bids come in above the gov't estimate. Likewise, we don't want to lock up more funds than needed on an agreement if the costs happen to come in less than estimated.**

It is our understanding that there is a 220 day limit to spend the available funds from the date of the DSR. Based on the nature of the event, size of repairs and sponsorship requirements can and will there be a waiver/extension of the 220 calendar day deadline? If so, what is the process for this? **We can justify extensions later, but our priority now is to get an agreement in place. If another disaster where to occur, there is no guarantee that we can hold on to the funding we have, if it is not obligated to an agreement.**

For the application that we are submitting, do we submit with the cost estimate that we developed or do we use the cost estimates on the original DSRs? **We will use the original cost on the DSRs.**

A few other things to keep in mind. EWP funding is for the least cost alternative emergency repair. In this case, we think that gabions may be the least cost alternative but there may be other solutions your design engineer recommends due to costs, construction limitations, etc., that we have not considered yet. This is another reason to wait to request additional funding.

EWP funding will only repair damage that occurred during this storm event. The County is welcome to add on to the project - that is to extend beyond the limits of the DSR, but the NRCS will only be reimbursed for what is on the DSR.

Let us know if you have any additional questions,

Bill

From: Seth L. Peterson <SPETERSON@baldwincountyal.gov>
Sent: Friday, February 26, 2021 3:08 PM
To: Smith, Bill - NRCS, Auburn, AL <bill.smith@usda.gov>
Cc: Dossett, Adam - NRCS, Bay Minette, AL <adam.dossett@usda.gov>; Abney, Vernon - NRCS, Auburn, AL <vernon.abney@usda.gov>; Koptis, Joey - NRCS, Bay Minette, AL <joey.koptis@usda.gov>; Eric Edwards <Eric.Edwards@baldwincountyal.gov>; Frank Lundy <FLundy@baldwincountyal.gov>
Subject: [External Email] Baldwin County EWP Projects Red Gully and Turberville Lane

[External Email]
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Bill,

I hope all is well. We are working on these projects and need to get some clarification for the applications.

On September 23, 2020 Baldwin County submitted a formal request to NRCS about two sites:

- Turbeville LN north of U.S Highway 31 near Spanish Fort
- Red Gully between Main Street and Mobile Bay in Montrose

NRCS submitted the damage survey reports(DSR) dated December 7, 2020. On January 7, 2021 representatives from NRCS and Baldwin County met on site to walk both sites in detail after it was determined safe for inspection. During the site walks many things were discovered and observed about each site.

The DSR's for each site have a cost estimate of:

- Turbeville Ln - \$ 58,750.00
- Red Gully - \$ 377,500.00

Baldwin County's cost estimate (based on site visit) for each site is:

- Turbeville Ln - \$ 130,581.00
- Red Gully - \$ 947,456.40

Obviously these costs are significantly different. We have a few proposed questions based on this information.

1. Can the DSR be re-evaluated based on the difference of cost from the initial DSR and the site walk thru?
2. Can the funds available be increased based on our cost estimate for repairs?

3. It is our understanding that there is a 220 day limit to spend the available funds from the date of the DSR. Based on the nature of the event, size of repairs and sponsorship requirements can and will there be a waiver/extension of the 220 calendar day deadline? If so, what is the process for this?
4. For the application that we are submitting, do we submit with the cost estimate that we developed or do we use the cost estimates on the original DSRs?

Thank you for taking the time for this, please let me know if you need any further information. We are working hard to get these applications submitted but need additional information as discussed above.

Thanks,

Seth Peterson, P.E.

Pre-Construction Manager

Baldwin County Highway Department

O: (251) 970-4055

C: (251) 680-4282

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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 selection of Thompson Engineering to perform Professional Engineering Services for New Transmission Line on County Road 33 for the Water Department RFQ No. PS014-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

3/31/2021
LMA



MEMO

To: **Jill Cabaniss, Finance Manager**
Kimberly Creech, Treasurer

Sherry Sullivan
Mayor

From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Date: March 30, 2021

Re: **City Council Approval of Mayor's choice of professional service provider RFQ No. PS014-21 Professional Consulting Services for New Water Transmission Line on CR 33 for the Water Department. This is a budgeted item for FY2021 and FY2022**

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Water Department needs to hire a professional consulting firm for **RFQ PS014-21 Professional Consulting Services for New Water Transmission Line on CR 33**. Mayor Sullivan chose **Thompson Engineering** to perform the professional services for the project. The new water line project will increase water capacity supplied from well field/treatment plant #3 to our storage tanks on Fairhope Avenue which will also increase capacity to the south. It is expected to take 24 months to complete. The cost will be split over FY21 and FY22 with \$900,000.00 budgeted for FY21.

Please move this request forward for City Council to approve the Mayor's selection of Thompson Engineering for RFQ PS014-21 Professional Consulting Services for New Water Transmission Line on CR 33 and approve the Mayor to negotiate the not-to-exceed fee.

Cc: file, Jason Langley, Mayor Sullivan

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

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



MEMO

Sherry Sullivan
Mayor

Council Members:

- Kevin G. Boone
- Jay Robinson
- Jack Burrell, ACOMO
- Jimmy Conyers
- Corey Martin

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: Lisa Hanks, MMC City Clerk
Kimberly Creech, Treasurer

From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Date: March 30, 2021

Re: ^{014-21 JAB} **Choosing RFQ PS Professional Consultant for New Water Transmission Line—County Rd 33**

The Water and Wastewater Superintendent is requesting engineering services related to the New Water Transmission Line on Country Road 33. This will increase the water capacity supplied from Well Field/Treatment Plant 3 to Fairhope Avenue. This will enhance our water capacity significantly moving available water from TP 3 to our storage tanks on Fairhope Avenue. This will also increase capacity to the south as well. This project is estimated at \$1.9 million to be split over 2 years.

Per our Procedure for Procuring Professional Services I am routing this short list through you, to the Mayor. Please move this procurement of professional services forward to the Mayor for selection of professional service provider(s) to receive the RFQ.

The short list is:

[Mayor, please initial and date your selection]

_____ / / _____

Kimley-Horn

_____ / / _____

Volkert, Inc

SSullivan 3/30/21

Thompson Engineering

_____ / / _____

Mott MacDonald

_____ / / _____

JAD& Consulting

_____ / / _____

Sain Associates—Consulting Eng and Surveyors

151 North Section St.
PO Box 429
Fairhope, AL 36533

Cc: file, Jason Langley

251-928-2136 (p)

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Vision Technology Solutions, LLC d/b/a Vision Internet Providers to perform Professional Services for Website Design and Management RFQ No. PS017-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



APPROVED
JAH

MEMO

Sherry Sullivan
Mayor

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

Council Members:
Kevin G. Boone
Jack Burrell, ACMO
Jimmy Conyers
Corey Martin
Jay Robinson

Date: March 15, 2021

Re: **Approve Selection of Provider for RFQ PS017-21 Professional Services for Website Design and Management 2021**

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

The City of Fairhope needs to hire a professional consulting firm for **RFQ PS017-21 Professional Services for Website Design and Management 2021**. This item is budgeted for FY2021 and is a necessary part of the communications for the City. Per our Procedure for procuring Professional Services, the Mayor chose, **Vision Technology Solutions, LLC (Granicus) dba VISION INTERNET PROVIDERS**, of El Segundo, CA. to provide the services. The purpose for hiring the Consultant is to provide website development, visionLIVE subscription services, and/or other extra work and services as required by the City's IT Department.

The three-year contract for **Bid 012-18 Professional Services for Website Design and Management** is expiring. The Mayor has selected **Vision Technology Solutions, LLC** as the provider to receive **RFQ PS017-21 Professional Services for Website Design and Management** for the new one-year contract service.

This procurement is allowed by Code of Alabama 1975, Section 41-16-51-(a)-11 is not required to be let out for bid.

(11) Purchases of computer and word processing hardware when the hardware is the only type that is compatible with hardware already owned by the entity taking bids and custom software.

Please place on the next available City Council Agenda this request for City Council to approve the selection of Vision Technology Solutions, LLC dba VISION INTERNET PROVIDERS for RFQ No. PS017-21, Professional Services for Website Design and Management, a one-year contract, and authorize the Mayor to negotiate the fees for the new contract.

CC: file, Jeff Montgomery,

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov



MEMO

**To: Lisa Hanks, City Clerk
Kim Creech, Treasurer**

Sherry Sullivan
Mayor

From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Date: March 11, 2021

Re: Selection of professional consultant for RFQ PS017-21 Professional Services for Website Design and Management 2021

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The IT Director, Jeff Montgomery, is requesting the hiring of a professional consulting firm for **RFQ No. PS017-21 Professional Consulting Services for Website Design and Management 2021**. Per our Procedure for Procuring Professional Services, Jeff Montgomery and I are providing this list of firms from which the Mayor may select to receive the RFQ. Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

The purpose for hiring the company is to perform website design services and management for the City of Fairhope.

The short list is:

js 3, 15, 21

Vision Technology Solutions, LLC dba VISION
INTERNET PROVIDERS

_____ / ____ / _____

None. Submit another list

61 North Section St.
PO Box 429
Fairhope, AL 36533

Cc: file, Jeff Montgomery

251-928-2136 (p)

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Dewberry Engineering to perform Professional Engineering Services for Larry Newton Lift Station Replacement for the Water Department RFQ No. PS018-21; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



4/1/2021
LMA 9:12a.m

MEMO

To: **Jill Cabaniss, Finance Manager**
Kimberly Creech, Treasurer

Sherry Sullivan
Mayor

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

Council Members:

Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Date: March 30, 2021

Re: **City Council Approval of Mayor's choice of professional service provider for RFQ No. PS018-21 Professional Engineering Services for Larry Newton Lift Station Replacement for the Water Department. This is a budgeted item for FY2021**

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Water Department needs to hire a professional engineering firm for **RFQ PS018-21 Professional Engineering Services for Larry Newton Lift Station Replacement, as a part of the Lift Station Upgrades plan for the water dept., and is budgeted for \$500,000.00.**

Mayor Sullivan chose **Dewberry Engineering** to perform the professional service. The work to be performed is for the design work for the abandonment/demolition of existing infrastructure, and design improvements for the replacement of the current lift station located at the Larry Newton School.

Please move this request forward for City Council to approve the Mayor's selection of Dewberry Engineer for RFQ PS018-21 Professional Engineering Services for Larry Newton Lift Station Replacement and give approval for the Mayor to negotiate the not-to-exceed fee.

Cc: file, Jason Langley, Mayor Sullivan

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

251-928-2136 (p)
251-928-6776 (f)
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MEMO

Sherry Sullivan
Mayor

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

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

Council Members:
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Date: March 29, 2021

Re: RFQ PS018-21 Professional Engineering for Larry Newton Lift Station Replacement

Lisa A. Hanks, MMC
City Clerk

The Superintendent of the Water and Sewer Dept., Jason Langley, is requesting the hiring of a professional consulting firm for **RFQ No. PS018-21 Professional Engineering for Larry Newton Lift Station Replacement**. Per our Procedure for Procuring Professional Services, Jason Langley and I are providing this list of firms for The Mayor to select from for the work. The work to be performed is for the design of the abandonment/demolition of existing infrastructure, and design improvements for the replacement of the current lift station located at the Larry Newton School. Please move this procurement of professional services forward to the Mayor for selection of a professional service provider.

Kimberly Creech
Treasurer

The short list is:

- Shall* 3/30/21 Dewberry Engineering
- _____ / / _____ GMC
- _____ / / _____ JADE Consulting
- _____ / / _____ None. Submit another list

61 North Section St.
PO Box 429
Fairhope, AL 36533

Cc: file, Jason Langley, Mayor Sherry Sullivan

251-928-2136 (p)



Contract UPDATE

3	J. Larry Newton Lift Station Replacement		
	Short Form Contract attached for review.		

A.	Contract Signed:		TBD
B.	Professional Services Value:	Engineering Design Fee	
		Construction Inspection	
C.	Billed to Date		
D.	Payment Received		\$ -

Project Status:
 Dewberry has performed preliminary evaluation of the existing lift station at the J. Larry Newton School. Found the infrastructure to be overloaded and in need of replacement.
 Fairhope Staff has requested a proposal from Dewberry to design the abandoning/demolition of the existing infrastructure at this location.
 Attached is a short form contract for the proposed work.
 Current wet well is terribly degraded. Existing pumps are not operating within design parameters. Current configuration is not functioning as designed. Pumps barely pump past the check valves.
 Station currently serves the elementary school and the Silverwood Community. It is proposed that a new Lauralbrook Subdivision, Greythore, Potential for Gainswood, and another developer is looking at a development that would be served by this station.
 This work will require the minor reworking of some existing gravity sewer and installing approximately 1300 of new force main.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Payne Management, Inc. d/b/a Payne Pipeline Services to perform Professional Consulting Services for Natural Gas Pipeline Distribution Compliance for a three year contract (RFQ No. PS013-21) with a not-to-exceed amount of \$53,160.00 per year; and authorizes Mayor Sherry Sullivan to execute the Contract. This is for Payne's Pipeline Compliance System Package to meet applicable requirements at 40 CFR Part 192.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 4/5/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Approve RFQ PS013-21 Professional Consulting Services for Natural Gas Pipeline Distribution Compliance 3-Year contract with Payne Pipeline Services *APR 5 2021 10:11 AM JAH*

Project Location: Gas Dept

Presented to City Council: 4/12/2021

Funding Request Sponsor: Terry Holman, Gas Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 53,160.00 (\$4,430.00 per month; \$53,160.00 per year)

Vendor: Payne Pipeline Services

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: 002-60290
G/L Acct Name: Professional Services

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

Project Budgeted: \$ 54,000.00
Balance Sheet Item-
Included in projected
cash flow _____

Over (Under) budget amount: \$ (840.00)

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Comments: 3 Year contract

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 4/02/201

Purchasing Memo Date: 4/02/201

Delivered To Date: 4/5/2021

Request Approved Date: 4/5/2021

Request Approved Date: 4/5/2021

Approved Date: _____

Signatures: _____

Kim Creech
Kim Creech

Sherry Sullivan
Mayor Sherry Sullivan



MEMO

Sherry Sullivan
Mayor

To: Kimberly Creech, Treasurer
From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Date: April 2, 2021

Council Members
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Jay Robinson
Corey Martin

Re: Council approval of negotiated fees for **RFQ No. PS013-21 Professional Consulting Service for Natural Gas Pipeline Distribution Compliance--3-Years**, a budgeted project

Lisa A. Hanks, MMC
City Clerk

The Gas Superintendent, Terry Holman, and the Gas Compliance Manager, Wes Boyett, have requested the **termination of contract** for **RFQ 012-19 Natural Gas Distribution Pipeline Compliance---3-years** through **Resolution 4031-21**, and intend to replace it with a new contract with Payne Pipeline Services that would be encompassing overlapping work with new compliance requirements for Federal and State safety regulation as required by new legislation.

Kimberly Creech
City Treasurer

The new compliance package proposal meets the requirements of 40 CFR Part 192 and will be customized to meet DOT/PHMSA regulatory compliance. Payne Pipeline will also review and revise plans as required by regulation throughout the three year contract. **The fees for this new proposal are \$4430 per month for an annual outlay of \$53,160.00 for each of three years. The Project has been budgeted for \$54,000.00.**

Please place on the next available City Council Agenda this request for City Council to approve the budgeted fees for the replacement consulting services, RFQ PS013-21 Professional Consulting Services for Natural Gas Pipeline Distribution Compliance— 3-Years with Payne Pipeline Services, and authorize the Mayor to sign the contract

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Cc: file; Wes Boyett, Terry Holman, Mayor Sullivan

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Terry Holman

Date: 3/5/2021

Department: Gas

ITEM OR SERVICE INFORMATION

1. **What item or service do you need to purchase?** Compliance Package
2. **What is the total cost of the item or service?** \$53,160.00
3. **Where will the item or service be physically located?** Gas Department
4. **What is the primary function of the item or service?** To meet and stay in compliance with the Public Service Commissioner.
5. **How many do you need?** One
6. **Item or Service Is:** New Used Replacement Annual Request
7. **When do you anticipate implementation?** ASAP
8. **Additional Information or Comments:** see attached
9. **Vendor Name:** Payne Pipeline Services
10. **Vendor Number:** 3272

BUDGET INFORMATION

1. **Is it budgeted?** Yes No Emergency Request
2. **If budgeted, what is the budgeted amount?** \$54,000.00
3. **What is the Capital Project Name or Operating Budget Code:** 50290
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 and jennifer.bush@fairhopeal.gov.

RESOLUTION NO. 4031-21

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

1] That on ²⁰¹⁹ ~~October~~ August 9, 2021 the City of Fairhope entered into a contract with Payne Pipeline Services for Professional Engineering Services (RFQ PS012-19).

[2] That the City of Fairhope hereby terminates the contract titled Natural Gas Distribution Pipeline Compliance between the City of Fairhope and Payne Pipeline Services due to Item 58 Termination for Convenience and due to an overlap and addition to existing services in a proposed new contract; and authorizes Mayor Sullivan to sign the necessary paperwork.

Adopted on this 22nd day of March, 2021


Jack Burrell, Council President

Attest:


Lisa A. Manks, MMC
City Clerk



April 21, 2020

Mr. Wes Boyett
City of Fairhope Public Utilities
Gas Department
555 South Section Street
Fairhope, Alabama 36533

**Subject: Pipeline Compliance Package Proposal
City of Fairhope Public Utilities
Gas Distribution Pipeline System
Fairhope, Baldwin County, Alabama
Payne Pipeline Proposal No. 20P-029-00**

Dear Mr. Boyett:

Payne Pipeline Services (Payne Pipeline) appreciates the opportunity to present this proposal for the Pipeline Compliance Package for the City of Fairhope Public Utilities (Fairhope), to meet applicable requirements at 40 CFR Part 192.

Please see the attached contract and list of services offered in Attachment "A". Payne Pipeline will also review and revise the plans throughout the three (3) year contract period as required by regulation, ensuring they comply with applicable State and Federal regulatory requirements, advisory bulletins, and lessons learned. It is understood that all information needed to complete the plans will be provided as requested.

Professional fees for the Pipeline Compliance System Package will be provided on a "lump sum" fee basis for \$4430 per month or \$53,160 annually for a period of three (3) years. If unforeseen conditions warrant additional effort over that anticipated, such would be contingent upon subsequent Client approval.

We appreciate the opportunity to submit this Pipeline Services Agreement and look forward to the commencement of services. Should this Agreement satisfactorily meet your needs, please return written authorization as provided in the Contract. If you need further information or have any questions at all, please do not hesitate to contact us.

Sincerely,
PAYNE PIPELINE SERVICES

Randle T. Payne, CHMM, V.P.
Pipeline Services Division Manager

Attachments: Pipeline Services Agreement
Exhibit "A"

PIPELINE SERVICES AGREEMENT

This Pipeline Compliance Services Agreement (hereinafter “the Agreement”), effective as of the ____ day of _____, 2020, (“Effective Date”), is entered into between Payne Pipeline Services, a division of Payne Management, Inc. (hereinafter “Servicer”) and the City of Fairhope Public Utilities (hereinafter “Subscriber”). Servicer and Subscriber are referred to herein individually as a “Party” and collectively as the “Parties”:

RECITALS

WHEREAS, Servicer is recognized as an authority on matters relating to Pipeline Compliance Services; and

WHEREAS, the Subscriber has determined that there is a need for a service to assist it in achieving and maintaining compliance with federal and state pipeline safety regulations;

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the Agreement, and for good and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged and intending to be legally bound, the Parties agree as follows:

SPECIFIC PROVISIONS

1. **Services Offered and Pricing.**

Servicer offers a Pipeline Compliance Services Package (collectively referred to herein as “Package”) which is customized to meet DOT/PHMSA regulatory compliance. The Subscriber has requested the Pipeline Compliance Package for a yearly cost of \$53,160 or a monthly cost of \$4,430.

2. **Services to be Rendered.**

The packages offered by the Servicer and the pricing stipulated are for the purpose of assisting the Subscriber in achieving and maintaining compliance with Federal and State pipeline

safety regulations by providing the services listed on Exhibit "A" hereto, which are incorporated herein by this reference (the "Services"). Servicer agrees to provide the requested services.

3. **Payment for Services.**

Subscriber shall pay the price set forth in paragraph 1 of this Agreement for the package selected by the Subscriber. Subscriber has the option of paying the amount owed based on the monthly cost or yearly cost. If Subscriber chooses to pay the yearly cost, Subscriber shall make payment for the yearly cost when the Agreement is executed and shall pay the yearly cost on each successive anniversary date of the Effective Date of the Agreement. If Subscriber chooses to pay the monthly cost, Subscriber shall pay the first month's payment when the Agreement is signed, and pay each of the remaining payments on or by the 1st day of each following month, for a total of 36 payments.

4. **Term of Agreement.**

The "Term" of the Agreement shall commence on the Effective Date and continue for thirty six (36) months. Subscriber agrees that the Agreement will automatically renew at the end of thirty six (36) months for an additional thirty six (36) month period if the Subscriber fails to give Servicer written notice of Subscriber's intent not to renew the Agreement within sixty (60) days of the expiration of the Term of the Agreement, including any renewal Term. Subscriber further agrees that the price for each renewal Term will increase by 5% from the preceding Term.

5. **Default.**

Subscriber agrees that it is in default of the Agreement if Subscriber fails to pay the yearly and/or monthly cost within thirty (30) days of when a payment is due. Subscriber agrees that Servicer may, at its option, accelerate the remaining payments due for the remaining Term

of the Agreement and demand full payment of the amount owed from the Subscriber. Servicer agrees to send written notice to the Subscriber if Servicer chooses to accelerate the payments owed under this Agreement and Subscriber shall have 15 days from the date of the notice to cure the default. Subscriber further agrees to pay Servicer interest at a rate of 18% per annum on any unpaid balance in the event of a default of the Agreement and all reasonable costs of collection including attorney's fees and expenses.

Servicer agrees that it is in default of the Agreement if it fails to provide the services requested by Subscriber from Exhibit "A". In the event Subscriber believes that Servicer is in default of the Agreement by failing to provide the requested services, Subscriber shall send written notice to Servicer by certified mail, return receipt requested, setting forth each and every reason Subscriber believes that Servicer is in default of the Agreement. Servicer shall have sixty (60) days from receipt of the notice to remedy any alleged default. In the event Servicer fails to remedy the default at the end of the 60 days, Subscriber may cancel the Agreement by written notice sent to the Servicer by certified mail, return receipt requested. Subscriber agrees to pay Servicer's time and materials expenses incurred as of the date of cancellation based on Servicer's current Standard Schedule of Fees existing at the time of cancellation.

6. **Entire Agreement.**

The Parties agree that the Agreement comprises the complete agreement between the Parties regarding the subject matter of the Agreement and supersedes any prior negotiations and agreements, whether written or oral. No term or provision of the Agreement may be waived, added, changed, modified or deleted, in whole or in part, without the written consent of both Parties.

7. **Governing Law and Venue.**

The Parties Agree that the Agreement is to be constructed and enforced under the laws of the State of Alabama, and the Parties agree that any legal action filed to enforce the terms of the Agreement must be filed in a court of competent jurisdiction in Mobile County, Alabama.

PAYNE PIPELINE SERVICES

By: _____

Its: _____

Servicer's Address for Notice:

7320 Hitt Road
Mobile, Alabama 36695

CITY OF FAIRHOPE PUBLIC UTILITIES

By: _____

Its: _____

Subscriber's Address for Notice:

555 South Section Street
Fairhope, Alabama 36533



Exhibit "A"

PIPELINE COMPLIANCE SERVICES PACKAGE

The *Pipeline Compliance Services Package* offers a full line of compliance services for pipeline companies. The package includes the following compliance services:

- Operations & Maintenance (O&M) Manual Annual Review and Revision, including Damage Prevention and Emergency Procedures.
- O&M Procedures Review and Revision for up to sixty (60) procedures.
- Operator Qualification (OQ) Plan Annual Review/Revision.
- Online OQ Training including program updates and revisions.
- Online OQ Database for maintaining Training Documentation.
- Distribution Integrity Management Plan (DIMP) Review/Revision*.
- Public Awareness Program (PAP) Plan Annual Review/Revision.
- Drug & Alcohol Plan Annual Review/Revision.
- PAP Mailing Materials for the General Public in the form of 120,000 brochures (40,000 brochures per year), including printing and postage.
- One set of PAP Mailing Material in the form of 40,000 Business Reply Cards (BRCs) to be used toward the Statistical Analysis campaign. The BRCs will contain a detachable questionnaire with return postage and a giveaway (The cost of the giveaway is not included).
- One BRC Mailout Campaign, including printing and postage. Payne will send & receive the BRCs.
- One Statistical Analysis based on BRC Mailout Campaign, a PHMSA/DOT requirement every four (4) years.
- One Public Awareness Program (PAP) Four-Year Effectiveness Evaluation.
- Online Document Management System for managing documents.
- Online Compliance Calendar for managing inspections, revisions and events.
- One (1) Compliance Meeting per year.

*Note: Price does not include the cost of *SHRIMP*, which is available through APGA.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of the Sawgrass Consulting, LLC for Professional Survey and Engineering Services for three (3) National Resources and Conservation Service grants for Emergency Watershed Protection projects; hereby authorizes Mayor Sherry Sullivan to execute a contract for Project #1 Quail Creek (DSR 5106-006) RFQ #PS009-21 with a total unbudgeted cost of \$23,000.00 for Professional Service Fees; and approves the City's unbudgeted match of \$34,987.50 (based on Estimates).

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/10/2021

Please return this Routing Sheet to Treasurer by: ASAP

MAR 12 '21 PM 1:25

Project Name: Award RFQ PS009-21 Professional Survey and Engineering Services for three NRCS EWP Projects #1 Quail Creek

Project Location: Quail Creek Golf Course holes 2 and 3

Presented to City Council: 4/12/2021 per RJ
3/22/2021

Resolution # : _____
Approved _____
Changed _____
Rejected _____

Funding Request Sponsor: Richard Johnson, Public Works Director

Project Cash Requirement Requested:

Cost: \$ 91,500.00 \$ 68,500.00 construction costs
\$ 23,000.00 professional design fees

Vendor: Sawgrass Consulting, LLC

Project Engineer: n/a

Order Date: n/a Lead Time: anticipated start date 4th qtr FY21

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: 103-52115
G/L Acct Name: NRCS-EWP-Quail Creek

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: \$ 91,500.00

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Comments:

Estimated funding allocation NRCS EWP \$56,512.60 (62%); COF \$34,987.60 (38%)

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 3/8/2021

Purchasing Memo Date: 3/8/2021

Delivered To Date: 3/10/2021

Request Approved Date: 3/10/2021

Request Approved Date: 3/10/2021

Approved Date: _____

Signatures: Jil Cabaniss, MBA

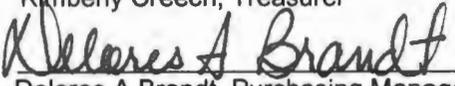
Kim Creech

Mayor Sherry Sullivan



MEMO

To: Jill Cabaniss, Finance Manager
Kimberly Creech, Treasurer

From: 
Delores A Brandt, Purchasing Manager

Sherry Sullivan
Mayor

Date: March 8, 2021

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

Re: Award approval of Consulting firm for budgeted **RFQ PS009-21 Professional Survey and Engineering Services for Three NRCS—EWP Projects—#1 Quail Creek**

Lisa A. Hanks, MMC
City Clerk

The Director of Public Works, Richard Johnson, has need to hire a professional Survey and Engineering firm for **RFQ PS009-21 Professional Survey and Engineering Services for Three NRCS—EWP Projects—#1 Quail Creek**. The City has received approved Damage Survey Reports (DSR's) and been granted funding for three **Natural Resources and Conservation Service (NRCS), Emergency Watershed Protection (EWP) Projects**. This request for approval is for the project listed below (see attached information)

Kimberly Creech
City Treasurer

DSR 5106-006 Quail Creek \$68,500.00 for estimated Construction costs plus Professional Service fees of \$23 000.00, for an estimated total of \$91,500.00

The Mayor, in consultation with Staff, has selected **Sawgrass Consulting, LLC** to conduct the Professional Engineering Services due to their involvement in the procurement of these **EWP Grants**. The recommendation to Council is approve the selection by the Mayor, and to award budgeted **RFQ PS009-21 Professional Survey and Engineering Services for Three NRCS—EWP Projects—#1 Quail Creek**, and allow the Mayor to negotiate the fee.

Please place on the next available City Council Agenda this request for City Council to award RFQ PS009-21 Professional Survey and Engineering Services for Three NRCS—EWP Projects—#1 Quail Creek to Sawgrass Consulting LLC, and authorize the Mayor to negotiate the not to exceed fees to be approved by Council.

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Cc: file; Richard Johnson, Mayor Sullivan

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov



MEMO

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

Date: January 13, 2021

Sherry Sullivan
Mayor

Re: **RFQ PS009-21 Professional Survey-Engineering Services for Grant Related NCRS—EWP Projects: Quail Ck, Fairwood Dr, N Summit Dr for PW Dept**

Council Members:

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Director of Public Works, Richard Johnson, has received confirmation that the City will be the recipient of three (3) Natural Resources and Conservation Service grants for Emergency Watershed Protection projects. He is requesting the hiring of a professional consulting firm to provide survey and engineering services for RFQ No. PS009-21 Professional Survey and Engineering for NCRS—EWP Projects Quail Creek, Fairwood Dr, and N Summit Dr for the Public Works Dept. Per our Procedure for Procuring Professional Services for projects over \$100,000.00, Mr. Johnson and I are routing this short list through you, to the Mayor.

Please move this procurement of professional services forward to the Mayor for selection of a professional service provider(s) to receive the RFQ.

The short list is:

- | | | |
|--------------|------------------|---|
| _____ | ____/____/____ | Volkert, Inc
251 709-2507 |
| <u>Skull</u> | <u>1/15/2021</u> | Sawgrass Consulting, LLC
251 544-7900 |
| _____ | ____/____/____ | Dewberry Engineering
251 929-9781 |
| _____ | ____/____/____ | JADE Consulting, LLC
251 928-3665 |
| _____ | ____/____/____ | Mott, MacDonald, LLC
251 626-5514 |
| _____ | ____/____/____ | S.E. Civil LLC
251 990-6566 |
| _____ | ____/____/____ | Goodwyn Mills Cawood
251 460-4006 |
| _____ | ____/____/____ | None. Submit another list |

61 North Section St.
PO Box 429
Fairhope, AL 36533

251-928-2136 (p)

Cc: file, Mayor Sherry Sullivan, Richard Johnson

PROJECT REQUEST FORM

Project Owner: City of Fairhope Department: Public Works

Bid Number and Name: EWP Project DSR 5106-006 Quail Creek – Channel Stabilization (Holes 2 & 3)

Budget Amount: \$0.00 Budget Code: N/A

Anticipated Start Date: 4th Quarter FY2021 Project Duration: 120 Calendar Days

Bid Duration: PW Project >\$50,000 Engineer of Record: Sawgrass Consulting

Pre-Bid Meeting: No Yes Date: TBD Mandatory Non-Mandatory

Scope of Work Provided By: NRCS/Richard Johnson Contract Extensions: No Yes

Project Administered: Internally Externally By: Sawgrass/NRCS/Public Works

Bidders List Review: No Yes By: Sawgrass/Public Works

Tax Exempt Project: No Yes Insurance Requirements: Minimum Maximum

Bonds: Bid Performance Labor & Materials Contract: Standard Construction Professional

Related Bids/RFs: TBD Bid Opening: TBD

Force Account Project: No Yes Estimated Amount: _____ Budget Code: _____

Notes: Separate project initiation form attached with additional information.

SIGNATURES

Requestor: Richard Johnson, PC

Finance Manager: Jill Cabaniss

City Treasurer: Kimberly Creech
Kimberly Creech (Mar 10, 2021 10:41 CST)

Mayor: Sherry Sullivan
Sherry Sullivan (Mar 10, 2021 12:45 CST)

Dee Dee Brandt

From: Richard Johnson
Sent: Wednesday, January 13, 2021 12:17 PM
To: Dee Dee Brandt; Jennifer Bush
Cc: Sherry Sullivan; Kimberly Creech
Subject: NRCS EWP Projects
Attachments: NRCS Funding Email 12-18-2020.pdf; Project E - NRCS EWP Map N SUMMIT ST.pdf; Project A - Quail Creek Dr.pdf; Project C - Fairwood Blvd.pdf

DDB and JB:

The City has approved Damage Survey Reports (DSR's) and been granted funding for three Natural Resources and Conservation Service (NRCS), Emergency Watershed Protection (EWP) Projects. They are:

DSR 5106-006 Quail Creek	\$68,500
DSR 5106-007 Fairwood Drive	\$397,000
DSR-5106-008 North Summit Drive	\$404,000

Location Maps are attached. 007 and 008 are large and will be quite involved – 12+ months. However, 006 is on City Property and will be able to move forward quickly – 6 < months. With that said, we must officially secure Survey and Engineering. Please prepare the appropriate documents for the Mayor to select and be authorize to negotiate Survey & PE fees with Sawgrass Engineering. They have done all the pro bono footwork with NRCS to get these projects funded and it is appropriate they conduct the work. I discussed with the Mayor that we want to move on QC #006 first, each project will need to be separate contract (I think) because this is a grant funded project with an 80/20 split. I will find out about NRCS.

Thanks,

RDJ

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

BUDGET NARRATIVE – EWP Project DSR 5106-006 Quail Creek

A. The estimated costs for the Project: \$68,500.00 (NRCS Estimate – Awaiting EOR Estimate)

1. Total Estimated Project Budget: \$91,500.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$ 51,375.00 + 25% Sponsor \$ 17,125.00): \$68,500.00

Technical Assistance (TA) Costs:

100% NRCS (7.5% of total construction cost): \$ 5,137.50

Survey, Design & Engineering:

Field Survey: \$ 4,000.00

Hydraulic Analysis: \$ 2,500.00

Plan Design \$10,500.00

Inspection Services: \$ 6,000.00 (NTE)

Total: \$23,000.00

Based on Estimates: NRCS EWP \$56,512.50 (62%); City \$34,987.50 (38%)

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 7.5 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality

assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.



CITY OF FAIRHOPE
PROJECT INITIATION FORM

Project Title: EWP Project DSR 5106-006 Quail Creek – Channel Stabilization (Holes 2 & 3)

Department: Public Works Bid #: _____ Project #: _____
(To Be Assigned by Purchasing Manager)

Engineer of Record: Recommended Jaye Robertson, PE – Sawgrass Consulting

Scope of Work (SOW) Attached? Yes No – Prepared By: DSR by NRCS Staff

Construction Cost Estimate Attached? Yes No – Prepared By: NRCS & Staff

Construction Cost: \$ Est \$68,500.00 Project Type: GDBP RRR UTILITY

Survey, Design & Letting Phase Fee%: 24.8% Construction (CE&I) Phase Fee%: 8.76%
(Based on PSA Matrix) (Based on PSA Matrix)

Are special services required for this Project? Yes No - If yes, detail below:

Special Service Type	Cost Included in Design – Yes or No	Contracted through EOR – Yes or No	Probable Cost Estimate
Hydraulic Analysis	Yes (Line Item)	Yes	\$2,500.00

Professional Design Fees Calculation:

Survey, Engineering, Design and Letting: \$ 14,500.00

Construction (CE&I): \$ 6,000.00

Special Services (Total): \$ 2,500.00

Total of All Professional Service Fees: \$ 23,000.00

Estimate of Total Project Cost (Professional + Construction): \$ 91,500.00

Submitted/Approved By:

Director

Purchasing Manager

Based on Estimates: Funding Allocation - NRCS EWP \$56,512.50 (62%); City \$34,987.50 (38%)

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Sherry Sullivan is hereby authorized to execute a contract with O'Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department with a not-to-exceed amount of \$50,000.00.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/29/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Approval of negotiated fee for RFQ PS016-21 Professional Geologic Services for New Well #11 at Wellfield #3

Project Location: Wellfield #3 and #11

Presented to City Council: 4/26/2021

Funding Request Sponsor: Sherry Sullivan, Mayor
Jason Langley, Water & Sewer Superintendent

Resolution #: _____
Approved: MAR 31 '21 PM 6:58
Changed: _____
Rejected: _____

Project Cash Requirement Requested:
Cost: \$ 50,000.00 not to exceed \$50,000

Vendor: O'Donnell & Associates, 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 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: 004-16075
G/L Acct Name: Utility Five Year Improvements

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

Project Budgeted: \$ 1,000,000.00
Balance Sheet Item-
Included in projected
cash flow _____

Over (Under) budget amount: \$ (950,000.00)

Comments:

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Finance Manager	City Treasurer	Mayor
Purchasing Memo Date: <u>3/26/2021</u>	Purchasing Memo Date: <u>3/26/2021</u>	Delivered To Date: <u>3/29/2021</u>
Request Approved Date: <u>3/29/2021</u>	Request Approved Date: <u>3/29/2021</u>	Approved Date: _____
Signatures: <u>Jil Cabanis, MBA</u>	<u>Kim Creech</u> Kim Creech	<u>Sherry Sullivan</u> Mayor Sherry Sullivan



MEMO

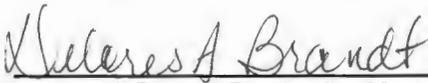
Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kim Creech
Treasurer

To: Jill Cabaniss, Finance Manager
Kim Creech, Treasurer

From: 
Delores A Brandt, Purchasing Manager

Date: March 26, 2021

Re: **Request for City Council to approve negotiated fee for RFQ PS016-21 Professional Geologic Consulting Services for NEW Well #11 at Well Field #3 and approve the Mayor to execute a Contract**

Per Resolution 4033-21 of March 22, 2021, the City Council approved the selection of **O'Donnell and Associates, Inc.** for **RFQ PS016-21 Professional Geologic Consulting Services for NEW Well #11 at Well Field #3**, and authorized the negotiations of the proposed fees. The Utilities Superintendent, Mayor Sherry Sullivan, and Water and Wastewater Superintendent, Jason Langley, seek Council approval of the Not-to-Exceed fee of FIFTY THOUSAND DOLLARS (\$50,000.00) as negotiated and presented in the proposal attached, Task Agreement #12—a five step procedure, for the development of a new well (#11) at the City's Wellfield #3. This year's portion of the project, was budgeted for one million dollars, and three million dollars for the **total project** which is expected to continue for over 24 months.

Please place on the next available City Council Agenda this recommendation to approve the negotiated not-to-exceed fees of \$50,000.00 for RFQ PS016-21 Professional Geologic Consulting Services for NEW Well #11 at Well Field #3, and authorize the Mayor to sign the contract with O'Donnell and Associates, Inc.

Cc: file, Mayor Sullivan, Jason Langley

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

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

RESOLUTION NO. 4033-21

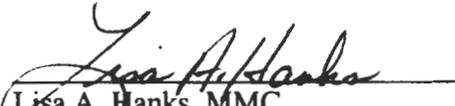
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of O'Donnell & Associates, Inc. to perform Professional Geologic Consulting Services for New Well #11 at Wellfield #3 for the Water Department; and hereby authorizes Mayor Sherry Sullivan to negotiate a fee schedule and establish a not-to-exceed limit with this firm.

DULY ADOPTED THIS 22ND DAY OF MARCH, 2021



Jack Burrell, Council President

Attest:



Lisa A. Hanks, MMC
City Clerk

PROJECT REQUEST FORM

Project Owner: Jason Langley Department: Water and Sewer

Bid Number and Name: RFQ PS016-21 Geologic Consulting Service for New Well 11 at Wellfield 3

Budget Amount: \$1,000,000 total Budget Code: 004010-59500

Anticipated Start Date: Upon Executed Contract Project Duration: 24 months

Bid Duration: N/A Engineer of Record: N/A

Pre-Bid Meeting: No Yes Date: N/A Mandatory Non-Mandatory

Scope of Work Provided By: O'Donnell & Associates, Inc. Contract Extensions: No Yes

Project Administered: Internally Externally By: N/A

Bidders List Review: No Yes By: N/A

Tax Exempt Project: No Yes Insurance Requirements: Minimum Maximum

Bonds: Bid Performance Labor & Materials Contract: Standard Construction Professional

Related Bids/RFs: TBD Bid Opening: N/A

Force Account Project: No Yes Estimated Amount: _____ Budget Code: _____

Notes: This consulting service is for the new well head at Wellfield 3. OAI be responsible for

testing and bid documents for drilling test well will and preparing bid information for actual well

installation. The overall project budget is \$1,000,000 and the consulting portion is a NTE of \$50,000.

SIGNATURES

Requestor: *Jason Langley*
Jason Langley (Mar 10, 2021 10:33 CST)

Finance Director: *Jill Cabanis*

City Treasurer: *Kimberly Creech*
Kimberly Creech (Mar 10, 2021 10:39 CST)

Mayor: *Sherry Sullivan*
Sherry Sullivan (Mar 10, 2021 13:19 CST)

TASK AGREEMENT
TASK NO. 12**Development of a New Well at the City of Fairhope's Wellfield #3****SCOPE OF WORK**

Generally, this task will involve providing professional geologic services to the City of Fairhope including but not limited to planning, testing and development of a new well at Wellfield #3. The scope of work and estimated fees associated with this task are budgeted based upon completion of one monitoring well and, if conditions are favorable, a third new production well at Wellfield #3. The scope of work includes:

- **Step 1-Project Consultation.** This step begins with recommending an engineer experienced with the development and permitting public supply wells in southwest Alabama. OAI will forward the name of the engineer to Fairhope for their review and acceptance of the engineer for the project. Once the engineer is approved, OAI will work with Fairhope personnel and the engineer through the completion of the permitting process for the new well. Project management fees include preliminary site evaluation and selection meetings and coordination of drilling activities with Fairhope personnel, the drilling contractor, the engineer and the Alabama Department of Environmental Management (ADEM), as necessary to complete the project. This item also includes follow-up meeting between the City and ADEM associated with ADEM's susceptibility analysis and their required public awareness meetings.

The work planned with Fairhope and their engineer will allow for a "stepped" approach to this project. Each Step of the project will, if favorable, lead to the next step and toward the ultimate completion and permitting of the new well. In the event of unfavorable conditions are found at any step, the project will be halted to allow Fairhope to evaluate whether or not it is in their interest to continue.

- **Step 2-Monitoring Well Solicitation, Completion and Testing*.** Step 2 involves OAI's development of a Request for Quote (RFQ) package for the completion of a PVC monitoring well in the immediate vicinity of the proposed production well. OAI will submit the RFQ package to Fairhope for comments prior to sending it out to the drilling contractors. Once approved, this RFQ package will be sent to a minimum of two local drilling firms specializing in PVC constructed wells.

OAI will evaluate and recommend award of the monitoring well work to the lowest qualified drilling firm. Upon authorization to proceed, OAI will be present on site during the drilling, completion and testing of the monitoring well. OAI will review the results of the test well and sample results obtained by the drilling contractor and issue a written report on whether or not to move forward with the production well.

** Use of a "monitoring well" installed as proposed instead of a test well will allow sampling the aquifer's groundwater at the proposed location at a fraction of the expense of what a "test well" typically costs. The design of the well will allow for additional sampling of the lower aquifer's groundwater at a later date.*

- **Step 3-Production Well Specifications, Drilling, Completion and Testing.** Step 3 involves various services associated with the ultimate development of the production well. OAI will work with the engineer in preparing the well's specifications, provide wellsite and construction management service as the well is drilled, completed, developed and tested.

- **Step 4 Source Water Assessment Services.** Step 4 involves completion of services associated with source water assessment regulations to permit the well as a public supply well. Included in this Step are aquifer testing on the new production well, groundwater modeling and conducting a contaminant inventory of the delineated area source water assessment areas and public awareness meeting coordination. A great deal of information required under this step will be obtained during Steps 2 and 3 and/or from previous work completed by OAI at Wellfield #3 during the development of Well #10.

- **Step 5-Reporting.** Step 5 will consist of preparing hydrogeologic reports which outline the work performed during this project. The reports will include:
 - **Baseline Assessment Report*.** This item involves preparing and delivering to Fairhope four signed and sealed source water Baseline Assessment Reports. The report will summarize information of the area geology, show the delineated source water assessment areas and show the results of the contaminant inventories, as required. Two of the reports should be submitted to ADEM via certified mail requesting they schedule the susceptibility analysis at their earliest convenience. The other two will be for your records.

* The reports will be prepared and sealed by OAI's professional geologist **Daniel J. O'Donnell, PG**, Alabama License #49.

RESPONSIBILITY OF FAIRHOPE

Prior to initiating the scope of work, we request the following:

- Authorization to begin the project. Please authorize by executing and returning a copy of this Task Agreement and or a Purchase Order referencing this Task Agreement. Please retain the original for your records.
- Coordination of the initial meetings between Fairhope and their engineer to discuss the project in detail and to outline the project in its entirety.
- Access to the site to complete the work.

FEE

The fee for services completed under Task 12 will be billed on a time and materials basis in accordance with our 2020 Fee Schedule, attached, and this Task Agreement for the not to exceed total of \$50,000.

SCHEDULE

Work under this task will be initiated immediately upon notification to proceed with the monitoring well activities (Step 2). OAI would initially proceed with OAI expects to complete the delivery of the reports within 60 days of completing the aquifer testing required under the regulations.

TASK NO. 12 accepted and authorized by:

_____ **For Fairhope**

_____ **Date**

Fee Schedule
For
O'Donnell & Associates, Inc.
(2020)

Labor Fee Schedule

O'Donnell & Associates, Inc. (OAI) agrees to provide professional geologic and environmental services for all tasks as defined under the Scope of Work in each individual proposal and/or task agreement. The following rates will be applied on an hourly basis for labor associated with work completed under the Scope of Work.

CLASSIFICATION	BILLING RATE
Professional Geologist	\$115.00/hour
Professional - Other	\$ job specific
Staff Level Geologist/Scientist/Other	\$ 80.00/hour
Technical Support	\$ 55.00/hour
Financial/Administrative/Clerical	\$ 55.00/hour
Expert Witness	\$250.00/hour

Equipment Fee Schedule

OAI agrees to provide equipment necessary to complete the tasks as defined under the Scope of Work in each individual proposal and/or task agreement. The following rates will be applied for equipment used to complete the Scope of Work.

ITEM	DAILY RATE
Water level meter (100')/Digital Gauge	\$ 30.00
Water level meter (300')	\$ 40.00
Conductivity/salinity meter	\$ 60.00
Data Logger (0-30', 0-100' and 0-300')	\$ 65.00
Hand Auger	\$ 50.00
Compressor (portable-per job/test)	\$ 25.00
GPS Locate	\$ 25.00
Portable Copier	\$ 60.00
Sieve	\$ 20.00
Lab Costs, Rental Equipment & Consumables	As invoiced plus multiplier of 1.15

Other

OAI requires reimbursement for all actual expenses incurred in the performance of the work times a 1.15 multiplier as follows:

Per diem:	\$ 40 per day
Lodging:	\$ 90 - \$130 per day depending on locale
Travel:	\$ current Federal rate, normal vehicle
	\$ current Federal Rate, 4-wheel drive vehicles
Computer-scientific	\$ 25 per hour (modeling, etc.)
Computer-word processing	No charge
Misc. Expenses:	As supported by receipts

O'Donnell & Associates, Inc.



oaiwater.com

Fairhope Public Utilities Water Treatment Plants

Well Field / Treatment Plant	Number of Wells	Well Number	Total Output (GPM)	Well Field Treatment Plant Address
TP 1	3	1-1, 1-7, 1-8	2100	8675 Fairhope Avenue
TP 2	2	2-2, 2-9	1800	10335 County Road 48
TP 3	2	3-3, 3-10	1150	18440 County Road 33
TP 4	1	4-4	750	17550 S. Section Street
TP 5	1	5-5	800	8150 County Road 32
TP 6	1	6-6	850	8347 Manley Road

Total Flow (GPM) 7450 10.6 MGD

RESOLUTION NO. _____

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

[1] That the City of Fairhope has voted to purchase 46kv Line Work Materials and related Inventory for Substation Upgrade Projects; and authorizes procurement without formal bid based on the option allowed by the Code of Alabama 1975, Section 41-16-51(b)(7). The total estimated cost per Stewart Engineering will be \$591,000.00.

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

MAR 26 '21 AM 8:10

Issuing Date: 3/25/2021

Please return this Routing Sheet to Treasurer by AMS **ASAP**

Project Name: Procurement of 46kv line work materials and related inventory for substation upgrade projects

Project Location: Electric Department

Presented to City Council: 4/12/2021

Funding Request Sponsor: Jeremy Morgan, Assistant Electric Superintendent

Resolution # :
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 591,000.00

Vendor: Stewart Engineering

Project Engineer: n/a

Order Date: n/a Lead Time: 12-18 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
Inventoried XXX

Funding Source:

Operating Expenses
Budgeted Capital
Unfunded

Expense Code: 003-14015
G/L Acct Name: Inventory

Project Budgeted: \$ -

Balance Sheet Item-
Included in projected
cash flow

Over (Under) budget amount: \$ 591,000.00

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

Bond: _____ Title _____ Year _____
 Loan: _____ Title _____ Year _____

Comments: Electrical materials are exempt from formal bidding per Code of Alabama 1975, Section 41-16-51(b)(7)

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Finance Manager Jill Cabaniss, MBA **City Treasurer** Kim Creech **Mayor** Sherry Sullivan

Purchasing Memo Date: 3/24/2021 Purchasing Memo Date: 3/24/2021 Delivered To Date: 3/25/2021

Request Approved Date: 3/25/2021 Request Approved Date: 3/25/2021 Approved Date: _____

Signatures: _____



MEMO

Sherry Sullivan
Mayor

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

Date: March 24, 2021

Re: **Greensheet and Council approval of request by the Electric Dept for the procurement of budgeted 46kV Distribution materials as a part of the Substation Upgrade projects**

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Electric Department is requesting approval to purchase 46kV distribution materials as part of the Substation Upgrades projects throughout the City. This request is for the **first round of materials** to be ordered and have a long lead time before delivery—**12- 18 weeks**. The **estimated pricing, from Stewart Engineering**, for this group of materials is Two Hundred Twenty-Eight Thousand Dollars (\$228,000.00). The next round of items is estimated at Three Hundred Sixty-Three Thousand Dollars (\$363,000.00) as inventory items for an **estimated total of FIVE HUNDRED NINETY-ONE THOUSAND DOLLARS (\$591,000.00) (see Attached)**.

There will be a bid for the labor to install these materials. The lead time for the materials was needed to insure it would be here when the Engineer to Bids the labor job. **The electrical materials are exempt from formal bidding per Code of Alabama 1975, Section 41-16-51(b)(7)**, which states:

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

1 North Section Street
PO Drawer 429
Fairhope, Alabama
36533

Please place on the next available City Council Agenda this request to approve the immediate procurement of 46kV line work materials that have a long lead time. and other inventory and are needed for continued work on the Substation Upgrade projects in the total estimated amount of \$591,000.00.

251-928-2136

Cc: file, Jeremy Morgan, Mayor Sullivan, Clint Steadham

251-928-6776 Fax
www.fairhopeal.gov

Item	Quantity	Price	Lead Time
Cross arms - 8' pupi	42		10-12 WEEKS
Cross arms - 10' pupi	31		10-12 WEEKS
Pole top insulators	208		6-8 WEEKS
Horizontal post insulators	3		8-10 WEEKS
25 kv D.E. Poly fiberlink insulators	120		4-6 WEEKS
12" Fiberglass links	9		6-8 WEEKS
7/16 Guy Wire	5000'		4 WEEKS
Guy Attachments- Pole eye plates (double eye)	76		6-8 WEEKS
Insulated Guy Links - 120" 21,000lbs	76		6-8 WEEKS
Anchor & Rods - Twin Flight 8"	65		6-8 WEEKS
Ground Rods	59		4 WEEKS
Insulate T-Bracket	27		4-6 WEEKS
Insulated Tri-Mount Bracket	39		6-8 WEEKS
Lightning Arrestors	51		4 WEEKS
Lightning Arrestors (Risers)	22		4 WEEKS
Cutouts	52		4 WEEKS
* Gang Operated Airbreak Switch	6		14-16 WEEKS 24
397 Auto Dead End Clamps	102		10-12 WEEKS
4/0 Auto Dead End Clamps	29		10-12 WEEKS
2/0 Auto Dead End Clamps	6		10-12 WEEKS
#2 Auto Dead End Clamps	2		10-12 WEEKS
#4 Auto Dead End Clamps	10		10-12 WEEKS
Conduit Stand-Off Brackets	87		6-8 WEEKS
3" Sch 80 PVC Conduit	15210		6-8 WEEKS
3" Sweeping L's PVC	82		6-8 WEEKS
Secondary Service Clevice w/Insulators	82		4-6 WEEKS
Wedge Clamps	80		4 WEEKS
* 3 phase Termination Cabinets w/Elbows	8		14-16 WEEKS 24
397 ACSR Wire	49655'		13 WEEKS
4/0 ACSR Wire	2815'		13 WEEKS
* 750 MCM Urd Primary	17795'		18 WEEKS 130
#4 Solid Copper	3600'		1-2 WEEKS
46 KV Shield Wire	2210'		
46 KV Shield Wire Clamps	15		
* 46 KV Switch	5		16-18 WEEKS 50
46 KV Line Post Insulator	9		12 WEEKS
46 kv Poly Suspension Insulators	63		12-14 WEEKS
35/3 Pole	1		DON'T SUPPLY
45/2 Pole	3		DON'T SUPPLY
45' Ductile Pole	2		8-10 WEEKS
50/2 Pole	8		8-10 WEEKS
50' Ductile Pole	1		8-10 WEEKS
55/2 Pole	28		8-10 WEEKS
55' Ductile Pole	4		8-10 WEEKS
60/2 Pole	1		8-10 WEEKS
60' Ductile Pole	3		8-10 WEEKS
70' Ductile Pole	2		8-10 WEEKS
75' Ductile Pole	6		8-10 WEEKS

\$228

24 }
130 } 204
50 }

EXHIBIT II
CONTRACTOR'S BID SHEET
FAIRHOPE - 2020 DISTRIBUTION LINE
ADDITIONS AND IMPROVEMENTS

BIDDER'S NAME _____

BY _____

Proposal/Unit Price Breakdown
 INSTALLATION UNITS

Description of Construction Unit	Qty	Unit Price Unit Price	Total Price Labor Extended
J1.1	1		
K1.4	64		
K1.5	18		
L4.4	80		
Meter	1		
M26-5 (LED)	12	225 ⁰⁰	2700 ⁰⁰
M26-5X (LED)	13	250 ⁰⁰	3250 ⁰⁰
M26-5X (FL)	1	420 ⁰⁰	420 ⁰⁰
P1.01	28	40 ⁰⁰	1120 ⁰⁰
S1.01	7	90 ⁰⁰	360 ⁰⁰
* S2.32 (GOAB Switch) Stick Operated	6	4,000 ⁰⁰	24,000 ⁰⁰
1SS3	3	1,500 ⁰⁰	4,500 ⁰⁰
* SVVC 46 KV Switch	5	10,000 ⁰⁰	50,000 ⁰⁰
Standoff pin & ins	1		
* Termination + Cabinet ^{Elbow:}	8	3000 ⁰⁰	24,000 ⁰⁰
UA1	5	200 ⁰⁰	1,000 ⁰⁰
UC1	17	800 ⁰⁰	13,600 ⁰⁰
UK1.1	26	300 ⁰⁰	7,800 ⁰⁰
397 AUTO D.E. CLAMPS	102	75 ⁰⁰	7650 ⁰⁰
4/0 AUTO D.E. CLAMPS	29	60 ⁰⁰	1,740 ⁰⁰
2/0 AUTO D.E. CLAMPS	6	40 ⁰⁰	240 ⁰⁰

K:
 24,000
 50,000
 24,000
 30,000

 \$228,000⁰⁰

5-5c Subtotal = \$142,380.00

Dee Dee Brandt

From: Kimberly Creech
Sent: Tuesday, March 23, 2021 4:11 PM
To: Dee Dee Brandt
Cc: Jeremy Morgan; Sherry Sullivan; Jennifer Bush; Jill Cabaniss
Subject: FW: Distribution / 46KV work

Dee Dee,

See below. Please assist Jeremy to get Greensheet started. Our need meeting is April 12th.

Thanks,
Kim

From: Jeremy Morgan <Jeremy.Morgan@fairhopeal.gov>
Sent: Tuesday, March 23, 2021 4:04 PM
To: Kimberly Creech <kim.creech@fairhopeal.gov>
Subject: Distribution / 46KV work

Kimberly,

I received some delivery times on the items that will be needed to perform the distribution/46kv line work to get the new substations up and running. The longest time is like 16-18 weeks. I need to get started ordering these. DeeDee is saying fill out a form and something else??? The price of these items will be over \$200,00.00, then that will leave us around 300,000 plus left to order. Some of this will have inventory numbers and we will be able to order those in the next 8 weeks or so.

I sent this information to our engineer because he needs it to determine how and when to start working on the bid process for us.

You tell me the best way to proceed with this and I will get started working on it immediately.

Thank you ma'am.

Jeremy Morgan
Electric Assistant Superintendent
O. 2519290343
C. 2513312453

Fairhope Public Utilities



555 South Section Street
Fairhope, AL 36532
www.fairhopeal.gov

Dee Dee Brandt

From: Jeremy Morgan
Sent: Friday, March 19, 2021 8:08 AM
To: Dee Dee Brandt
Subject: Re: Quotes and lead times

Not in today, this is the distribution/46kv line work to get the Nichols st project up and going

Get [Outlook for iOS](#)

From: Dee Dee Brandt <deedee.brandt@fairhopeal.gov>
Sent: Friday, March 19, 2021 8:06:26 AM
To: Jeremy Morgan <Jeremy.Morgan@fairhopeal.gov>
Subject: RE: Quotes and lead times

Please call or come by about this. Is this the NICHOLS St project? Or something else?

Dee Dee Brandt
Purchasing Manager
City of Fairhope
251 928-8003
deedee.brandt@fairhopeal.gov

From: Clint Steadham <Clint.Steadham@fairhopeal.gov>
Sent: Friday, March 19, 2021 7:45 AM
To: Dee Dee Brandt <deedee.brandt@fairhopeal.gov>
Subject: FW: Quotes and lead times

From: Jeremy Morgan <Jeremy.Morgan@fairhopeal.gov>
Sent: Thursday, March 18, 2021 6:27 PM
To: Clint Steadham <Clint.Steadham@fairhopeal.gov>
Cc: Conrad Havranek <conrad.havranek@fairhopeal.gov>
Subject: Quotes and lead times

Clint,

I have been asked to get a lead time on these materials by our engineer. We are behind schedule on getting our distribution and 46KV line work bid out, and cant do that until we know how long these items will take to get to us. We are responsible for supplying the materials to whoever receives the bid. I know it will be a drawn out process with bidding this much material out, but at least our vendors should be able to give us an idea at what we are looking at. I put together the attached spreadsheet and have attached it for you to send out to all of our vendors (like Irby, Baldwin Pole, Anixter, etc...) I know people say all of the time "I need this quick", but really, this needs to be returned to us ASAP if you could stress that.

There will be more items like nuts and bolt stuff that I will have to get quotes on, but these are the big items. As soon as we get some responses, I will give them to the engineer so we can start scheduling the bid for the contractors and also getting the proper paperwork to get council to approve ordering said materials.

Let me know what else you need or whatever you think is best to handle this and also how I can help.

I will be out Friday, but free to answer you if you want to give me a call.

Thanks for making this happen Clintser!

Jeremy Morgan
Electric Assistant Superintendent
O. 2519290343
C. 2513312453

Fairhope Public Utilities



555 South Section Street
Fairhope, Al 36532
www.fairhopeal.gov

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 2022 ALTEC Model AM55 Bucket Truck for the Electric Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$282,627.00.

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

ZAN

City of Fairhope
Project Funding Request

Issuing Date: 3/22/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of one (1) Altec Model AM55 2022 Bucket Truck

Project Location: Electric Department

Presented to City Council: 4/12/2021

Funding Request Sponsor: Jeremy Morgan, Assistant Electric Superintendent

Resolution #: _____
Approved _____
Changed _____
Rejected _____

Project Cash Requirement Requested:
Cost: \$ 282,627.00

Vendor: Altec Industries, Inc.

Project Engineer: n/a

Order Date: n/a Lead Time: no later than 570 days

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 Inventoried XXX

Funding Source: Operating Expenses Budgeted Capital Unfunded

Expense Code: 003-16030
G/L Acct Name: Capital Purchases - Vehicles and Equipment

Project Budgeted: \$ 282,627.00 FY2022 Draft
Balance Sheet Item Included in projected cash flow _____

Over (Under) budget amount: \$ -

Comments: Per Altec, manufacturing is behind a year. This was considered when preparing the 2021 budget. Because of the lead time, this will be budgeted in 2022.

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: Jil Cabaniss, MBA City Treasurer: Kim Creech Mayor: Sherry Sullivan

Purchasing Memo Date: 3/19/2021 Purchasing Memo Date: 3/19/2021 Delivered To Date: 3/22/2021

Request Approved Date: 3/22/2021 Request Approved Date: 3/22/2021 Approved Date: _____

Signatures: Jil Cabaniss, MBA Kim Creech Sherry Sullivan
Jil Cabaniss, MBA Kim Creech Mayor Sherry Sullivan



MEMO

To: Jill Cabaniss, Finance Manager
Kimberly Creech, Treasurer

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

Sherry Sullivan
Mayor

Date: March 19, 2021

Council Members:

Kevin G. Boone
Jack Burrell, ACMO
Jimmy Conyers
Corey Martin
Jay Robinson

Re: **Greensheet --CC Approval procurement in proposed FY2022 budget, over \$10,000, request for ONE (1) ALTEC Model AM55 2022--Overcenter Aerial Device (Bucket) with Material Handling (insulated) Truck for the Electric Department from ALTEC through the purchasing co-op Sourcewell.**

Lisa A. Hanks, MMC
City Clerk

The Electric Department Assistant Superintendent, Jeremy Morgan, requests procurement of **ONE (1) ALTEC Model AM55 2022--Overcenter Aerial Device (Bucket) with Material Handling (insulated) Truck and required tools.** The truck and tools are budgeted for \$325,000.00. The best pricing is from **Sourcewell Contract # 012418-ALT for the quoted price of TWO HUNDRED EIGHTY-TWO THOUSAND SIX HUNDRED TWENTY-SEVEN DOLLARS (\$282,627.00) including delivery.** See Warranties listed on the attached quote. The truck will need to be ordered in this year, as soon as possible, so as to avoid the increase in the cost, and to receive in 2022.

Kimberly Creech
Treasurer

NOTES: See Attached Vendor CUT-SHEET printout for details and "Sole Source letter. Delivery/pickup no later than NO LATER THAN 570 DAYS.

161 North Section
Street PO Drawer 429
Fairhope, Alabama
36533

Please compose a greensheet and place on the next available City Council Agenda this request to approve proposed budgeted FY2022 procurement for one (1)) ALTEC Model AM55 2022-- Overcenter Aerial Device (Bucket) with Material Handling (insulated) Truck, from ALTEC through the purchasing group, Sourcewell, in the quoted amount of \$282,627.00

251-928-2136

CC file, Jeremy Morgan, Tim Bung; Clint Steadham

251-928-6776 Fax
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Name: Jeremy Morgan
Department: Electric

Date: 3/17/2021

ITEM OR SERVICE INFORMATION

- 1. What item or service do you need to purchase?** Altec Model AM55 Overhead Aerial Device with Material handling (insulated) Truck
- 2. What is the total cost of the item or service?** \$282,627
- 3. Where will the item or service be physically located?** Fairhope Electric Department
- 4. What is the primary function of the item or service?** Working Bucket Truck
- 5. How many do you need?** 1
- 6. Item or Service Is:** New Used Replacement Annual Request
- 7. When do you anticipate implementation?** 2022
- 8. Additional Information or Comments:** We need to get this in their que so we do not have to pay the inflated price later...We are told they are a year behind in manufacturing. This was initially in the 2021 budget, now moved to 2022 budget. The stock tools, approximately \$25,000.00, are included. The purchase is thru SOURCEWELL Contract # 012418-ALT

BUDGET INFORMATION

- 1. Is it budgeted?** Yes No Emergency Request
- 2. If budgeted, what is the budgeted amount?** \$325,000.00
- 3. What is the Capital Project Name or Operating Budget Code:** 50470
- 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 and jennifer.bush@fairhopeal.gov.

PURCHASING USE ONLY

Vendor Name: ALTEC **Vendor Number:** Click or tap here to enter text.

Current Business License: Yes No



Quote Number: 685982
 Opportunity Number: 1562954
 Sourcwell Contract #: 012418-ALT
 Date:

Quoted for: City of Fairhope
 Customer Contact: **Jeremy Morgan**
 Phone: / Email: 251-331-2453 / jeremy.morgan@fairhopeal.gov
 Quoted by: Aaron Reeder
 Phone: / Email: 816-236-1301 / aaron.reeder@altec.com
 Altec Account Manager: **Jason Janoulis**

REFERENCE ALTEC MODEL		Sourcwell Price
AM55	Overcenter Aerial Device with Material Handling (Insulated)	\$192,670

(A.) SOURCEWELL OPTIONS ON CONTRACT (Unit)

1		
2		
3		
4		

(A1.) SOURCEWELL OPTIONS ON CONTRACT (General)

1	MHC	MOUNTED HYDRAULIC CAPSTAN. Mounted Curbside on Front Frame Extension	\$4,945
2	UHB	CR REEL BAYONET CAPSTAN. 20" Diameter Collapsible Reel for Wire Take Up at	\$1,319
3	RW	Rear Window Guard	\$277
4			
5			
6			
7			
8			
SOURCEWELL OPTIONS TOTAL:			\$199,211

(B.) OPEN MARKET ITEMS (Customer Requested)

1	UNIT		
2	UNIT & HYDRAULIC ACC	Sheave head, reservoir cover, CR Reel Bracket, tool circuit, sheave head, sight gauge jib extension,	\$3,927
3	BODY	Custom body in lieu of stock body	\$21,110
4	BODY & CHASSIS ACC	Custom cab guard, tow hooks, sight rods, custom wire racks, vise, plastic outrigger pads, custom cone holder, custom platform rest	\$11,105
5	ELECTRICAL	Custom lighting package	\$10,555
6	FINISHING	Custom paint, custom hydraulic hose shields	\$7,584
7	CHASSIS	Custom crew cab chassis	\$16,546
8	OTHER	Extended chassis warranty	\$10,759
OPEN MARKET OPTIONS TOTAL:			\$81,586

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$280,797

Delivery to Customer: \$1,830

TOTAL FOR UNIT/BODY/CHASSIS: \$282,627

(C.) ADDITIONAL ITEMS (items are not included in total above)

1		
2		
3		
4		

****Pricing valid for 45 days****

NOTES

PAINT COLOR: White to match chassis, unless otherwise specified

WARRANTY: Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer.

TO ORDER: To order, please contact the Altec Account Manager listed above.

CHASSIS: Per Altec Commercial Standard

DELIVERY: No later than 570 days ARO, FOB Customer Location

TERMS: Net 30 days

BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.

TRADE-IN: Please ask your Altec Account Manager for more information

BUILD LOCATION: Saint Joseph, MO

March 19, 2021
Our 92nd Year

Ship To:

CITY OF FAIRHOPE
555 South Section Street
Fairhope, AL 36532
US

Bill To:

CITY OF FAIRHOPE
PO BOX 429
FAIRHOPE, AL 36532-0000
United States

Attn:
Phone:
Email:

Altec Quotation Number: 685982 - 5
Account Manager: Jason T Janoulis
Technical Sales Rep: Aaron C Reeder

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
1.	<p>206 Altec Model AM55E articulating overcenter aerial device with an insulating lower arm, insulating upper boom and the Altec ISO-Grip (U.S. Patent No. 7,416,053) system, an upper control system incorporating high resistance components at the boom tip, for installation over rear axle, built in accordance to ALTECS standard specifications and to include the following features:</p> <p>Provide with a 48" Pedestal.</p> <ul style="list-style-type: none">A. Ground to Bottom of Platform Height: 56.0 feet at 4.0 feet from centerline of rotation (17.1 m at 1.2 m)B. Working Height: 61.0 feet (18.6 m)C. Maximum Reach to Edge of Platform with Upper Boom Overcenter: 48.8 feet (14.9 m)D. Maximum Reach to Edge of Platform with Upper Boom Non-overcenter and Lower Boom at 124 degrees: 43.4 feet at 25.7 foot platform height (13.2 m at 7.9 m)E. Pedestal and Turntable: Box structure design with large service openings, 1.55 inch (32 mm) top plate of pedestal and stiffened . inch (32 mm) bottom plate of turntable machined after welding to provide a rigid, flat mounting surface for the rotation bearing. This extends the life of the bearing and reduces life cycle cost.F. Rotation: Continuous rotation provided by worm gear drive, equipped with extended shaft for manual rotation, driving a shear ball bearing rotation gear. The fully adjustable rotation drive assembly includes an external eccentric ring adjustment of the gearbox pinion gear to the main rotation bearing, permitting the ability to easily adjust backlash, reduce boom side play and ensure proper tooth contact over the life of the unit. This reduces life cycle cost.G. Lift Cylinders: The rod eye is both thread and weld fastened to the rod while the blind end of the cylinder is of cast steel, one piece design, which houses internal (unexposed), cartridge-type, bi-directional counter-balance holding valves. Self-aligning, spherical ball-type bushings are used at each end of the cylinder.H. Lower Boom: Constructed of two fixture-welded, (80,000 PSI [551,580 kPa] yield) high strength low alloy steel side plates. Insulator provides 24 inches (610 mm) of isolation in the lower boom. The inner surface of the fiberglass insulator has a	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a protective coating. The AM55E lower boom articulation is 0 degrees to 124 degrees.		
I.	Lower Boom Stow Protection: To help prevent excessive down pressure by boom structures when stowing.		
J.	Lower Boom Pivot Pin: high strength chrome plated steel with self-lubricating, replaceable, non-metallic bearing.		
K.	Upper Boom: Utilizes a fixture welded, high strength low alloy steel structure designed to accept Altec fiberglass upper boom section. Steel/glass attachment is bolted and bonded. The fiberglass section provides a minimum of 150 inches (3810 mm) of isolation in the upper boom. The inner surface of the fiberglass boom has a wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a protective coating. Upper boom articulation is 0 degrees to 210 degrees		
L.	Boom Linkage, Altec Patented Walking Link: This design features uniform speed of upper boom, and provides smooth, continuous, self-adjusting, low maintenance operation.		
M.	Side-by-Side Boom Stow: This design offers low travel height, low center of gravity and provides easy platform access		
N.	Upper Boom Hold Down Device: Manual locking system.		
O.	Platform Leveling System: The platform is leveled by a single leveling chain with fiberglass rods in upper and lower boom, designed to maintain the dielectric integrity of the aerial device. Controls for tilting the platform are located at the platform. The mechanism for tilting the platform includes one dual acting cylinder incorporating counterbalance load holding valves to lock the platform in the event of hydraulic line failure.		
P.	Platform: Totally enclosed, fiberglass.		
Q.	ISO-GripSystem: The Altec ISO-Grip (U.S. Patent No. 7,416,053) System includes the following boom tip components that can provide an additional layer of secondary electrical contact protection. This is not a primary protection system. 1. Control Handle: An insulated single handle controller that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. The handle also includes an interlock guard that reduces the potential for inadvertent boom operation. 2. Auxiliary Control Covers: Non-tested blue silicon covers for auxiliary controls. 3. Control Console: Non-tested non-metallic control console plate. 4. Boom Tip Covers: Non-tested non-metallic boom tip covers. The covers are not dielectrically tested, but they may provide some protection against electrical hazards.		
R.	Outrigger/Boom Interlock System: Helps prevent operator from using unit until all outriggers are lowered.		
S.	Outrigger/Unit Selector Control: Located near the outrigger controls, allows operator to divert hydraulic oil from machine circuit for outrigger operation. This reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped.		
T.	Outrigger Motion Alarm: Provides audible alarm when any of the outriggers are in motion.		
U.	Back-up Alarm, installed		
V.	Preventative Maintenance: Unit owner can select means of tracking maintenance intervals by calendar time or PTO hours. If the owner selects calendar driven cycles, preventative maintenance is required no more frequently than every 6 months. If the owner selects PTO hour driven cycles, preventative maintenance interval is likely to be greater than 6 months. Both programs allow the equipment owner to lower life cycle costs through higher product uptime and lower		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<p>maintenance costs.</p> <p>W. ISO 9001: This aerial device is designed and manufactured in a facility that is certified to meet ISO 9001 requirements.</p> <p>X. Manuals: Two (2) Operators and two (2) Maintenance/ Parts manuals</p> <p>Y. Paint: Altec Powder Coat Paint Process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electro-statically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection</p>		
2.	375 - Automatic Upper Boom Latch	1	
3.	<p>211C - Platform, Single, One-Man Side-Mounted - 24 X 30 X 42 Inches (610 X 762 X 1067 Mm). Platform Is Located On Curb Side And Is Rated Up To 400 Pounds (181 Kg). Platform Rotates 90 Degrees To End Of Boom With Altec Patented Rotator. Includes Two Sets Of Quick Disconnects And Controls For Hydraulic Tools For Operation At 8.0 Gpm At 2,000 Psi (30.3 Lpm/13 800 Kpa).</p> <p>Matchrun (#1020913) with 24x30x42 inch platform with the jib between the platform and the boom.</p>	1	
4.	<p>999 - Custom Outrigger Controls</p> <p>Electric/Hydraulic Outrigger Controls</p>	1	
5.	258 - Polyethylene Platform Liner For One Man Platform, 50 Kv Rating (Minimum)	1	
6.	<p>239 - Platform Capacity Rating Of 400 Lbs. Per Operator, 400 Lbs. For Single Man Platform, 800 Lbs. For Two Man Platform</p> <p>A. Maximum Platform Capacity With Dual Controls Is 350 Lbs. Per Platform</p> <p>B. All Capacities Are Based On Bare Platforms, Liner Weight Is Not Included.</p>	1	
7.	297 - Hydraulic Tool Circuit, With One Set Of Quick Disconnect Couplings And Control Valve, Installed At Tailshelf To Supply 8.0 Gpm and 2,000 Psi To Operate Either Open or Closed Center Tools	1	
8.	338 - Pilot Pressure - System Operates At 350 To 3,000 Psi (24 To 207 Bar), And 17 Gpm (64.4 Lpm). System Is Closed Center, Pressure Compensating.	1	
9.	Twist style single handle controller. The controller is positioned so that when you are standing in the platform with the platform in the stowed position facing the controller the handle points towards the elbow of the unit and the head of the controller points toward rear of the truck. Unit rotation is driven by a twist action of the control handle. This style of controller is only available with a pilot pressure system.	1	
10.	<p>219 - Hydraulic Extend Jib - Material Handling, Hydraulically Articulated Jib, -30 Degrees To +90 Degrees Tilt Angle (Relative To The Upper Boom). Jib Can Be Hydraulically Extended To 54.4 Inches (1382 Mm) From Mounting Shaft To Load Line. The Jib Is Hydraulically Extended And Retracted In Two 18 Inch (457 Mm) Increments For A Total Of 36 Inches (914 Mm) Under Full Load.</p> <p>A. Capacities Up To 2000 Pounds (907 Kg) Based On Boom Position</p> <p>B. Load Chart Based On Platform Configuration</p> <p>C. Hydraulically Articulated Jib With -30 Degrees To 90 Degrees Tilt Angle Relative To The Upper Boom. Jib Is One Piece, 4 Inches Square X 63 Inches Long (102 X</p>	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	1600 Mm)		
D.	Hydraulically Extendible Jib Telescopes In And Out 18 Inches (457 Mm). Jib May Be Manually Re-Pinned Under Load And Telescoped An Additional 18 Inches For A Total Movement Of 36 Inches (914 Mm) Under Load		
E.	Hydraulically Powered Winch That Is Rated To 2,000 Pounds (907 Kg) Full Drum, Mounted On End Of Upper Boom And Includes 80 Feet (24 M) Of 1/2 Inch (13 Mm) Double-Braided Synthetic Rope		
F.	Auxiliary Winch Line Control Valve At Turntable		
11.	236 - Maximum Jib Rating - Applied To All AM Series Machines, This Rating Provides The Maximum Jib Capacity At All Lower Boom Positions.	1	
12.	393 - 12 VDC Electrical System Voltage	1	
13.	Engine Start/Stop with Secondary Stowage System, 12 VDC electric powered. Includes pump and motor, operates from chassis battery. Control is captive air operated from the platform and momentary switch operated from the lower controls. This option allows the operator to start and stop the operation of the units as well as completely stow the booms and platform in a situation wherein the primary hydraulic source fails.	1	
14.	319 - Category C, 46 kV And below	1	
15.	470 - Primary Outrigger, X-Frame With Fold-Up Shoe - Provides 174 (4429 Mm) Maximum Spread And Weighs 1,500 Pounds (680 Kg)	1	
16.	450 - Auxiliary Outrigger, A-Frame With Fold-Up Shoe - Provides 153 (3886 Mm) Maximum Spread And Weighs 1,350 Pounds (612 Kg)	1	
17.	Powder coat unit Altec White.	1	
18.	Custom Option Scuff Pad for Platform Liner	1	
19.	Custom Option Provide unit with Electric/Hydraulic Controls.	1	
<u>Unit & Hydraulic Acc.</u>			
20.	AM50/50E/55/55E/60/60E Series Unit Installation Components	1	
21.	Platform Cover, 24 X 30, Soft Vinyl	1	
22.	Telescopic Jib Extension, 3" DIA x 36" L	1	
23.	Single Conductor Holder, Self-Aligning, 2.5" (For Use With 3" DIA Extensions And Adapters)	1	
24.	Swivel Hook For Winch Load Line	1	
25.	Standard Spacer between Subbase and frame for hose routing and ease of maintenance.	1	
26.	Reservoir, 30 Gallon, Triangular, Mounted in Cargo Area	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	A. Internal return filter, 10 micron absolute, fiberglass media		
	B. Ball valves in suction and return lines.		
	C. Magnetic suction strainer.		
	D. Filler/breather cap with dipstick.		
27.	AM50/55/60/50E/55E/60E Subbase	1	
28.	Temperature Sight Gauge	1	
29.	HVI-22 Hydraulic Oil (Standard).	38	
30.	Standard Pump For PTO	1	
31.	Hot shift PTO for automatic transmission	1	
32.	Muncie PTO (Altec Standard)	1	
33.	Standard Altec PTO/Machine Functionality: PTO won't engage until parking brake is set.-Once parking (holding) brake is set, PTO and machine functions are enabled.-If parking (holding) brake is disengaged, both PTO and machine functions are disabled.	1	
34.	Standard PTO/Transmission Functionality for Automatic Transmissions -If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1	
35.	Custom Capstan	1	
	Braden PCD24 Capstan bumper package (painted white) installed with extended shaft to curbside and capstan storage bracket under streetside of extended bumper. Provide with tow eyes built into front of bumper.		
	Capstan drum storage bracket built into front bumper extension, streetside.		
36.	Fold-Over Storage Bracket, For Collapsible Reel (CR Reel).	1	
37.	Capstan Mounting Bracket Without Protective Cover	1	
38.	Altec recommends any connection made to the tool circuit be done with Non-Conductive hose. If ordering a Hose reel, Altec recommends ordering a hose reel with Non-Conductive hose. The lower tool circuit hoses may be, or become, conductive. Death or serious injury could occur if the unit becomes energized while lower tool circuit is in use.	1	
39.	Install Tool Circuit with Quick Disconnects, Below Rotation (Male Pressure, Female Return)	1	
40.	Flow Divider, Optional for Variable Tool Control - for Final Assembly Installation of Tools at Tailshelf	1	
41.	Additional Unit/Hydraulic Accessory	1	
	Sheave Head Assembly (Altec PN #072030056)		
42.	Additional Unit/Hydraulic Accessory	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Provide protective cover for hydraulic reservoir.		
	<u>Body</u>		
43.	Altec Body	1	
44.	Steel Body	1	
45.	Body Is To Be Built In Accordance With The Following Altec Standard Specifications:	1	
	A. Basic Body Fabricated From A40 Grade 100% Zinc Alloy Coated Steel.		
	B. All Doors Are Full, Double Paneled, Self-Sealed With Built-In Drainage For Maximum Weather-Tightness. Stainless Steel Hinge Rods Extend Full Length Of Door.		
	C. Heavy-Gauge Welded Steel Frame Construction.		
	D. Integrated Door Header Drip Rail At Top For Maximum Weather Protection.		
	E. Fender Panels Are Either Roll Formed Or Have Neoprene Fenderettes Mechanically Fastened.		
	F. Steel Treated For Improved Primer Bond And Rust Resistance.		
	G. Automotive Type Non-Porous Door Seals Fastened To The Door Facing.		
	H. B-Line Channel Installed In Compartments		
46.	Treadplate Steel Floor	1	
47.	Aerial Service Line With Step (ASLS)	1	
48.	Finish Paint Body Altec White	1	
49.	Undercoat Body	1	
50.	172" Estimated Body Length (Engineering To Determine Final Length)	1	
51.	94" Body Width	1	
52.	46" Body Compartment Height	1	
53.	18" Body Compartment Depth	1	
54.	5.5 Inch Drop-In Wood Cargo Retaining Board At Top Of Side Access Step	1	
55.	Custom Body Cargo Retaining Option	1	
	Drop in wood tailboard for rear of truck. Provide in two sections, extending from left rear corner of tailshelf to inside corner of right rear body compartment with 6" high fixed metal side plates on streetside, 18" inboard from streetside and curbside from interior cargo wall to rear of tailshelf. Install retaining pins at each end.		
56.	Custom Body Compartment Top Surface	1	
	Treadplate to be located on top of SS and CS compartment tops.		
57.	Adhesive Strip Lighting (LED) Around Top And Sides Of Compartment Door Facings	9	
58.	Stainless Steel Rotary Paddle Latches With Keyed Locks	9	
59.	All Locks Keyed Alike Including Accessories (Preferred Option)	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
60.	Standard Master Body Locking System (Standard Placement Is At Rear. Sidepacks With A Throughshelf/Hotstick Door At Rear, Standard Placement Is At The Front)	9	
61.	Gas Prop Rigid Door Holders On All Vertical Doors	1	
62.	One Chock Holder On Each Side of Body With Retaining Lip In Fender Panel	1	
63.	Hotstick Shelf Extending From Rear Of First Vertical To Rear Of Body On Streetside Lip shall be 1/2" high.	1	
64.	Black Masticated Rubber Lining For Hotstick Shelf On Streetside	1	
65.	Large Side Hinged Hotstick Door For Multiple Shelves On Streetside (Hinged Toward Cargo Area), Stainless Steel Slam Paddle Latch With Keyed Lock	1	
66.	1st Vertical (SS) - Adjustable Shelf With Removable Dividers On 4" Centers	4	
67.	Custom 2nd Vertical (SS) Compartmentation Provide two (2) sets of hooks, one (1) set of six (2-2-2) to be located at top of compartment and one (1) set of six (2-2-2) to be located below, at approx. half the height of the compartment.	1	
68.	3rd Vertical (SS) - 4" High Pull-Out Drawer On Slides, As Wide As Possible, Latched, Modular Dividers (Egg Crate Style On 2" Centers, Removable, And Configurable) Install as many as possible	4	
69.	Custom 3rd Vertical (SS) Compartmentation Provide two (2) sets of hooks, one (1) set of six (2-2-2) to be located at top of compartment and one (1) set of six (2-2-2) to be located below, at approx. half the height of the compartment.	1	
70.	Custom 1st Horizontal (SS) Compartmentation Fixed through shelf extending to the rear of the body spaced 6.5" from the hotstick shelf. Shall have 1" lip. Tapered dividers in bottom of compartment that shall extend to the bottom of the fixed shelf. Tapered dividers are 4" apart and are fixed. To have flip up doors with gas assisted shocks	1	
71.	Custom Rear Vertical (SS) Compartmentation One (1) Fixed Shelf with removable dividers on 4" centers. Shall be U-Shaped around the outrigger housing as needed for adequate hand space above.	1	
72.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Left Wall	1	
73.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Rear Wall	3	
74.	1st Vertical (CS) - Locking Swivel Hooks On An Adjustable Rail - Right Wall	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
75.	2nd Vertical (CS) - Adjustable Shelf With Removable Dividers On 4" Centers	3	
76.	3rd Vertical (CS) - Gripstrut (Preferred) Access Steps w/ Two (2) Sloped Grab Handles, Chain Storage (Keyed Lock)	1	
77.	1st Horizontal (CS) - Fixed Shelf With Removable Dividers On 8 Inch Centers Top shelf to be recessed.	2	
78.	Custom 1st Horizontal (CS) Compartmentation Tapered dividers on bottom of compartment. - To have flip up doors with gas assisted shocks	1	
79.	Rear Vertical (CS) - Adjustable Shelf With Removable Dividers On 4" Centers	2	
80.	D-Ring Recessed In Body Floor 360 Degree Rotation Two (2) to be located in the rear corners of the body floor.	2	
81.	Treadplate Steel Tailshelf	1	
82.	Additional Body Option Punched metal retainer panel 22" high across the front of the body, 24" from bulkhead.	1	
83.	Additional Body Option Install a punched metal "L" shaped retainer forming an open top and open bottom box in the curbside front of the cargo area. Shall be 31"L x 18"W x 16"H.	1	
84.	Additional Body Option Add 3/4" pipe to the top section of the 3rd vertical, streetside. "Rod" is to be installed through the compartment with quick release pin (for removal) in the 2nd verticals. The pipe should be six (6") inches from the bottom of the hotstick shelf and three (3") inches from the opening. (Push as close to the B-line as required for clearance.)	1	
85.	Additional Body Option Black latch covers on each door must be removable.	1	
86.	Additional Body Option Divided storage bracket mounted on inside door panel of streetside 2nd and 3rd vertical compartments near bottom of door. Bracket is 17" wide x 15"H and 2" Deep. It has seven (7) dividers located 2" apart with exception of the center divided section which is 3" wide. Install trim around the top lip.	1	

Body and Chassis Accessories

87.	Custom Cab Guard Rectangular Type. (Note: Do not notch cab guard for boom cylindes.) Install flat steel on top of cab guard to extend from rear of cab guard to be even with the bottom of the windshield.	1	
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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Cab guard support structure, side rails, front and rear rails and all crossmembers to be heavier duty than standard.		
	Add 6" high lip around sides SS, CS, Front side, and rear of cabguard on SS only. Must be able to access cabguard from CS.		
	Provide Non-skid on smooth surfaces of cabguard, do not apply to the expanded metal.		
88.	Custom Rear Window Guard	1	
	Punched Metal Window Guard to be approx. 52" L x 20"W. Offset to streetside due to cabguard access.		
89.	ICC (Underride Protection) bumper with integral fixed Grip Strut steps on curbside and streetside	1	
90.	Swivel Style Pintle Hitch (30,000 LB MGTW with 6 000 LB MVL), 6-Bolt Mount, Altec Preferred (T-100 Style)	1	
	Installed 27" above load bearing surface. Pintle Hook channel to be flush at the rear. Ref 97-63231683.		
91.	Set Of D-Rings for Trailer Safety Chain, installed one each side of towing device mount.	1	
92.	Eyebolt For Trailer Breakaway Cable, 3/8 Inch	1	
93.	Pair Of Tow Hooks (22,000 LB Rating Each)	1	
	To be installed at the rear of the truck.		
94.	Glad Hands At Rear, Straight Type	1	
	Provide with red on the CS and blue on the SS.		
95.	Add Interim Step (Toe Step) As Needed.	2	
96.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1	
	No higher than 19" from ground.		
97.	Compartment Top Access Step from Body Floor	1	
	One (1) double step to be located half way between the floor and the top of the box.		
98.	Custom Material Rail	1	
	Uni-Strut (B-Line Style) to be installed across boom rest, 67"L, offset to the streetside. Provide with ten (10) Uni-Strut (B-Line Style) Locking Swivel Hooks with Hardware.		
99.	Custom Platform Rest	1	
	Aluminum Platform Rest		
100.	Lower Boom Rest Weldment	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
101.	Custom Tailshelf Dimensions 30" Tailshelf. Through storage 9" High. Install a 1" eyebolt at rear center of tailshelf. Add 5/8" bolts x 2" L on tailshelf. Be sure bolts are installed so when things are hanging down the lights are not blocked.	1	
102.	Plastic Outrigger Pad, 24 x 22 x 1 Inch, Black With Handle	4	
103.	Outrigger Pad Holder, 25" L x 25" W x 3" H, Fits 24.5" x 24.5" x 2" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer Install one each side of body under first vertical compartment.	2	
104.	Mud Flaps With Altec Logo (Pair)	1	
105.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1	
106.	Dock Bumpers (Pair), Fixed Mounting (Rectangular Bumper), Installed At Rear Frame Rails So They Are The Furthest Point Back	1	
107.	U-Shaped Grab Handle Installed at rear of tailshelf, CS and SS. SS grab handle to be 26"H and CS grab handle to be standard height.	2	
108.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1	
109.	Custom Cone Holder Cone Holder, (Two Rings an Bungee Cord) Underslung under the cab, CS. (Altec PN 990540957) - If unable to place under cab on CS final determination will be made at drawing review	1	
110.	Custom Water Cask Five (5) Gallon Aluminum water cask bracket installed on curbside front outrigger leg. Thre (3) Gallon Aluminum water cask bracket installed on tailshelf, rear far corner of the curbside. Use carriage bolts ILO standard bolts to install Water Cask Bracket.	1	
111.	Custom Wire Rack/Reel Two (2) Underslung Wire Reel Storage, installed beneath tailshelf, one each side. Must be lockable. (per drawing # 970086616) - Hole to be drilled in the end of the tube for use of a padlock. Bracket length from top to bottom to be 9 1/2" long to keep bracket from spreading apart when reels are loaded. Drill a hole through the plates and put a rod through it, use a quick release to keep the rod in place.	1	
112.	Fully Enclosed Ladder Box, Vertically Mounted, Steel, Roller At Rear, Retaining Chain, Typically Mounted At Rear Of Body Along Cargo Wall.	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Ladder sleeve to be vertically mounted and located against the rear of the SS compartments. Shall be 21"H x 9"W x Length of body, mounted flush with the rear of the SS body. To be mounted so that it is right above the rear outriggers.		
113.	Top Opening Box, Treadplate Single Lid, Gas Props, Hasp Lock, Handle Parallel To Ground And Centered (2 Handles for Boxes Greater Than 108")	1	
	Rubber Goods Box - Aluminum - 172" L x 18" W x 12" H, installed on Streetside. (To have two handles)		
114.	Triangular Reflector Kit, Installed	1	
115.	Custom Safety Equipment	1	
	OUC First Aid Kit, 16M for Electricians. (Certified Safety Manufacturing K605-162) to be installed on the inside of the CS 1st Vertical.		
116.	Vise, Utility, 6.5 IN Jaw with 5.5 IN Opening, Pipe Jaws, with Replaceable Jaws and Swivel base	1	
	Install on rear SS above light channel		
117.	Vise Mounting Bracket, V-Style, with Retainer Pin and 10 x 10 Mounting Plate	1	
	Install on rear SS above light channel		
118.	Sight Rods, Nylon, 36 Inches, Fluorescent Orange (Pair) Mounted on Front Bumper	1	
119.	Sight Rods, Nylon, 36 Inches, Fluorescent Orange (Pair) Mounted on Boom Stow	1	
	CS only. Sight rod to be cut down so that it is no higher than the boom when in the stowed position.		
120.	Vinyl manual pouch for storage of all operator and parts manuals	1	
121.	Outrigger Control Guards- Underhung Tailshelf Mount	1	
122.	Additional Body/Chassis Accessory	1	
	Washer Storage Rack - To be installed at curbside tailshelf next to body compartment wall. Base to be 14" x 12" with a 1" bolt down base on two sides. Washer holders are to be 12" high. Rods spaced evenly on a centerline of 4.25" between rods. Total of nine (9) rods. Top 1" of the rods to be threaded.		
123.	Additional Body/Chassis Accessory	1	
	Bracket, for use as speaker mounting, to be located on CS boom stow upright.		
124.	Additional Body/Chassis Accessory	1	
	Havis International Heavy Duty Vehicle Mount for Laptop. (C-HDM-184) To be installed in the cab. Shall be bolted to the base of the passenger's seat. Altec to provide base only, customer to supply the rest.		

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
125.	Additional Body/Chassis Accessory Install a gripstrut compartment top access steep from body floor to top of curbside 1st and 2nd verticals at front of curbside cargo area.	1	
126.	Additional Body/Chassis Accessory Hose Box - Aluminum Top Opening Box, 80"L x 18"W x 12"H. Install on top of curbside body compartments. To have treadplate lid. Provide with heavy-duty gas shocks.	1	
127.	Additional Body/Chassis Accessory Chain Saw Box - Aluminum - Top Opening Box, 54"L x 18"W x 12"H, installed on top of the curbside, first and second verticals. To have treadplate lid, be vented and be lined with plywood.	1	
128.	Additional Body/Chassis Accessory Top Opening Box, Aluminum, 20"L x 18"W x 24"H, to be located in front cargo area, curbside with treadplate lid.	1	
129.	Additional Body/Chassis Accessory Chain Storage - Aluminum, Top Opening Box, 25"L x 12"W x 12"H, with hasp style latch on streetside front outrigger leg. (Ref. 17-72063) Shall be located so that the box does not stick out past the side of the body. Cut B-line so that it is not visible below the box.	1	
130.	Additional Body/Chassis Accessory Three (3) Material Hooks, to be installed on the underside of the grab handle, to be 7" apart with 3" throat. (Ref 97-15576306) Install on outside of tailshelf so that it allows for installation of greenerator in corner.	1	
131.	Additional Body/Chassis Accessory Two (2) D-Ring Tie Downs, to be located on the rear outrigger housing.	1	
132.	Additional Body/Chassis Accessory Install a large convex mirror on the curbside cabguard upright. (TruckLite 97831 or equivalent)	1	
133.	Additional Body/Chassis Accessory Install a 2" Tube Receiver, 12.25" Long for the customer supplied Vise Bracket. Locate at rear per drawing #970086616.	1	
134.	Additional Body/Chassis Accessory Provide protection for back up camera.	1	
135.	Additional Body/Chassis Accessory Install Cable Guide on curbside of tailshelf for use with CR Reel.	1	
136.	Additional Body/Chassis Accessory	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Guy Wire Storage Bracket, to be installed on SS side of platform rest. Fabricate a hook made out of 2" flat formed with a 5" throat and installed on the platform support. Shall be removable by sliding into channel. Customer does not want bolt on option. Guy wire reel to face streetside.		
<u>Electrical Accessories</u>			
137.	Compartment Lights Wired To Dash Mounted Master Switch	1	
138.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
139.	Custom Strobe Light Installed on front of cab guard. Two (2) Beacon Strobes (ECCO PN 7965) to be installed on front of cabguard. Install master switch in cab with indicator light.	2	
140.	Custom Spot Light Two (2) ECCO EW 2450, install one on boomstow and one on the rear of the platform support. To include dash mounted switch, one for each light.	2	
141.	Work Light, LED, Undercarriage, Waterproof, 13" L Underbody Lighting Package Install eight (8) Underbody LED Flood Lights. Maxima M84420. Install one (1) each side at front under 2nd vertical compartments. One (1) each side at rear under vertical compartments close to outrigger leg. One (1) each side under front bumper assembly (CS and SS) One (1) each side under the tailshelf. Underbody lights are to be controlled by their own switch.	8	
142.	Remote Spot Light, LED, Permanent Mount with Programmable Wireless Remote Remote Spot Light, Permanent Mount, with Programmable Wireless Remote (Go Light #20004) to have a clear top. - To be located on the front of the cabguard (must be able to rotate 360 degrees without interference.) and one on top of the curbside compartments at rear, raised as high as possible. - Shall be wired battery hot.	2	
143.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
144.	Altec Standard Multi-Point Grounding System	7	
145.	Copper U Shaped Grounding Lug (Threaded) Locate curbside, one at front and one at rear of truck.	2	
146.	Custom Alarm/Sensor Zone Defense Back-Up Camera (ZD 323.1) with 7" monitor	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
147.	Hindsight 300 LED style rear detection system. To include two sensors mounted on the rear most point of the body/tailshelf. To include a master audio/visual control in the chassis cab Shall be installed so not to interfere with other items in the same vicinity. Located at the outer most corner of rear of truck.	1	
148.	6-Way Trailer Receptacle (Pin Type) Installed At Rear Install CS of pintle hook channel. Wire "S" pin for brakes brakes.	1	
149.	Relocate Trailer Receptacle Supplied With Chassis	1	
150.	Electric Trailer Brake Controller (Tekonsha Voyager #9030) Installed in Chassis	1	
151.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1	
152.	12 Volt Receptacles (Cigarette Lighter Style), Non-Weatherproof, Triple Bank (3 Gang) One (1) to be located inside the cab and one (1) to be located in the curbside 1st vertical.	2	
153.	Pre-Wire Power Distribution Module 10 is a compact self-contained electronic system that provides a standardized interface with the chassis electrical system.	1	
154.	Install Outrigger Interlock System	1	
155.	Additional Electrical Accessory Install LED lights to rear underside of headache rack on each side - Maxxima MWBL-1-A - To be facing upward	1	
156.	Additional Electrical Accessory Switch, one at each outrigger control at rear for engine start/stop and emergency pump.	1	
157.	Additional Electrical Accessory Switches in cab shall be set up as follows: In dash panels (left to right) - PTO - Compartment Lights - Tailshelf Work Lights (Flood Lights) - Strobe Lights In panel bank (left to right) - Bed Cargo Lights - Underground Lighting - Spot Lights - Six Point Strobe System	1	
158.	Additional Electrical Accessory	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Two (2) Dome lights, to be installed in the cab, one over the driver's side and one over the passenger's side. Maxima M84412-B Wafer Thin White LED Flat Panel Light, 4.7" x 4.7". Lights to be wired to the chassis and shall turn on with the existing chassis dome lights.		
159.	Additional Electrical Accessory Install three additional lighted rocker switches in control panel for customer use with pre-wired outputs from the PDM.	1	
160.	Additional Electrical Accessory 6-Point Strobe System Front Grille Strobes, to be Maxima M20384WYCL, mounted to black bezel. Rear Strobes, to be 4" strobes, Maxima M42700Y. Side Strobes, to be Maxima M20384WYCL.	1	
161.	Additional Electrical Accessory Unit to operate at the lowest engine RPM generating full hydraulic function. If an increase in RPM above idle is necessary to accomplish this then install a load demand system for aerial operation that bumps the engine RPM up to approx. 920 RPM's.	1	
<u>Finishing Details</u>			
162.	Powder Coat Unit Altec White	1	
163.	Finish Paint Body Accessories Above Body Floor Altec White	1	
164.	Custom paint. The pintle hook, ICC Bumper, Front Winch Assembly, Cabguard and Cabguard Uprights are all to be painted white.	1	
165.	Custom Color Knuckle Knuckle to be wet painted - FLNA 30507	1	
166.	Apply Non-Skid Coating to all walking surfaces	1	
167.	Altec supplied customer decals installed.	1	
168.	English Safety And Instructional Decals	1	
169.	Vehicle Height Placard - Installed In Cab	1	
170.	Placard, HVI-22 Hydraulic Oil	1	
171.	Dielectric test unit according to ANSI requirements.	1	
172.	Stability test unit according to ANSI requirements.	1	
173.	Completed Test Forms To Be Included In The Manual Pouch A. Stability Test Form	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	B. Dielectric Test Form (For Insulating Units)		
174.	Focus Factory Build	1	
175.	Delivery Of Completed Unit	1	
176.	Inbound Freight	1	
177.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1	
178.	Additional Finishing Detail Hydraulic hose shield to protect hoses from exhaust system.	1	
179.	Additional Finishing Detail Provide five (5) sets of body and chassis keys for each truck.	1	
180.	AM55E FA Installation	1	
	<u>Chassis</u>		
181.	Altec Supplied Chassis	1	
182.	Chassis	1	
183.	2022 Model Year	1	
184.	Freightliner M2-106	1	
185.	4x2	1	
186.	126 Clear CA (Round To Next Whole Number)	1	
187.	Crew Cab (Full Double Cab With Four Full Length Doors)	1	
188.	Chassis Cab	1	
189.	Dual Rear Wheel	1	
190.	Set Back Axle	1	
191.	Chassis Color - White	1	
192.	Detroit Diesel 8	1	
193.	Diesel	1	
194.	330 HP Engine Rating	1	
195.	Allison 3500 RDS Automatic Transmission (Left and Right Side PTO Openings Only)	1	
196.	GVWR 37,600 LBS	1	
197.	14,600 LBS Front GAWR	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
198.	Spring Suspension	1	
199.	23,000 LBS Rear GAWR	1	
200.	315/80R22.5 Front Tire	1	
201.	11R22.5 Rear Tire	1	
202.	Air Brakes	1	
203.	Park Brake In Rear Wheels	1	
204.	016-1DE - Freightliner Exhaust (Right-Horizontal-Undercab-Vertical) (Extended Cab Only)	1	
205.	Freightliner - Clear Area Around Allison PTO Openings (362-824) and (363-011)	1	
206.	Freightliner - Electric Brake Controller Wiring With Combined Stop/Turn Signal Heavy Duty Tail Light Wiring At EOF (296-027)	1	
207.	Freightliner - Radiator (950 Square Inch) for ISB/B.7 or DD8.1 (SS) (266-078)	1	
208.	Freightliner - Rear Cab Crossmember Flush With Back Of Cab (561-010)	1	
209.	Freightliner PTO Throttle Wiring for Automatic Transmission with Pre-Wire (163-001), (148-074), (87L-003)	1	
210.	Freightliner Transmission Dipstick Tube Enters Curbside of Transmission (346-013)	1	
211.	Freightliner/Allison Body Builder Connection with Pre-Wire (34C-002)	1	
212.	Freightliner - Pre-Wire Chassis with Cab Backwall Pass-Thru (33U-001)	1	
213.	No Idle Engine Shut-Down Required	1	
214.	No California Emission Requirements	1	
215.	204-215 Freightliner 50 Gallon Fuel Tank (Left Hand Under Cab)	1	
216.	Other Chassis DEF Tank Def tank for DD8 engine	1	
217.	Chassis Without Front Frame Extensions	1	
218.	Battery Under Cab Left Hand	1	
219.	Air Horn Under Cab	1	
220.	AM/FM Radio	1	
221.	Bluetooth	1	
222.	Cruise Control	1	
223.	Power Door Locks	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
224.	Power Windows	1	
225.	Tilt Steering Wheel	1	
226.	Driver Controlled Locking Differential	1	
227.	Trailer Air Brake Package	1	
228.	Air Ride Drivers Seat	1	
229.	Air Ride Passenger Seat	1	

Additional Pricing

230.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
231.	Federal Excise Tax Item: If provided, Quote subtotal is an Estimate only. Final determined at invoicing.	1	

Miscellaneous

232.	Ext Warr, Chassis, 5 Years/150k Miles, Freightliner (M2-106)	1	
233.	Ext Warr, Chassis Engine, 5 Years/150k Miles, Cummins ISB Engine, Freightliner	1	
234.	Ext Warr, Chassis Engine Service Contract with Aftertreatment, 60 Months/150k Miles, B6.7	1	
235.	Ext Warr, Transmission, 5 Years/Unlimited Miles, Allison, International Navistar	1	
236.	Ext Warranty Travel, Labor, Mat., Expense (Day 366-1825) Large Aerials-Mat. Handler (AA, AN, AM 5X)	1	

Unit / Body / Chassis Total	282,627.00
FET Total	0.00
Total	282,627.00

Altec Industries, Inc.

BY _____

Aaron C Reeder

Notes:

- 1 Altec takes pride in offering solutions that provide a safer work environment for our customers. In an effort to focus on safety, we would encourage you to consider the following items:

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Outrigger pads (When Applicable)
Fall Protection System
Fire extinguisher/DOT kit
Platform Liner (When Applicable)
Altec Sentry Training
Wheel Chocks

The aforementioned equipment can be offered in our new equipment quotations. If you find that any of these items have not been listed as priced options with an item number in the body of your quotation and are required by your company, we would encourage you to contact your Altec Account Manager and have an updated quote version sent to you. These options must be listed with an item number in the quotation for them to be supplied by Altec.

2 The final fully loaded weight of the truck and structural ratings of the hitch assembly may reduce the towing capacity and the vertical load capacity of the finished truck. These capacities may not match the ratings of the chassis or hitch.

3 Altec Standard Warranty:

One (1) year parts warranty.

One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

4 F.O.B. - Customer Site

5 Altec Extended Warranty Option:

An Altec Extended Warranty is an extension of Altec's Limited Warranty and protects you from the repair cost associated with defects of materials and workmanship after the standard Limited Warranty expires.

Altec offers many types of coverages and coverage packages. Ask your Altec account manager for details. Quotes are available upon request.

6 Unless otherwise noted, all measurements used in this quote are based on a 40 inch (1016mm) chassis frame height and standard cab height for standard configurations.

7 Changes made to this order may affect whether or not this vehicle is subject to F.E.T. A review will be made at the time of invoicing and any applicable F.E.T. will be added to the invoice amount.

- 8 Altec values your data privacy. The Altec Family of Companies (including Altec, Inc., and its subsidiaries) may collect telematics data from the equipment you own. Please review Altec's Equipment Data Privacy Notice on www.altec.com for more information. By purchasing equipment from Altec, you consent to Altec's right to collect and use such data.
- 9 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.
- 10 Interest charge of 1/2% per month to be added for late payment.
- 11 Any payment made by a credit card may be subject to a surcharge fee.
- 12 Delivery: 430-460 days after receipt of order PROVIDING:
A. Order is received within 14 days from the date of the quote. If initial timeframe expires, please contact your Altec representative for an updated delivery commitment.
B. Customer supplied chassis is received a minimum of sixty (60) days before scheduled delivery.
C. Customer approval drawings are returned by requested date.
D. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.
E. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.
- Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.
- 13 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards and remaining in compliance of DOT until arrival at an Altec Facility. This will include, but is not limited to engine, tires, lights, brakes, glass, etc. All equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties. ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.
- All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.
- Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.
- 14 This quotation is valid until JUN 11, 2021. After this date, please contact Altec Industries, Inc. for a possible extension.
- 15 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.
- 16 FINANCING AVAILABLE: Please contact Altec Capital at (888) 408-8148 or email finance@altec.com for more information.
- 17 Please direct all questions to Jason T Janoulis at (816) 364-2244



Altec Industries

Digger Derricks, Bucket Trucks, & Utility Equipment

#012418-ALT

Maturity Date: 03/14/2023

Products & Services 

Products & Services

Sourcewell contract 012418-ALT gives access to the following types of goods and services:

- Bucket trucks / aerial devices
- Digger derricks
- Boom truck cranes
- Knuckle boom cranes
- Wood chippers
- Pressure diggers
- Service & chip dump bodies
- Cable handling
- Pole trailers
- Tools & accessories
- Training
- Preventive maintenance

Additional information can be found on the supplier-provided, nongovernment website at:
altec.com/government-sales

Become a Member

Simply complete the online application or contact the Membership Team at membership@sourcewell-mn.gov or 877-585-9706.

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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 Six Passenger and Wheelchair ADA Approved Shuttle for the Community Affairs Department; and the equipment is available for direct procurement through the Sourcewell Purchasing Coop which has been nationally bid; and therefore, does not have to be let out for bid. The cost will be \$16,727.50 which includes a glove box (\$254.00).

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 3/31/2021

Please return this Routing Sheet to Treasurer by: ASAP

Project Name: Procurement of one (1) 6 passenger and wheelchair ADA approved shuttle

Project Location: Parking Garage

Resolution #: APR 1 2021 2:28

Presented to City Council: 4/26/2021

Approved _____

Funding Request Sponsor: Paige Crawford, Director of Community Affairs

Changed _____

Rejected _____

Project Cash Requirement Requested:
Cost: \$ 16,473.50 + Closure box \$254.00

Vendor: Cushman

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 Marina-34 Plan/Zone

Project will be:

Expensed _____
Capitalized XXX
Inventoried _____

Funding Source:

Operating Expenses _____
Budgeted Capital _____
Unfunded _____

Expense Code: 001100-50470
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: \$ 16,473.50

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Comments: _____

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? _____

Finance Manager

City Treasurer

Mayor

Purchasing Memo Date: 3/31/2021

Purchasing Memo Date: 3/31/2021

Delivered To Date: 3/31/2021

Request Approved Date: 3/31/2021

Request Approved Date: 3/31/2021

Approved Date: _____

Signatures: Jill Cabaniss, MBA

Signatures: Kiari Creech
Kiari Creech

Signatures: Mayor Sherry Sullivan
Mayor Sherry Sullivan



MEMO

Date: March 31, 2021

Sherry Sullivan
Mayor

To: Jill Cabaniss, Finance Manager
Kim Creech, Treasurer

From: Delores A Brandt
Delores A Brandt, Purchasing Manager

Council Members
Kevin G. Boone
Jack Burrell, ACOMO
Jimmy Conyers
Corey Martin
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Kim Creech
City Treasurer

Re: Request Green Sheet and City Council approvals for procurement of one unbudgeted Street Legal ADA-equipped 6 Passenger + Wheelchair Shuttle to be housed at the Parking Garage

The Director of Community Affairs, Paige Crawford, is requesting the unbudgeted procurement of One (1) 6 Passenger + Wheelchair ADA Approved Shuttle for the City to be located at the Parking Garage for use in the downtown area. Three quotes were obtained (see attached), and the lowest responsive quote was from CUSHMAN through the Sourcewell buying group contract #1222220-JCS. The Cushman parent company, TEXTRON, was awarded the Sourcewell contract, which is part of State of Alabama approved Purchasing cooperatives.

Cushman 6 + wheelchair/ramp	\$16,473.50	Sourcewell 122220-JCS
H&M Golf Cart Sales 6 + wheelchair/ramp	22,819.81	Local business
Jerry Pate Turf 6 + Lift	44,840.55	Sourcewell 122220-CCR

The quoted cost is SIXTEEN THOUSAND FOUR HUNDRED SEVENTY-THREE DOLLARS and FIFTY CENTS (\$16,473.50) and includes delivery and set up charges (see attached quotes).

Please compose a greensheet and move forward for Council approval, this unbudgeted procurement request for one (1) 6 Passenger + Wheelchair ADA Approved Shuttle for the quoted total amount of \$16,473.50 from Cushman through the Sourcewell buying group

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

Cc, file, Mayor Sullivan, Randy Weaver

251-928-2136
251-928-6776 Fax
www.fairhopeal.gov



CUSHMAN

2021 Shuttle 8 Electric

Sourcewell -
Contract #122220-JCS



Name and Billing Address		Contact: Randy Weaver	
City of Fairhope		Phone: 251-890-0119	
P.O. Drawer 423		Email: randy.weaver@fairhopeal.gov	
Fairhope, AL 36532		Salesperson: Victoria Ferreira	
Salesperson: Victoria Ferreira		Email: [redacted]	

Enter delivery location here

Quote Date: 9/30/2021
Contract: SOURCEWELL

Model	Model Number	MSRP	Quantity	Total	
Shuttle 8 Electric 72V	670557001	\$12,299	1	\$12,299	
Factory Installed Options					
TIRES & WHEELS	Front				
	Load Star K399 - 50 PSI (Set of two)		Standard	1	
	Rear				
	Load Star K399 - 70 PSI (Set of two)		Standard	1	
	Wheel Covers				
	Wheel Covers	25808301	Standard	1	
COLORS	Body Colors				
	Standard: Patriot Blue		Standard	1	
	Additional Colors: Forest Green, Black Ivory Bright White, Electric Blue, Flame Red			\$0	\$0
	Premium: Orange, Almond, Safety Yellow, Platinum, Metallic Charcoal			\$503	\$0
	Seat Colors				
	4 Pass with Flip Flop Rear Seat				
	Seat Color & Flip Flop (Oyster)	637326G101	Standard	1	
	Seat Color & Flip Flop (Tan)	637326G103	\$79		\$0
	Seat Color & Flip Flop (Black)	637326G108	\$79		\$0
	6 Pass with Cargo Deck				
Seat Color w/ Cargo Deck (Oyster)	617926	\$263		\$0	
Seat Color w/ Cargo Deck (Tan)	617925	\$362		\$0	
Seat Color w/ Cargo Deck (Black)	617921	\$362		\$0	
VEHICLE ENHANCEMENTS	Other Enhancements				
	Bushguard	619015	Standard	1	
	Four Wheel Hydraulic Disc Brakes		Standard	1	
	Glove Box Kit, Left Hand and Right Hand	75456G01	\$254		\$0
	Glove Box Kit, Left Hand	75456G02	\$131		\$0
Glove Box Kit, Right Hand	75456G03	\$131		\$0	
ELECTRICAL	Electrical				
	Charger, 72V, 1000W, D Plug, Off Board	634567	Standard	1	
	Charger, 72V, 1500W, Off Board	645743	\$133		\$0
	Charger, 72V, 1500W, On Board	671820	\$457		\$0
	Charger Cord - SM (16 ft) (North American (For OBC))	613141	\$71		\$0
	DC/DC Converter, Isolated 72V	633778	Standard	1	
	Hour Meter/State of Charge Meter	607120	Standard	1	
	Halogen Headlights		Standard	1	
	Tailights		Standard	1	
	Brake Lights (Tailights Required)		Standard	1	
	Speed Switch (Rabbit/Turtle)	661897G06	Standard	1	
	USB Port	651901	Standard	1	
	LED Headlights	622340	\$213		\$0
	Turn Signals with 4-Way Flashers	622661	\$342	1	\$342
	Unique Group Key Switch	652577G03	\$44		\$0
T1275 Plus Batteries	73220G07	Standard	1		
T1275 Hydraulic	73220G07	\$270		\$0	
Field Installed Accessories - Prices do not include labor					
ADDITIONAL ENHANCEMENTS	Other Enhancements				
	Rear View Mirror (Sun Canopy or Cab Required)	19528312	\$55	1	\$55
	5 Panel Rear View Mirror	601379	\$30		\$0
	Battery Fill System- Niczste 20" Hose	614621	\$157		\$0
	Bidary Hand Pump	614472	\$86		\$0
	Niagra Deionizer (Service Parts Order Only)	614668	\$1,106		\$0
Weather Protection					
Windshield Split	611180	\$182	1	\$182	
Windshield Flat Clip on CLR	611080	\$68		\$0	
Sun Canopy (Top) White	626706	\$941	1	\$941	
Custom Options - Labor included					
CUSTOM OPTIONS	Seat Belts	3857	\$85	8	\$680
	Instal Top/Windshield	5447	\$130	1	\$130
	Enclosure	3949	\$1,200	1	\$1,200
	Side Mirrors	4815	\$111	1	\$111
	Wheelchair Accessible Vehicle (SMR)	3949	\$4,122	1	\$4,122
SUMMARY			Price	Quantity	Total
Discount					26%
Base Vehicle Price w/ Discount			1		\$9,224.25

	Sun Canopy (Top) White	626706	\$841	1	\$841
Custom Options - Labor included					
CUSTOM OPTIONS	Seat Belts	3657	\$85	1	\$85
	Instal Top/Windshield	5447	\$130	1	\$130
	Endosure	3949	\$1,200	1	\$1,200
	Edge Mirrors	4875	\$111	1	\$111
	Wreathra: Accessible Vehicle (SMR)	3048	\$4,102	1	\$4,102
SUMMARY			Price	Quantity	Total
Discount				25%	
Base Vehicle Price w/ Discount				1	\$8,224.25
Options & Accessories Price w/ Discount					\$6,732.85

Dealer Set-up/Delivery	\$350	1	\$350.00
Freight - based on delivery location	\$1,167	1	\$1,167.50
PURCHASE PRICE		1	\$16,473.80

Enter Special Instructions Below

Prices DO NOT include State and Local Taxes
 Environmental Fees May Apply
 All Orders Are Subject to Acceptance and Credit Approval

Accepted By: _____

Victoria Ferreira

Customer Experience Manager

1451 Marvin Griffin Road
 Augusta, GA 30906

Work: 706-772-1746 (new phone #)

Email: vferreira@textron.com



H&M GOLF CART SALES



ADDRESS
City of Fairhope Alabama

H&M Golf Cart Sales
111 S Section St
Fairhope, AL 36532 US
(251) 517-7974
Peter@hmgolfcartsales.com
www.hmgolfcartsales.com

Estimate

ESTIMATE # DATE
1033 03/31/2021

PARTS LABOR	QTY	HOURS	RATE	AMOUNT
STAR Classic 48-6-xpr Wheelchair accessible LSV	1		21,995.00	21,995.00T
			SUBTOTAL	21,995.00
			TAX	824.81
			TOTAL	\$22,819.81 21,995.00

Accepted By

Accepted Date

STAR CLASSIC 48-6-XPR WHEELCHAIR ACCESSIBLE

Models: Classic 48-6-XPR-WC

VEHICLE STANDARD FEATURES

Four year limited warranty, two year bumper-to-bumper warranty (less wear items)

Eight 6 V (48 V) batteries

6 passengers plus one wheelchair

6.7 hp (5.0 kw) AC motor w/ thermister

450 A Curtis 1234SE with regenerative braking

US-made bi-fold aluminum ramp with 3" safety lip on both sides

Wheelchair safety locks and safety side rails

Rear view mirrors on both sides

Retractable 2-point seat belts

Horn, reverse beep, parking brake

Curtis battery indicator

20 A, 48 V to 12 V voltage reducer for all accessories

Foldable tinted windshield

10" aluminum wheels

Plastic battery box

Fiberglass color-matched roof with grab handles

Automatic battery charger included

19.5 mph top speed (20-25 mph with LSV option)

Dimensions: 173"L x 47"W x 79"H

VEHICLE OPTIONS AND UPGRADES

LSV (NEV) street legal package

Battery filling system

Locking glove box

Black seats

Carbon fiber treatment (dashboard and steering wheel)

Wood grain treatment (dashboard, steering wheel, and seat back)

2-in-1 combo seat

Aluminum flip seat

SS Limited upgrade



Classic 48-6-XPR-WC



US-made aluminum bi-fold ramp



Removable safety locks to secure wheelchair



Safety Rails

STANDARD COLORS



Black



Red



Navy Blue



White

PREMIUM COLORS



Almond Pearl



Metallic Green



Metallic Silver



Yellow



STAR CLASSIC 48-6-XPR WHEELCHAIR ACCESSIBLE

Vehicle Specifications

Specifications are subject to change without notification.

Classic 48-6-XPR-WC

DIMENSIONS

<i>Overall dimensions</i>	173"L x 47"W x 79"H (439 cm x 119 cm x 201 cm)
<i>Wheel base</i>	125" (318 cm)
<i>Ground clearance</i>	5.9"
<i>Wheel type</i>	10" aluminum (25.4 cm)
<i>Tire size</i>	20.5x8-10, 6-ply DOT
<i>Tire pressure</i>	50 psi (345 kPa)

BODY & CHASSIS

<i>Chassis</i>	Steel
<i>Body material</i>	Plastic
<i>Roof</i>	Fiberglass, color-matched, extended
<i>Side rails</i>	Aluminum

POWER

<i>Battery system</i>	8x6 V, Trojan T-105
<i>Motor power</i>	6.7 hp (5.0 kw) AC motor w/ thermister
<i>Controller power</i>	450 A Curtis 1234SE with regenerative braking

PERFORMANCE

<i>Passengers</i>	6 passenger plus one wheelchair
<i>Top speed</i>	19.5 mph top speed (20-25 mph with LSV option)
<i>Top climbing grade</i>	20 %
<i>Turning radius</i>	15ft
<i>Load capacity</i>	1290 lbs
<i>Weight with batteries</i>	1800lbs
<i>Brake system</i>	Four-wheel hydraulic
<i>Drive train</i>	Direct rear drive with 12.49:1 ratio

STEERING AND SUSPENSION

<i>Steering system</i>	Rack and pinion
<i>Front suspension</i>	Leaf spring and shock
<i>Rear suspension</i>	Leaf spring and shock



Jerry Pate Turf & Irrigation

Jerry Pate Turf & Irrigation
604 28th Street North
Birmingham, AL, 35203
205-945-9144

DATE: March 31, 2021
EXPIRATION DATE: Valid 30 Days

Exclusively For: City of Fairhope
Attn: Randy Weaver

www.jerrypate.com

Proposed Order
Sourcewell
122220-CCR

Prepared By: Gary Beecher ext. 5206
gbeecher@jerrypate.com
Account Executive: Michael Jersey
850-287-0070
mjersey@jerrypate.com

[Ph#] 251-990-0119
[Fax#]
[Customer Acct#]
[Email] randy.weaver@fairhopeal.gov

Per your request, I am pleased to submit a proposal on the following equipment:

Qty	Model #	Description	Unit Price	Sourcewell	Extension
1	105312701	Club Car Transporter XLC Electric	\$ 21,800.00	\$ 17,653.00	\$ 17,653.00
		Standard Equipment:	\$ -	\$ -	\$ -
		ERIC High Frequency Charger, Halogen Headlights, Fold Down Rear Seat, Heavy Duty Suspension, Heavy duty 6V Batteries Tail Lights, Brakelights, Turn Signals, And Horn, 4 wheel brakes	\$ -	\$ -	\$ -
		Body Color Options:	\$ -	\$ -	\$ -
		White, Dark Green, Dark Gray, Bright Blue	\$ -	\$ -	\$ -
		Seat Color:	\$ -	\$ -	\$ -
		Gray	\$ -	\$ -	\$ -
		Enclosure Color:	\$ -	\$ -	\$ -
1		White, Black, Gray	\$ 2,536.00	\$ 2,155.60	\$ 2,155.60
1	SVP138S9002	Instl Wheelchair Ramp XLC Elec	\$ 23,100.00	\$ 19,635.00	\$ 19,635.00
1	SVP15407001	Windshield, 9" Taller	\$ 370.00	\$ 314.50	\$ 314.50
1	105288801	5 Panel Rear View Mirror	\$ 88.00	\$ 74.80	\$ 74.80
1	4767S266001	USB Port	\$ 112.00	\$ 95.20	\$ 95.20
1	SVP15113001	Canopy Frame Wheel Chair Ramp	\$ 3,157.00	\$ 2,683.45	\$ 2,683.45

2021 MSRP Omnia Extension
\$ 51,163.00 \$ 42,616.55 \$ 42,616.55

Freight and Handling \$ 804.00
Set Up \$ 1,200.00
Destination Fee \$ 220.00
Total Proposal \$ 44,840.55

Jerry Pate Company offers service agreements for your turf equipment, utility vehicles, irrigation, and pump stations.
Ask your Account Executive for more information today!

Prices Do Not Include Sales Tax or Applicable Documentation Fees

This is a proposal on the goods named, subject to the following conditions: The prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All proposals and agreements are contingent on availability of product from the manufacturer. Prices are based on costs and conditions existing on date of proposal and are subject to change without notice. Typographical errors are subject to correction.

To accept this proposal, please sign and return _____
Signature Date

Print Name Title

1-800-700-7001 • 301 Schubert Drive, Pensacola, Florida, 32504 • www.JerryPate.com



RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add and Delete the following Job Positions; and the Job Descriptions and Grades of Pay for same; and amend the budget for positions per the following:

Addition:	Job Positions	Grade of Pay
	Senior Accountant	26S
Deletion:	Finance Manager	28S

ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Kimberly Creech
Sent: Wednesday, March 31, 2021 10:45 AM *LAH*
To: Lisa A. Hanks, MMC
Cc: Sherry Sullivan; Traveis Cunningham
Subject: Job Description - Accounting Manager 3.12.2021
Attachments: Job Description - Accounting Manager 3.12.2021.doc

Lisa,
See attached. Please review. Auburn is recommending this position job title to be Senior Accountant. I like Senior Accountant job title. On the resolution, please add to remove the Finance Manager position.

Thanks,
Kim



CITY OF FAIRHOPE

Uniform Job Description

Position Title:	<u>Senior Accountant</u>	Position Number:	<u>1312</u>
Department:	<u>Treasury</u>	Pay Grade:	<u>26S</u>
Reports To:	<u>City Treasurer</u>	Effective Date:	<u>3/12/2021</u>
Supervises:	<u>City Accountant</u>	Supersedes:	<u> </u>

Approvals: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Supervisor Human Resources Director </div> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> _____ _____ </div> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Date Date </div>	
FLSA Exempt: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Safety Sensitive: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No DOT Regulated: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

I BASIC PURPOSE OF THE POSITION

Under the general supervision of the Treasurer, the employee serves as advanced professional accountant for the City of Fairhope. The employee assists with managing accounting functions in conjunction with the Treasurer. The Senior Accountant is responsible for the daily accounting and budgeting operations. To produce accurate and timely financial reports for the City by using generally accepted accounting principles. Interprets and applies Governmental Accounting Standards to ensure compliance with professional accounting standards and applicable federal and state laws and regulations. Responsible for all audits, fixed asset, and inventory. Performs internal audits. The Senior Accountant assembles, analyzes, and interprets data, and projects financial impact. This is a highly responsible job where independent judgment and knowledgeable approaches being essential. This job is considered security-sensitive and is subject to a pre-employment background check.

II DISTINGUISHING CHARACTERISTICS OF THIS POSITION

The principal function of an employee in this position is to produce accurate financial statements, conduct internal audit functions, compile, and monitor budgets. The work is performed under the supervision of the Treasurer, but is performed with considerable latitude for independent judgment, initiative, and decision-making.

III ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Prepares monthly, semiannual, and annual financial statements.
- Maintains various data bases used for reports.
- Reviews, audits, and adjusts monthly financial statements.
- Prepares evaluations and analysis of financial data.
- Reviews various accounts and funds for discrepancies and variance to budget.
- Compiles information for annual budget process and budget preparation.
- Assists department heads and their staff with routine budget matters.
- Assigns proper account codes to revenues and expenditures by fund and line items.
- General Ledger maintenance, preparing correcting entries.
- Coordinates grant accounting and reporting.
- Serves as Liaison with CIS department for computer upgrades and software installations.
- Responsible for internal and external auditing.
- Ensures and reviews the reconciliation of all bank statements in a timely manner.
- Maintains the fixed asset records for the City.
- Oversees the annual closing process to ensure all necessary adjustments, accruals, and revisions are timely completed.
- Acts as primary liaison to outside auditors in the performance of the annual audit.
- Completes the MD&A (Management Discussion and Analysis) for publication in the annual Audited Financial Statement.
- Completes the Statistical Information for the annual audit report.
- Prepares the SEFA spreadsheet for audit purposes.
- Reviews FEMA worksheets.
- Reconciles due to from accounts.
- Reconciles the prepaid insurance accounts monthly.
- Records Miscellaneous Accounts Receivable Sales/Deferred Revenue monthly.
- Reconciles Utility Accounts Receivable monthly.
- Reconciles 941 report quarterly.
- Prepares Greensheets for Council meetings.
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing those problems.
- Special projects as assigned.
- Any other duties as directed by the Treasurer and/or Mayor/Council.

IV OTHER DUTIES AND RESPONSIBILITIES

- Attends meetings, conferences, workshops, and training sessions as required.
- Reviews professional publications and journals to remain current on the principles and practices of governmental accounting.
- Responds to citizen's and other employee's questions and comments in a timely and courteous manner.
- Performs other duties as required.

V REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Comprehensive knowledge of Governmental Accounting and Financial Reporting Standards, Generally Accepted Accounting Principles and Generally Accepted Auditing Standards.

- Comprehensive knowledge of investment fund management, bond sales, utility accounting, budgeting, and municipal debt administration.
- Knowledge of municipal finance administration, cost accounting principles and practices, and investment theory.
- Knowledge of federal, state, and municipal laws, statutes, ordinances, regulations, and policies, as they apply to finance administration and accounting.
- Ability to analyze, interpret and report research findings, recommendations, and actions on complex financial, governmental, and economic data.
- Ability to write with technical accuracy in order to maintain records and write reports.
- Thorough knowledge of modern office practices and procedures.
- Ability in math to add, subtract, divide, and derive percentages.
- Ability to communicate well with others, both orally and in writing, using both technical and non-technical language.
- Ability to understand and follow oral and/or written policies, procedures, and instructions.
- Ability to prepare and present accurate and reliable financial and narrative reports.
- Ability to operate or quickly learn to operate a personal computer using standard or customized software applications appropriate to assigned tasks.
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology.
- Ability to work well with others.
- Integrity, ingenuity, and inventiveness in the performance of assigned tasks.

V ACCEPTABLE EDUCATION, EXPERIENCE AND TRAINING

- Bachelor's degree in Accounting, Finance, or related Fields; AND
- 5 years progressively accounting experience with three (3) years' experience in Governmental Accounting desirable or any equivalent combination of experience and training that provides the knowledge, skills, and abilities necessary to perform the work.
- Experience or training in computerized accounting systems desired.

VII EXTENT OF PUBLIC CONTACT

An employee in this position must be able to communicate effectively with fellow City of Fairhope employees, outside vendors and the general public.

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 occasionally required to stand; walk; use hands to handle, feel or operate objects, tools, or controls; reach with hands and arms. The employee is occasionally required to sit, climb, or balance, stoop, kneel, crouch or crawl, talk or listen.

The employee must occasionally lift and/or move up to 25 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.

An employee in this position must have:

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively.
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to review type written documents in both electronic and hardcopy form.
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate a personal computer and related office equipment.
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to function in the general office environment.

VI 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. The work performed is almost exclusively in a general office environment, and the noise level is usually quiet, but there may be instances when the person in this position must travel to job sites throughout the City.

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.

RESOLUTION NO. _____

WHEREAS, the City Council adopted on February 8, 2021, a resolution approving and adopting the proposed Budget for the FY2020-2021, Resolution No. 3961-21; and

WHEREAS, the City of Fairhope is desirous to amend the Fire Department Budget by changing the following budgeted items:

	Budgeted	Amended
Fire Department Community Grants Revenue	\$200,000.00	\$100,000.00
Impact Fee Funding	\$331,000.00	\$417,157.00

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope hereby amends the Budget for the FY2020-2021 as recommended and presented above; and authorizes the City Treasurer to make the necessary changes.

Adopted on this 12th day of April, 2021

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Kimberly Creech
Sent: Friday, April 2, 2021 3:56 PM
To: Lisa A. Hanks, MMC
Subject: Fire truck

Lisa,
Can you put on the next meeting a resolution to amend the budget to change the Fire Department Community Grants Revenue from \$200,000.00 to \$100,000.00 and Impact funding from \$331,000.00 to \$417,157.00.

Thanks,

Kim Creech
City Treasurer
City of Fairhope
P O Drawer 429
Fairhope, AL 36533
Email: Kim.creech@fairhopeal.gov



RESOLUTION NO. _____

WHEREAS, pursuant to the City of Fairhope’s Road Name/Change Policy adopted on June 22, 2009 to help with road name selection and changing all or a portion of a road, Allan Beck, President of Rock Creek Property Owners Association, and Steven Harris, Rock Creek General Manager, has petitioned the City of Fairhope to request the currently road in Rock Creek named “Honours Lane” to be changed to “Honor Lane.”

NOW BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope accepts and approves the proposed name of “Honor Lane” pursuant to the City’s Road Name/Change Petition at the request of Allan Beck, President of Rock Creek Property Owners Association and Steven Harris, Rock Creek General Manager.

DULY ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Emily Boyett
Sent: Friday, April 2, 2021 1:56 PM
To: Lisa A. Hanks, MMC; Hunter Simmons; Chris Ambron
Subject: FW: Street Name Change
Attachments: Name Change Pg 1.jpg; Name Change Pg 2.jpg; Name Change 3.jpg; Name Change Pg 4.jpg

Will you please put this on the next CC available agenda?

Thanks,

Emily Boyett

City of Fairhope
Planning and Zoning Dept.
555 S. Section Street
P. O. Box 429
Fairhope, AL 36533
251.990.0214 Office
251.990.2879 Fax
emily.boyett@fairhopeal.gov

From: Lynn Maser <lynnmaser@gmail.com>
Sent: Thursday, February 4, 2021 2:08 PM
To: Emily Boyett <Emily.Boyett@fairhopeal.gov>
Subject: Street Name Change

SENT FROM AN EXTERNAL ADDRESS

Emily,
Attached is the revised application with signatures from POA president and RCGC General Manager together with a letter of approval from 9-1-1 Addresses Division.
Sorry for the 4 attachments. My printer scans only 1 page at a time.

In God We Trust
Lynn Donnelly Maser

BACKGROUND INFORMATION

What reason is there to rename or name the road?

Honours Lane was named for the company that previously owned RCGC. No longer having a presence in Rock Creek, we'd like to rename the road to move forward. The name was chosen to make it easier on GPS locations services; we plan to plant trees along the road (replacing those that came down in Hurricane Sally) that will be placed in honor of a deceased spouse and/or a resident who has served Rock Creek in an exceptional way.

Check one: Private drive _____ Right of way _____ Easement _____
this is a city street.

Location of and length of roadway:

The street runs from the west side of Clubhouse Road to the east side of Clubhouse Road and measures 3/10ths of a mile or 1584 feet.

Comments:

After Council approval of our request, we will get the necessary permit to plant trees on the city-owned property adjacent to the street. We will work with Paul Merchant to select the appropriate hurricane resistant species. All plaques placed at the trees will be of a design approved by the Board of Directors of Rock Creek.

.....
FOR OFFICE USE ONLY

Processing fee included with petition? Yes _____ No _____
If no, date received: _____)

Number of registered landowners: _____
Number of signers: _____ % of Total: _____

Was percentage of criteria met? Yes _____ No _____
Are all names available? Yes _____ No _____

Tax Map location(s): _____

PHILIP BRYARS, JR.
Chairman
RAYMOND LOVELL
Vice Chairman
PAUL MUELLER
Secretary/Treasurer



CHARLIE JONES
DAVID WILSON
BILLY PAPPAS
JOSEPH HOLASZ

P.O. BOX 924, ROBERTSDALE, ALABAMA 36567
251-947-5911

MARK D. RYAN
General Counsel

JOBY SMITH
Director

DATE: February 1, 2021

TO: Lynn @ Rock Creek

REF: changing current road name "Honours Lane"

We have approved and reserved the following road names for the subdivision listed above. The street names are reserved for one year. If you need them longer please call and let us know or else they will be deleted year to date from this letter. If you have any questions, please feel free to contact our office at 251-947-5911.

Honor Lane

Sincerely,

Cindy Taylor

Baldwin County 9-1-1
Addressing Dept.
addressing@baldwin911.org



Map data ©2021 100 ft

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and authorizes The Fairhope Arts and Crafts Festival Foundation for this year's Festival to use the area in front of the Welcome Center for the artists breakfast and registration; use of the grassy area by the Clock for their media tent; and use of the green space adjacent to the Recreation Center for shuttle service.

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Sherry Sullivan
Sent: Monday, April 5, 2021 10:49 AM
To: Lisa A. Hanks, MMC
Cc: Vicky N Cook; Jack Burrell
Subject: Arts and Crafts

Lisa,

If necessary, the Arts and Crafts committee needs to request use of the area in front of the Welcome Center during the Festival for the artists breakfast and registration. We also need the grassy area by the clock for our media tent and use of the green space adjacent to the Rec Center for shuttle service. I am note sure all of this is covered under our original agreement.

Sherry Sullivan
Mayor
City of Fairhope
251-990-0100



RESOLUTION NO. 3854-20

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and authorizes the City of Fairhope to execute a Memorandum of Understanding between The Fairhope Arts and Crafts Festival Foundation and The City of Fairhope for a five-year term beginning January 1, 2021 until December 31, 2026 with a five-year option at the City Council's discretion; unless modified by joint written agreement of the Foundation and the City Council.

Adopted on this 26th day of October, 2020

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Memorandum of Understanding and Agreement

1. The Fairhope Arts and Crafts Festival Foundation (hereafter known as the Foundation) shall have the exclusive and sole authority, ownership and control of the operations and all activities related to or in any way associated with the Fairhope Arts and Crafts Festival (hereafter known as the Festival) event. All proceeds originated from any marketable item such as t-shirts and posters shall go to the Foundation.
2. The name of the Festival, including its annual distinction, shall belong to the Foundation. The 2021 Festival will be named the 69th Annual Fairhope Arts and Crafts Festival.
3. All monies related to the Festival shall be controlled by the Festival/Foundation. All in kind and monetary sponsorships relating to the Festival/Foundation shall be controlled and owned by Festival/Foundation.
4. The Foundation agrees to make a yearly compensation of \$20,000.00 to the City of Fairhope (hereafter known as the City) or its designee for each year of the agreement in recognition of their continued support of the Fairhope Arts and Crafts Festival.
5. The Foundation shall make multiple donations to various non-profit organizations within the City, thus allowing the Council the opportunity to reduce the amount of the donations that the City gives to these groups.
6. The Foundation also agrees to promote the City at a sponsorship level equivalent to its donation to the Festival.

Likewise,

7. The City agrees to provide the Foundation with the use of the streets of the City of Fairhope on the third full weekend of March for the duration of this agreement as set out in previous agreements for the Fairhope Arts and Crafts Festival.

The request is for the following streets from 5:00 p.m. Thursday until 8:00 p.m. on Sunday on Festival weekend.

- Magnolia Avenue from Bancroft Street west to Church Street
- Magnolia Avenue from Bancroft Street to School Street, including the parking area behind the Public Library
- Section Street from the south side of Regions building on North Section Street continuing south to the approximate area of Greer's/Food Tiger
- Fairhope Avenue from Bancroft Street west to the barricades set at Summit Street
- Church Street from the southern entrance into the public parking garage south to the entrance into the parking area at Fairhoper's Park
- De La Mare Avenue between Church Street and Section Street
- Johnson Avenue between Section Street and Bancroft Street

8. The City shall continue to provide the Festival with the same protection and service that has made it an integral part of the Festival for years.

This shall include:

The use of the Fairhope Civic Center on the Friday evening of the Arts and Crafts Festival Weekend for the Festival's annual Artist Award Dinner, including the availability of the Civic Center during the day on Friday for dinner setup and preparation;

"No Parking" signage placed in appropriate areas on the Thursday morning of the Festival setup and the placement of appropriate barricades and cones to control traffic flow and promote safety for the weekend;

Coordination between the Festival Committee and City to provide appropriate security for the weekend, including traffic control during artist booth setup on Thursday evening;

Provide water/sewer services for the Food Court as provided each year with the appropriate fee paid to the City by each food vendor in need of these services;

9. The City shall add the Festival, its committee members and volunteers and the Foundation and its members, as additional insureds under its special events insurance policy;

10. The Festival has worked with the Eastern Shore Art Center and Thomas Hospital for many years and looks forward to that continued partnership. The City shall not attempt to include new partner(s) in the Festival weekend without the agreement of the Foundation; and

11. The Foundation reserves the right to cancel or postpone event as a result of an event or effect that could not have been anticipated or controlled such as an Act of God, a Pandemic, or Government Restrictions. The Foundation reserves the right to make final interpretations of all rules and regulations. Should the Foundation be required to enact the Force Majeure clause, the Parties shall negotiate a pro rata or lesser amount in lieu of the yearly compensation of \$20,000 to the City.

This Memorandum of Understanding and Agreement shall be in effect for a five-year term beginning January 1, 2021 until December 31, 2026 with a five-year option at the City Council's discretion; and unless modified by joint written agreement of the Foundation and the City Council.

Dated: 26th day of October, 2020

Designated Official, City of Fairhope

Deborah Floyd, Board President,
Fairhope Arts and Crafts Festival Foundation

RESOLUTION NO. _____

WHEREAS, The Recreation Board and Recreation Director Pat White has recommended a \$10.00 per month fee for use of the City of Fairhope Recreation Center Walking Track.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, FAIRHOPE, ALABAMA, that the City Council hereby approves and adopts recommended fee and shall take effect immediately.

ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, City Clerk

From: Gayle Fogarty <Gayle.Fogarty@fairhopeal.gov>
Sent: Friday, January 29, 2021 4:33 PM
To: Lisa A. Hanks, MMC <Lisa.Hanks@fairhopeal.gov>
Cc: Sherry Sullivan <sherry.sullivan@fairhopeal.gov>; Jack Burrell <Jack.Burrell@fairhopeal.gov>; Bob Keyser <keyserrb@gmail.com>
Subject: Rec Board Motions - Requested for upcoming City Council Meeting

Lisa,

The following motions were passed during the January 20, 2021 Recreation Board meeting. The board requests that these motions be added to the upcoming City Council agenda.

Motion # 1

A motion was made by Charlie Langham to recommend to the Fairhope City Council approval to charge a \$10 a month fee to those who wish to use the Rec Center walking track. Motion was seconded by Derek Thomas and carried with none opposed.

Motion # 2

A motion was made by Derek Thomas to recommend to the Fairhope City Council approval to purchase a scoreboard and play clock at W.C. Majors football stadium. Motion was seconded by Vann Saltz and carried with none opposed.

The Rec Board will contact booster and school clubs for financial assistance to make this purchase.

RESOLUTION NO. _____

WHEREAS, The Recreation Board and Recreation Director Pat White has recommended the purchase of a Scoreboard and Play Clock at W. C. Majors Football Stadium; and the Recreation Board will contact the Fairhope Booster Club and School Clubs for financial assistance to make this purchase.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, FAIRHOPE, ALABAMA, that the City Council hereby approves and adopts the recommendation to purchase of a Scoreboard and Play Clock at W. C. Majors Football Stadium; and the Recreation Board will contact the Fairhope Booster Club and School Clubs for financial assistance to make this purchase.

ADOPTED THIS 12TH DAY OF APRIL, 2021

Jack Burrell, Council President

ATTEST:

Lisa A. Hanks, City Clerk

From: Gayle Fogarty <Gayle.Fogarty@fairhopeal.gov>
Sent: Friday, January 29, 2021 4:33 PM
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The Rec Board will contact booster and school clubs for financial assistance to make this purchase.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby approves and adopts the City of Fairhope's Footwear Policy that will help provide a healthy and safe working environment for all City Employees; and the policy shall take effect immediately.

DULY ADPOTED ON THIS 12TH DAY OF APRIL, 2021

Jack Burrell, City Council President

Attest:

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE
CITY SAFETY COORDINATOR
555 S. Section Street
Fairhope, Alabama 36532

Date: 12 April 2021

Subject: Footwear Policy

PURPOSE:

The City of Fairhope is committed to providing a healthy and safe working environment for all City Employees.

SCOPE:

This Policy Applies to:

- Current Full-Time Employees
- Current Part-Time Employees
- Current Paid and Unpaid Interns

POLICY:

The City of Fairhope will provide access to footwear vendors and pay up to one-hundred and twenty (\$120.00) per pair, per year. Employees will be responsible for additional costs over the one-hundred and twenty (\$120.00) limits. Employees must purchase the required footwear through vendors selected by the City. Appropriate foot protection shall be required for employees who are exposed to foot injuries from electrical hazards, hot, corrosive, falling objects, slip and fall hazards, and crushing or penetrating actions which may cause injuries to who are required to work in abnormally wet locations.

1. Eligible employees identified by their Department Directors are required to wear the required footwear while performing their duties. Failure to wear appropriate footwear may be grounds for disciplinary action, up to and including termination.
 - a. Sanitation employees may get 2 pair per year with approval by their supervisor. Any other departments employees who have excessive wear and tear, may get boots replaced, but must have the Mayor's approval.
2. Footwear which is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries shall not be worn.
3. Employees are to purchase personal protective footwear that is ANSI Z41 (American National Standards Institute) rated to be worn when the potential for foot hazards exist.
4. Employees are required to clean and maintain their footgear.

Foot hazardous activities can be described as, but are not limited to, the following:

- a. Electrical hazards
- b. Hot, corrosive, and poisonous substances
- c. Falling objects (tools, valves, etc.)
- d. Crushing or penetrating actions
- e. Abnormally wet conditions or locations
- f. Rolling objects (pipes, material handling devices, etc.)
- g. Sharp materials at or near foot level
- h. Heavy debris that can be kicked (weights, stick, etc.)
- i. Slip, trip, and fall conditions.

PROGRAM

Buyers will be responsible for maintaining a roster to ensure that no employees get more than one pair of boots per fiscal year without proper approval.

Boot truck will be made available once each quarter and appointments must be scheduled with the buyers.

CLEANING AND MAINTAINING

It is important that footgear is kept clean and properly maintained. Employees must inspect, clean, and maintain their footgear in accordance with the manufacturer's instructions. Supervisors are responsible for periodically checking to ensure the footgear are in serviceable condition.

APPROVED FOOTWEAR REQUIREMENTS:

Work-shoes Work-boots are considered Personal Protection Equipment (PPE), and must have the qualities approved by the department director or superintendent in order to be worn/purchased for work activities based upon trade/work duty hazards. Footgear approved by directors/superintendents are to be based upon the minimum requirements for your trade/work hazards. All footgear selected must be certified by their manufacturer to meet the ANSI Z41.1, ASTM F2412-05 and ASTM F2413-05. Any exceptions must be approved/documentated by the Department Director on a case-by-case basis.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby authorizes and ratifies actions by Council President to purchase real property on Morphy Avenue necessary for Utility Infrastructure improvements, with execution of all related documents and agreements for the purchase.

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT HEREBY RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby approves and adopts the Mobile Bay Spring Classic Field Use Agreement for the Fairhope Soccer Complex from April 23, 2021 through April 25, 2021.

Adopted on this 12th day of April, 2021

Jack Burrell, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

**City of Fairhope, AL – Parks and Recreation
Athletic Facility Rental Agreement, Fees, Terms and Conditions**

Event: Mobile Bay Spring Classic
Facility Location: Fairhope Soccer Complex
Date: April 23, 2021- April 25, 2021
Renter: Fairhope Soccer Club

Terms and Conditions

1. The Renter will be contacted regarding final decisions on field conditions. Cancellations will be made by City of Fairhope Parks and Recreation Department.
2. Field modifications and preparations will be performed by City of Fairhope personnel.
3. A \$1 million liability policy is required for organized teams/travel/club teams playing games and proof presented at time of application. The City requires the Renter to provide a Certificate of Insurance of \$1 million in liability insurance listing the City, its officials, agents, and employees as additional insureds. The certificate will provide the City with thirty (30) days written notice of cancellation and a waiver of subrogation in favor of the City, its officials, agents and employees.
4. To the fullest extent permitted by law, the Renter agrees to defend, indemnify, and hold harmless the City of Fairhope, its officials, representatives, agents, servants, and employees from and against any and all claims, injuries, actions, lawsuits, damages, judgments, liabilities, and expenses, including attorney's fees and litigation costs, in whole or in part arising out of, concerning, or in any way associated with the Event, the use of the Facility by the Renter, the Coach Safety Act, or this Agreement. This obligation survives the payment of any loss by Renter's insurance carrier.
5. The Renter will be held responsible for all damages to City property. If the Facility is not returned to its original state, the security deposit will be forfeited, additional damages may be assessed, and any future use will require an additional refundable deposit at an amount to be determined by the City or could result in denial of use of any Facility by the Renter.
6. No equipment is furnished with the facility rental (i.e. coolers, tables, helmet racks).
7. Alcoholic beverages, glass bottles, weapons, fireworks, fires and/or grills are not permitted at the Facility.
8. Outside vendors require prior approval. Vendor set-up areas must be pre-approved. All outside vendors must show proof of a City of Fairhope business license. Vendors are required to pay the City of Fairhope 10% of the gross revenues collected. Any vendor that sets-up without approval is subject to being removed or fined.
9. All outside vendors are required to have a valid City of Fairhope business license. Vendors are required to have a minimum of \$1 million in liability insurance, naming the City of Fairhope, its officials, agents and employees as additional insureds, and a copy of this insurance must be provided to the Parks and Recreation Department at least one (1) week prior to the Event.
10. Tents larger than 12x12 must be pre-approved.
11. Fees due to the City of Fairhope for this Event (due at least 7 days prior to the date of the Event):
 - a. \$1,000 facility fee, **per day**
 - b. \$20 per team
 - c. \$25 per hour, per field, for use of field lighting
12. The facility fee includes the cost of the City to line the fields and otherwise prepare the Facility for the Event. For this Event, Renter is permitted to operate the concession stand and charge entry or parking fees at Renter's discretion.
13. A \$250.00 deposit is required at the time of application. The deposit will be refunded after the Event providing no damages, repair costs or clean-up by the City are necessary.
14. Failure to timely pay the above fees may result in cancellation of the Event.

15. Refunds are given only when the Event is canceled two (2) business days in advance. The Parks and Recreation Director must be notified in order to receive a refund.
16. All facilities are subject to availability, and approval by the City of Fairhope.
17. Final approval/denial will be determined by the City of Fairhope when the application and fees are received.
18. The City of Fairhope reserves the right to refuse the use of this Facility to any group or individual which may be in direct conflict with the goals, mission, or in the best interests of the City of Fairhope and the public.
19. Renter and its subcontractors or agents shall not discriminate against any team or group and shall allow all eligible teams to participate in the Event at the City of Fairhope Facility.
20. All food, beverages, trash, etc. must be removed from the Facility and the site returned to its original state at the end of the Event. Decorations must be approved in advance by the Parks & Recreation Department. The decorations must also be removed at the end of the Event. Decorations can leave no trace at the Facility.
21. The Renter agrees that placement and use of any inflatables, tents, sound system, or other outside entertainment equipment is subject to approval by Parks and Recreation at the time the reservation is approved. Parks and Recreation will not provide repair to interruptions to electrical service on the day of an Event that is caused by violation of this policy. No water inflatables are allowed.
22. Parking is allowed only in designated parking areas.
23. The City of Fairhope is not responsible for chaperoning, supervising, or decorating for the Event.
24. By making use of the Facility, Renter understands that it may be subject to the Alabama Coach Safety Act, which requires, among other things, that coaches and athletic personnel complete certain injury mitigation training as approved by the State of Alabama Department of Public Health. Renter understands that it bears the responsibility to ensure that all of its coaches and athletic personnel who participate in the Event meet the requirements of the Act.
25. This Agreement is exclusively for the Event described above and does not provide any rights or benefits other than the right to use the Facility for the Event as expressly set forth in this Agreement.
26. **Any violation of these Terms and Conditions, City rules, regulations, policies, ordinances or applicable law pertaining to the use of the Facility will result in forfeiture and possible restriction from future use of any Parks and Recreation Department Facility.**

SIGNATURE OF RENTER:

Organization: _____
As Its: _____
Date: _____

AGREEMENT BY CITY OF FAIRHOPE:

By: _____
As Its: _____

City of Fairhope, AL – Parks and Recreation Athletic Facility Rental Application

Facility Requested: _____

Organization / Person Completing Application: _____

Address, City, State, and Zip: _____

Phone: (W) _____ (Cell) _____ (H) _____ Email Address: _____

Purpose of Facility Rental (Please be Specific): _____

Date(s) Requested: _____ Day(s) Requested: _____

Time Requested: _____ Open: _____ Time Close: _____

Expected Attendance: _____ Admission Charged? No _____ Yes _____ Amount Charged? \$ _____

Will lights be needed? No _____ Yes _____ Which Fields? _____

Will you need the Restrooms unlocked? No _____ Yes _____ Will you require field prep? No _____ Yes _____

Which Fields? _____

Initial Field Prep? No _____ Yes _____ Re-Lining? No _____ Yes _____

VENDOR/PROVIDER NAME	PHONE #	ACTIVITY	INS	BL	PS

In making this application, I or my organization understands the fees, reservation hours, Agreement, Terms and Conditions, rules and regulations (see attached) of the Fairhope Parks & Recreation Department and will abide by all rules and assume financial responsibility for any damages to facilities/areas/parks and equipment.

I or my organization further acknowledges that using this facility/area/park and equipment may involve risks and dangers. I or my organization will not hold any person involved with the City of Fairhope liable for any accidents or injuries that may occur while using this facility/area/park and equipment.

I or my organization understand that ALL outside, paid vendors must be approved a minimum of one (1) week prior to the reservation. Vendors may be required to have a minimum of \$1 million in liability insurance, naming the City of Fairhope as an additional insured, and a copy of this insurance must be on file with our office at least one (1) week prior to the event. I understand that upon approval, I will be given a copy of this sheet with the approval shown. This approval should be taken to the event for proof. I understand that if I do not get approval for an outside vendor, the vendor will be removed immediately, or my event will be cancelled immediately.

By making use of a City facility, organization/applicant understands that it may be subject to the Alabama Coach Safety Act, which requires, among other things, that coaches and athletic personnel complete certain injury mitigation training as approved by the State of Alabama Department of Public Health. Organization/applicant understands that it bears the responsibility to ensure that all its coaches and athletic personnel who will be using City facilities meet the requirements of the Act. As a material term for the use of City facilities, organization/applicant hereby agrees to indemnify, hold harmless and defend the City, its officials, representatives, agents, servants and employees from and against all liability and loss that the City may sustain as a result of claims, demands, costs or judgments, including the payment of all of the City's attorney fees, arising from any violation of the Coach Safety Act by organization/applicant. This indemnification shall survive the payout from any of organization/applicant's insurance carrier and shall be binding on all successors and assigns. **Initials:** _____

Date _____

Signature of Renter _____ Director, Fairhope Parks & Recreation _____

Date Received: _____ By: _____ Fees Due: _____ Date Paid: _____

Staff Required: No _____ Yes _____ # _____

For Office Use Only:

Posted on Calendar & Approved by Staff: _____

Date Renter Contacted: _____

Date Permit Picked Up: _____

Notes: _____

Restrooms Approved: No _____ Yes _____

Field Prep Approved: No _____ Yes _____

Problems Reported on Renter: No _____ Yes _____

Lights Approved: No _____ Yes _____



REGISTRATION # 015

FAH

FAH

February 24, 2021

Ms. Lisa Hanks
City Clerk
City of Fairhope
PO Drawer 429
Fairhope, AL. 36533

STREET CLOSURE REQUEST

Dear Ms. Hanks,

The Eastern Shore Art Center requests the following street closure during our annual White Linen Night gala event:

STREET REQUESTED TO BE CLOSED: Oak St, between section and Bancroft Streets

EVENT: White Linen Night

LOCATION: Eastern Shore Art Center, 401 Oak St. Fairhope, AL 36532

DATE & TIME OF REQUESTED STREET CLOSURE: May 13, 2021, 5pm - 10pm

Sincerely ,

A handwritten signature in black ink, appearing to read "Bryant G. Whelan".

Bryant G. Whelan
Executive Director

The Eastern Shore Art Association, Inc. (dba Eastern Shore Art Center) is a 501-(C)-3 non-profit corporation with Federal Tax ID#63-0459459. In accordance with IRS regulations we state that goods or services were not received for this donation.

APPLICATION FOR USE OF THE CITY OF FAIRHOPE SIDEWALKS AND/OR STREETS

We the undersigned hereby apply for the use of certain sidewalks and/or streets within the City of Fairhope and in connection with said application, furnish the following:

- 1. Which street and/or sidewalk do you wish to use? Dak Street, between Section and Bancroft
- 2. Date Requested: 5/13/2021 Hours requested from: 5:00 pm to 10:00 pm
- 3. Renter's Name: Eastern Shore Art Association, Inc.
Address: 401 Dak Ave
City: Fairhope State: AL Zip: 36532
Phone Numbers: 251-928-2228
- 4. Purpose of Use: White Linen Night
- 5. Number of persons expected to attend (adults and minors): 150
- 6. Will there be alcohol on the premises during the event? yes If requested, the Fairhope City Council may allow alcoholic beverages. If alcohol is allowed, the user must adhere to all rules of the Alabama Beverage Control Board and its permitting process. All permits required must be submitted to the City of Fairhope Police Chief at least 12 weeks prior to the event.
- 7. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: Likely no, but still TBD
Rental Company: TBD
- 8. Will you need electricity? Yes No For: _____
Will you need water? Yes No For: _____

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the sidewalks and/or streets, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the sidewalks and/or streets who are injured or suffer property damage that is in any way caused by my use of the sidewalks and/or streets. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the sidewalks and/or streets.

CLEANING AND CANCELLATION POLICIES

- a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.
- b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the Indemnity Agreement, as well as all rules and regulations contained in City Ordinance No. 1576 as set forth by the governing body of the City of Fairhope, and will abide by these rules and regulations, which include but are not limited to the Cancellation and Cleaning policies. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: [Signature] Date: 3/2/21
City Personnel: [Signature] Fees Paid: \$1075.00 Date: 02 MAR 21 Ck. #: CC

-Office Use Only-

Application Signed/Dated: [Signature] Permit Deposit Fees: [Signature] Entered in Calendar: [Signature]

City of Fairhope

Approval Special Event Request

02 MAR 2021 Date complete application submitted to Rental Facilities Department

Event: Eastern Shore Art Center
Person Requesting: Bryant Whelan
Date of Event: 13MAY21
Location: Oak Street (between Section and Bancroft)

Approval/Disapproval supporting documentation attached.

Approval:

Stephanie Kelly Date: 3/3/21 Approx. security cost OFF-DUTY \$ 270-540 TBD
Police Chief/Designee

Chris King Date: 3/10/21 Approx. cost city services \$ 300
Director of Public Works/Designee

Ving Campbell Date: 3/10/21
Director of Community Events

Disapproval:

____ Date: _____
Police Chief

____ Date: _____
Director of Public Works/Designee

____ Date: _____
Director of Community Events

Route back to rental facilities department for application package finalization

NOTES: _____

**City of Fairhope
Park & Street Usage Charges**

(per city ordinance (Nos. 1575, 1576, & 1486))

Fairhope Civic Center, P.O. Drawer 429, Fairhope AL 36533 - (251) 929-1479 / 990-0130 (251) 929-1467[Fax]

Name: Eastern Shore Art Center
 Address: 401 Oak Street, Fairhope AL 36532
 Date of function: 13MAY21 Phone: 251-928-2228 No. in attendance: 350

FEE SCHEDULE

Park Rental Fee: \$150. per diem	\$00.00
Street Rental Fee: \$150. per diem	\$150.00
Additional Hours – past allotted four hour: @ \$75 per hour	\$00.00

Subtotal: \$150.00

Non-profit organization; exempt from 50% rental fees.
*Proof of 501 non-profit must be on file.

50% Non-Profit Rate: \$75.00

Electric/Water Fee: (one time charge of \$50.)	\$00.00
Refundable Clean-up Deposit: (Required)	\$1000.00

Balance Due: \$1075.00
 Less cleaning fee: -
 Over Paid \$1075.00
 Refund Due: \$1075.00

Refunds for clean-up deposit to be mailed to address given on rental application, three weeks after event.

Notes: _____

Paid: 1075.00 Check# /Cash/CC CC Date: 02MAR21

CITY OF FAIRHOPE STREET & SPECIAL EVENT CHECKLIST

ALL INFORMATION AND DOCUMENTATION REGARDING YOUR EVENT MUST BE SUBMITTED TO
THE CITY OF FAIRHOPE AT LEAST 12 WEEKS PRIOR TO YOUR EVENT
ANY DOCUMENTATION THAT IS SUBMITTED LESS THAN 12 WEEKS WILL NOT BE ACCEPTED

- 1. Application, Cancellation Policy, Indemnity/Hold Harmless Agreement signed, dated, and fees paid.
- 2. Letter to the City Council if you are making any special requests which include but are not limited to street closing, permission to have alcohol, law enforcement personnel, barricades, and other event details.
- 3. Route/Map of Special Event [Emergency Vehicle access must be provided]

Estimated Law Enforcement/Personnel Cost: \$ _____

- 4. NON-PROFIT ORGANIZATIONS: Proof of nonprofit status (IRS letterhead)
- 5. Proof of liability insurance naming the City of Fairhope as additional insured for date of event requested.
- 6. Signatures from 75% businesses/residents directly affected by the street to be closed.
- 7. Notifications to 100% of businesses & residents within 300 ft. of street to be closed (30 days in advance)
- 8. For South Park Events, signatures from:

Restaurant on Pier: _____ Date: _____

- 9. Event details (Items, including the ones listed below, must be removed *immediately* following event and park/street cleaned and restored to original condition. (If not, additional fees will be incurred.)

- | | | | |
|-------------------------------------|------------------------------|--------------|--|
| <input checked="" type="checkbox"/> | Law Enforcement Personnel | Provided by: | COF ESAC See Estimate |
| <input checked="" type="checkbox"/> | Barricades | Provided by: | COF ZAH |
| <input checked="" type="checkbox"/> | Staging | Provided by: | unknown at this time |
| <input checked="" type="checkbox"/> | Tents | Provided by: | unknown at this time |
| <input checked="" type="checkbox"/> | Port-o-lets | provided by: | unknown at this time |
| <input type="checkbox"/> | Special transportation needs | provided by: | _____ |
| <input type="checkbox"/> | Special electrical needs: | _____ | _____ |

- 10. AGENDA DATE TO MEET WITH CITY COUNCIL (if required): _____

Office use only

Street closing approved
 Alcohol approved
 ABC License if selling alcohol
 Park/Street permit fees paid CWM

CITY OF FAIRHOPE
CITY HALL
PO DRAWER 429
FAIRHOPE, AL 36533
251-928-2136

021580-0003 Karla B. 03/02/2021 02:14PM

MISCELLANEOUS

PARK/SIDEWALK USAGE FEE
(41080)

2021 Item: 41080

1.00 @ 1,075.00

PARK/SIDEWALK USAGE FEE
(41080)

1,075.00

1,075.00

Subtotal 1,075.00

Total 1,075.00

CREDIT CARD 500.00

MasterCard *****1113

Ref=00000006704

Auth=076428

Trans ID=00000006704

Trans Type=CREDITSALE

Entry Method=MANUAL

TRN REF #=MCBX8XIFS0302

CREDIT CARD 575.00

MasterCard *****2814

Ref=00000006705

Auth=066751

Trans ID=00000006705

Trans Type=CREDITSALE

Entry Method=MANUAL

TRN REF #=MCBV82DFS0302

Change due 0.00

Paid by: EASTERN SHORE ART CENTER

Comments: EASTERN SHORE ART CENTER -
SCHEDULE MAY 13, 2021 WHITE LINEN NIGHT

161 N SECTION ST, FAIRHOPE, AL 36532
<http://www.fairhopeal.gov>

CITY OF FAIRHOPE COPY
DUPLICATE RECEIPT



December 15, 2020

City of Fairhope
Mayor Sherry Sullivan
Councilman Jack Burrell
PO Drawer 429
Fairhope, Alabama 36532

450C Government Street
Mobile, Alabama 36602
(P) 251-433-4229
(F) 251-432-8197
info@mobilebaykeeper.org
mobilebaykeeper.org

OFFICERS:

J. Steven McClure, PE
President

Lyndsey Dixon, CPA, CVA
Vice President

Jep Hill, CPA
Treasurer

E. Lee Webb, III
Secretary

Casi (kc) Callaway
Executive Director & Baykeeper

BOARD MEMBERS:

Cullan Duke

William Dumas, MD

Brent Keith

Jenny Klein

C. Ray Mayhall, Jr.

Sumpter McGowin, II, JD, LLM

Jeremy Milling, CCIM

J. Benson O'Connor, III

George Oswalt

Frank Reed

Debbie Quinn

Scott Schneider

Sam St. John

Jasmine Washington

HONORARY MEMBERS:

Jimmy Buffett

Robert Evans, MD

Terry Hartley

Gregory S. McGee, MD

James "Jimbo" Meador

Edward N. Morris, Jr.

Michael Meshad, MD

Henry R. Seawell, III

L. Page Stalcup, III

Dear Mayor Sullivan and Councilman Burrell:

On behalf of the board, officers, staff, and nearly 5,000 members of Mobile Baykeeper, we are writing to secure May 22, 2021 for the 2021 Publix Grandman Triathlon (Grandman). The continued relationship between the Grandman and the City of Fairhope is key to ensuring a safe, exciting, family friendly and economically successful race for the City of Fairhope in 2021. This letter serves as an explanation of the needs we have from the City of Fairhope to make the race possible. Additionally, we look forward working with you to ensure the most careful Covid-19 protocols are created and implemented to ensure a healthy and safe race for both the community and our racers.

1. **City Leadership.** The continued leadership and support of the Fairhope Police Department, Fairhope City Employees, Fairhope residents and the Fairhope City government is invaluable.
2. **Race Weekend.** Allowing the Health and Fitness Expo, Grandman Triathlon, and Jubilee Kids Triathlon to be viewed as one weekend event is beneficial to our budget and our ability to support a weekend of safe, family friendly activities for locals and tourists.
3. **Official Partnership/Sponsorship.** We ask every year, and once again, we would like to officially partner with the City of Fairhope, put your logo on the race, and make this a city sanctioned event. In doing so, we would like you to consider a cash sponsorship and/or offset of costs associated with the race (see details below).

Below you will find a breakdown of needs for this year's Grandman Weekend:

- **We request permission to use the Fairhope Municipal Park from Friday-Sunday, 9am, May 21, 2021 to noon, May 23, 2021.**
- **Grandman (5/22):** We will close the road entering the North Municipal Park to traffic from 5:00 am until the last racer finishes. The race starts at 7:00 am, and we expect the last racer to cross the finish line around 10:00 am. All cyclists should be off the bike course by 9:30 am.



Providing citizens a means to protect
the beauty, health and heritage
of the Mobile Bay Watershed
and our coastal communities.

- **Jubilee Kids Triathlon (5/23):** We will close the road entering the North Municipal Park to traffic from 6:30 am until the last racer finishes no later than 10:00 am. The race starts at 7:30 am, and we expect the last racer to cross the finish line around 10:00 am. We also will close Scenic 98 with police support for until all cyclists are off the bike course no later than 8:30 am.
- **Rose Garden Parking (5/21):** Please close the Rose Garden at the Municipal Pier to parking no later than 5pm on Friday, May 21, 2021. This ensures the race area is automobile-free and safe for racers at 5am on Saturday, May 22, 2021. We will maintain traffic flow and work with drivers to find alternative parking areas as we have for the last several years.
- **Signage.** To ensure the race area is automobile-free and safe for racers, please have the City's public works department place "no parking" signs as early as possible during the week.
- **Alcoholic beverages.** We would like to serve beer again at the post race event in the south park with the agreement that we erect barricades around the alcohol, serve non-alcoholic drinks as well as pizza, hotdogs, pastries, fruit, etc. We will place barricades and signage to keep drinking within the park and ensure no one is underage as well as provide volunteers to monitor the entrance/exit.
- **Sweep Streets.** Each of the past years, the Fairhope City Services has swept the streets on Friday before the race, cleaned the beach, cleaned the duck pond, and swept any areas where participants would be barefoot (the rose garden parking area and beach south of the pier). We request your help with these services again to ensure the safety of our racers.
- **Allow racers to continue jumping off the finger piers.** The swim course will remain at the south side of the Pier as it did in 2013-2019 with racers going into the water from the two west finger piers. During these years, this significantly sped up the time the racers were in the water and led to a quicker overall race completion time.

The Grandman and Jubilee Kids Triathlons are wonderful traditions in the City of Fairhope. We have worked incredibly hard to ensure the race is not only fun for the racers, but also a huge economic boost to the City of Fairhope. We will continue to work with the Merchants to ensure the 2021 race and beyond are even bigger successes with more patrons from the race spending money in their shops, stores, businesses, and restaurants with limited inconvenience.

We attribute the continued success of the Grandman Triathlon and Jubilee Kids Triathlon to the support of the Fairhope City Council, Fairhope Parks and Recreation, the Fairhope Police Department, Fairhope Merchants, and city residents. We hope to continue this great tradition, and we look forward to joining you at the City Council Meeting this year. Thank you for your consideration of these requests.

Sincerely,


Caci (k) Callaway
Race Director, Grandman Triathlon
Executive Director & Baykeeper


Cece Bless
Development Director



APPLICATION FOR USE OF THE CITY OF FAIRHOPE SIDEWALKS AND/OR STREETS

We the undersigned hereby apply for the use of certain sidewalks and/or streets within the City of Fairhope and in connection with said application, furnish the following:

- 1. Which street and/or sidewalk do you wish to use? See maps for location
- 2. Date Requested: 5/21-5/22/2021 Hours requested from: Fri 5/21 10am to Sat 5/22 12pm
- 3. Renter's Name: Mobile Baykeeper
Address: 450-C Government St
City: Mobile State: AL Zip: 36602
Phone Numbers: 251-433-4229 (office) 205-401-4692 (cell/other)
- 4. Purpose of Use: Publix Grandman Triathlon and Jubilee Kids Triathlon
- 5. Number of persons expected to attend (adults and minors): 2,500-3,500
- 6. Will there be alcohol on the premises during the event? Yes If requested, the Fairhope City Council may allow alcoholic beverages. If alcohol is allowed, the user must adhere to all rules of the Alabama Beverage Control Board and its permitting process. All permits required must be submitted to the City of Fairhope Police Chief at least 12 weeks prior to the event.
- 7. Describe any decorations, tents, sound equipment, staging, port-o-lets, etc.: Signage, Expo tents (Blue Rents), Port-o-lets
Rental Company: See additional page
- 8. Will you need electricity? Yes No For: Finish Line and Beer Trailer
Will you need water? Yes No For: Fill Tent and Water Barrels

INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of the permission granted to me by the City of Fairhope to use the sidewalks and/or streets, I hereby indemnify and hold harmless the City of Fairhope, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the sidewalks and/or streets who are injured or suffer property damage that is in any way caused by my use of the sidewalks and/or streets. This indemnity and hold harmless agreement is given to the City of Fairhope to protect the City and its agents, servants and employees from cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the sidewalks and/or streets.

CLEANING AND CANCELLATION POLICIES

- a.) At the conclusion of the event, the area will be inspected by a representative of the City. If the user has not cleaned up the park and restored it to its original condition, the City will clean up the park and charge the user for the services.
- b.) All cancellations and/or date changes must be in writing and signed by the same person who signed the application and paid the rental fees, and must be given to the Site Manager not less than 30 days prior to the event. No fee refunds will be made for cancellations made less than 30 days prior to the event.

Fee refunds will be made by check, and delivered by mail, less the cost of City services, as assessed by the appropriate City staff for cleaning, or a 20% handling charge for cancellations.

We the undersigned have read and understand the **Indemnity Agreement**, as well as all rules and regulations contained in **City Ordinance No. 1576** as set forth by the governing body of the City of Fairhope, and will abide by these rules and regulations, which include but are not limited to the **Cancellation and Cleaning** policies. We also understand that if, at any time, the City-appointed Law Enforcement Personnel feel that said rules and regulations are not being followed, the function will be terminated.

Renter's Signature: *[Signature]* Date: 1/13/2021
 City Personnel: *[Signature]* Fees Paid: \$1668.75 Date: 21 JAN 20 Ck. #: 7892

22 FEB 21

-Office Use Only-

Application Signed/Dated *[Signature]* Permit/Deposit Fees *[Signature]* Entered in Calendar *[Signature]*

City of Fairhope
Park & Street Usage Charges
(per city ordinance (Nos. 1575, 1576, & 1486))

Fairhope Civic Center, P.O. Drawer 429, Fairhope Al. 36533 - (251) 929-1479 / 990-0130 (251) 929-1467[Fax]

Name: Mobile Baykeeper Publix Grandman Triathlon 2021
 Address: 450-C Government Street, Mobile, AL 36602
 Date of function: 21-22 MAY 2021 Phone: 251.433.4229 No. in attendance: 3500

FEE SCHEDULE

Park Rental Fee: \$150. per diem	\$450.00
Street Rental Fee: \$150. per diem	
Additional Hours – past allotted four hour: @ \$75 per hour	\$787.50

Subtotal: \$1237.50

Non-profit organization; exempt from 50% rental fees.
 *Proof of 501 non-profit must be on file.

50% Non-Profit Rate: \$618.75

Electric/Water Fee: (one time charge of \$50.)	\$50.00
Refundable Clean-up Deposit: (Required)	\$1000.00

Balance Due: \$1668.75

Less cleaning fee: -

Refund Due:

Refunds for clean-up deposit to be mailed to address given on rental application, three weeks after event.

Notes: Friday hours 10AM-5PM. Saturday Hours 5AM-12PM. Sunday hours 6:30AM-12PM

Total additional hours 10.5 @ \$75.00 per hour

Paid: \$1668.75	Check# /Cash/CC	Check #7892	Date: 21JAN20
-----------------	-----------------	-------------	---------------



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248567577
June 02, 2011 LTR 416BC E0
63-1190615 000000 00

00020211
BODC: TE

MOBILE BAYKEEPER INC
450C GOVERNMENT ST
MOBILE AL 36602-2320



034473

Employer Identification Number: 63-1190615
Person to Contact: Albert Zerhusen
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 24, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in November 1998.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248567577
June 02, 2011 LTR 4168C E0
63-1190615 000000 00
00020212

MOBILE BAYKEEPER INC
450C GOVERNMENT ST
MOBILE AL 36602-2320

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

41080

7892

MOBILE BAYKEEPER
450C Government Street
Mobile, AL 36602
(251) 433-4229

SYNOVUS
Synovus Bank, Member FDIC
64-60/611

12/04/2019

PAY TO THE ORDER OF City of Fairhope Park

\$ **1,668.75

One thousand six hundred sixty-eight and 75/100*****

DOLLARS

City of Fairhope Park



Carroll
[Signature]
AUTHORIZED SIGNATURE

MEMO

Mobile Baykeeper Grandman Triathlon Park Rental F

⑈007892⑈ ⑆06⑆ ⑆00606⑆ ⑆005037666⑈

MOBILE BAYKEEPER

7892

12/04/2019

City of Fairhope Park

Park Rental Fee- \$450.00, Additional Hours- \$787.50

1,668.75

10400 Coastal Bank & Trust Checking

Mobile Baykeeper Grandman Triathlon Park Rental Fee

1,668.75

CITY OF FAIRHOPE
CITY HALL
PO DRAWER 429
FAIRHOPE, AL 36533
251-928-2136

017923-0068 Ashley S. 01/21/2020 10:44AM

MISCELLANEOUS

PARK/SIDEWALK USAGE FEE
(41080)

2020 Item: 41080

1.00 @ 1,668.75

PARK/SIDEWALK USAGE FEE
(41080)

1,668.75

1,668.75

Subtotal 1,668.75
Total 1,668.75

CHECK 1,668.75
Check Number007892

Change due 0.00

Paid by: MOBILE BAYKEEPER

Comments: MOBILE BAYKEEPER

161 N SECTION ST, FAIRHOPE, AL 36532
<http://www.fairhopeal.gov>

CITY OF FAIRHOPE COPY
DUPLICATE RECEIPT

CITY OF FAIRHOPE STREET & SPECIAL EVENT CHECKLIST

ALL INFORMATION AND DOCUMENTATION REGARDING YOUR EVENT MUST BE SUBMITTED TO

THE CITY OF FAIRHOPE AT LEAST 12 WEEKS PRIOR TO YOUR EVENT

ANY DOCUMENTATION THAT IS SUBMITTED LESS THAN 12 WEEKS WILL NOT BE ACCEPTED

- 1. Application, Cancellation Policy, Indemnity/Hold Harmless Agreement signed, dated, and fees paid.
- 2. Letter to the City Council if you are making any special requests which include but are not limited to street closing, permission to have alcohol, law enforcement personnel, barricades, and other event details.
- 3. Route/Map of Special Event [Emergency Vehicle access must be provided]
Estimated Law Enforcement/Personnel Cost: \$ 3690
- 4. NON-PROFIT ORGANIZATIONS: Proof of nonprofit status (IRS letterhead)
- 5. Proof of liability insurance naming the City of Fairhope as additional insured for date of event requested.
- 6. Signatures from 75% businesses/residents directly affected by the street to be closed.
- 7. Notifications to 100% of businesses & residents within 300 ft. of street to be closed (30 days in advance)
- 8. For South Park Events, signatures from:

Restaurant on Pier: _____ Date: _____

- 9. Event details (Items, including the ones listed below, must be removed *immediately* following event and park/street cleaned and restored to original condition. (If not, additional fees will be incurred.)
 - Law Enforcement Personnel Provided by: City of Fairhope
 - Barricades Provided by: City of Fairhope
 - Staging Provided by: _____
 - Tents Provided by: Blue Rents
 - Port-o-lets provided by: Gotta Go Port-O-Lets
 - Special transportation needs provided by: _____
 - Special electrical needs: Finish Line and beer trailer

10. AGENDA DATE TO MEET WITH CITY COUNCIL (if required): _____

Office use only

NA Street closing approved _____ Alcohol approved _____ ABC License if selling alcohol _____ ^{CWM} Park/Street permit fees paid

City of Fairhope

Approval Special Event Request

2 22

1 / 14 / 2021

Date complete application submitted to Rental Facilities Department

Event: Publix Grandman Triathlon
Person Requesting: Cecelia Pless on behalf of Mobile Baykeeper
Date of Event: May 21-22, 2021
Location: South Park / City Streets

Approval/Disapproval supporting documentation attached.

Approval:

[Signature] Date: 2/25/21 Approx. security cost off-duty \$ 3,800
Police Chief/Designee

[Signature] Date: 3/3/2021 Approx. cost city services \$ 1200
Director of Public Works/Designee

[Signature] Date: 3/4/2021
Director of Community Events

Disapproval:

Date: _____
Police Chief

Date: _____
Director of Public Works/Designee

Date: _____
Director of Community Events

Route back to rental facilities department for application package finalization

NOTES: PD - Estimate for Grandman only as they specified that Kid's Triathlon has been cancelled



Grandman TRIATHLON

MOBILE BAYKEEPER®

THEGRANDMAN.COM



SWIM 1/3 Mile



BIKE 18.6 Miles



RUN 3.1 Miles

DIRECTIONS

Racers will alternate jumping from each finger pier and swim to the turn buoy before heading to the shore.

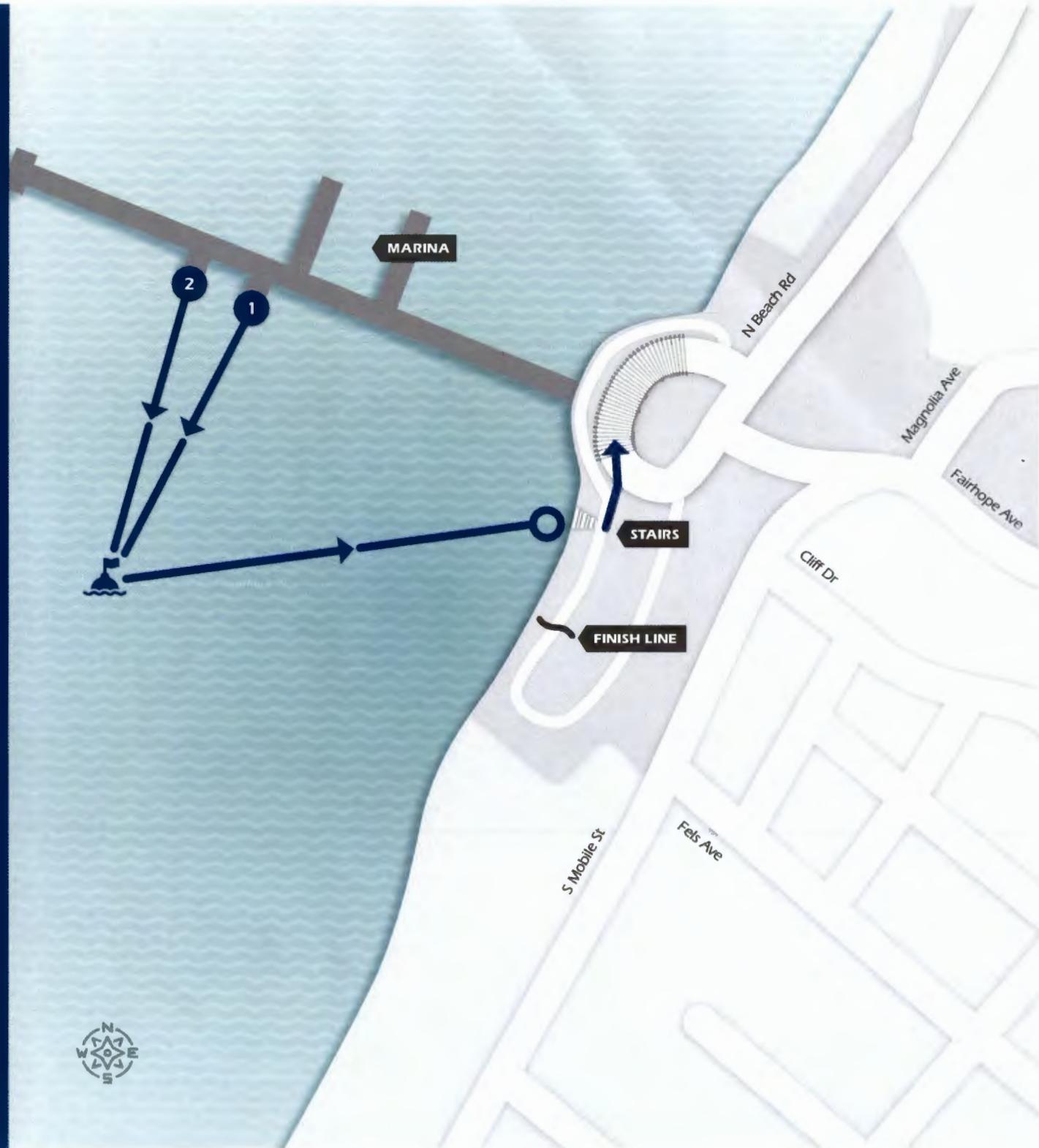
1 **START** (Pier 1)

2 **START** (Pier 2)

 **TURN BUOY**

 **FINISH**

 **TRANSITION AREA**





Grandman TRIATHLON

MOBILE BAYKEEPER®

THEGRANDMAN.COM



SWIM 1/3 Mile



BIKE 18.6 Miles



RUN 3.1 Miles

● **START**

○ **FINISH**



DIRECTIONS

- Exit Transition Area by heading east, uphill on Fairhope Ave. for 0.63 miles.
- Turn **RIGHT** onto S. Section Street / County Road 3.
- Continue on Co. Rd. 3 for 4.6 miles.
- Turn **LEFT** onto Monk Road.
- Travel 0.12 miles before taking a **RIGHT** onto Co. Rd. 3.
- Continue for 1.01 miles, then take a **LEFT** onto Co. Rd. 24.
- Travel 0.25 miles, then take a **RIGHT** onto Co. Rd. 3.
- After 1.26 miles turn **LEFT** onto Greeno Road / US-98.
- Continue for 0.5 miles on US-98 and turn **RIGHT** onto Scenic Hwy 98.
- Take Scenic Hwy 98 for about 9.4 miles to finish at the transition area.





Grandman TRIATHLON

MOBILE BAYKEEPER®

THEGRANDMAN.COM



SWIM 1/3 Mile



BIKE 18.6 Miles



RUN 3.1 Miles

DIRECTIONS

Racers will begin up a steep hill before running through streets of downtown Fairhope and back down the hill, making a loop around the duck ponds, and running alongside Mobile Bay to cross the finish line at Fairhope Pier Park.

 **START**

 **TURN AROUND**

 **FINISH**

 **TRANSITION AREA**

 **WATER STOP**





Grandman TRIATHLON

MOBILE BAYKEEPER®

THEGRANDMAN.COM



SWIM 1/3 Mile



BIKE 18.6 Miles



RUN 3.1 Miles



TRANSITION AREA

Transition area will open to racers at 5:30 a.m. and close for the race to begin at 7 a.m.



SWIM FINISH



BIKE START



BIKE FINISH



RUN START



RUN FINISH

