

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

MONDAY, 9 OCTOBER 2023 – 4:30 P.M. – CITY COUNCIL CHAMBER

1. Presentation on the Litter Getter Project and Osprey Initiative – Kim Burmeister
2. Presentation on the Demo of Heil RevAMP Electric Side Loader (Hybrid EV Garbage Truck)
- Sanitation Department
3. Water Well Expansion Discussion – Krebs Engineering
4. Committee Updates
5. Department Head Updates

**City Council Agenda Meeting – 5:30 p.m.
on Monday, October 9, 2023 – City Council Chamber**

Next Regular Meeting – Monday, October 23, 2023 – Same Time Same Place



RevAMP™

The future of refuse collection is now



RevAMP™



POWERED BY ELECTRICITY!

The first all-electric on-route refuse collection body



City of Fairhope, AL June 19, 2023



Route – June 19th

- Demo Driver:
- Site: Fairhope, AL
- Starting Mileage: 8369
- Ending Mileage: 8387
- Total Mileage: 18
- Battery state of charge (Start): 96%
- Containers Serviced: 120
- Battery State of charge (EOD): 86%
- Avg. # cans in single charge-1200
- Type of Service: Trash/Waste
- Daily Payload Tonnage:

RevAMP Electric Body on Route



**Environmental
Solutions Group**

A **WILLIS TOWERS WATKINS** COMPANY

Collaborative Entrepreneurial Spirit Winning Through Customers High Ethical Standards, Openness, and Trust Expectations for Results Respects and Values People



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RevAMP Electric Body on Route



**Environmental
Solutions Group**

A DOWDER COMPANY

Collaborative Entrepreneurial Spirit Winning Through Customers High Ethical Standards, Openness, and Trust Expectations for Results Respects and Values People



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RevAMP Route June 19, 2023

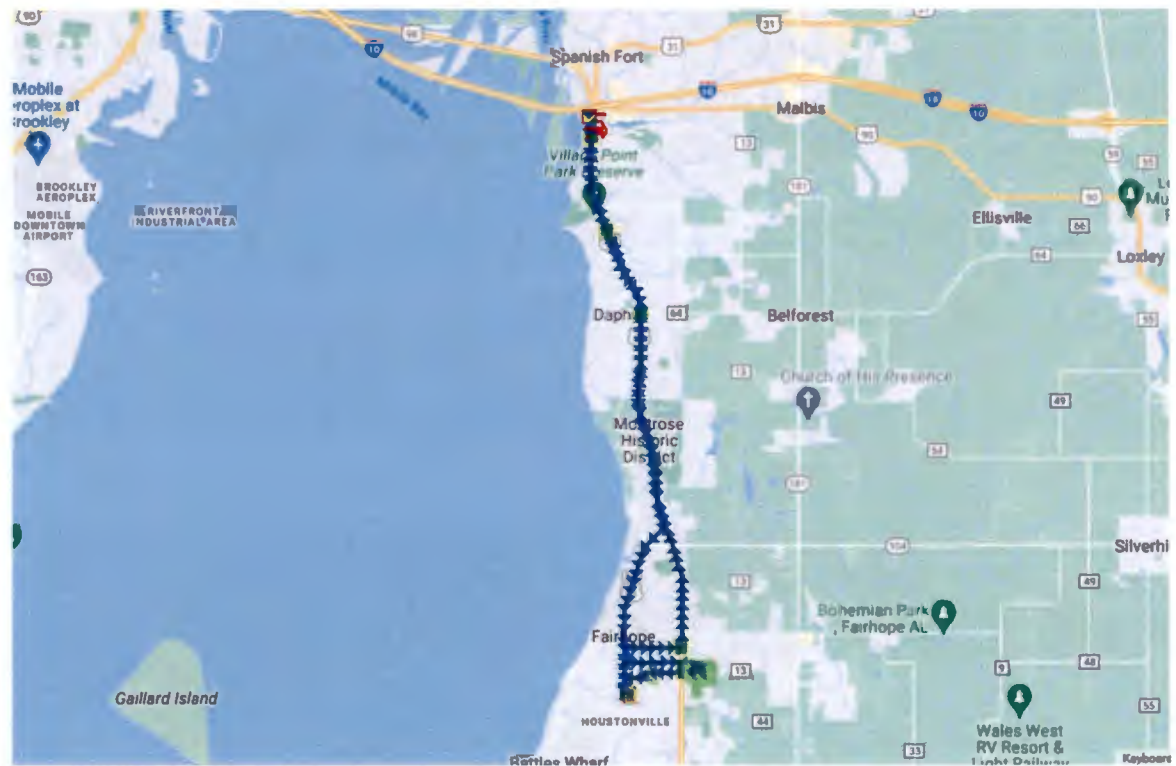


**Environmental
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- Total Number of Containers Serviced: **120**
- Times on route: **8:30 AM to 9:36 AM**
- Total Hours: **1.1 Hours**
- Container Serviced per Hour: **109**



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Positive Service Verification- (Green Cans)- Birmingham Route June 6th 2023



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Solutions Group**

A SOVER COMPANY

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Positive Service Verification- 212 Southchase CT, Fairhope, AL



Collaborative Entrepreneurial Spirit Winning Through Customers High Ethical Standards, Openness, and Trust Expectations for Results Respects and Values People

06/19/2023 06:25:31 AM Event: 3315691106 Vehicle: 3rd Eye ESG Demo / RevAMP / ASL-PD1868RH-RV0001

Stop ID#: 0 Name: Type: Status: Unknown Stop

Route: Stop Address: 212 Southchase Ct, Fairhope, AL 36532 Contract: Customer Number: Confidence Level: ●



Speed (left), Accel (right)

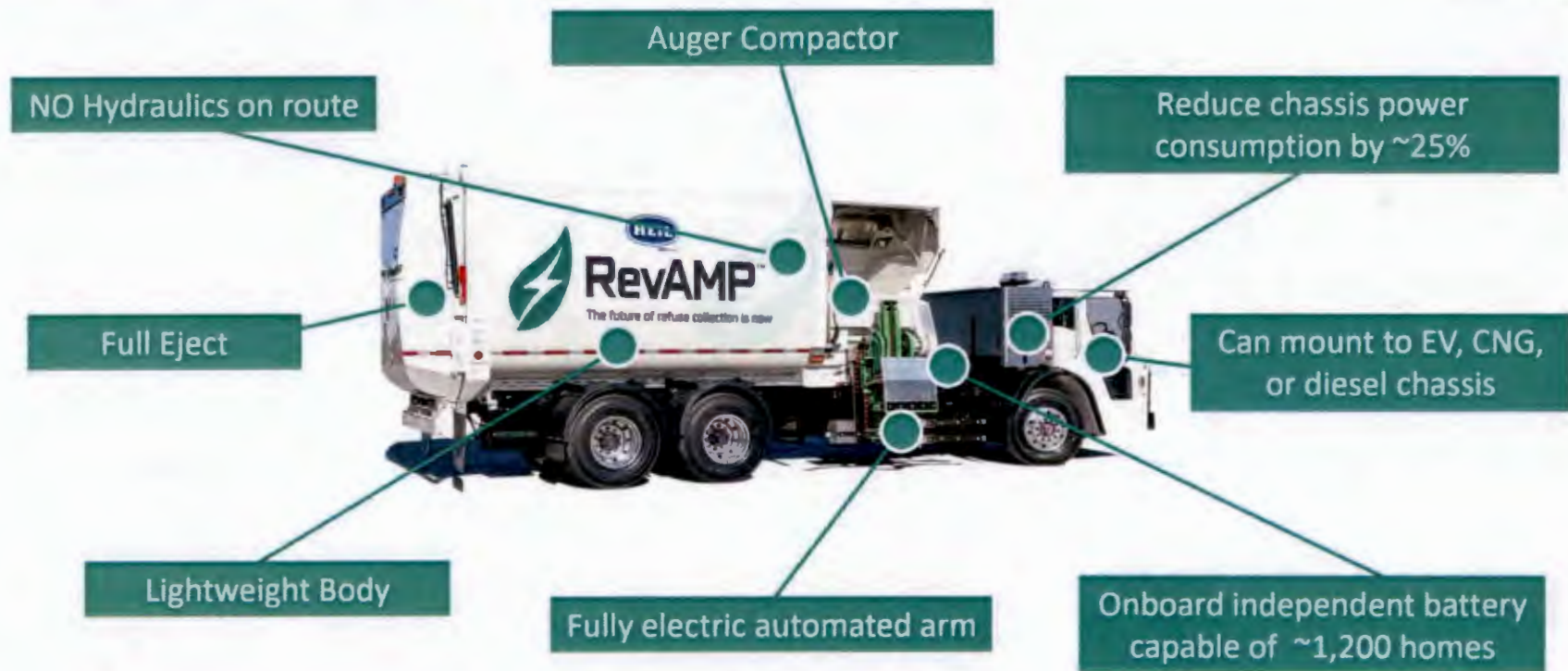
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Heil RevAMP eASL



**Connected
Collections™**



Heil® RevAMP™ Electric Automated Side Loader

The Future of Refuse Collection is Now.

Discover What Sets The Heil® RevAMP™ Apart



EJECTION PANEL

- ✓ An electric motor is used to drive the ejection panel
- ✓ Pack-through innovation (patent pending) provides full-eject capability (no tilt-to-dump)
- ✓ Full-eject design improves stability at the landfill
- ✓ Body fixed to frame allows for shortening wiring, simplified body installation
- ✓ Large entrance points for easy access behind the ejector



LIFT ARM

- ✓ Fast, precise arm motion enables highly productive refuse collection while on route
- ✓ Shake-free, smooth operation reduces driver fatigue
- ✓ No arm kick-out allows for the collection of refuse in alleyways and other tight areas
- ✓ Fully electric arm is remarkably quiet and has no hydraulic hoses or tubes that can leak or break



ENERGY

- ✓ 47 kWh Battery. Up to 400A available at 100V
- ✓ More than 1,200 containers on an overnight battery charge (6-8 hours)
- ✓ No power required from a chassis diesel engine
- ✓ Type 2 AC charging with 208/240 VAC shop power



AUGER

- ✓ The auger, tapered from 30 inches to 24 inches, requires less energy than a typical compactor ram
- ✓ Self-cleaning hopper to avoid material bridging
- ✓ Sturdy endless auger design allows the refuse material to dump over it while in operation, so that the hopper clears quickly
- ✓ Surface treatment on the hopper and auger is designed specifically for harsh material

Key Benefits of an Electric Body



Efficiency

Electric arm and auger reduces the energy required. This means you use less fuel and increase your chassis range.



Flexibility

Onboard battery option can be paired with any chassis fuel type. Or choose the integrated power configuration with your preferred EV chassis.



Eliminate Hydraulics

Eliminate leaks on route that generate expensive clean-ups and angry customers.



Quiet Operation

Homeowners and drivers both agree that a quieter garbage truck is a better garbage truck.

RevAMP Electric ASL delivers benefits that a hydraulic body cannot

©2022 Environmental Solutions Group



IMPROVE YOUR SUSTAINABILITY. IMPROVE YOUR BOTTOM LINE.

The Heil RevAMP electric side loader is more environmentally friendly than any other standard automated truck on the market.

- ✔ 100% electric on-route – NO hydraulics – NO hydraulic leaks
- ✔ Fuel savings of up to 35% on diesel chassis; 100% fuel savings on electric chassis
- ✔ Easily charge overnight with plenty of energy for a day's work
- ✔ GHG reduction of 41 tons/year/truck on diesel chassis
- ✔ Lighter body (less than 16,400 lbs.) – less fuel consumed – better payload

GET AMPED ABOUT FUEL SAVINGS



Fuel Consumption

When the RevAMP body is configured with a diesel-fuel chassis, fuel consumption is reduced by up to **35%** when compared to an hydraulic body. This pairing can result in dramatic fuel savings per year.



Chassis Range

When the RevAMP body is configured with an electric-powered chassis, range is extended due to elimination of the power take off from the EV chassis.



INFINITELY CUSTOMIZABLE CONFIGURATIONS TO MAXIMIZE YOUR ROUTE PRODUCTIVITY



Available with electric powered chassis, with the option to integrate into the chassis to use a common battery pack



Available with conventional diesel chassis



Available with CNG chassis

DISCOVER WHAT SETS THE HEIL REVAMP APART



EJECTION PANEL

- ✔ An electric motor is used to drive the ejection panel
- ✔ Pack-through innovation (patent pending) provides full-eject capability (no tilt-to-dump)
- ✔ Full-eject design improves stability at the landfill
- ✔ Body fixed to frame allows for shortening wiring, simplified body installation
- ✔ Large entrance points for easy access behind the ejector



LIFT ARM

- ✔ Fast 8-second cycle time and precise arm motion enables highly productive refuse collection while on route
- ✔ Shake-free, smooth operation reduces driver fatigue
- ✔ No arm kick-out allows for the collection of refuse in alleyways and other tight areas
- ✔ Fully electric arm is remarkably quiet and has no hydraulic hoses or tubes that can leak or break



ENERGY

- 46 kWh Battery, Up to 400A available at 100V
- More than 1,200 containers on an overnight battery charge (approx. 6-8 hours to charge)
- No power required from a chassis diesel engine
- Type 2 AC charging with 208/240 VAC shop power



AUGER

- The auger, tapered from 30 inches to 24 inches, requires less energy than a typical compactor ram
- Self-cleaning hopper to avoid material bridging
- Sturdy endless auger design allows the refuse material to dump over it while in operation, so that the hopper clears quickly
- Surface treatment on the hopper and auger is designed specifically for harsh material

The Cost Of Hydraulic Leaks



One Drop Every 10 Seconds



Gallons Per Day: **0.11**



Gallons Per Year: **27.5**



Cost Per Gallon: **\$8.50**

\$ Cost Per Year: \$234



One Drop Every Second



Gallons Per Day: **1.1**



Gallons Per Year: **275**



Cost Per Gallon: **\$8.50**

\$ Cost Per Year: \$2,338



Stream



Gallons Per Day: **24**



Gallons Per Year: **6,000**



Cost Per Gallon: **\$8.50**

\$ Cost Per Year: \$51,000

Charging Considerations



Heil RevAMP uses level 2

	120V AC	220/240 AC	480V DC
Charging Time	Slow	6-8 hours	Fastest
Cost	\$	\$	\$\$\$
Infrastructure	n/a	Available	Consult your power company

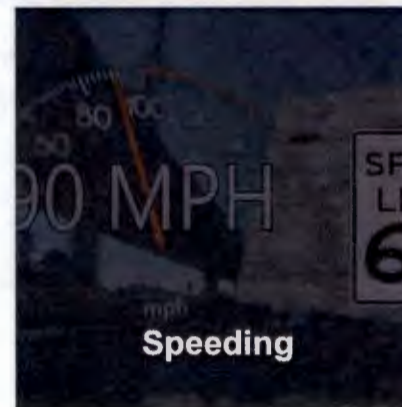
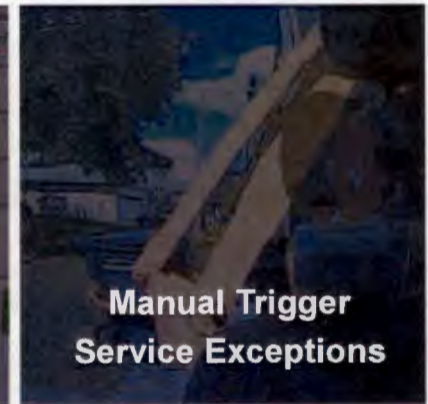


Hardware Features & Design

- Up to 256GB MicroSD card (Approximately 300 hours)
- Up to 8 cameras recording
- Real time video analytics and driver event processing
- Linux Operating System
- Open architect for future expansion

Safety- How it Works: Triggered Events

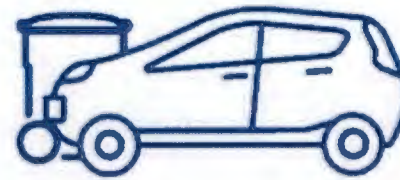
- Event Recording Device
 - Records all installed cameras
 - Audio is recorded as desired
- Gathers Information From:
 - Outside the vehicle
 - Live tracking of truck (GPS)
 - J1939 Information – Speed, Telemetry



Public Safety- Exoneration



Verif-Eye- Positive Service Verification



Blocked Containers



**Identifying Container
Location**



Failed Set-Outs



**Property Damage
Claims**



Overloaded Containers



**Recycling
Contamination**

POWER



Tracking & Quantifying a Fleet in Transit

Certif-Eye – What does it do?

- Tracks key data points about the vehicle's activity and travels



- **Engine Hours** — Total time the engine was running "Ignition On"



- **Odometer Value** — Current Odometer reading



- **Distance Traveled** — Total miles driven



- **Fuel Consumed** — Total gallons burned

- All values are summarized by:

- Hourly
- Daily
- State/Province
- On/Off Road

- Data can be consumed via:

- Reports
- Delimited data file (csv)
- API Feed

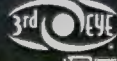


A DOVER COMPANY



The **Curotto-Can**

SOFT-PAK
SOFTWARE SOLUTIONS



PARTS CENTRAL

BAYNE
Pneumatics

MARATHON

Any Questions?



ESG Pursuing Patent Protection for Ideas & Concepts Depicted Here
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**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 09 OCTOBER 2023 - 6:00 P.M. – CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve minutes of 25 September 2023 Regular City Council Meeting and minutes of 25 September 2023 Work Session.
2. Report of the Mayor
3. Public Participation – Agenda Items – (3 minutes maximum)
4. Council Comments
5. **Final Adoption** – Ordinance – Annexation – Utility Board of the City of Foley d/b/a Riviera Utilities and the Fairhope Single Tax Corporation (containing 1.7 acres, more or less), property located on Gayfer Road Extension, Fairhope, Alabama. Tax Parcel 46-06-14-0-000-001.521. (Introduced at the September 25, 2023 City Council Meeting.)
6. **Final Adoption** – Ordinance – An Ordinance Amending Ordinance No. 1510 known as the Personnel Rules, Policies and Procedures Ordinance, Section 7 Time Off From Work, amending Section 7.04 Sick Leave Pay Upon Retirement; Option to Convert Unused Sick Leave to Retirement Service. (Introduced at the September 25, 2023 City Council Meeting.)
7. Resolution – To approve the 2023-2024 Holidays.
8. Resolution – That the City Council approves the following list for the Fairhope Police Reserve: Justin Rogers, Drew Craze, Allen Bishop, and Chris White; and Police Chaplains: Arthur Bosarge, Micheal Kouns, and Reggie Whiddon.
9. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Downtown Fairhope Business Association for an appropriation of \$24,000.00 to advertise and promote the City of Fairhope.
10. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract with the Eastern Shore Art Center for use of City Facilities and for an appropriation of \$20,000.00 for funds to support and sponsor the educational programs through The Art Center's Academy of Fine Arts.
11. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Ecumenical Ministries Incorporated for an appropriation of \$10,000.00 to support the needs of Fairhope residents.
12. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Baldwin County Trailblazers for an appropriation of \$5,000.00 to support the Smart Walks and the Walking School Bus Program.

13. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Fairhope-Point Clear Rotary Youth Club for an appropriation of \$57,000.00 to help manage and operate the Fairhope-Point Clear Rotary Youth Club facility which includes cleaning supplies (not-to-exceed \$2,000.00 which is included in total amount).
14. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Care House, Inc. for an appropriation of \$5,000.00 to help with continuing support for children who are victims of sexual and severe physical abuse; and to help with the distribution of the child abuse prevention curriculum.
15. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and The Fairhope Film Festival for an appropriation of \$6,000.00 to help bring sustained economic growth from the film industry to the Alabama Gulf Coast through its Fairhope Film Festival.
16. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Mobile Bay National Estuary Program for an appropriation of \$15,000.00 to support activities related to Stormwater education and watershed management.
17. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Eastern Shore Chamber of Commerce for an appropriation of \$23,500.00 (which includes \$15,000.00 for the Annual Leaders Council Program and \$2,500.00 for Centennial Celebration) to advertise and promote the City of Fairhope.
18. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Baldwin Pops for an appropriation of \$3,000.00, in-kind services in the amount of \$8,400.00, and resources including personnel, but not security after normal business hours.
19. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and the Fairhope Pirate Booster Club, Inc. for an appropriation of \$10,000.00 to be used to assist and benefit all sports athletic programs; and to approve the use of the Fairhope Civic Center for the Annual Drawdown and Silent Auction.
20. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Baldwin County Economic Development Alliance for an appropriation of \$20,000.00 to support economic development facilitation within the City of Fairhope.
21. Resolution – Authorizing Mayor Sherry Sullivan to execute a Contract between the City of Fairhope and Safe Harbor Animal Coalition, Inc. for an appropriation of \$5,000.00 to help Trap, Neuter & Return “TNR”) local area cats.
22. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute a contract between the City of Fairhope and Thomas Hospital for use of the City facilities (rental and cleaning fees), including streets and parks, depending on availability and permission from the Rental Facilities Manager; but they would be responsible for any incidentals, damages, or security if necessary.

23. Resolution – That the City of Fairhope approves the procurement of the Intelligent One Field GPS Paint Robot from Turf Tank for a not-to-exceed amount of \$52,700.00.
24. Resolution – That the City of Fairhope approves the procurement of the Annual Subscription for Weather Forecast and Warning Service from USA Coastal Weather Research Center with a not-to-exceed amount of \$4,200.00; and authorizes Mayor Sherry Sullivan to execute a contract.
25. Resolution – That the City of Fairhope approves the procurement of the Annual Support Renewal for the Kronos Timekeeping System from Kronos Inc. with a not-to-exceed amount of \$28,810.99.
26. Resolution – That the City Council approves the selection of Axis Engineering Group, LLC for Professional Services for Design Services for Utility GIS Interface – Phase I (RFQ PS24-002); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$17,000.00.
27. Resolution – That the City Council approves the selection of Krebs Engineering for Professional Engineering Services for Water Distribution System Capacity Expansion (RFQ PS23-031); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$495,000.00.
28. Resolution – That the City Council approves the selection of Jackson Thornton Certified Public Accountants & Consultants for Professional Services to Evaluate Water and Wastewater System Development Charges (RFQ PS24-001); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$12,000.00.
29. Resolution – That the City Council approves the selection of Sawgrass Consulting, LLC for Professional Engineering for the D'Olive Creek Crossing Gas Main Leak Repair (RFQ PS24-003); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$21,900.00.
30. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute Extension No. 1 for RFQ No. PS019-22 Professional Consulting Services for Grants and Grant Management with Grant Management, LLC with all terms and conditions as original bid award; and extends the contract until October 17, 2024 with a not-to-exceed amount of \$24,000.00.
31. Resolution – That Mayor Sherry Sullivan is hereby authorized to execute Extension No. 1 for (Bid No. 039-21), Three Year Pest Control for City Buildings, with Redd Pest Solutions, for an additional one year to extend the referenced contract until October 20, 2023, with same terms and conditions as original bid award. The cost not-to-exceed \$12,371.04.
32. Resolution – That Fairhope Educational Enrichment Foundation's (FEEF's) request to allow its 2023-2024 Annual Premium Sponsors limited use of the pavilion located on the leased K-1 Center premises is approved as outlined in the attached 2023-2024 Sponsorship form for Bronze, Silver or Gold.

33. Request – Marsha P. Jordan, Executive Vice President, Baldwin County Home Builders Association requesting permission to put up directional signs for their annual Parade of Homes scheduled for two weekends, October 14th, 15th, and October 21st, 22nd, 2023.
34. Request – Eastern Shore Optimist Club – Requesting an in-kind donation (\$2,000.00) to use the Fairhope Civic Center for the Dogwood Trail Pageant and Scholarship Program.
35. Request - Golf Green Fees and Cart Fees for the Fairhope Educational Enrichment Foundation (“FEEF”) Golf Tournament as an in-kind donation (\$2,500.00).
36. Public Participation – (3 minutes maximum)
37. Adjourn

Next Regular Meeting – Monday, October 23, 2023 – Same Time Same 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, 25 September 2023.

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

There being a quorum present, Council President Robinson called the meeting to order at 6:05 p.m. The invocation was given by Senior Pastor Matt McCollum of Trinity Presbyterian Church and the Pledge of Allegiance was recited. Councilmember Burrell moved to approve minutes of the 11 September 2023, regular meeting; and minutes of the 11 September 2023, work session. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Mayor Sullivan addressed the City Council regarding the following items:

- 1) Recognized the Fairhope High School, Student Government Association and the students for the great parade and bonfire;
- 2) Announced Councilmember Conyers' daughter Anna Bowler Conyers is the SGA President and was crowned Fairhope High School 2023 Homecoming Queen;
- 3) Thanked City Treasurer Kim Creech and her staff, Department Heads, and City Council for working on the FY 2023 – 2024 Budget;
- 4) Mentioned the first mural by Hannah Legg is almost done; and
- 5) Recognized the Fairhope Junior City Council by having them introduce themselves by stating their name, grade level, and school they attend. She said they will be attending Committees and City Council meetings as well as doing projects for the City.

No one spoke during Public Participation for Agenda Items.

Councilmember Martin stated that he and his family went down to the Homecoming ("Hoco") parade and bonfire; and said it was hot.

Councilmember Conyers said the parade and bonfire was a fantastic event. He said the Junior City Council is a great group of kids; and outstanding students.

25 September 2023

Councilmember Boone said it was great seeing kids involved in government.

Council President Robinson stated he heard the homecoming parade and bonfire was a great event and had a good turnout.

Councilmember Martin moved to postpone indefinitely Agenda Item Number 5 until the City Council's questions have been answered: an Ordinance to require annexation for property outside the City Limits but contiguous to the City Limits for new connection to the City of Fairhope's Water System. (Introduced at the August 29, 2023 City Council Meeting.) Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

Councilmember Burrell introduced in writing an ordinance to annex the property of the Utility Board of the City of Foley d/b/a Riviera Utilities and the Fairhope Single Tax Corporation (containing 1.7 acres, more or less), property located on Gayfer Road Extension, Fairhope, Alabama. Tax Parcel 46-06-14-0-000-001.521. Planning Director Hunter Simmons; and answered any questions if needed. Due to lack of a motion for immediate consideration, this ordinance will layover until the October 9, 2023 City Council meeting.

Councilmember Burrell introduced in writing an ordinance to amending Ordinance No. 1510 known as the Personnel Rules, Policies and Procedures Ordinance, Section 7 Time Off From Work, amending Section 7.04 Sick Leave Pay Upon Retirement; Option to Convert Unused Sick Leave to Retirement Service. Mayor Sullivan explained the ordinance; and answered any questions if needed. Due to lack of a motion for immediate consideration, this ordinance will layover until the October 9, 2023 City Council meeting.

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope elects to come under the provisions of §36-26-36.1, Code of Alabama 1975, authorizing employees the option to convert unused sick leave to retirement service credit or take a one-time lump sum payment according to the City of Fairhope Personnel Rules, Policies and Procedures. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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25 September 2023

RESOLUTION NO. 4846-23

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope elects to come under the provisions of §36-26-36.1, Code of Alabama 1975, authorizing employees the option to convert unused sick leave to retirement service credit or take a one-time lump sum payment according to the City of Fairhope Personnel Rules, Policies and Procedures.

BE IT FURTHER RESOLVED, that by electing to come under the provisions of §36-26-36.1, the City of Fairhope agrees to assume the cost of benefits provided by said Act with regards to its employees who are members of the Employees' Retirement System of Alabama.

BE IT FURTHER RESOLVED, that the provisions of §36-26-36.1 shall become effective on the date of adoption of said Resolution.

Adopted on this 25th day of September, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution to authorize submission of Pre-Application for FY2024 Airport Improvement Program and Airport Infrastructure Grant Projects for H.L. "Sonny" Callahan Airport (KCQF). Seconded by Councilmember Boone, motion passed unanimously by voice vote.

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25 September 2023

RESOLUTION NUMBER 4847-23

**A RESOLUTION TO AUTHORIZE SUBMISSION OF
PRE-APPLICATION FOR FY2024 AIRPORT IMPROVEMENT
PROGRAM AND AIRPORT INFRASTRUCTURE GRANT PROJECTS
FOR H. L. "SONNY" CALLAHAN AIRPORT (KCQF)**

WHEREAS, the City of Fairhope, Alabama, as the designated Sponsor for H. L. "Sonny" Callahan Airport (KCQF) intends to apply for Federal and State matching funds for an Airport Improvement Program Project (AIP) and an Airport Infrastructure Grant Project (AIG) during fiscal year 2024; and

WHEREAS, the overall scope of the AIP and AIG projects is expected to be runway rehabilitation, replacement of runway lighting, replacement of taxiway lighting, and parking lot construction for a terminal building; and

WHEREAS, the pre-application submission deadline is no later than September 29, 2023.

THEREFORE, BE IT RESOLVED, by the City of Fairhope, Alabama as follows:

1. That the City of Fairhope is authorized to make pre-application/Application for Federal Assistance for the AIP and AIG projects for FY2024 for the purpose of seeking Federal funding through the AIP and AIG programs for each of the projects described above.
2. That the pre-application be submitted for and on behalf of the City of Fairhope by its Mayor, as designated by the City Council, who is authorized by this Resolution to sign the pre-application and any related forms or documents on behalf of the City of Fairhope.
3. That the final grant agreement, if AIP and/or AIG funds are awarded based on the pre-application, shall remain subject to the approval of the City Council.

BE IT FURTHER RESOLVED, that the City of Fairhope, in reliance upon an appropriate resolution from Fairhope Airport Authority, hereby affirms that the local matching share of funds in the amount required for the AIP and/or AIG project funds during FY2024 shall be the responsibility of Fairhope Airport Authority, and not the City of Fairhope.

I, the undersigned qualified and acting as the City Clerk of the City of Fairhope, Alabama hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the City Council of the City of Fairhope named therein, at a regular meeting of such body held on the 25th day of September, 2023, and that such resolution is on file in the office of the City Clerk, City of Fairhope, Alabama.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Fairhope on this 25th day of September, 2023.

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

25 September 2023

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of a New Replacement Roof for the Quail Creek Cart Barn from Roof Doctors with a not-to-exceed amount of \$22,000.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4848-23

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

[1] That the City of Fairhope approves the procurement of a New Replacement Roof for the Quail Creek Cart Barn from Roof Doctors with a not-to-exceed amount of \$22,000.00.

[2] Three (3) quotes were obtained for this procurement and Roof Doctors provided the lowest quote.

ADOPTED ON THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement and installation of a New Fire Alarm Control Panel for the Civic Center from Hunter Security with a not-to-exceed amount of \$11,494.00; and authorizes Mayor Sherry Sullivan to execute an installation agreement. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

25 September 2023

RESOLUTION NO. 4849-23

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

[1] That the City of Fairhope approves the procurement and installation of a New Fire Alarm Control Panel for the Civic Center from Hunter Security with a not-to-exceed amount of \$11,494.00; and authorizes Mayor Sherry Sullivan to execute an installation agreement.

[2] Three (3) quotes were obtained for this procurement and Hunter Security provided the lowest quote.

ADOPTED ON THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, 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 amends Resolution No. 3859-20 that established the Pedestrian and Bicycle Committee for the City of Fairhope; Rules of Procedure, Section C. The Committee shall meet every other first Tuesday of the month at 4:00 pm at the Fairhope Museum of History beginning January 2024. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

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25 September 2023

RESOLUTION NO. 4850-23

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby amends Resolution No. 3859-20 that established the Pedestrian and Bicycle Committee for the City of Fairhope; Rules of Procedure, Section C. The Committee shall meet every other first Tuesday of the month at 4:00 pm at the Fairhope Museum of History beginning January 2024.

ADOPTED ON THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, 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 proposed FY 2023-2024 Budget presented and reviewed this 25th day of September 2023, be hereby approved and adopted for the FY2023-2024. Seconded by Councilmember Boone, motion passed unanimously by voice vote. Councilmember Burrell commented when some of these expenditures come up; there will be some lively discussions.

RESOLUTION NO. 4851-23

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the proposed Budget presented and reviewed the 25th day of September 2023, be hereby approved, and adopted for the FY 2023-2024; and

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

25 September 2023

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the portion of the Sales and Use Tax revenue for FY 2023-2024 that is restricted in the General Fund Debt Pre-Payment Account can be used for General Fund operations up to the \$2,900,000.00 reduction; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the portion of the Sales and Use Tax revenue FY 2023-2024 that is restricted in the Capital Projects Fund (Infrastructure Improvements Special Fund) can be used for General Fund operations up to the \$2,900,000.00; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the City Treasurer to perform Administrative Budget Transfers, as needed throughout the Fiscal Year. Administrative Budget Transfer include transfers from one line item to another within a department's operating budget or within a capital project. More specifically: Budget transfers less than \$20,000.00 requires approval by the Mayor and City Treasurer. All Administrative Budget Transfers are documented and tracked in the City's financial management system.

BE IT FURTHER RESOLVED, that the City Council hereby approves 2% set aside for Cost of Living Allowance ("COLA") and up to 3% merit raises for City of Fairhope employees as defined in the proposed budget will become effective the first payroll in December 2023.

BE IT FURTHER RESOLVED, that all other salary changes adopted in the budget will become effective the first payroll after the passage of the budget.

ADOPTED THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby authorizes Mayor Sherry Sullivan to expend Impact Fees for projects designated from the Impact Fee Account for services for the "Police", "Fire", "Transportation", and "Parks and Recreation" Benefit Areas. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

25 September 2023

RESOLUTION NO. 4852-23

WHEREAS, the City of Fairhope adopted Ordinance No. 1625, An Ordinance repealing and replacing Ordinance No. 1331 to establish Impact Fees on new development in the City of Fairhope on October 13, 2018 in accordance with Act No. 2006-300 enacted by the Legislature of Alabama on April 4, 2006; and

WHEREAS, the City desires to use funds for “Police” which is a Benefit Area for (i) the cost recovery of the City’s cost and expense related to the construction, development and improvement of its justice center, (ii) the cost recovery of the City’s cost and expense related to the construction, development and improvement of its animal shelter, (iii) the acquisition of police vehicles, and (iv) the acquisition of police-related apparatus and equipment, and (v) the police component of the “Impact Fee Study” prepared by TischlerBise; and

WHEREAS, the City desires to use funds for “Fire” which is a Benefit Area for (i) the construction, development and/or improvement of fire stations, (ii) the acquisition of fire fighting vehicles, and (iii) the acquisition of firefighting apparatus, and (iv) the fire component of the “Impact Fee Study” prepared by TischlerBise; and

WHEREAS, the City desires to use funds for “Transportation” which is a Benefit Area for the cost of intersection improvements made to address additional demand generated by New Development and the transportation component of the “Impact Fee Study” prepared by TischlerBise; and

WHEREAS, the City desires to use funds for “Parks and Recreation” which is a Benefit Area for (i) the acquisition of new public parks lands, (ii) the construction, development and/or improvement of public recreational facilities, (iii) the construction, development and/or improvement of public park amenities, (iv) the acquisition of new park vehicles, and (v) the parks and recreation component of the “Impact Fee Study” prepared by TischlerBise; and

WHEREAS, the following project shall be paid from the Impact Fees Account and have met the criteria stated to be paid from said Account:

FY2024 PROJECTS	BUDGET	<hr/>			
		POLICE	FIRE	TRANS- PORTATION	PARKS AND RECREATION
2024 W-Onw HR 100 Aerial Ladder Truck			1,180,443.00		
Bleacher Seating for New Founders Track					135,000.00
Scoreboard for New Track					21,000.00
New Police Tahoe with Equipment		79,418.00			
Pickleball Lights					37,250.00
Resurface				266,000.00	
Impact Fees for FY 2024		\$79,418.00	\$1,180,443.00	\$266,000.00	\$193,250.00

25 September 2023

NOW BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council hereby authorizes Mayor Sherry Sullivan to expend Impact Fees for the above projects as designated from the Impact Fee Account for services for the “Police”, “Fire”, “Transportation”, and “Parks and Recreation” Benefit Areas.

DULY ADOPTED THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, 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 approves and adopts the recommendations to fund new positions and approve pay grades: reclassify positions; transfers; defund and delete positions as presented in the FY2024 Budget and in said resolution. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

RESOLUTION NO. 4853-23

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves and adopts the recommendations to fund new positions and approve Pay Grades; reclassify positions; defund; and delete positions as presented in the FY2024 Budget as follows:

Positions	Department	Status	Pay Grade
New Positions and/or Title Changes			
Staff Accountant	Treasury	FTE	10
GIS Supervisor	Planning	FTE	11
Building and Fire Plans Examiner	Building	FTE	10
Police Training Sergeant	Police	FTE	10
Police Officer (2)	Police	PTE	8
HR Coordinator	HR	FTE	8
Code Enforcement Officer	Revenue	FTE	8
Customer Service Rep I	Revenue	FTE	5
Meter Operations Supervisor	Meter	FTE	9
Parks Maintenance Worker	Recreation	Seasonal	7

25 September 2023

Youth Sports Program Coordinator	Recreation	FTE	9
Marina Worker	Marina/Harbor	PTE	4
City Engineer/General Superintendent	Public Works	FTE	16
Gardner II	Public Works	FTE	7
Park Ranger/Urban Forester	Public Works	FTE	9
Mechanic	Fleet	FTE	7
Golf Shop Attendant (3)	Golf Operations	PTE	4
Project Manager	Gas	FTE	11
Line Crew Chief	Electric	FTE	14
Water Operator Trainee	Water	FTE	4
Water Operator II	Water	FTE	7
Equipment Operator IV	Sanitation	FTE	9
Defunded and/or Deleted Positions			
ROW Construction Inspector	Building	FTE	9
Police Corporal	Police	FTE	9
HR Coordinator	HR	PTE	8
Customer Service Rep I	Revenue	PTE	5
Meter Reader II	Meter	FTE	6
Emergency Management Coordinator	Adult Recreation	FTE	9
Gardener I	Public Works	FTE	4
Starter/Marshall	Golf Operation	PTE	3
Equipment Operator III	Sanitation	FTE	8
GIS Technician	Planning	FTE	10
Transfers:			
ROW Construction Supervisor-Building	Public Works	FT	10
Utility Billing Supervisor	Revenue	FT	9

ADOPTED THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Martin introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the selection of Krebs Engineering for Professional Engineering Services for (RFQ PS23-031) Water Distribution System Capacity Expansion Project; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

25 September 2023

RESOLUTION NO. 4854-23

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

[1] That the City of Fairhope approves the selection of Krebs Engineering for Professional Engineering Services for (RFQ PS23-031) Water Distribution System Capacity Expansion Project; and hereby authorizes Mayor Sherry Sullivan to negotiate the not-to-exceed fee to be approved by Council.

DULY ADOPTED THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, 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 approves the procurement of one (1) 2023 Toyota Tacoma Truck or equivalent for the Police Department from Toyota of Montgomery with a not-to-exceed amount of \$29,500.00. Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

RESOLUTION NO. 4855-23

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

[1] That the City of Fairhope approves the procurement of one (1) 2023 Toyota Tacoma Truck or equivalent for the Police Department from Toyota of Montgomery with a not-to-exceed amount of \$29,500.00.

[2] This purchase is under the new Purchasing Threshold and does not require formal bids.

25 September 2023

[3] A Request for Quote (RFQ) was submitted to three potential vendors for purchase.

[4] The funds for this purchase will be from:

- Insurance funds \$17,267.00
- DEA Fund \$12,233.00

ADOPTED ON THIS 25TH DAY OF SEPTEMBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Martin moved to grant the request of Rita Daniell with Fairhope Sunset Rotary Club, requesting permission for the use of the City streets for a fundraising event that will benefit local charities on Saturday, January 13, 2024 for the 5th Annual 0.5K Run in Fairhope from 2:30 p.m. to 3:30 p.m. Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

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

- 1) Mayor Sullivan addressed the City Council with two more comments: announced Constitution Week and the 75th Anniversary of New Era Missionary Church.
- 2) Stephane Durnin, 209 Hemlock Drive, addressed the City Council regarding her opposition to some books in the teen section of the Fairhope Public Library. She mentioned two years ago walking around the Teen Section with books on a table; and handed out pictures she took. She suggested they look at the appropriation to the Fairhope Public Library.
- 3) Jonah Elliott, student from Bayshore Christian, addressed the City Council regarding a misunderstanding from the last meeting. He said they were not banning the books just asking for those to be moved to the Adult Section.

25 September 2023

- 4) Wendy Pickering, Private Investigator from Orange Beach, addressed the City Council and said she does social media investigations. Ms. Pickering stated that several people requested her to investigate books in the Fairhope Public Library; especially "It's Perfectly Normal." She said based on the Federal Law; this is child pornography. Ms. Pickering said she read the book and looked at the law. She told the City Council, "you are now aware of it; and had time to review the books. This is a serious issue."

Councilmember Burrell asked if these books were moved to the Adult Section, would it still be illegal. Ms. Pickering replies yes.

At the request of the City Attorney, Marcus E. McDowell, the City Council will rise from the meeting to go into Executive Session based on Alabama Code Section 36-25A-7(a)(3) to discuss imminent, potential, and pending litigation. The approximate time to be in Executive Session is 45 minutes. Councilmember Burrell moved to go into Executive Session. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Exited the dais at 6:43 p.m. Returned at 7:30 p.m.

Councilmember Martin moved to adjourn the meeting. Seconded by Councilmember Burrell, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 7:30 p.m.

Jay Robinson, Council President

Lisa A. Hanks, MMC
City Clerk

[illegible]

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, 25 September 2023.

Present were Council President Jay Robinson, Councilmembers: Jack Burrell, Corey Martin, Jimmy Conyers, and Kevin Boone (arrived at 4:50 p.m.), Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks.

Council President Jay Robinson called the meeting to order at 4:30 p.m.

The following topics were discussed:

- The first item on the agenda was the Piper Sandler Introduction by Walter Lewis who told the City Council he an investment banker. Mr. Lewis thanked the City Council for the opportunity to introduce himself and Jonathan McCoy who was in the audience. Mr. Lewis said “since 1895, Piper Sandler has been a leading financial services company committed to delivering integrity, insight and impact to each and every relationship. Collaboration and candor have always been and still remain the cornerstones of our promise to clients and to one another—enabling us to inspire confidence by exceeding expectations.”
- Judge Haymes Snedeker began the Discussion for creating an appeals process for the Sign Ordinance and violations of a Planned Unit Development. He said there should be a different avenue for appealing these. Councilmember Martin said it should be more flexible and a better process for citizens. Planning Director Hunter Simmons commented we could put back into the Zoning Ordinance; and they would appeal to the Board of Adjustments and Appeals. Councilmember Burrell questioned how prevalent these appeals are. Councilmember Martin reiterated we need another avenue due to rigidity of these. Council President Robinson stated he was not against rigidity but should not go to Municipal Court. City Attorney Marcus McDowell explained the denial of the Sign Ordinance; there is no relief in Municipal Court. Councilmember Burrell to Mr. Simmons that he and his staff know the Ordinance best.
- Judge Snedeker said we need to increase the Corrections Fund Assessment to match what the County charges. He suggested an additional \$25.00 per case; and said the Correction Fund cannot operate as a deficit anymore. Judge Snedeker said he would make a recommendation to the City Attorney. The consensus of the City Council was to move forward with the increase. Councilmember Burell asked if we are able to process all cases now. City Attorney McDowell said they start cases at 3:00 p.m.; one police shift on one date and one police shift on the other date. Judge Snedeker commented that when he sees Code Enforcement Officers Kim Burmeister or Christina Lejeune in Court, they have given everyone the benefit of the doubt.

Monday, 25 September 2023

Page -2-

- The next item on the agenda was City Treasurer Kim Creech with Budget Discussions. Ms. Creech presented a Power Point Presentation titled "City of Fairhope Budget Highlights" and answered any questions. (See attached presentation) Mayor Sherry Sullivan briefly went over Personnel and said we are only 85 percent staffed. Councilmembers Burrell and Martin agreed that if we were at 100 percent in 2025, we would be in a deficit. The consensus of the City Council was concern about eliminating the cushion in the budget it will be tight. Councilmember Boone commented we have no choice; we must be competitive. Mayor Sullivan stated the merit raises will not go into effect until December; but the two percent Cost of Living Adjustment will go into effect after adopting the budget. Councilmember Conyers said he would like to see us more aggressive on revenues and conservative on personnel.
- Council President Robinson said we need to setup a Work Session for the Historic Preservation Ordinance discussion.
- Mayor Sullivan addressed the City Council regarding Agenda Item No. 16; and answered any questions if needed.
- Chief Stephanie Hollinghead addressed the City Council regarding Agenda Item No. 17; and answered any questions if needed.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:58 p.m.

Jay Robinson, Council President

Lisa A. Hanks, MMC
City Clerk



CITY OF FAIRHOPE BUDGET HIGHLIGHTS

2024 Fiscal Year Budget

FY 2024 BUDGET HIGHLIGHTS

1. Investments in critical infrastructure to maintain and improve quality of life in the City of Fairhope continue to be our primary focus, by utilizing external funding sources where applicable and the strategic use of our reserves.
 - \$42.6 Million in Utility System Improvements
 - \$2.3 Million in road resurfacing, on-street parking and drainage projects
 - \$1.8 Million in traffic improvement projects
 - \$2.6 Million in sidewalk construction projects
2. Protecting our natural environment for the enjoyment of all patrons by maintaining safe, clean, aesthetically pleasing City parks and designated recreation areas and facilities.
 - \$6.1 Million in parks & recreation facility investments

Quality of life projects:

 - \$2.5 Million investment for K-I Center
3. Personnel Costs
 - Salaries are budgeted flat in comparison to FY23 Budget as we continue to have unfilled positions and our current staffing level is around 86%. Although being understaffed is a definite challenge, at this point it allows us some latitude to absorb costs for new positions, as well as Merit and COLA increases in the coming year.
 - 16 New positions between Utilities and General Government

FUND DESCRIPTION	FY 2024 BUDGET AMOUNT
General Fund	48,579,239
Sanitation Fund	3,923,975
Gas Fund	12,718,816
Electric Fund	29,441,368
Water/Sewer Fund	46,860,282
Capital Projects Fund	14,444,753
Impact Fees Fund	1,719,111
Gas Tax Fund	104,000
Rebuild Alabama Fund	160,000
Municipal Capital Improvement Fund	212,000
TOTAL	\$ 158,163,544

**FY 2024 TOTAL BUDGET
BY FUND**

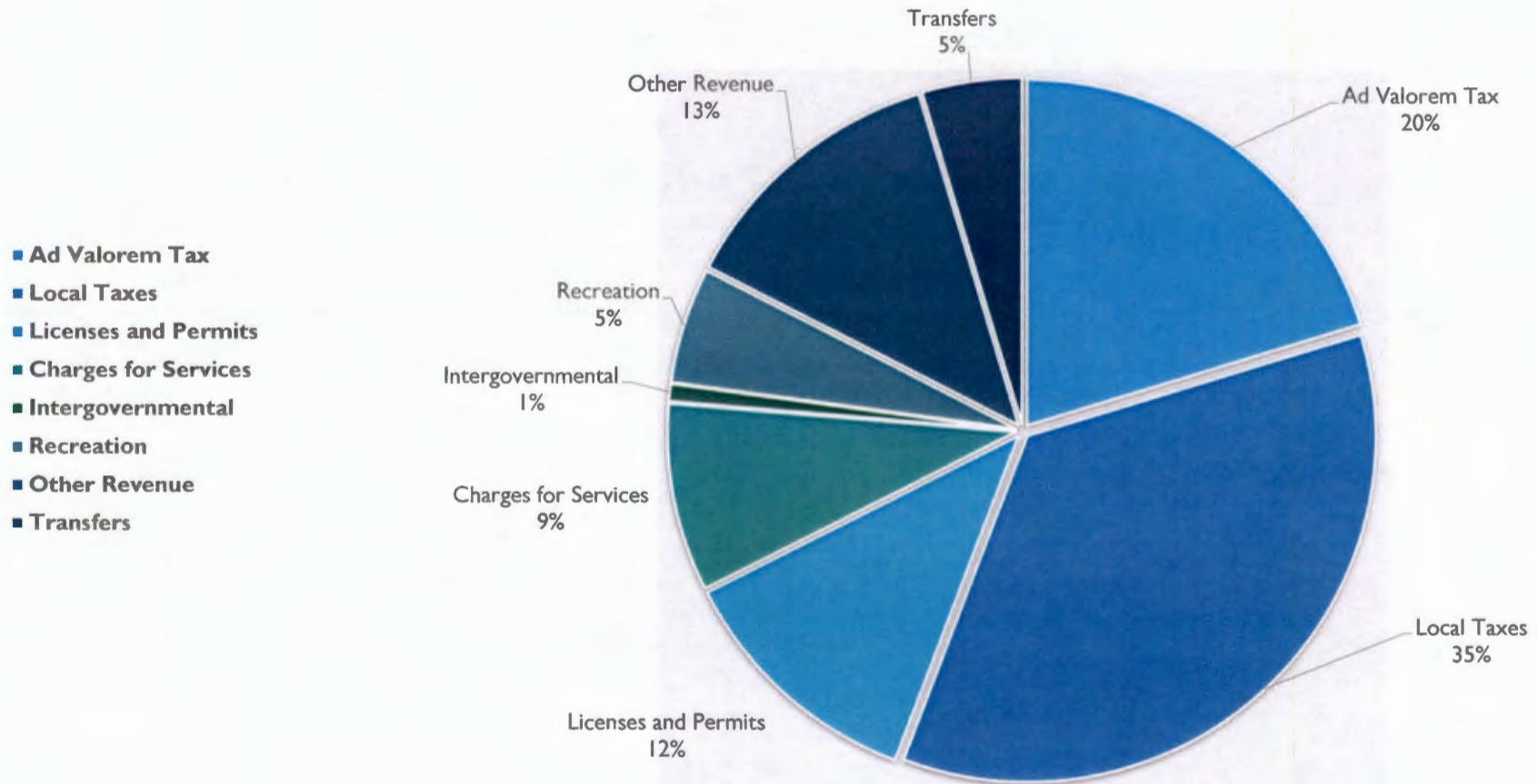
**Year to Year Budget Comparison
by Fund**

FY 2023 FY 2024 % Change

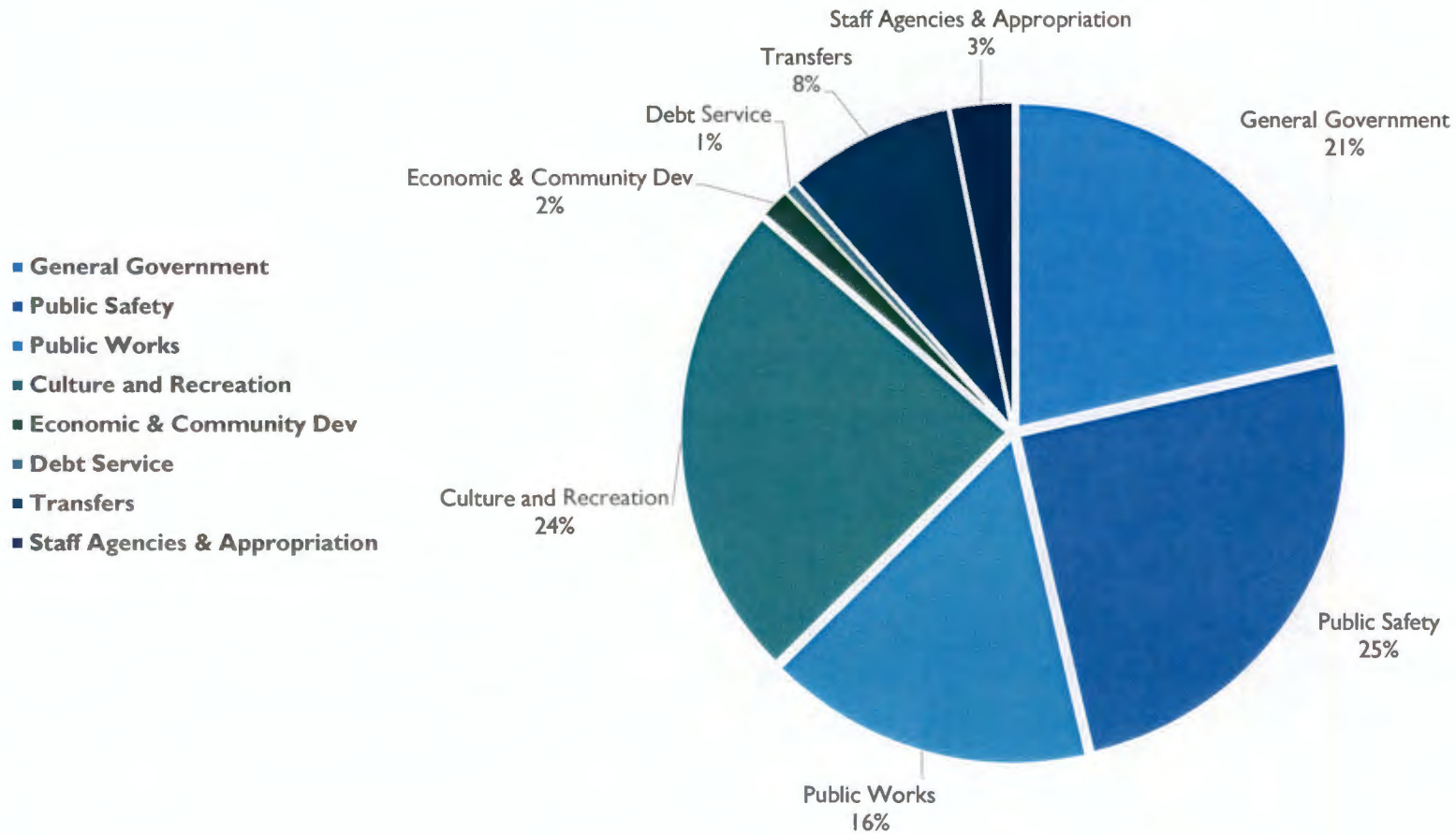
General Fund	37,811,606	48,579,239	28.2%
Sanitation Fund	4,473,908	3,923,975	-12.3%
Gas Fund	10,609,866	12,718,816	19.9%
Electric Fund	28,280,169	29,441,368	4.1%
Water/Sewer Fund	37,665,059	46,860,282	24.4%
Capital Project Fund	8,740,621	14,444,753	65.3%
Impact Fees	1,994,480	1,719,111	-13.8%
Gas Tax Fund	93,000	104,000	11.8%
Rebuild Alabama Fund	130,000	160,000	23.1%
Municipal Capital Improvement Fund	200,500	212,000	5.7%
Totals	129,999,209	158,163,544	21.58%

BUDGET COMPARISON BY FUND

FY 2024 General Fund Revenues By Source



FY 2024 Budgeted Expenses by Function of Government



INVESTMENT IN INFRASTRUCTURE



Non-departmental Facilities **(\$554K)**

Library

Second Floor Improvements

Boys & Girls Club

New Fence at Rotary Youth Park

Sewer System Improvements

(2) 10 Ton A/C Units

Walkway Canopy

Haven

Building Renovations

INVESTMENT IN INFRASTRUCTURE



Recreation (\$6M)

Municipal Pool (MEP & Structural Repairs)

Founder's Park Competition Track/ Parking Lot Repair

Manley Field Bleachers & Upgrades

New Tennis & Pickleball Courts at Mike Ford Tennis Center

LED lighting, Sidewalks, Renovate Bathroom & Concessions – W.C. Majors Field/ Volanta Park

North Triangle Nature Park & Center

Pickleball Courts Lighting at Quail Creek

New Fitness Court

INVESTMENT IN INFRASTRUCTURE

Streets (\$8.37M)

Street Resurfacing

Drainage Improvements

Traffic Improvements

BRATS Hub Transit Shelter/Art Alley

Clock Corner Improvements

Sidewalk Construction

ADA Compliance Southland Place Sidewalk Project



INVESTMENT IN
INFRASTRUCTURE

**Civic Center/Nix
Center/Museum (\$366K)**

Building improvements

Fire Alarm System upgrade

Resurface parking lots

ADA Compliance

Replace copper water lines



Quail Creek Golf Course (\$646K)

Drainage & Course Improvements

Cart Path Renovation

Cart Barn Roof Replacement

Maintenance Barn Roof
Replacement

Driving Range Renovation



INVESTMENT IN
INFRASTRUCTURE



UTILITIES
INVESTMENT IN
INFRASTRUCTURE

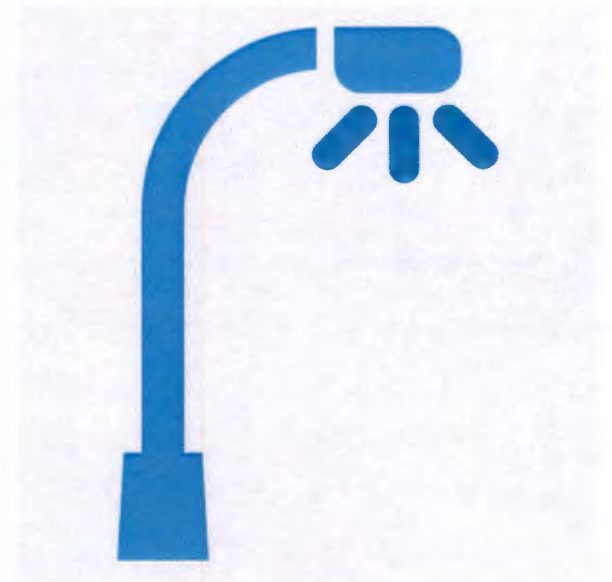
GAS DEPARTMENT (\$4.46M)

- Cast Iron Pipe Replacement – Phase I
- Creek Crossings
- Meters & Regulators
- Additional upgrades and improvements



ELECTRIC DEPARTMENT (\$6.5M)

- 44 KV Loop for Redundant System
- Downtown Underground Service
- Automated metering infrastructure
- Dyer Road Pole & Wire Replacement
- Replace 4-lane Lights (Greeno Rd)
- Additional upgrades and improvements



WATER DEPARTMENT (\$18.62M)

- Water main upgrades
- Water Distribution system main replacement
- Water tank maintenance
- New Wells
- Water plant and well upgrades
- Additional upgrades and improvements



WASTEWATER DEPARTMENT (\$26.15M)

- Force main upgrades
- Headworks System Upgrades
- Sewer lift station upgrades
- Generators and Bypass Pumps
- Additional upgrades and improvements

RESTORE Grant Reimbursement (\$13M)





INVESTMENT IN EQUIPMENT

INVESTMENT IN CAPITAL EQUIPMENT

General Government (\$745)

Vehicles

Upgrade Fuel Master Equipment

New City Website

Police Department (\$562k)

Vehicles Fitted With Police Equipment

Scout Speed Trailer

Fire Department (\$2M)

New Fire Engine

Live Saving Equipment (Lucas Device)



INVESTMENT IN CAPITAL EQUIPMENT

Recreation (\$193K)

- Vehicles
- Field Equipment (paint machine and mowers)

Street Department (\$746K)

- Three Wheeled Sweeper
- Vehicles
- Excavator
- Mowers
- Tri-Axle Dump Trunk



INVESTMENT IN CAPITAL EQUIPMENT

Fleet Maintenance (\$196K)

- Vehicles
- Vehicle Lift
- Ice Machine

Quail Creek Golf Course (\$194K)

- Vehicles
- Grounds Mowers and ATVs
- Cart Pulling Machine
- Ice Machine



INVESTMENT IN CAPITAL EQUIPMENT

Gas Department (\$47K)

- Vehicles

Electric Department (\$562K)

- Vehicles
- Mini Excavator
- Self-loading Trailer and BullWheel Tensioner
- (5) Toughbook's for Vehicles



INVESTMENT IN CAPITAL EQUIPMENT

Water Department (\$171K)

- Vehicles
- Excavator
- Ground Penetrator Radar Locator
- Trailers and other equipment

Wastewater Department (\$787K)

- Vehicles
- Portable generators and Lift Station Bypass Pumps
- Drill Rods for Boring Machine
- Line Inspection Camera

Sanitation (\$212K)

- Trash Loader
- Pressure Wash Pump System





COMMUNITY APPROPRIATIONS

Totaling more than \$1.7 million

- Library (\$919K)
- The Haven (\$159K)
- Rotary Youth Club (\$57K)
- Airport Authority (\$320K)
- Community Partners (\$152K)
 - Eastern Shore Arts Center
 - Eastern Shore Chamber of Commerce
 - Downtown Fairhope Business Association
 - Ecumenical Ministries
 - Baldwin County Economic Development Alliance
 - Mobile NEP
 - Others

PERSONNEL

16 New positions

- 1 New General Government position
- 1 New Revenue position
- 1 New PT Marina position
- 1 seasonal & 1 FT Recreation Department position
- 2 New PT Police positions, Community Policing
- 2 New Public Works positions
- 1 New Fleet Maintenance position
- 2 PT Golf positions
- 1 New FT Gas position
- 1 New FT Electric position
- 2 New FT Water positions
- Includes several reclassifications (PT to FT), promotions, etc.

ORDINANCE NO. _____

WHEREAS, UTILITY BOARD OF THE CITY OF FOLEY D/B/A RIVIERA UTILITIES AND THE FAIRHOPE SINGLE TAX CORPORATION, the owner 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 on Gayfer Road Extension, Fairhope, Alabama.

LEGAL DESCRIPTION:

TAX PARCEL 46-06-14-0-000-001.521

From the NW Corner of Northeast Quarter (NE ¼) of Section 14, run East 332.5 ft. to a point, run thence South 33 ft. to the Southern margin of Gayfer Rd. Extension, for P.O.B., run thence South 228 ft. to a point; run thence East 332 ft. to a point; run thence North 228 ft. to a point; run thence West 332 ft. to P.O.B.; lands of the Fairhope Single Tax Corporation, Section 14, Township 6 South, Range 2 East, Baldwin County, Alabama, containing 1.75 acres, more or less.

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 9th day of October, 2023.

By: _____
Jay Robinson, Council President

Attest:

By: _____
Lisa A. Hanks, MMC
City Clerk

Adopted and approved this 9th day of October, 2023.

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 that will be prepared by the City of Fairhope to verify property is contiguous.

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

Utility Board of the City of Foley d/b/a Riviera Utilities
Gia S. Long, Interim CEO

Gia S. Long
Signature of Petitioner

Print petitioner's name

[Signature]
Signature of Petitioner

FSTC Secretary
Print petitioner's name

Signature of Petitioner

Print petitioner's name

Physical Address of property being annexed: _____

Petitioner's Current Physical Address:
413 East Laurel Avenue
Foley, AL 36535

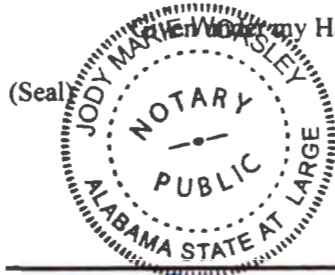
Petitioner's Current Mailing Address:
413 East Laurel Avenue
Foley, AL 36535

Telephone Number(s): _____ 251-943-5001
Home Work

Tax Parcel ID Number: 05-46-06-14-0-000-001.521 Size of Property: 1.75 Acres

Petition for Annexation
Page -2-

I, Jody Marie Worsley a Notary Public in and for said State and County, hereby certify that Gia S Long 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 24th day of August, 2023.

Jody Marie Worsley
Notary Public

My commission expires 5/6/2026

I, Jennifer Evans Sanford a Notary Public in and for said State and County, hereby certify that Reuben E. Davidson, III 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 5th day of September, 2023

(Seal)

Jennifer Evans Sanford
Notary Public

My commission expires April 27, 2027



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____.

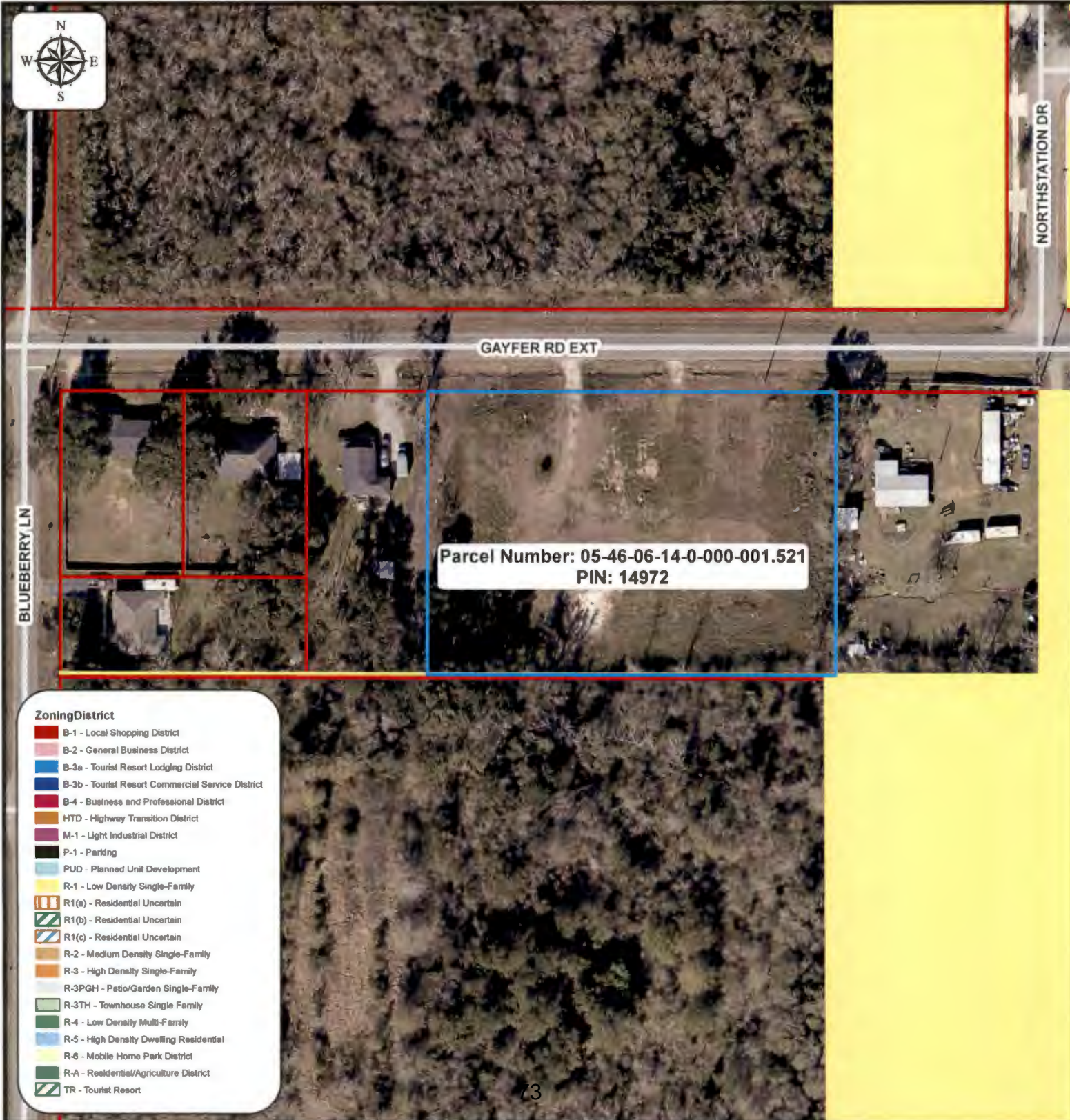
(Seal)

Notary Public

My commission expires _____



Exhibit A: FST and Utilities Board of The City of Foley and a Corporation Annexation and Zoning to R-1



ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. 1510
KNOWN AS THE PERSONNEL RULES, POLICIES
AND PROCEDURES ORDINANCE

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

Section 1. The ordinance known as the Personnel Rules, Policies, and Procedures Ordinance (No. 1510), adopted 14 April 2014, together with the Personnel Handbook of the City of Fairhope, be and the same hereby is changed and altered in respect to the certain sections below:

Add the following to:

VII. TIME OFF FROM WORK

SECTION 7.04 SICK LEAVE

Sick Leave Pay Upon Retirement

Employees are not paid for accumulated sick leave upon termination of employment, *except* for employees who retire under the RSA retirement program. An employee who retires in good standing has the option to convert unused sick leave to retirement service or will be paid in a lump sum payment for accumulated paid sick leave as follows:

Length of Service with the City of Fairhope	Payment
At least 10 years but less than 20 years	50% of Accumulated Sick Leave, up to a maximum of 960 hours.
20 years or more	100% of Accumulated Sick Leave, up to a maximum of 960 hours.

An employee who is unable to continue working for the City as a result of a permanent and total disability will be paid 100% accumulated sick leave, up to a maximum of 960 hours, upon termination of employment for that reason.

Section 2. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 3. This Ordinance shall take effect immediately upon its due adoption and publication as required by law.

Adopted this 9th Day of October, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Adopted this 9th Day of October, 2023

Sherry Sullivan, Mayor

Vacation Pay

Hourly paid employees will be paid their regular rates of pay for the number of hours regularly scheduled to work as vacation pay. Salaried employees will be paid their regular salaries while on vacation. Employees must take vacation in four (4) hour increments.

Scheduling of Vacation

Because vacation is to provide employees time off with pay to rest and relax, the City encourages eligible employees to take at least one full week off as vacation. The remaining vacation days can be taken separately in four (4) hour increments. The Mayor must approve in advance vacation requests of more than two consecutive weeks.

While the City seeks to grant vacation leave on the dates the employee requests, circumstances may arise that necessitate denying a vacation request or withdrawing approval of a request previously granted. The employee should schedule vacation through his or her supervisor and Department Head.

Vacation requests should be completed and submitted at least two (2) weeks before the requested vacation date(s). Each Department Head is responsible for scheduling employee's vacation without undue disruption to City operations and services. Employees may be denied permission to take vacation if the dates requested will, in the judgment of the Department Head, unduly disrupt operations. Length of continuous service generally will determine granting requests for vacation leave if two or more employees *timely* request the same dates and, in the judgment of the Department Head, the City cannot grant all requests. Vacation will not be granted in excess of accumulated vacation eligibility.

Vacation Pay Upon Termination of Employment

Employees who resign in good standing with two weeks prior written notice of resignation, who retire or who are dismissed for reasons other than misconduct, will be paid for accumulated but unused vacation.

If an employee dies, accumulated vacation will be paid to the employee's spouse or as otherwise allowed by law.

7.04 SICK LEAVE

Regular full-time employees and Appointed Officials accumulate paid sick leave at the rate of four hours for each pay period the employee is *actively* employed. Employees do *not* accumulate paid sick leave during a leave of absence without pay in excess of thirty (30) days. There is no maximum number of hours an employee may accumulate. Part-time employees and temporary employees are not eligible for paid sick leave.

The City does not allow donations of sick leave from one employee to another.

Allowable Uses of Sick Leave

An employee may use accumulated paid sick leave if absent from work due to:

1. Employee's own health condition (illness, injury or other physical or mental disability, pregnancy or childbirth and related medical conditions);
2. The need to care for a member of the employee's *immediate family* with a health condition described above (see definition of "immediate family" under *Personnel Rules Section 1.06*);
3. Medical or dental appointments for the employee or a dependent child, provided that the employee must make a reasonable effort to schedule such appointments at times that minimize interference with the employee's scheduled work day;
4. Leave of absence due to use of a prescription drug that impairs safe job performance;

Sick Leave and Attendance Policies

Treatment of an absence as paid "sick leave" does not affect an employee's obligation to adhere to the City's attendance policy. If an employee requests paid sick leave, the employee may be required to provide a doctor's certificate to confirm the reason for the absence.

Employees who use all accumulated paid sick leave and require additional time off work due to illness or injury will be required to use any accumulated vacation and may request a leave of absence without pay after exhausting these benefits. (*See Other Leaves of Absence Policy, Personnel Rules Section 7.10.*)

An employee may be sent home and be required to use sick leave if a supervisor determines that the employee's job performance or safety is impaired by his/her temporary short term medical condition.

Sick Leave Pay Upon Retirement

Employees are not paid for accumulated sick leave upon termination of employment, *except* for employees who retire under the RSA retirement program. An employee, who retires in good standing *and has an accumulated sick leave balance of at least 960 hours*, will be paid in a lump sum payment for accumulated paid sick leave as follows:

Length of Service with the City of Fairhope	Payment
At least 10 years but less than 20 years	50% of Accumulated Sick Leave, up to a maximum of 960 hours.
20 years or more	100% of Accumulated Sick Leave, up to a maximum of 960 hours.

An employee who is unable to continue working for the City as a result of a permanent and total disability will be paid 100% accumulated sick leave, up to a maximum of 960 hours, upon termination of employment for that reason.

7.05 FAMILY AND MEDICAL LEAVE

Eligibility. To be eligible for family and medical leave or servicemember leave under this policy, you must meet all of the following eligibility requirements: (1) you must have worked for the City for at least 12 months (52 weeks), which need not be 12 consecutive months; and (2) you must have worked at least 1,250 hours for the City during the 12 months immediately preceding the family and medical or service member leave.

Reasons for FMLA Leave. *Eligible* employees may request *up to* 12 weeks of *unpaid* family and medical leave during a 12-month period:

- For the birth of your child (mother and/or father) or the placement of a child with you for adoption or foster care, and for childcare after the birth of your child or the placement for adoption or foster care. If both a husband and wife are *eligible employees* of the City, they may take only a *total* of 12 weeks. Leave to care for a child after birth or after adoption or placement with you for foster care must be taken within one year after the birth or placement of the child.
- To care for the employee's spouse, child or parent with a *serious health condition*.
- For the employee's *serious health condition*.
- For "*any qualifying exigency*" if an employee's spouse, child or parent is activated to deploy or deployed to any foreign country with the U.S. Armed Forces, the National Guard or the U.S. Reserves. A "*qualifying exigency*" leave must be related to the activation for deployment or deployment to a foreign country and includes: (i) notice of a deployment (limited to seven calendar days beginning on the date a covered military member is notified of deployment); (ii) military events and related activities; (iii) childcare and school activities; (iv) making or updating financial and legal arrangements; (v) attending counseling related to the military call-up; (vi) rest and recuperation to spend with a military member on short-term leave (limited to fifteen days per leave); (vii) leave to care for a military member's parent who is incapable of self-care when the care is necessitated by the member's covered active duty and (viii) post-deployment activities (within 90 days following termination of active duty status).

Computing FMLA Leave Entitlement. In determining whether an eligible employee has taken his or her full entitlement to 12 weeks unpaid leave of absence during a 12-month period, we use a "rolling" 12-month period measured backward from the date an employee would begin a requested FMLA leave.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, THAT THE FOLLOWING 2023 – 2024 HOLIDAYS WILL BE OBSERVED BY ALL CITY PERSONNEL EXCEPT EMERGENCY EMPLOYEES:

Veterans Day Holiday	-	Friday, November 10, 2023
Thanksgiving Holidays	-	Thursday & Friday, November 23 & 24, 2023
Christmas Holidays	-	Monday & Tuesday, December 25 & 26, 2023
New Year's Day	-	Monday, January 1, 2024
Martin Luther King, Jr.	-	Monday, January 15, 2024
Mardi Gras Day	-	Tuesday, February 13, 2024
Memorial Day	-	Monday, May 27, 2024
Juneteenth Day	-	Wednesday, June 19, 2024
Independence Day	-	Thursday, July 4, 2024
Labor Day	-	Monday, September 2, 2024

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the following list for the Fairhope Police Reserve: Justin Rogers, Drew Craze, Allen Bishop, and Chris White; and Police Chaplains: Arthur Bosarge, Micheal Kouns, and Reggie Whiddon.

Adopted on this 9th day of October, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Lisa A. Hanks, MMC

From: Stephanie Hollinghead
Sent: Thursday, September 28, 2023 9:21 AM
To: Lisa A. Hanks, MMC
Subject: Updated Police Reserve List

Good Morning Lisa

The following is an updated list of the current reserves for the Police Department. After meeting the Terry Sanders with our Safety Risk Loss Control, it was recommended that we update our reserve police officers insurance coverage under the MWCF Volunteer Program. I know the Council needs to approve the list. Please let me know if I need to send you anything else.

Justin Rogers
Drew Craze
Allen Bishop
Chris White

Also, we have 3 active Police Chaplains. I am assuming since they also Volunteer and often come out and ride with officers, they need to be documented as well.

Arthur Bosarge
Micheal Kouns
Reggie Whiddon

Chief Stephanie Hollinghead

Fairhope Police Department
251-928-2385

Stephanie.hollinghead@fairhopeal.gov

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this message in error, please contact the sender and delete the material from all computers.

RESOLUTION NO. _____

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

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made in the total amount of \$24,000.00 from the City of Fairhope.

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Twenty-Four Thousand Dollars (\$24,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, the DOWNTOWN FAIRHOPE BUSINESS ASSOCIATION, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to advertise and promote the City of Fairhope.

The term of this contract shall be for the Fiscal year of 2023 – 2024. This contract may be cancelled at any time.

Pursuant of the motion of this appropriation, a one-time payment shall be made in the amount of \$24,000.00 from the City of Fairhope, until contract either expires or is cancelled.

Signed this 10th day of October, 2023

DOWNTOWN FAIRHOPE BUSINESS ASSOCIATION

By: _____
Alex Robinson, Executive Director

CITY OF FAIRHOPE, ALABAMA

By: _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

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

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice; and

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Twenty Thousand Dollars, (\$20,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 19th day of October, 2023; We, the EASTERN SHORE ART CENTER, agree to work with the Mayor and/or her agent(s) of the City of Fairhope on the Academy and Community Outreach Program which provides art education and hands-on learning, and off site, to all elements of our community: children, youth, adults, seniors, and special needs audiences.

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

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

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time.

Pursuant of the motion for approval of this appropriation, payment is to be made quarterly in the amount of \$5,000.00 from the City of Fairhope; until contract either expires or is cancelled.

Signed this 10th day of October, 2023

EASTERN SHORE ART CENTER

By _____
Pelham Pearce, Executive Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

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

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

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

Resolution No. _____

Page -2-

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

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

DULY ADOPTED THIS THE 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Ten Thousand Dollars, (\$10,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, ECUMENICAL MINISTRIES INCORPORATED of Fairhope, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to continue helping with the operation of our ministry and its mission to help families in need in the City of Fairhope.

The term of this contract is for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but contract may be cancelled at any time.

Pursuant of the motion of this appropriation, a one-time payment shall be made in the amount of \$10,000.00 from the City of Fairhope, until contract either expires or is cancelled.

Signed this 10th day of October, 2023

ECUMENICAL MINISTRIES INCORPORATED

By _____
Sally Deane, Executive Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

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

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)

For and in consideration of the sum of Five Thousand Dollars, (\$5,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, BALDWIN COUNTY TRAILBLAZERS, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to help people shape their communities to be vigorous, healthy, and flourishing for generations to come by implementing a model Walking School Bus program that can positively reduce the soaring rate of childhood obesity by giving parents a supportive solution for assisting their children with walking to school instead of taking a bus or riding in a car.

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

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time.

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

Signed this 10th day of October, 2023

BALDWIN COUNTY TRAILBLAZERS

By _____
Casey Rodden, Treasurer

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, a contract shall be executed between the City of Fairhope and the Fairhope-Point Clear Rotary Youth Club, making an appropriation of \$57,000.00 to help support the programs and activities to better serve our community and its youth by helping to manage and operate the Fairhope-Point Clear Rotary Youth Club facility and for facility maintenance which includes cleaning supplies (not-to-exceed \$2,000.00 which is included in total amount); and,

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Fifty-Seven Thousand Dollars, (\$57,000.00), to be paid as per resolution for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, the FAIRHOPE-POINT CLEAR ROTARY YOUTH CLUB, agree to work with the Mayor, and /or her agent(s), to better meet the needs of our community's youth through programs and activities; i.e. quality after school and summer programs which is an absolute necessity for our community by helping to manage and operate the Fairhope-Point Clear Rotary Youth Club Facility and for facility maintenance which includes cleaning supplies (not-to-exceed \$2,000.00 which is included in total amount).

The term of this contract is for one (1) year, beginning 1 October 2023- and ending 30 September 2024; but contract may be cancelled at any time.

Pursuant of the motion for approval of this appropriation, payment is to be made quarterly in the amount of \$14,250.00 from the City of Fairhope; until contract either expires or is cancelled.

Signed this 9th day of October, 2023

FAIRHOPE-POINT CLEAR ROTARY YOUTH CLUB

By _____
Tracey Miller, Executive Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)(
:
COUNTY OF BALDWIN)(

For and in consideration of the sum of Five Thousand Dollars, (\$5,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, CARE HOUSE, INC., agree to work with the Mayor and/or her agent(s) of the City of Fairhope to help with continuing support for children who are victims of sexual and severe physical abuse; and to help achieve normalcy through our counseling and advocacy program for children and families who come to us after being victimized. This appropriation will also help with the distribution of the child abuse prevention curriculum, "Keeping Our Kids Safe" and prevention presentation held throughout Baldwin County.

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time.

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

Signed this 10th day of October, 2023

CARE HOUSE, INC.

By _____
Niki Whitaker, Executive Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Six Thousand Dollars, (\$6,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, THE FAIRHOPE FILM FESTIVAL, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to help bring sustained economic growth from the film industry to the Alabama Gulf Coast through its Fairhope Film Festival.

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time.

Pursuant of the motion of this appropriation, a one-time payment shall be made in the amount of \$6,000.00 from the City of Fairhope, until contract either expires or is cancelled.

Signed this 10th day of October, 2022

THE FAIRHOPE FILM FESTIVAL

By _____
Mary Riser, Executive Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, a contract shall be executed between the City of Fairhope and the Mobile Bay National Estuary Program, making an appropriation of \$15,000.00 to support expanded activities related to Stormwater education and watershed management. The Mobile Bay National Estuary Program continues to support City environmental resource management efforts: Fairhope Gullies, Create a Clean Water Future, and Watershed Management Plan for the Volanta Gully Watershed.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Fifteen Thousand Dollars, (\$15,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, MOBILE BAY NATIONAL ESTUARY PROGRAM, agree to work with the Mayor and/or her agent(s) of the City of Fairhope to support expanded activities related to Stormwater education and watershed management. The Mobile Bay National Estuary Program continues to support City environmental resource management efforts: Fairhope Gullies, Create a Clean Water Future, and Watershed Management Plan for the Volanta Gully Watershed.

The term of this contract shall be for the Fiscal year of 2023 – 2024. This contract may be cancelled at any time.

Pursuant of the motion for approval of this appropriation, payment is to be made quarterly in the amount of \$3,750.00 from the City of Fairhope; until contract either expires or is cancelled.

Signed this 10th day of October, 2023

MOBILE BAY NATIONAL ESTUARY PROGRAM

By _____
Roberta A. Swann, Director

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. ____

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

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

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Mayor Sherry Sullivan is hereby authorized to enter into a contract with the Eastern Shore Chamber of Commerce to promote the City of Fairhope. The contract shall be for one year, beginning 1 October 2023 and ending 30 September 2024; but may be canceled at any time. The contract shall call for a one-time payment to the Eastern Shore Chamber of Commerce in the total amount of \$23,500.00 (\$23,500.00 which includes \$15,000.00 for the Annual Leaders Council Program and \$2,500.00 for Centennial Celebration) from the City of Fairhope.

Adopted this 9th day of October, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Twenty-Three Thousand Five Hundred Dollars, (\$23,500.00 which includes \$15,000.00 for the Annual Leaders Council Program and \$2,500.00 for Centennial Celebration), to be paid as per resolution for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, the EASTERN SHORE CHAMBER OF COMMERCE, agree to work with the Mayor, and /or her agent(s), to advertise and promote the City of Fairhope and to enhance City revenues through economic development including sales & use taxes, lodging taxes, business licenses, etc.; and to promote public arts and crafts for residents and visitors through the annual arts and crafts festival.; and

The term of this contract is for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but contract may be cancelled at any time.

Pursuant to resolution for approval of this appropriation and request for usage of the City facilities; and resources described above, a one-time payment shall be made in the total amount of \$23,500.00 (which includes \$15,000.00 for the Annual Leaders Council Program and \$2,500.00 for Centennial Celebration) from the City of Fairhope, until contract either expires or is cancelled.

Signed this 10th day of October, 2023

EASTERN SHORE CHAMBER OF COMMERCE

By _____
Casey Gay Williams, President

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, contract shall be executed between the City of Fairhope and the Baldwin Pops, making an appropriation of \$3,000.00, in-kind services, and resources including personnel, but not security after normal business hours; and provides an exception to the Sign Ordinance by allowing banners for their Citywide events and to be displayed 10 days prior those events to advertise and promote the City of Fairhope; and to provide free concerts yearly for the residents of Fairhope, also performs at the City's July 4th celebration and the Founder's Day Concert and when available participates in the Veteran Day parade.

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

July Concert, Bluff	October Concert, Bluff
- \$3000 Concert fee	- \$200 Facility rental fees (in-kinds services)
- \$200 Facility rental fees (in-kind services)	- \$4000 [staging, sound, portables]
- \$4000 [staging, sound, portables]	Total: \$4200.00
Total: \$7200.00	

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

WHEREAS, payment shall be made in the amount of \$3,000.00 from the City of Fairhope.

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

ADOPTED this 9th day of October, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
)
COUNTY OF BALDWIN)

For and in consideration of the sum of Three Thousand Dollars, (\$3,000.00) and use of the Bluff for two concerts to be paid as per motion for approval of this appropriation; resources including personnel, but not security after normal business hours; and provides an exception to the Sign Ordinance by allowing banners for their Citywide events and to be displayed 10 days prior those events, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, the BALDWIN POPS, agree to work with the Mayor, and /or her agent(s), to advertise and promote the City of Fairhope; and to provide free concerts yearly for the residents of Fairhope, also performs at the City's July 4th celebration and the Founder's Day Concert and when available participates in the Veteran Day parade.

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

July Concert, Bluff	October Concert, Bluff
- \$3000 Concert fee	- \$200 Facility rental fees (in-kind services)
- \$200 Facility rental fees (in-kind services)	- \$4000 [staging, sound, portables]
- \$4000 [staging, sound, portables]	Total: \$4200.00
Total: \$7200.00	

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time. Pursuant of the motion for approval of this appropriation, a one-time payment shall be made in the amount of \$3,000.00, until contract either expires or is cancelled.

Signed this 10th day of October, 2023

BALDWIN POPS

By _____
Anne Brooks

CITY OF FAIRHOPE

By Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. ____.

WHEREAS, a contract shall be executed between the City of Fairhope and the Fairhope Pirate Booster Club, Inc., making an appropriation of \$10,000.00 to be used to assist and benefit all sports in both men's and women's athletic programs. This also includes the use of the Fairhope Civic Center for the Annual Drawdown and Silent Auction (date to be announced) which includes the use of associated rooms as needed, placement of a tent in the parking lot (all rental expenses paid by the Club), and use of the facility's tables and chairs in the tent.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Ten Thousand Dollars, (\$10,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, THE FAIRHOPE PIRATE BOOSTER CLUB, INC., agree to work with the Mayor and/or her agent(s) of the City of Fairhope to assist and benefit sports in both men's and women's athletic programs. This also includes the use of the Fairhope Civic Center for the Annual Drawdown and Silent Auction (date to be announced) which includes the use of associated rooms as needed, placement of a tent in the parking lot (all rental expenses paid by the Club), and use of the facility's tables and chairs in the tent.

The term of this contract shall be for the Fiscal year of 2023 - 2024. This contract may be cancelled at any time.

Pursuant of the motion for approval of this appropriation, payment is to be made quarterly in the amount of \$2,500.00 from the City of Fairhope until contract either expires or is cancelled.

Signed this 10th day of October, 2023

FAIRHOPE PIRATE BOOSTER CLUB, INC.

By _____
Genie Frazer, President

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Twenty Thousand Dollars, (\$20,000.00), to be paid approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 9th day of October, 2023; We, the Baldwin County Economic Development Alliance, Inc. ("BCEDA"), agree to work with the Mayor, and /or her agent(s) of the City of Fairhope to assist with economic development facilitation within the City of Fairhope. BCEDA is pleased to continue its relationship with the City of Fairhope. BCEDA's charge is to develop and facilitate new job creation opportunities for all communities in Baldwin County. BCEDA will work with City Leadership to continue to develop new job creation opportunities in but not limited to the following: IT, Software Development, Aerospace, Aviation and Medical sectors. We will continue to work with the Mayor, City Staff and City Council to identify, develop and promote designated areas of Fairhope for future job creation. BCEDA will continue to promote and market the City of Fairhope, advising national and international corporate decision makers of all that Fairhope has to offer them as a top site-selection location. BCEDA will continue to advise and assist the Mayor and City Leaders in developing a place and atmosphere in Fairhope that encourages, fosters, and facilitates entrepreneurship. BCEDA will work with local, regional and statewide workforce development partners to communicate current and future training and education requirements to Coastal Alabama Community College and The Academy at the Fairhope Airport.

The term of this contract is for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but contract may be canceled at any time.

Pursuant of the motion for approval of this appropriation, payment is to be made quarterly in the amount of \$5,000.00 from the City of Fairhope until contract either expires or is cancelled.

Signed this 10th day of October, 2023

BALDWIN COUNTY ECONOMIC
DEVELOPMENT ALLIANCE, INC.

By _____
Lee Lawson, President/CEO

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, a contract shall be executed between the City of Fairhope and Safe Harbor Animal Coalition, Inc. (“SHAC”), making an appropriation of \$5,000.00 to help Trap, Neuter & Return (“TNR”) local area cats. The City has found that it is a good and useful purpose of public funds to enter into a contract with SHAC to assist in the growing feral and community cat populations within the City. Trap-Neuter-Return is the humane, effective approach for controlling free-roaming community cats. TNR results in significant, measurable, and positive outcomes for cats, communities, and organizations such as City shelters and animal control.

WHEREAS, the term of said contract shall be for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but the contract shall be cancelled at any time upon notice.

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

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

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)(

For and in consideration of the sum of Five Thousand Dollars, (\$5,000.00), to be paid as per motion for approval of this appropriation, duly approved and adopted by the GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, on the 10th day of October, 2022; We, SAFE HARBOR ANIMAL COALITION, INC., agree to work with the Mayor and/or her agent(s) of the City of Fairhope to help Trap, Neuter & Return (“TNR”) local area cats. The City has found that it is a good and useful purpose of public funds to enter into a contract with SHAC to assist in the growing feral and community cat populations within the City. Trap-Neuter-Return is the humane, effective approach for controlling free-roaming community cats. TNR results in significant, measurable, and positive outcomes for cats, communities, and organizations such as City shelters and animal control.

The term of this contract shall be for the Fiscal year of 2022 - 2023. This contract may be cancelled at any time.

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

Signed this 11th day of October, 2022

SAFE HARBOR ANIMAL COALITION, INC.

By _____
Steve Solomon, Chairman

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

WHEREAS, Thomas Hospital serves a public purpose and the health education that the Thomas Hospital gives the City of Fairhope is a public service; and,

WHEREAS, We, Thomas Hospital, agree to work with the Mayor, and /or her agent(s), to promote the City of Fairhope and to contribute time, employees, and other resources putting on health related programs, meetings and programs affiliated with Thomas Hospital, throughout the year in the Fairhope community, schools or at the hospital facilities. Many events, schools, and Fairhope programs are sponsored by Thomas Hospital. The Thomas Hospital Auxiliary provides hours of service to the hospital that benefit Fairhope citizens; and

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Sherry Sullivan is hereby authorized to execute contract between the City of Fairhope and Thomas Hospital for use of the City facilities (rental and cleaning fees), including streets and parks, depending on availability and permission from the Rental Facilities Manager; but they would be responsible for any incidentals, damages, or security if necessary.

ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

ATTEST:

Lisa A. Hanks, MMC
City Clerk

CONTRACT

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)

For and in consideration of the use of the City facilities (rental and cleaning fees), including streets and parks, depending on availability and permission from the Rental Facilities Manager; but they would be responsible for any incidentals, damages, or security if necessary. We, the THOMAS HOSPITAL, agree to work with the Mayor, and /or her agent(s), to promote the City of Fairhope and to contribute time, employees, and other resources putting on health related programs, meetings and programs affiliated with Thomas Hospital, throughout the year in the Fairhope community, schools or at the hospital facilities. Many events, schools, and Fairhope programs are sponsored by Thomas Hospital. The Thomas Hospital Auxiliary provides hours of service to the hospital that benefit Fairhope citizens.

The term of this contract is for one (1) year, beginning 1 October 2023 and ending 30 September 2024; but contract may be canceled at any time.

Signed this 9th day of October, 2023

THOMAS HOSPITAL

By _____
Ormand Thompson III, President

CITY OF FAIRHOPE

By _____
Sherry Sullivan, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

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

[1] That the City of Fairhope approves the procurement of the Intelligent One Field GPS Paint Robot from Turf Tank for a not-to-exceed amount of \$52,700.00.

[2] Purchase includes total cost for robot, installation, allotment of paint, and one year of customer care.

[3] Turf Tank is sole source for the robot and is exempt from formal bidding per Code of Alabama 1975, Section 41-16-57 Municipal or County Contract for Certain Services Exempt from Competitive Bid Requirements which states: "The government body can document that the sole source goods or services are of an indispensable nature, all other viable alternatives have been explored, and it has been determined that only these goods or services will fulfill the function for which the product is needed.

ADOPTED ON THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 9/27/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve the Procurement of the Intelligent One Field GPS Paint Marking Robot for Athletic Fields at City Sport ComplexesProject Location: Recreation DepartmentPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Pat White, Recreation Director

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 52,700.00 Not-to-exceed AmountSEP 29 '23 PM 12:29 *ow*Vendor: Turf Tank (Vendor #TBD)Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☒ Gas ☐ Electric ☐ Water ☐ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
 Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDep/Fac-75 ☐ Debt Service-85 ☐ Marine-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed ☐
 Capitalized XXX ☒
 Inventoried ☐

Funding Source:

Operating Expenses ☐
 Budgeted Capital XXX ☒
 Unfunded ☐

Expense Code: 001250-50470G/L Acct Name: Recreation - Purchases Vehicles & Equipment

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 52,700.00 FY24 Budget

Balance Sheet Item
 Included in projected
 cash flow ☐

Over (Under) budget amount: \$ -

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

Capital Lease: _____ Payment _____ Term _____

Approve the procurement of the Intelligent One Field GPS Paint Robot from Turf Tank in the not to-exceed amount of \$52,700.00 which includes the cost of purchase, installation and one year of customer care. The purchase price also provides for an allotment of paint. This item is a sole source purchase and therefore does not need to be let out for bid.

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/26/2023Purchasing Memo Date: 9/26/2023Delivered To Date: 9/26/2023Request Approved Date: 9/26/2023Request Approved Date: 9/26/2023Approved Date: 9/26/2023

Signatures: *Suzanne Doughty*
 Suzanne Doughty

Kim Creech
 Kim Creech

Sherry Sullivan
 Mayor Sherry Sullivan




MEMO

Sherry Sullivan
Mayor

To: **Suzanne Doughty, Senior Accountant**
Kimberly Creech, Treasurer

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

From: 
Erin Wolfe, Purchasing Manager

Date: September 26, 2023

Lisa A. Hanks, MMC
City Clerk

Re: **Green Sheet and City Council Approval for the Procurement of a One Field GPS Paint Robot**

Kimberly Creech
Treasurer

The Director of Parks and Recreation, Pat White, is requesting approval for the procurement of a One Field GPS Paint Robot from Turf Tank.

The One Field Marking Robot is a field painting robot controlled by GPS that will be used to paint all field markings for the athletic fields at all City sport complexes. Turf Tank is the Sole Source for this robot. The total cost for the robot, installation and one year of Customer Care is Fifty-Two Thousand Seven Hundred Dollars (\$52,700.00).

This purchase is exempt from formal bidding per Code of Alabama 1975. Section 41-16-57 Municipal or County Contract for Certain Services Exempt from Competitive Bid Requirements which states: "*The government body can document that the sole source goods or services are of an indispensable nature, all other viable alternatives have been explored, and it has been determined that only these goods or services will fulfill the function for which the product is needed.*"

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve this sole source procurement of a One Field GPS Paint Robot for \$52,700.00.

CC file, Pat White, Clint Steadham

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


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

[AL] Fairhope Parks and Recreation - Plus Outright

Quote created: September 20, 2023
Reference: 20230920-072715065
[AL] Fairhope Parks and Recreation
701 Volanta Ave
Fairhope, AL 36532
United States

Pat White
pat.white@fairhopeal.gov
(251) 990-0151

Comments

Customer Care Plan is included in Year One and available after at \$3,999/year.
Hunter Pratt - Gulf Coast Regional Territory Manager Turf Tank 

Products & Services

US - Turf Tank Two Plus Package - Outright Purchase	
Includes: - GPS Paint Robot + GPS Package (Includes Android Tablet) - Continuous Software Improvements - Free Form Text Creation - Standard Geometry Package - Extended Geometry Package - Paint: \$2,000 Allotment of Paint (White) - (2) Robot Batteries - Customer Support: Normal Business Hours (Mon-Fri) - Hardware Warranty Program: Limited (Excludes Consumables) - Standard Turf Tank Accessories	1 x \$51,000.00
US - Turf Tank Two Plus Package - Upfront Implementation Cost	
Includes: - Configuration & Shipping of Robot - Secure Inventory & Lock in Installation Date - Product Training & Online Resources	1 x \$1,700.00
US - Turf Tank Two Plus Package - Customer Care Plan	
Includes: - Customer Support: Normal Business Hours (Mon-Fri) - Hardware Warranty: Limited (Excludes Consumables) - Continuous Software Improvements - \$2,000 Allotment of Paint (White)	1 x \$3,999.00 / year
Annual subtotal	
\$3,999.00	
One-time subtotal	
\$52,700.00	
Year One Customer Care Plan Discount	
(\$3,999.00)	
Total	
\$52,700.00	

Signature

Signature
Date
Printed name
This quote expires on December 19, 2023

Purchase terms

<u>Invoice Type</u>	<u>Invoice Details</u>
Implementation Fee Invoice	Implementation Fee Invoice must be paid prior to the shipment and installation of the robot. The invoice for Implementation Fee should be available within 24 hours after the contract has been signed and returned. The invoice will be emailed to the billing contact on file and will be from billing@turftank.com .
First Invoice	First Invoice will be emailed and made available within 24 hours after the robot has been shipped. Payment will be due at the installation and training of the robot. The invoice will be emailed to the billing contact on file and will be from billing@turftank.com .

***Sales Tax is not included in the above quote. If you are not tax-exempt you will be subject to sales tax on your invoices. If you are tax-exempt, we will need to collect and validate your tax-exempt certificate.

Questions? Contact me

 Sender avatar
Hunter Pratt
Gulf Coast Regional Territory Manager
hunter.pratt@turftank.com
+12254089450

[Download](#) There was a problem downloading the quote. Please try again.

[Print quote](#)

Turf Tank
3330 Cobb Parkway NW Suite 324-380
Acworth GA 30101
United States



TURF TANK®
WWW.TURFTANK.COM

1/1/2023

To whom it may concern –

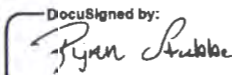
Please accept this letter as our assurance and validation that:

Sole Source Statement:

Turf Tank is the exclusive sole distributor in North America for the Intelligent One Field Marking Robot manufactured by Intelligent Marking. In addition, this product is considered a "sole source" provided product in that only the ION Robot incorporates the integration of an on-site ground base station, eliminating the reliance of a 3rd party network provider to operate. Additionally, this product is designed as a 4-wheeled autonomous GPS robot, creating the highest level of accuracy and stability for the consumer.

Additionally, Turf Tank is the sole source of providing the warranty, service, support and upgrades which is built into the Customer Care Plan that is billed annually to the customer.

Sincerely,

DocuSigned by:

D65182891D0E4ED

1/3/2023

Ryan Stubbe

VP of Sales

Turf Tank

877-396-4094 (Office)

ryan.stubbe@turftank.com | www.TurfTank.com



CITY OF FAIRHOPE PURCHASING DEPARTMENT PURCHASING REQUEST FORM

Name: Pat White

Date: 9/26/23

Department: Recreation

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$15,000 Utilities - \$10,001 - \$15,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$15,000/\$50,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$15,000/\$50,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>Turf Tank</u>	\$ <u>52,700.00</u>
2. <u>Click or tap here to enter text.</u>	\$ <u></u>
3. <u>Click or tap here to enter text.</u>	\$ <u></u>

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☒ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Turf Tank – GPS Paint Robot
- What is the total cost of the item or service? \$52,700.00
- How many do you need? 1
- Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
- Vendor Name (Lowest Quote): Turf Tank
- Vendor Number: Click or tap here to enter text.

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
- If budgeted, what is the budgeted amount? \$52,700.00 ✓
- Budget code: 1250 / 50470 **LINE 70**

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@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 approves the procurement of the Annual Subscription for Weather Forecast and Warning Service from USA Coastal Weather Research Center with a not-to-exceed amount of \$4,200.00; and authorizes Mayor Sherry Sullivan to execute a contract.

[2] Services include the following:

- Interactive pin-point forecasts twice daily Monday through Friday.
- Notification of severe weather including but not limited to thunderstorm, tornado wind, and freeze events.
- Tropical weather information.
- Unlimited access to the Coastal Weather Research Center website.
- Consulting and special weather reports upon request.

ADOPTED ON THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 9/28/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve the Procurement of a Weather Forecast and Warning ServiceProject Location: Electric DeptPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Roscoe Saffey, Assistant Electric Superintendent
Ben Patterson, Electric Superintendent

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 4,200.00 Not-to-exceed Annual AmountVendor: USA Coastal Weather Research Center (Vendor #8554)\$ SEP 29 '23 PM 12:29 *jaw*Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☐ Gas ☐ **Electric ☒** Water ☐ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized _____ ☐
Inventoried _____ ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital _____ ☐
Unfunded _____ ☐

Expense Code: 003-50390G/L Acct Name: Electric - Dues-License-Subscription

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 4,200.00 FY24 Budget

Balance Sheet Item:

Included in projected
cash flow ☐Over (Under) budget amount: \$ -

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

Approve the procurement of a weather forecast and warning system from the University of South Alabama's Coastal Weather Research Center and authorize the Mayor to execute a contract for the not-to-exceed amount of \$4,200.00 for the annual subscription.

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/27/2023Purchasing Memo Date: 9/27/2023Delivered To Date: 9/28/2023Request Approved Date: 9/28/2023Request Approved Date: 9/28/2023Approved Date: 9/28/2023

Signatures: Suzanne Doughty
Suzanne Doughty


Kim Creech
Kim Creech

Sherry Sullivan
Mayor Sherry Sullivan



MEMO

To: **Suzanne Doughty, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Erin Wolfe, Purchasing Manager

Date: September 27, 2023

Re: **Green Sheet and City Council Approval of Procurement of Forecast and Warning Service**

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Assistant Superintendent of the Electric Department, Roscoe Safley, is requesting procurement of forecast and warning service.

The total proposed cost from University of South Alabama's Coastal Weather Research Center is Four Thousand Two Hundred Dollars (\$4,200.00) per year. The services will include:

- Interactive pin-point forecasts twice daily Monday through Friday.
- Notification of severe weather including but not limited to thunderstorm, Tornado, wind and freeze events.
- Tropical weather information.
- Unlimited access to the Coastal Weather Research Center website.
- Consulting and special weather reports upon request.

Please compose a Green Sheet and place on the next available City Council Agenda this request to approve the Mayor to execute the contract for this procurement of forecast and warning service for \$4,200.00.

CC file, Sherry Sullivan, Ben Patterson, Roscoe Safley, Clint Steadham

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

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



UNIVERSITY OF SOUTH ALABAMA

Price Quote

DATE: September 21, 2023

TO: Roscoe Safley
Assistant Director, Fairhope Electric Dept.
City of Fairhope

FROM: Corey Bunn, Manager
Coastal Weather Research Center
University of South Alabama
Science Laboratory Building Room 110
Mobile, Alabama 36688

Forecast and Warning Service: 1 year subscription (October 1, 2023 – September 30, 2024)

Service includes:

Interactive pin-point forecasts twice daily Monday through Friday.

Notification of severe weather including but not limited to thunderstorm, tornado, wind and freeze events.

Tropical weather information.

Unlimited access to the Coastal Weather Research Center website.

Consulting and special weather reports upon request.

Cost: \$4,200.00

AGREEMENT
Coastal Weather Research Center

University of South Alabama
307 University Boulevard
Mobile, Alabama 36888

This Agreement of even date below is made and entered into between the University of South Alabama, on behalf of its Coastal Weather Research Center ("CWRC"), and City of Fairhope ("Client").

WITNESS

For consideration hereinafter specified, CWRC agrees to provide weather information services to Client on the terms and conditions listed below.

1. DURATION OF AGREEMENT

The term of this Agreement shall be for a period of twelve (12) months, beginning on October 15, 2023, and ending at midnight on October 14, 2024.

2. TERMINATION OF AGREEMENT

This Agreement and all its terms and conditions shall automatically be renewed from year-to-year without further action by either party; provided, however, that either party shall have the right to terminate this Agreement by giving the other party hereto at least sixty (60) days' written notice before the end of any term.

3. SERVICES TO BE PROVIDED

During the term of this Agreement, CWRC agrees that it will furnish to Client such weather reports, forecasts, and other weather data at such times and by such means as shall be contracted by the Client.

4. LIMITATION OF LIABILITY

Client fully understands and accepts the fact that meteorology is not an exact science and that the CWRC, and its agents and employees, makes no express or implied warranties, guarantees, or affirmations that weather will occur as the weather reports of the CWRC may suggest and that it shall have no responsibility or liability whatsoever to Client or any other person or entity for any damages caused or claimed as a result of an inconsistency between the weather reports and weather which actually ensues. Client agrees further that the CWRC shall not be held responsible for any failure or malfunctions in power or communications nor its inability to perform occasioned by such or by labor strife, war, riot, epidemic, pandemic, natural disaster, or other events beyond the control of the CWRC.

5. EXCLUSIVE AGREEMENT

The parties hereto agree that the services contracted for hereunder are for the exclusive use of the Client and that services will not be resold, assigned, or transferred by Client without the express written permission of the CWRC.

6. INDEMNITY

Client agrees that it will indemnify and hold harmless the CWRC from all manner of suit, action, damages, charges, or expenses, including attorney's fees, that the CWRC may sustain by reason of Client's breach of this Agreement or any terms hereof.

7. JURISDICTION

This Agreement shall be construed according to the laws of the State of Alabama, and the invalidity of any paragraph or portion of this Agreement shall not affect the validity of any other paragraph or provisions hereof. This Agreement is completed and embraces the entire understanding between the parties, all prior understandings, either written or oral, having been merged herein.

8. SERVICE

- ☐ Tropical Weather Service. Tropical weather information will be available to the Client via e-mail and the Coastal Weather Research Center website. Tropical weather information will also be available to the Client during normal working hours through telephone consultation from 8:00 a.m. to 4:30 p.m. CST, Monday through Friday. However, if a tropical weather system threatens the Client at other hours, then extended office hours for consultation will be provided so long as the CWRC, in its sole discretion, judges the tropical weather system to be a threat to Client.
- ☒ Forecast and Warning Service. Weather information will be available to the Client through telephone consultation from 8:00 a.m. to 4:30 p.m. CST, Monday through Friday. When the CWRC determines that a major severe weather system is a threat to the Client at other hours, the CWRC will remain open for consultation as long as the CWRC, in its sole discretion, judges the severe weather threat to the Client to exist. The latest computerized weather information stored at the CWRC will be available to the Client 24 hours a day, 7 days a week. Forecast and Warning Service includes Stormcheck forecasts, tropical weather information, severe weather warnings, telephone consultations, and climate and data reports, upon request.

9. TERMS OF PAYMENT

- ☐ Tropical Weather Service. Client agrees to pay the CWRC a fee of \$ _____ per year, payable in one lump sum on or before June 1 of each contract year.
- ☒ Forecast and Warning Service. Client agrees to pay the CWRC a fee of \$ 4,200 per year, payable in one lump sum on or before November 1 of each contract year or in twelve (12) monthly payments of \$ 350.00 due on the first day of each month of the contract year.

Payment will be considered past due at the end of the month of service. If this Agreement is cancelled before maturity, fees for the actual months of service will be recomputed. Charges will be retroactive and based on the applicable rate card.

ACCEPTED

CLIENT

By: _____
Its: _____
Date: _____

UNIVERSITY OF SOUTH ALABAMA

By: _____ 09 21 2023
Corey Bunn Date
Manager, CWRC

By: _____
Trae Catrett Date
Contract Officer



CITY OF FAIRHOPE PURCHASING DEPARTMENT PURCHASING REQUEST FORM

Name: Roscoe Safley

Date: Sept 22, 2023

Department: Electric

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$30,000 Utilities - \$10,001 - \$30,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$30,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$30,000/\$100,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>Coastal Weather Research Center</u>	\$ <u>4200</u>
2. <u>Click or tap here to enter text.</u>	\$ _____
3. <u>Click or tap here to enter text.</u>	\$ _____

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Forecast and warning service
- What is the total cost of the item or service? 4200 annually
- How many do you need? 1
- Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request
- Vendor Name (Lowest Quote): USA Coastal Weather Research Center
- Vendor Number: 8554

If you do not have a Vendor Number, please go to the City of Fairhope page: www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
- If budgeted, what is the budgeted amount? 4200
- Budget code: 50390

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@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 approves the procurement of the Annual Support Renewal for the Kronos Timekeeping System from Kronos Inc. with a not-to-exceed amount of \$28,810.99.

[2] Purchase is through Omnia Partners (Contract #18220) and therefore does not need to be let out for bid.

[3] FY24 Renewal Cost represents an 8% increase over the FY23 Annual Support Renewal in the amount of \$26,655.65.

ADOPTED ON THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding RequestIssuing Date: 9/27/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve the Procurement of Annual Support Services for KRONOS Timekeeping SystemProject Location: CitywidePresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Jeff Montgomery, Director of Information Technology

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 28,810.99 Not-to-exceed AmountVendor: KRONOS Incorporated (Vendor #2225)

\$

SEP 29 '23 PM 3:15

Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☒ Gas ☐ Electric ☐ Water ☐ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ Fed Grant ☐

Department of General Fund Providing the Funding

VARIOUS

Admin-10 ☐ Bldg-13 ☐ Police-15 ☐ Fire-20 ☐ ECD-24 ☐ Rec-25 ☐ Civic-26 ☐ Street-35 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Manna-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized ☐
Inventoried ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital ☐
Unfunded ☐Expense Code: XXXXX-50300 Various DepartmentsG/L Acct Name: Computer Expense

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 28,014.00 FY24 BudgetBalance Sheet Item
Included in projected
cash flow ☐Over (Under) budget amount: \$ 796.99Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Approve the procurement of the Annual Support Services Renewal for the KRONOS Timekeeping System in the not-to-exceed amount of \$28,810.99 from Kronos Inc. This purchase is through the Omnia Partners (Contract #18220) and therefore does not need to be let out for bid. The FY24 Renewal cost represents an 8% increase over the FY23 Annual Support Renewal amount of \$28,655.65.

Capital Lease: _____ - Payment _____ Term _____

City Council Prior Approval/Date? 10/24/2022 - Approved FY23 Annual Support Services

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/26/2023Purchasing Memo Date: 9/26/2023Delivered To Date: 9/26/2023Request Approved Date: 9/26/2023Request Approved Date: 9/26/2023Approved Date: 9/26/2023Signatures: Suzanne Doughty
Suzanne DoughtySignatures: Kim Creech
Kim CreechSignatures: Sherry Sullivan
Mayor Sherry Sullivan



MEMO


Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

To: **Suzanne Doughty, Senior Accountant**
Kimberly Creech, Treasurer

From: 
Erin Wolfe, Purchasing Manager

Date: September 26, 2023

Re: **City Council Approval for Procurement of the Annual Renewal for the Kronos Timekeeping System**

The I.T. Director, Jeff Montgomery, requests approval for the procurement of the Annual Renewal for the Kronos Timekeeping System. Kronos is available through the Omnia Partners contract.

The cost for the Kronos renewal through UKG is Twenty-Eight Thousand Eight Hundred Ten Dollars and Ninety-Nine Cents (\$28,810.99)

This will be purchased through the purchasing cooperative Omnia Partners contract (Contract #18220) with UKG and therefore does not have to be let out for bid.

Please compose a Green Sheet and place on the next available City Council Agenda this request for the procurement of the Annual Renewal for the Kronos Timekeeping System for \$28,810.99.

CC: Jeff Montgomery, Clint Steadham

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

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



Support Services Quote

Page 1 of 2

Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:

Quote Type: Renewal
Customer: CITY OF FAIRHOPE
Solution ID: 6109223
Contract #: 1194509 R31-AUG-23
Date: 01-SEP-2023
Prepared by: Sydney Margolis / US PublicSector1

Bill To: CITY OF FAIRHOPE
PO DRAWER 429
FAIRHOPE AL 36533
UNITED STATES

Ship To: CITY OF FAIRHOPE
555 SOUTH SECTION ST
FAIRHOPE AL 36532
UNITED STATES

Contact: JEFF MONTGOMERY
Email: jeff.montgomery@cofairhope.com

CONTRACT SUMMARY

Contract Period: 30-DEC-2023 - 29-DEC-2024

Description	Support Services	Estimated Tax	Subtotal
Software Support Services	18,498.66	0.00	18,498.66
Equipment Support Services	7,256.44	0.00	7,256.44
Educational Services	3,055.89	0.00	3,055.89
Total	28,810.99	0.00	28,810.99

Annualized Contract Value: 28,732.28

The Annualized Contract Value is the value of the contract if all services are priced for 365 days. The Annualized Contract Value does not include estimated tax. Please note that this quote may include services priced for prorated periods.

IMPORTANT NOTES

Like many organizations, UKG has experienced significant cost increases for infrastructure, energy, labor, and from our suppliers. We have been absorbing these rising costs to date. However, as we continue to confront inflationary pressures, UKG is in a position where we must offset a portion of these costs by charging a one-time economic adjustment fee.....This order entered into between the Customer and Kronos Incorporated, a UKG company is subject to the terms and conditions of the Master Agreement Reference #18220 dated March 18th, 2019 between the Lead Agency (acting as "Owner") and Kronos Incorporated (as the "Contractor") (collectively referred to as the "US Communities Agreement #18220").

Support Services are subject to applicable taxes. The tax amount shown on this quote is only an estimate. The actual tax due will be reflected on the invoice.

CITY OF FAIRHOPE

Signature: _____

Name: _____

Title: _____

Date: _____

KRONOS INCORPORATED

Signature: _____

Name: _____

Title: _____

Date: _____



Support Services Quote

Page 2 of 2

Payment Terms: Net 30 Days
Currency: USD
Customer PO Number:

Quote Type: Renewal
Customer: CITY OF FAIRHOPE
Solution ID: 6109223
Contract #: 1194509 R31-AUG-23
Date:
Prepared by: Sydney Margolis / US PublicSector1

Bill To: CITY OF FAIRHOPE
PO DRAWER 429
FAIRHOPE AL 36533
UNITED STATES

Ship To: CITY OF FAIRHOPE
555 SOUTH SECTION ST
FAIRHOPE AL 36532
UNITED STATES

Contact: DEFAULT EMAIL CONTACT
Email: ap@fairhopeal.gov

SOFTWARE SUPPORT SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Gold	WORKFORCE ABSENCE MANAGER V8	485	30-DEC-2023	29-DEC-2024	366
2	Gold	WORKFORCE EMPLOYEE V8	485	30-DEC-2023	29-DEC-2024	366
3	Gold	WORKFORCE INTEGRATION MANAGER V8	485	30-DEC-2023	29-DEC-2024	366
4	Gold	WORKFORCE MANAGER V8	65	30-DEC-2023	29-DEC-2024	366
5	Gold	WORKFORCE TIMEKEEPER V8	485	30-DEC-2023	29-DEC-2024	366
6	UKG ECONOMIC ADJ	WORKFORCE TIMEKEEPER V8	400	30-DEC-2023	29-DEC-2024	366

	Support Services	Estimated Tax	Subtotal
Software Support Services	18,498.66	0.00	18,498.66

EQUIPMENT SUPPORT SERVICES

Line	Support Service Level	Covered Product	Quantity	Start Date	End Date	Duration (days)
1	Depot Exchange	Data Collection: InTouch	18	30-DEC-2023	29-DEC-2024	366
2	Depot Exchange	Options: InTouch	1	30-DEC-2023	29-DEC-2024	366

	Support Services	Estimated Tax	Subtotal
Equipment Support Services	7,256.44	0.00	7,256.44

EDUCATIONAL SERVICES

Line	Support Service Level	Covered Product	License Count	Start Date	End Date	Duration (days)
1	Ed Services Subscription	KNOWLEDGE PASS		30-DEC-2023	29-DEC-2024	366

	Support Services	Estimated Tax	Subtotal
Educational Services	3,055.89	0.00	3,055.89



CITY OF FAIRHOPE PURCHASING DEPARTMENT PURCHASING REQUEST FORM

Name: Jeff Montgomery

Date: 9/25/23

Department: _____

Expenditure Threshold**	Distinctions	Quotes Required	Approval	Green Sheet	Resolution
Under \$5,000	No restrictions	Not Required	N/A	N/A	N/A
Utilities \$5,001-\$10,000	Operational NON -Budgeted	Three	Treasurer/Mayor	N/A	N/A
Greater than: Gen Govt - \$5,001 Utilities - \$10,001	Operational NON -Budgeted	Three	Council	Required	Required
Gen Govt - \$5,001-\$15,000 Utilities - \$10,001 - \$15,000	Operational Budgeted	Three	Treasurer	N/A	N/A
Over \$15,000/\$50,000	Operational Budget*	State Bid List or Buying Group	Treasurer/Mayor	N/A	N/A
Over \$15,000/\$50,000	Operational Budgeted	Bids	Council	Required	Required
Professional Service Over \$5,000	Budgeted or Non-Budgeted	Mayor Select	Council	Required	Required

*Budgeted items that meet or are under budget may be purchased with the Mayor and/or Treasurer's approval if they are on the State Bid list or from an approved buying group. Items that are over budget must go to Council for approval and will require a green sheet and resolution.

****Expenditure Threshold is a combined total of labor and materials, including materials provided by the City. If the total amount is within \$10,000 of the listed threshold, Purchasing/Treasurer may require a formal bid due to potential materials cost increases.**

QUOTES

Vendor Name	Vendor Quote
1. <u>UKG</u>	\$ <u>28810.99</u>
2. <u>Click or tap here to enter text.</u>	\$ _____
3. <u>Click or tap here to enter text.</u>	\$ _____

Check any applicable boxes: ☐ State Contract ☐ ALDOT ☐ Purchasing Group
☐ Sole Source (Attach Sole Source Justification)

ITEM OR SERVICE INFORMATION

- What item or service do you need to purchase? Yearly Renewal for Kronos
- What is the total cost of the item or service? 28810.99
- How many do you need? Click or tap here to enter text.
- Item or Service Is: ☐ New ☐ Used ☐ Replacement ☒ Annual Request
- Vendor Name (Lowest Quote): UKG Kronos
- Vendor Number: 2225

If you do not have a Vendor Number, please go to the City of Fairhope page. www.FairhopeAL.gov, Departments, Purchasing, Vendor Registration, and complete the required information.

BUDGET INFORMATION

- Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request
- If budgeted, what is the budgeted amount? 28972.58
- Budget code: Various 50300

Email completed form with quotes and other supporting documentation to
Erin.Wolfe@FairhopeAL.gov and Rhonda.Cunningham@FairhopeAL.gov.



Kronos Incorporated
900 Chelmsford Street
Lowell, MA 01851

phone	+1 978 250 9800
fax	+1 978 367 5900
url	www.kronos.com

November 13, 2020

Jeff Montgomery
City of Fairhope
PO Drawer 429
Fairhope, AL 36533

Dear Mr. Montgomery:

This letter is to confirm that Kronos® equipment and software is sold and serviced only through Kronos district offices or Kronos authorized dealers. There are no district offices, or authorized dealers in Alabama.

The nearest Kronos' authorized sellers and maintenance providers of Kronos equipment to Alabama are the Kronos district offices located at:

1725 Windward Concourse
Suite 250
Alpharetta, GA 30004
T: 770-619-3443

5405 Cypress Center Drive
Suite 300
Tampa, FL 33609
T: 813-287-0555

Kronos' goal is to handle questions regarding the sole sourcing of Kronos products in a consistent manner, which is why this letter format is utilized. If there may be any questions relating to anything in this letter, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "John O'Brien", is written over a light blue rectangular background.

John O'Brien
Chief Revenue Officer

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Axis Engineering Group, LLC for Professional Services for Design Services for Utility GIS Interface – Phase I (RFQ PS24-002); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$17,000.00.

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 9/28/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve the Procurement of Professional Services for Design of Utility GIS Interface (RFQ PS24-002)Project Location: UtilitiesPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Daryl Morefield, Water & Sewer Superintendent
Sherry Sullivan, Mayor

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 17,000.00 Not-to-exceed AmountVendor: Axis Engineering Group, LLC (Vendor #TBD)\$ SEP 29 '23 PM 12:29 *JSW*Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☐ Gas ☐ Electric ☐ Water ☐ **Wastewater ☒** Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDept/Fac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized _____ ☐
Inventoried _____ ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital _____ ☐
Unfunded _____ ☐

Expense Code: 004020-50290G/L Acct Name: Waste Water - Professional Services

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 17,000.00 FY24 Budget (Line 70)

Balance Sheet Item
Included in projected
cash flow ☐

Over (Under) budget amount: \$ -

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

Approve the selection by Mayor, Sherry Sullivan, for RFQ PS24-002 Professional Services for design services for Utility GIS Interface - Phase 1 to be provided by Axis Engineering Group, LLC. Authorize the Mayor to execute contract with above vendor for the not-to-exceed amount of \$17,000.00.

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/27/2023Purchasing Memo Date: 9/27/2023Delivered To Date: 9/28/2023Request Approved Date: 9/28/2023Request Approved Date: 9/28/2023Approved Date: 9/28/2023

Signatures:

Suzanne Doughty
Suzanne Doughty*Kim Creech*
Kim Creech*Sherry Sullivan*
Mayor Sherry Sullivan



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: Erin Wolfe, Purchasing Manager

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

Date: September 27, 2023

Re: RFQ PS24-002 Professional Services for Design Services for the Utility GIS Interface – Phase 1

The Mayor, Sherry Sullivan, is requesting the procurement of **Professional Services for design services for Utility GIS Interface – Phase 1.**

Mayor Sullivan has selected Axis Engineering Group, LLC to perform the professional services to design the utility GIS Interface. This service will include:

1. Existing Utility Survey
 - a. Investigation of existing infrastructure and other existing utilities contained within the requested area.
 - b. Sewer investigation includes sewer manhole locations, sewer main locations, sewer service line locations, inverts, and pipe type and sizing.
 - c. Water investigation includes water line locations, water valve locations, hydrant location, and service line locations (meters).
2. GIS Mapping
 - a. Import collected survey data and provide city

Axis Engineering Group, LLC has proposed a not-to-exceed cost of Seventeen Thousand Dollars (\$17,000.00) for these services.

This professional service is exempt from formal bidding per Code of Alabama 1975, Section 41-16-51 (a)(3) Contracts for which competitive bidding not required, which states:

"Contracts for securing services of attorneys, physicians, architects, teachers, superintendents of construction, artists, appraisers, engineers, consultants, certified public accountants, public accountants, or other individuals possessing a high degree of professional skill where the personality of the individual plays a decisive part."

Please place on the next available City Council Agenda this request for City Council to approve the selection by the Mayor for RFQ PS24-002 Professional Services for design services for Utility GIS Interface – Phase 1 and to execute a contract with Axis Engineering Group, LLC for the not-to-exceed amount of \$17,000.00.

Cc: file, Daryl Morefield, Mayor Sherry Sullivan

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

251-928-2136 (p)



Axis Engineering Group, LLC
200 W. Laurel Avenue, Ste 275 Foley, AL
O 251-233-1983 www.axisenggroup.com

August 11, 2023

Ms. Sherry Sullivan, Mayor
City of Fairhope
P.O. Drawer 429
Fairhope, Alabama 36533

**RE: Proposal for Professional Services
City of Fairhope - Utility GIS Interface – Phase 1**

Dear Mayor Sherry:

We appreciate the opportunity to submit this proposal for providing the following professional design services for the above referenced project. Axis Engineering Group (AEG) can provide a full array of design services needed to successfully complete this project. The different phases or components of engineering services for this project have been outlined along with the cost for these services.

Please review this proposal carefully. It is our desire that you have a complete understanding of the scope of services. After you review, please let us if you would like to add, delete, or amend any aspect of this proposal.

BASIC SERVICES INCLUDED:

1. Existing Utility Survey

- A. Investigation of existing infrastructure and other existing utilities contained within the block shown in Utility Exhibit sheet 2 & 3.
- B. Sewer investigation includes sewer manhole locations, sewer main locations, sewer service line locations, inverts, and pipe type and sizing.
- C. Water investigation includes water line locations, water valve locations, hydrant location, and service line locations(meters).

COST.....\$10,000

2. GIS Mapping

- A. Import collected survey data and provide city with a user-friendly GIS interface for City use.

COST.....\$7,000



Axis Engineering Group, LLC
200 W. Laurel Avenue, Ste. 275 Foley, AL
O 251-233-1988 www.axisenggroup.com

ADDITIONAL SERVICES

It is recognized that additional work may be requested by you and if so desired, additional costs can be mutually agreed upon at that time. A copy of our hourly rates is attached for your information.

SUMMARY OF PHASES AND COST


1.	EXISTING UTILITY SURVEY	\$10,000
2.	GIS MAPPING	\$7,000
3.	ADDITIONAL SERVICES (IF NEEDED)	Hourly

Total: \$17,000

Please return a signed copy of this letter to our office if the terms of this proposal are suitable.

We are looking forward to working with you on this project. If you have any questions regarding this proposal, please call.

Sincerely,



Hayden Kaiser, III, P.E., Principal

8/14/23

Date

Sherry Sullivan, Mayor, City of Fairhope

Date



Axis Engineering Group, LLC
 200 W. Laurel Avenue, Ste. 275 Foley, AL
 O 251-233-1988 www.axisenggroup.com

AXIS ENGINEERING GROUP, LLC 2023 HOURLY BILLING RATES

HOURLY RATE SCHEDULE

1. Period: January 1, 2023 to December 31, 2023

2. Classification	<u>Hourly Rate</u>
Principal Engineer	\$200.00
Engineering Manager	\$165.00
Senior Project Engineer	\$150.00
Project Manager	\$125.00
Engineer/Planner	\$110.00
Senior Designer	\$105.00
Engineer Intern/Engineering Designer	\$105.00
Senior Resident Project Representative (RPR)	\$90.00
Resident Project Representative (RPR)	\$85.00
GIS Analyst	\$90.00
GIS Technician	\$75.00
Graduate Engineer	\$90.00
Engineering Technician I	\$70.00
Engineering Technician II	\$80.00
Project Accountant	\$75.00
Clerical	\$65.00
Survey Manager	\$135.00
Survey Coordinator	\$90.00
Survey Crew – 2 man	\$160.00
3 man	\$180.00
ATV/UTV	\$40/day
AutoCAD Services	\$20.00/hour
Robot/GPS Equipment	\$160/day
	\$80/half day
Photogrammetry Services	\$155.00
UAS LiDAR Survey	\$1,500/half-day
Hydrographic Survey	\$1,500/half day

3. Hourly rate specified above shall constitute total compensation for services rendered. The hourly rate shall include salary paid our employees plus direct expenses associated with payroll such as federal and state payroll taxes, workmen's compensation, fringe benefits and profit.
4. The rate indicated herein will remain constant for the period indicated. Rate adjustments for following periods will not exceed five (5%) percent increase without prior approval.



Axis Engineering Group, LLC
200 W. Laurel Avenue, Ste. 275 Foley, AL
O 251-233-1983 www.axisenggroup.com

DEFINITION OF REIMBURSABLE EXPENSES

The term "Reimbursable Expenses" as used herein is defined to mean additional reasonable expenditures incurred by the ENGINEER in connection with previously defined services which shall include the following:

1. **Transportation** - Transportation (at economy rates) and reasonable living expenses of CONSULTANT's principals and employees, the identity, number and responsibility(s) of whom shall be approved in advance, for trips which are approved in advance by Client. Vehicle mileage rate shall be the current IRS rate per mile for the period in which the expense was incurred.
2. **Receipts for Reimbursable Expenses** - Receipts are required for all Reimbursable Expenses. The Client reserves the right to require complete documentation of Reimbursable Expenses.
3. **Internal Charges** - All internal charges, including, but not limited to, blueprint and reproduction costs, shall be documented in detail with reference to the Project, initiator, date and unit price. For the purpose of this agreement, the following unit prices will apply: Black and White photo copies @ \$.10 per 8.5"x11", \$.50 per 11" x 17" copy; Color photo copies @ \$1.00 per 8.5" x 11", \$2.00 per 11" x 17" copy; Computer plotted original bond @ \$3.00 per 24" x 36" sheet and color 24" x 36" @ \$5.00.
4. **External Charges** - All external charges including, but not limited to blueprint and reproduction costs, transportation and lodging costs and long distance telephone charges, shall be documented in detail with a copy of the invoice noting the Project, initiator, date and unit prices. Charges for Sub-CONSULTANTS will be charged at a rate of 1.05 times the invoice amount.

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Krebs Engineering for Professional Engineering Services for Water Distribution System Capacity Expansion (RFQ PS23-031); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$495,000.00.

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 9/28/2023Please return this Routing Sheet to Treasurer by: ASAP


Project Name: Approve the Selection of Krebs Engineering to Provide Professional Engineering Services for RFQ PS23-031 - Water Distribution System Capacity Expansion
Project and Authorize Mayor to Execute Contract

Project Location: Various Citywide LocationsPresented to City Council: 10/9/2023Resolution #: _____
Approved _____Funding Request Sponsor: Daryl Morefield, Water & Sewer Superintendent
Sherry Sullivan, Mayor

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 495,000.00 Not-to-exceed AmountSEP 29 '23 PM3:15 Vendor: Krebs Engineering (Vendor #7057)Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☐ Gas ☐ Electric ☐ Water ☒ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed ☐
Capitalized XXX ☒
Inventoried ☐

Funding Source:

Operating Expenses ☐
Budgeted Capital XXX ☒
Unfunded ☐

Expense Code: 004010-59500G/L Acct Name: System Improvements-Distribution

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 495,000.00 FY24 Budget

Balance Sheet Item
Included in projected
cash flow ☐

Over (Under) budget amount: \$ -

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

Approve the selection of Krebs Engineering to provide professional services for RFQ PS23-031 for the Water Distribution System Capacity Expansion Project and authorize the Mayor to execute a contract in the not-to-exceed amount of \$495,000.00. This project encompasses several items which Krebs will develop bid packages and facilitate procurement process for each. This amount is less than 10% of the estimated and budgeted overall project costs.

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/27/2023Purchasing Memo Date: 9/27/2023Delivered To Date: 9/28/2023Request Approved Date: 9/28/2023Request Approved Date: 9/28/2023Approved Date: 9/28/2023

Signatures: Suzanne Doughty
Suzanne Doughty

Signatures: Kim Creech
Kim Creech

Signatures: Sherry Sullivan
Mayor Sherry Sullivan



MEMO

To: Suzanne Doughty, Senior Accountant
Kim Creech, Treasurer

From: Erin Wolfe, Purchasing Manager

Date: September 27, 2023

Re: RFQ PS23-031 Professional Engineering Services for the Water Distribution System Capacity Expansion Project

Sherry Sullivan
Mayor

Council Members:

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Mayor, Sherry Sullivan, and the Superintendent of the Water/Wastewater Department, Daryl Morefield, is requesting the hiring for **Professional Engineering Services for the Water Distribution System Capacity Expansion Project**.

Mayor Sullivan has selected Krebs Engineering for this project. Krebs Engineering has been working as the engineer for several water projects that are related to this project, including the Water System Planning Project and the Engineering and Design Services for Treatment Plant #3 and Well #3-11. Due to the necessary timeline for this project, the Mayor requests an expedited process for contracting the Professional Engineering Services.

The work to be performed with the project, and the estimated timeline for completion of each item, will include:

- Production Well Development for Well No. 8B, May 2024
- Production Well Development for Well No. 13, April 2024
- Pilot Bore Well Exploration
- Water Treatment Plant No. 1 Expansion, May 2024
- Water Distribution Hydraulic Model, May 2024

Krebs will develop four bid packages and facilitate the procurement process for each. They will also provide Construction Review Services for each project item.

The negotiated not-to-exceed amount will be Four Hundred Ninety -Five Thousand Dollars (\$495,000.00).

Please place on the next available City Council Agenda this request for the City Council to approve negotiated not-to-exceed amount of \$495,000.00 for this project and allow the Mayor to execute a contract with Krebs Engineering.

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

251-928-2136 (p)

Cc: file, Daryl Morefield, Sherry Sullivan

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That the City Council approves the selection of Jackson Thornton Certified Public Accountants & Consultants for Professional Services to Evaluate Water and Wastewater System Development Charges (RFQ PS24-001); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$12,000.00.

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding RequestIssuing Date: 9/28/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve the Selection of Jackson Thornton Co., PC, CPA's for RFQ PS24-001 Professional Services to Evaluate Water and Sewer System Development Charges and Authorize Mayor to Execute ContractProject Location: Water & Sewer DepartmentsPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Daryl Morefield, Water & Sewer Superintendent
Sherry Sullivan, Mayor

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 12,000.00 Not-to-exceed AmountVendor: Jackson Thornton Certified Public Accountants & Consultants (Vendor #554)Project Engineer: n/aOrder Date: n/aLead Time: n/aSEP 29 '23 PM 3:15 *Jaw*

Department Funding This Project

General ☐ Gas ☐ Electric ☐ Water ☒ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized _____ ☐
Inventoried _____ ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital _____ ☐
Unfunded _____ ☐Expense Code: 004010-50290 & 004020-50290G/L Acct Name: Water & Waste Water - Professional Services

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 12,000.00 FY24 BudgetBalance Sheet Item-
Included in projected
cash flow ☐Over (Under) budget amount: \$ -Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Approve the selection of Jackson Thornton Certified Public Accountants and Consultants for RFQ PS24-001 Professional Services to evaluate Water and Sewer System Development Charges and to authorize the Mayor to execute a contract for \$6,000.00 per system for a total not-to-exceed amount of \$12,000.00. The proposed contract does not include costs for travel time, which will be billed at one-half standard billing rates (capped to six (6) hours per person, per round trip).

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/27/2023Purchasing Memo Date: 9/27/2023Delivered To Date: 9/28/2023Request Approved Date: 9/28/2023Request Approved Date: 9/28/2023Approved Date: 9/28/2023Signatures: Suzanne Doughty
Suzanne DoughtyKim Creech
Kim CreechSherry Sullivan
Mayor Sherry Sullivan



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: Erin Wolfe, Purchasing Manager

Date: September 27, 2023

Re: RFQ PS24-001 Professional Services to Evaluate Water and Sewer System Development Charges

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Mayor, Sherry Sullivan, is requesting the hiring for **Professional Services to Evaluate Water and Sewer System Development Charges.**

Mayor Sullivan has selected Jackson Thornton Certified Public Accountants & Consultants to perform the professional services to determine the fairness of the existing capacity fees for the Water/Wastewater Utilities Services. Jackson Thornton has proposed a not-to-exceed cost of Six Thousand Dollars (\$6,000.00) per utility.

This professional service is exempt from formal bidding per Code of Alabama 1975, Section 41-16-51 (a)(3) Contracts for which competitive bidding not required, which states:

"Contracts for securing services of attorneys, physicians, architects, teachers, superintendents of construction, artists, appraisers, engineers, consultants, certified public accountants, public accountants, or other individuals possessing a high degree of professional skill where the personality of the individual plays a decisive part."

Please place on the next available City Council Agenda this request for City Council to approve the selection by the Mayor for RFQ PS24-001 Professional Services to Evaluate Water and Sewer System Development Charges and to execute a contract with Jackson Thornton Certified Public Accountants & Consultants for the not-to-exceed amount of \$12,000.00.

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

Cc: file, Daryl Morefield, Mayor Sherry Sullivan

251-928-2136 (p)



Certified Public Accountants
& Consultants

July 13, 2023

Mayor Sherry Sullivan
City of Fairhope
161 North Section Street
Fairhope, Alabama 36532

Re: Proposal to Evaluate Water and Sewer System Development Charges for the City of Fairhope

Dear Mayor Sullivan:

Thank you for this opportunity to provide professional services to you and the City of Fairhope ("the City"). As we understand, you would like for Jackson Thornton's Utilities Consulting Group ("JTUC"/"JT") to assist the City in determining the fairness of the existing capacity fees. This letter is to confirm our understanding of the objectives of our engagement and the nature of the services we will provide.

The procedures that will be employed by us for this project will be based on the M-1 Manual (*Principles of Water Rates, Fees and Charges*) as prescribed by the American Water Works Association. We will follow these industry prescribed analyses so as to support the recommended fees that we believe should be charged by the City.

CONFIRMATION OF MANAGEMENT RESPONSIBILITY

Mayor Sherry Sullivan will oversee our services, and you have indicated that Mayor Sullivan possesses suitable skill, knowledge, and experience to understand the services to be performed sufficiently to oversee them. You have also agreed that you will assume all management responsibilities for subject matter and scope of the services under this arrangement letter. You have agreed to evaluate the adequacy and results of our service performed and you accept responsibility for the results and ultimate use of the services.

FEES AND COSTS

We believe that we can complete this service for a cost not to exceed \$6,000 per system. We are allowing for one (1) meeting with management to review and discuss the results of the analysis. All reasonable travel and out-of-pocket expenses will be billed at cost. The above fees do not include travel time, which will be billed at one-half our standard billing rates and capped to six (6) hours per person, per round trip. Should additional presentations or meetings be required, we reserve the right to estimate how much time and effort will be required and will offer such as a change order to meet the needs and desires of your management team.

We will submit monthly bills to you, which will be based on our current hourly rates. Such bills are payable on presentation and a late charge of 1 ½ % per month will be imposed for any portion of the bill amount not paid within 30 days of the bill date. We reserve the right to suspend our work and/or terminate the engagement if any bill is not paid within 30 days of the bill date. In the event of suspension of our work or

Jackson Thornton Certified Public Accountants & Consultants

200 Commerce Street, Birmingham, Alabama 35204-2500, P.O. Box 20, Montgomery, Alabama 36101-0020
354-824-1600 | jacksonthornton.com | A PROFESSIONAL CORPORATION

termination of our engagement, such work shall not be resumed and such engagement shall not be reinstated, as the case may be, until the account balance and all the late charges are paid in full.

CLAIM RESOLUTION

It is agreed by the City and Jackson Thornton & Co., P.C. or any successors in interest that no claim arising out of services rendered pursuant to this agreement by or on behalf of the City shall be asserted more than two years (2) after the date of the completion of services by JT pursuant to this engagement.

JT and the City each acknowledge that there are risks involved with communicating and storing data via electronic means. Accordingly, to the fullest extent permitted by law, JT and the City each waive and acknowledge that neither party shall have any claim against the other based upon, relating to, or arising from the use of electronic systems (including, but not limited to, email and cloud computing systems). Without limiting the generality of the foregoing, neither party shall be liable for any damages arising from any and all data breaches, the delivery of communications, data, or documents to unintended recipients, or the interception or viewing of communications, data, or documents by unintended or unauthorized individuals or entities.

ELECTRONIC SIGNATURES AND COUNTERPARTS

Each party hereto agrees that any electronic signature of a party to this Agreement or any electronic signature to a document contemplated thereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed, and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy ((as a "pdf" (portable document format) or other replicating image)) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities, or (iv) a digital signature. This Agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents, if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule, statute of frauds, or any other evidentiary objection or theory premised upon the execution and/or delivery of the document by electronic means.

Any and all documents executed by electronic signatures shall be retained in a readily accessible format in accordance with the respective party's document retention policy. In the event that either party shall lose or otherwise be unable to produce its original document, such party may request the other party to produce the original document in whatever format it is currently stored, and reimburse the producing party for its cost and expense incurred in providing such documents.

CONFIRMATION OF AGREEMENT

This engagement letter constitutes the complete and exclusive statement of the agreement between JT and the City of Fairhope superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements set forth herein including our respective responsibilities.

Sincerely,

JACKSON THORNTON & CO., P.C.

A handwritten signature in black ink, appearing to read "James B. Marshall, III", written over a horizontal line.

James B. Marshall, III
Principal

A handwritten signature in black ink, appearing to read "Sarah V. Chandler", written over a horizontal line.

Sarah V. Chandler
Principal

Confirmed on behalf of the addressee:

Signature



MEMO

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

Sherry Sullivan
Mayor

From: Erin Wolfe, Purchasing Manager

Date: September 26, 2023

Re: RFQ PS24-001 Professional Services to Evaluate Water and Sewer System Development Charges

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Mayor, Sherry Sullivan, is requesting the hiring for Professional Services to Evaluate Water and Sewer System Development Charges.

Per our Procedure for Procuring Professional Services, the Mayor and I are providing this firm for the Mayor to select for the work. The company provided below has historically provided this particular consulting service for the City.

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

The short list is:

Sherry Sullivan Sep 26, 2023 Jackson Thornton Certified Public Accountants & Consultants

None. Submit another list

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

Cc: file, Mayor Sherry Sullivan

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 Sawgrass Consulting, LLC for Professional Engineering for the D'Olive Creek Crossing Gas Main Leak Repair (RFQ PS24-003); and hereby authorizes Mayor Sherry Sullivan to execute a Contract with a not-to-exceed amount of \$21,900.00.

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding RequestIssuing Date: 10/3/2023Please return this Requesting Sheet to the Mayor by: OCT 3, 2023 4:46 ASAPProject Name: Approve Selection of Sawgrass Consulting, LLC, for RFQ PS24-003 Professional Engineering Services for D'Olive Creek CrossingProject Location: D'Olive Creek CrossingPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Wes Boyett, Interim Gas Superintendent
Sherry Sullivan, Mayor

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 21,900.00 Not-to-exceed AmountVendor: Sawgrass Consulting, LLC (Vendor #Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☐ Gas ☒ Electric ☐ Water ☐ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized _____ ☐
Inventoried _____ ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital _____ ☐
Unfunded _____ ☐Expense Code: 002-50365G/L Acct Name: Gas - Maintenance Plant

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 21,900.00 FY24 BudgetBalance Sheet Item-
Included in projected
cash flow ☐Over (Under) budget amount: \$ -Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____

Capital Lease: _____ Payment _____ Term _____

Approve the selection of Sawgrass Consulting, LLC, for RFQ PS24-003 Professional Engineering Services to for the D'Olive Creek Crossing Gas Main Leak and authorize the Mayor to execute a contract for the not-to-exceed amount of \$21,900.00.

City Council Prior Approval/Date? _____

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 10/2/2023Purchasing Memo Date: 10/2/2023Delivered To Date: 10/3/2023Request Approved Date: 10/3/2023Request Approved Date: 10/3/2023Approved Date: 10/3/2023

Signatures:

Suzanne Doughty
Suzanne DoughtyKim Creech
Kim CreechSherry Sullivan
Mayor Sherry Sullivan



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

From: Erin Wolfe, Purchasing Manager

Date: October 2, 2023

Re: RFQ PS24-003 Professional Engineering Services for the D'Olive Creek Crossing Gas Main Leak Repair

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
Treasurer

The Superintendent of the Gas Department, Wes Boyett, is requesting the hiring for Professional Engineering Services for the D'Olive Creek Crossing Gas Main Leak Repair.

Per the City's "Procedure for Procuring Professional Services for Projects Under \$100K", under the section for "Variants to the Procedure", the Mayor exercised Option 1 and chose Sawgrass, LLC to perform the professional service.

The work to be performed is to professional services associated with the project, which will include:

- Topographic Survey \$10,900.00
- Utility Coordination/As-Builts Collection/Meetings \$2,500.00
- ALDOT Permitting \$5,800.00
- Daphne Permitting \$1,200.00
- Environmental Concurrence \$1,500.00

Sawgrass, LLC has submitted a proposal for these services for Twenty-One Thousand Nine Hundred Dollars (\$21,900.00).

Please place on the next available City Council Agenda this request for City Council to Approve the selection by the Mayor for RFQ PS24-003 Professional Engineering Services for the D'Olive Creek Crossing Gas Main Leak and authorize the Mayor to execute a contract with a not-to-exceed amount of Twenty-One Thousand Nine Hundred Dollars (\$21,900.00).

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

251-928-2136 (p)

Cc: file, Wes Boyett, Mayor Sherry Sullivan



30673 Sgt. E. I. "Boots" Thomas Drive, Spanish Fort, AL 36527
202 Government Street, Suite 225, Mobile, AL 36602
P: 251-544-7900
sawgrassllc.com

September 22, 2023

Honorable Mayor Sullivan
City of Fairhope
161 North Section Street
Fairhope, AL 36532

RE: D'Olive Creek Crossing- Gas Main

Dear Mayor Sullivan,

Sawgrass has been asked to provide a proposal for survey and permitting services for retirement and replacement of a leaking 6" Gas Main under D'Olive Creek. Our scope provides the professional services for site assessments, topographic survey, environmental permitting (as needed), and plan development for permitting submittal to replace approximately 700 LF of Gas Main. Enclosed you will find an attached Scope of Services and corresponding fees that will be required to accomplish this project. In summary, the following cost for the project is as follows:

Topographic Survey	\$10,900.00
Utility Coordination/As-Builts Collection/Meetings	\$2,500.00
ALDOT Permitting	\$5,800.00
Daphne Permitting	\$1,200.00
Environmental Concurrence (Hourly NTE)	\$1,500.00

We appreciate the opportunity to partner with the City of Fairhope on this Project and please do not hesitate to call if you have any questions or need to discuss this Proposal in more detail.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Stephen Delahunty', is written over a light blue rectangular background.

Stephen Delahunty, P.E.
President


Approval
Date



MEMO

To: Lisa Hanks, City Clerk
Kim Creech, Treasurer

Sherry Sullivan
Mayor

From: 
Erin Wolfe, Purchasing Manager

Council Members:

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

Date: October 2, 2023

Re: RFQ PS24-003 Professional Engineering Services for the D'Olive Creek Crossing Gas Main Leak

Lisa A. Hanks, MMC
City Clerk

The Superintendent of the Gas Department, Wes Boyett, is requesting the hiring for **Professional Engineering Services for the D'Olive Creek Crossing Gas Main Leak**

Kimberly Creech
Treasurer

Per our Procedure for Procuring Professional Services, Wes Boyett and I are providing firms for the Mayor to select from for the work.

The work to be performed is to professional services associated with the project, which will include:

- Topographic Survey
- Utility Coordination/As-Builts Collection/Meetings
- ALDOT Permitting
- Daphne Permitting
- Environmental Concurrence

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

The short list is:

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

Sherry Sullivan Oct 2, 2023 Sawgrass, LLC

None. Submit another list

251-928-2136 (p)

Cc: file, Wes Boyett, Mayor Sherry Sullivan

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute Extension No. 1 for RFQ No. PS019-22 Professional Consulting Services for Grants and Grant Management with Grant Management, LLC with all terms and conditions as original bid award; and extends the contract until October 17, 2024 with a not-to-exceed amount of \$24,000.00.

ADOPTED ON THIS 10TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding Request

Issuing Date: 9/28/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve Extension No. 1 for RFQ No. PS019-22 Professional Consulting Services for Grants and Grant ManagementProject Location: TreasuryPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: Nicole Love, Grants Coordinator

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 24,000.00 Not-to-exceed Amount\$ SEP 29 '23 PM12:29 *SW*Vendor: Grant Management, LLC (Vendor #5843)Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☒ Gas ☐ Electric ☐ Water ☐ Wastewater ☐ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ 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 ☐ Meter-19 ☐ IT-16 ☐
 Fleet-46 ☐ Golf-50 ☐ Golf Grounds-55 ☐ Museum-27 ☐ NonDeptFac-75 ☐ Debt Service-85 ☐ Marina-34 ☐ Plan/Zone-12 ☐ Adult Rec-30 ☐ HR-17 ☐

Project will be:

Expensed XXX ☒
 Capitalized _____ ☐
 Inventoried _____ ☐

Funding Source:

Operating Expenses XXX ☒
 Budgeted Capital _____ ☐
 Unfunded _____ ☐

Expense Code: 001100-50290G/L Acct Name: General Admin - Professional Services

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 24,000.00 FY24 Budget (Line 10)

Balance Sheet Item-
Included in projected
cash flow ☐

Over (Under) budget amount: \$ -

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

Approve Extension No. 1 for RFQ PS019-22 Professional Consulting Services for Grants to
 Grant Management, LLC for the same terms and conditions as the original RFQ contract.
 Authorize Mayor to execute Contract Extension No. 1.

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? 08/22/2022 - RFQ PS019-22 to Grant Management, LLC Approved

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/27/2023Purchasing Memo Date: 9/27/2023Delivered To Date: 9/28/2023Request Approved Date: 9/28/2023Request Approved Date: 9/28/2023Approved Date: 9/28/2023

Signatures: *Suzanne Doughty*
 Suzanne Doughty

Kim Creech
 Kim Creech

Sherry Sullivan
 Mayor Sherry Sullivan



MEMO

To: Suzanne Doughty, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

From: _____
Erin Wolfe, Purchasing Manager

Date: September 27, 2023

Re: Requesting Green Sheet and Approval by City Council for Extension No. 1 for RFQ PS019-22 Professional Consulting Services for Grants and Grant Management

The Grants Coordinator, Nicole Love, is requesting Extension No. 1 for RFQ PS019-22 Professional Consulting Services for Grants and Grant Management. The original contract was executed on October 18, 2022 and awarded to Grant Management, LLC. The request for Extension No. 1 will extend the referenced contract until October 17, 2024.

The Vendor has agreed to Extension No. 1, with all terms and conditions of the bid award.

Please place on the next City Council Agenda this request to approve the Extension No. 1 for RFQ PS019-22 Professional Consulting Services for Grants and Grant Management to Grant Management, LLC for the same terms and conditions as the original RFQ contract.

Enclosure

Cc: Nicole Love, Clint Steadham

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

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

City of Fairhope
RFQ PS019-22
On-Call Professional Consulting Services
For Grants and Grant Management 2022
Contract Extension No. 1

This EXTENSION NO.1 of CONTRACT ("Extension") is made this _____ day of _____, 2023, for the purpose of extending the agreement known as **RFQ PS019-22 On-Call Grants and Grant Management 2022**, dated **October 18, 2022**, ("Original Contract") between the **City of Fairhope** and **Grant Management, LLC** (the "Parties").

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

RFQ PS019-22 On-Call Grants and Grant Management 2022

and will end on **October 17, 2023 at midnight**.

2. The Parties agree to extend Extension 1 agreement for an additional period, which will begin immediately upon the expiration of the original time period **October 18, 2023** and will end on **October 17, 2024**.

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

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

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

BY: **Sherry Sullivan, Mayor**

BY: **Lisa A. Hanks, MMC, City Clerk**

NOTARY FOR THE CITY

STATE OF ALABAMA}
COUNTY OF BALDWIN}

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

Given under my hand and Notary Seal on this _____ day of _____, 2023.

Notary Public _____

My Commission Expires: _____

If Corporation, Partnership, or Joint Venture

Name of Corporation, Partnership, or Joint Venture

By: _____
Signature of Officer Authorized to Sign Bids
and Contracts for the Firm

Position or Title

Email Address

Business Mailing Address

City, State, Zip Code

General Contractor's License Number

Foreign Corporation Entity ID
(Required of out-of-state vendors)

NOTARY

STATE OF _____ }

COUNTY OF _____ }

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

_____, as _____
Type or Print Name of Bid Signer Type or Print Bid Signer Title

Respectively, of _____
Type or Print Company Name

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

Given under my hand and Notary Seal on this _____ day of _____, 2023.

Notary Public _____

My Commission Expires _____

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Mayor Sherry Sullivan is hereby authorized to execute Extension No. 1 for (Bid No. 039-21), Three Year Pest Control for City Buildings, with Redd Pest Solutions, for an additional one year to extend the referenced contract until October 20, 2023, with same terms and conditions as original bid award. The cost not-to-exceed \$12,371.04.

ADOPTED ON THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
Project Funding RequestIssuing Date: 9/27/2023Please return this Routing Sheet to Treasurer by: ASAPProject Name: Approve Extension No. 2 for Bid No. 039-21 (Three-year Pest Control Services) for City PropertiesProject Location: City Owned PropertiesPresented to City Council: 10/9/2023

Resolution #:

Approved _____

Funding Request Sponsor: George Ladd, Assistant Public Works Director
Richard Johnson, Public Works Director

Changed _____

Rejected _____

Project Cash Requirement Requested:

Cost: \$ 12,371.04 Not-to-exceed AmountSEP 29 '23 PM 12:29 *aw*Vendor: Redd Pest Solutions of the SE Inc. (Vendor #4780)Project Engineer: n/aOrder Date: n/aLead Time: n/a

Department Funding This Project

General ☒ Gas ☒ Electric ☒ Water ☒ Wastewater ☒ Sanitation ☐ Cap Project ☐ Impact ☐ Gas Tax ☐ Fed Grant ☐

Department of General Fund Providing the Funding

VARIOUS

Admin-10 ☒ Bldg-13 ☐ Police-15 ☒ Fire-20 ☒ ECD-24 ☐ Rec-25 ☒ Civic-26 ☒ Street-35 ☒ Meter-19 ☐ IT-16 ☐
Fleet-46 ☒ Golf-50 ☒ Golf Grounds-55 ☐ Museum-27 ☒ NonDept/Fac-75 ☒ Debt Service-85 ☐ Marine-34 ☒ Plan/Zone-12 ☐ Adult Rec-30 ☒ HR-17 ☐

Project will be:

Expensed XXX ☒
Capitalized ☐
Inventoried ☐

Funding Source:

Operating Expenses XXX ☒
Budgeted Capital ☐
Unfunded ☐Expense Code: XXXXXX-50360 Various DepartmentsG/L Acct Name: General Maintenance

Federal - not to exceed amount

State

City

Local

Project Budgeted: \$ 12,371.04 FY24 BudgetBalance Sheet Item-
Included in projected
cash flow ☐Over (Under) budget amount: \$ -Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____Approve Extension No. 2 for Bid No. 039-21 (Three-year Pest Control Services) provided by
Redd Pest Solutions, Inc. in the not-to-exceed amount of \$12,371.04. This extension is for the
same terms and conditions as the original bid award and will cover the time period of October
21, 2023 through October 20, 2024.

Capital Lease: _____ Payment _____ Term _____

City Council Prior Approval/Date? 10/10/2022 - Extension No. 1 for Bid No. 039-21 Approved

Senior Accountant

City Treasurer

Mayor

Purchasing Memo Date: 9/26/2023Purchasing Memo Date: 9/26/2023Delivered To Date: 9/26/2023Request Approved Date: 9/26/2023Request Approved Date: 9/26/2023Approved Date: 9/26/2023

Signatures:

Suzanne Doughty
Suzanne Doughty*Kim Creech*
Kim Creech*Sherry Sullivan*
Mayor Sherry Sullivan



MEMO

To: Suzanne Doughty, Senior Accountant
Kimberly Creech, City Treasurer

Sherry Sullivan
Mayor

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

Lisa A. Hanks, MMC
City Clerk

Kimberly Creech
City Treasurer

From: _____
Erin Wolfe, Purchasing Manager

Date: September 26, 2023

Re: Requesting Green Sheet and Approval by City Council for Extension No. 2 for Bid No. 039-21 Three Year Pest Control

The Assistant Director of Public Works, George Ladd, is requesting Extension No. 2 for Bid No. 039-21 Three Year Pest Control. The original contract was executed on October 21, 2021 and awarded to Redd Pest Solutions. Extension No. 1 extended the original agreement until October 20, 2023. The request for Extension No. 2 will extend the referenced contract until October 20, 2024.

The Vendor has agreed to Extension #2, with all terms and conditions of the bid award.

Please place on the next City Council Agenda this request to approve the Extension No. 2 of the contract for Bid No. 039-21 Three Year Pest Control to Redd Pest Solutions for the same terms and conditions as the original bid award and a not to exceed annual cost of \$12,371.04.

Enclosure

Cc: Richard Johnson, George Ladd, Clint Steadham

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

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



CITY OF FAIRHOPE

Bid No. 039-21

Pest Control 2021

Contract Extension No. 2

This Extension No. 2 of CONTRACT ("Extension") is made this _____ day of _____, 2023, for the purpose of extending the agreement known as **Bid No. 039-21 Pest Control 2021**, executed on October 21, 2021 ("Original Contract") between the **City of Fairhope** and **Redd Pest Solution of the S.E., Inc.** (the "Parties").

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

Bid No. 039-21 Pest Control 2021

And was to end on **October 20, 2022**.

2. The Parties agreed to extend the Original Contract for an additional period, Extension No. 1, which began immediately upon the expiration of the original period, October 20, 2022 and will end on October 21, 2023.

2. The Parties agree to extend the Original agreement for an additional period, which will begin immediately upon the expiration of Extension No. 1 time period **October 21, 2023** and **will end on October 20, 2024**.

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

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

THE CITY OF FAIRHOPE, ALABAMA

ATTEST:

by: **Sherry Sullivan, Mayor**

BY: **Lisa A. Hanks, MMC, City Clerk**

NOTARY FOR THE CITY
STATE OF ALABAMA}
COUNTY OF BALDWIN}

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

Given under my hand and Notary Seal on this ____ day of _____, 2023.

Notary Public _____
My Commission Expires: _____

If Corporation, Partnership, or Joint Venture

Name of Corporation, Partnership, or Joint Venture

By: _____

Signature of Officer Authorized to Sign Bids
and Contracts for the Firm

Position or Title

Email Address

Business Mailing Address

City, State, Zip Code

General Contractor's License Number

Foreign Corporation Entity ID
(Required of out-of-state vendors)

NOTARY

STATE OF _____ }

COUNTY OF _____ }

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

_____ as _____
Type or Print Name of Bid Signer Type or Print Bid Signer Title

Respectively, of _____
Type or Print Company Name

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

Given under my hand and Notary Seal on this _____ day of _____, 2023.

Notary Public _____

My Commission Expires _____

RESOLUTION NO. ____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That Fairhope Educational Enrichment Foundation's (FEEF's) request to allow its 2023-2024 Annual Premium Sponsors limited use of the pavilion located on the leased K-1 Center premises is approved as outlined in the attached 2023-2024 Sponsorship form for Bronze, Silver or Gold.

DULY ADOPTED THIS 9TH DAY OF OCTOBER, 2023

Jay Robinson, Council President

Attest:

Lisa A. Hanks, MMC
City Clerk

Annual Premium Sponsorships

	GOLD	SILVER	BRONZE
Donation Amount	\$7,500.00	\$5,000.00	\$3,500.00
# of Premium Tickets to Jubilee, includes Sponsorship lounge	12	10	8
# of Golf Players for April 5, 2024 tourn	8	8	4
Recognition on all Promotions for 1 year (School Marquees and FEEF Website)	X	X	X
Prominent Logo Placement at FEEF events	X	X	X
School Grant Check Sponsor and Presenter	X	X	X
Tee Marker for 1 Year at Quail Creek	X	X	
Tee Signs	2	1	1
* Waived Rental fee for 1 time event at Pavilion	<u>X</u>	<u>X</u>	
* 50% Rental fee 1 time event at Pavilion			<u>X</u>

Jubilee - Party at the Pavilion

	ELITE	GENERAL	TEACHER SPONSOR	GENERAL ADMISSION
Donation Amount	\$1,000.00	\$500.00	\$100.00	\$100.00
# of Tickets to Jubilee	4	2	2	1
# of Premium tickets to the Sponsorship Lounge	4			
Recognition by FEEF on one Social Media Post	X			
Name Listed on all Event Promotions	X	X		

Mayor's Golf Tournament

	4 Person Team	2 Person Team	1 Person	Course Sponsor	Tee Sign
Donation Amount	\$1,250.00	\$650.00	\$325.00	\$500.00	\$150.00
# of Persons on Team	4	2	2	1	0
Name Listed on all Event Promotions	X				
Tee Marker for 1 Year				X	
Tee Sign	X				X



BALDWIN COUNTY HOME BUILDERS ASSOCIATION

916 PLANTATION BLVD. • FAIRHOPE, ALABAMA 36532

(251) 928-9927 • (251) 928-9929 Fax

Web Site: www.BCHBA.com

Affiliated With



September 21, 2023

SEP 25 '23 PM3:48 

Mayor Sherry Sullivan
City of Fairhope
161 North Section St.
Fairhope, Alabama, 36532

Dear Madam Mayor:

As you know, our organization is a trade association for the building industry and we are based in Fairhope. We are comprised of 911 companies and individuals representing 22,385 employees. Our members are builders, bankers, Realtors, carpenters, electricians, auto dealers, utility providers and a wide spectrum of professional service and material suppliers of the building industry. These members give back to their communities regularly in many ways.

Our annual Parade of Homes is scheduled for two weekends, October 14, 15 and October 21, 22. We invite the public from all over to view our homes and learn of the many new techniques and products available that homes safer and more energy efficient. The proceeds received from viewing our Showcase Home are given to local charities. We take pride in showing visitors the amenities our county offers.

On behalf of our Board of Directors, I request permission to place tasteful directional signs to assist the public in finding the homes they wish to view. The signs will be picked up immediately after the parade concludes.

Thank you in advance for your consideration.

Sincerely,



Marsha P. Jordan
Executive Vice President