

STATE OF ALABAMA) (:
COUNTY OF BALDWIN) (

The City Council met in a Work Session
at 4:30 p.m., Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 9 December 2024.

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

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

The following topics were discussed:

- The first item on the Agenda was the Presentation – Additional Park Entrance at Knoll Park Gateway and Possible Foundation Donation presented by City Engineer Richard Johnson and Park Ranger/Urban Forrester Justin Hammers. Mr. Johnson explained the donation of \$14,300.00 to help fund construction of an entrance to Knoll Park at the southeast corner; and need to approve before end of the year. Mr. Hammers said the additional funding is in the Capital Improvement Fund; and showed the what this entrance would look like. (See attached handout) The consensus of the City Council was to move forward with this project and to accept the donation. Council President Burrell asked City Clerk Lisa Hanks to place on the next City Council agenda.
- Councilmember Martin said the Christmas Parade was great; and this is a great time of the year. He told everyone to be thankful for the season.
- Councilmember Conyers stated the Tree Lighting and Christmas Parade were both great events. He mentioned Library Director Tamara Dean's retirement.
- Councilmember Robinson mentioned the Certified Local Government ("CLG") Letter of Intent has been prepared and signed.
- Council President Burrell said the Airport Authority and the Recreation Board will both meet this week. He mentioned the Ribbon Cutting last week for the new FBO and Terminal.
- Building Official Erik Cortinas addressed the City Council regarding Agenda Item No. 5; and answered any questions if needed. He mentioned two new subdivisions permitted.
- Community Affairs Director Paige Crawford addressed the City Council regarding Agenda Items No. 22 and No. 23; and answered any questions if needed.
- Electric Superintendent Ben Patterson addressed the City Council regarding Agenda Items No. 24 and No. 25; and answered any questions if needed. He said the led lights are being installed on Highway 98 from Sportsman Marine to Highway 104; and installing the lighting for the Pickleball Courts.
- Water and Wastewater Superintendent Daryl Morefield addressed the City Council regarding Agenda Items No. 18, No. 19, and No. 20; and answered any questions if needed. He asked everyone, do not put grease down our drains because it causes issues.

Monday, 9 December 2024

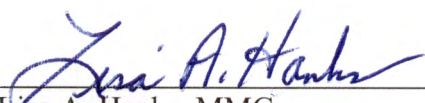
Page -2-

Council President Burrell questioned the capacity of our water. Mayor Sullivan replied the average is 6,000,000 per day; and the new wells will give us 2 MGD more. Mayor Sullivan mentioned the Lead Line Survey is ongoing and interactive on our website.

- Public Works Director George Ladd addressed the City Council regarding Agenda Items No. 11, No. 12, No. 13, No. 15, and No. 17; and answered any questions if needed. He said his department has been working on flower beds and the Christmas Parade.
- IT Director Jeff Montgomery addressed the City Council regarding Agenda Item No. 10; and answered any questions if needed.
- Grants Coordinator Nicole Love addressed the City Council regarding Agenda Item No. 9; and answered any questions if needed. She explained the grant and the need for management of grant funds.
- City Engineer Richard Johnson addressed the City Council regarding Agenda Items No. 14 and No. 16; and answered any questions if needed. He gave an update on the roundabout at North Section Street. Councilmember Martin questioned the paving list and what does current mean.
- Chief Stephanie Hollinghead addressed the City Council regarding Agenda Item No. 26; and answered any questions if needed. She announced the retirement of Lt. Larry Sledge and his retirement celebration.
- City Treasurer Kim Creech addressed the City Council regarding Agenda Item No. 8; and answered any questions if needed.
- City Clerk Lisa Hanks addressed the City Council regarding Agenda Item No. 6; and answered any questions if needed.
- Council President Burrell addressed the City Council regarding Agenda Item No. 7. Councilmember Robinson explained this agreement.
- Mayor Sherry Sullivan addressed the City Council regarding Agenda Item No. 21 and said the additional funds is to hold a "Public Meeting" for input.

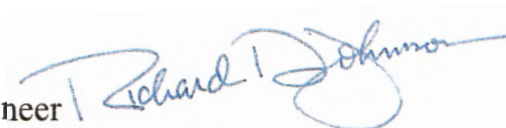
There being no further business to come before the City Council, the meeting was duly adjourned at 5:25 p.m.


Jack Burrell, Council President


Lisa A. Hanks, MMC
City Clerk



Memorandum

From: Richard D. Johnson, P.E., City Engineer 
To: Jack Burell, Council President
Thru: Sherry Sullivan, Mayor
CC: Treasury; City Clerk; Public Works Director; Park Ranger; File
Date: November 15, 2025
Subject: Request to receive donation for additional park entrance at Knoll Park
– Work Session Presentation - December 9, 2024

Mayor and Council President:

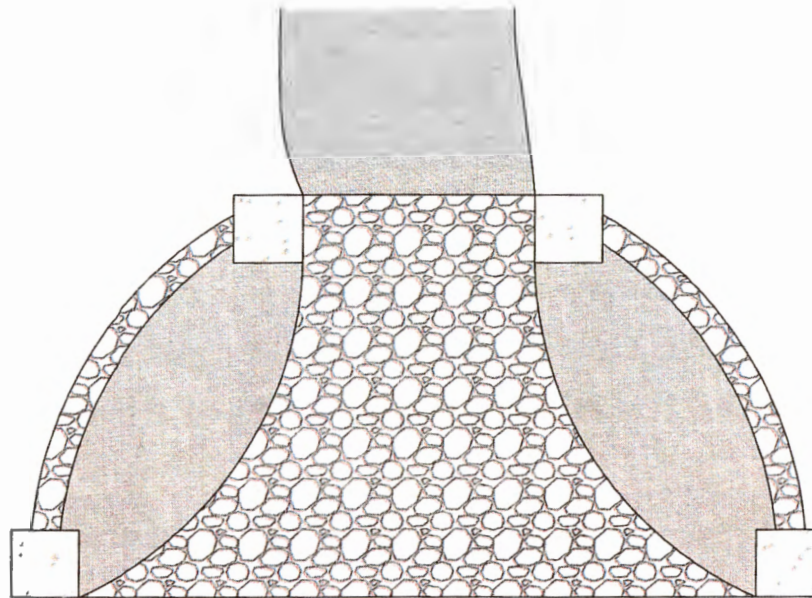
Mrs. Lucy McVay has \$14,300.00 in a foundation that she would like to donate to the city with the intent of adding another stone entrance to Knoll Park. She loves the stone entrance to the park that is on the corner of Magnolia and Fairhope Ave and would like to recreate it on the southeast side of the park (Fairhope Ave and Bayview).

City Staff prepared a design rendering of the entrance and sent it to three local Landscape Contractors for budgetary quotes. The quotes came in the \$30K-\$35K budgetary range. This over 50% more that the foundation has available to donate. One responding contractor has offered to lower their price by \$5,000 to help reach our goal.

Mrs. McVay has informed us that the foundation must obligate and transfer the funds by the end of the calendar year. We are requesting to present this offer to the City Council with the understanding that the City would have to make up the difference in actual cost to add this improvement to Knoll Park. If the City Council is willing to accept this offer and add the additional funds, we can add a Resolution to the second meeting in December to meet the foundation's deadline.

Regards,

RDJ



Knoll Park SE Entrance

City of Fairhope, Parks

Date: October 31, 2024

Drawn By:
A.L.Bjorkner

Layout

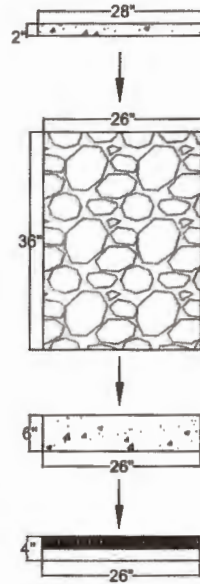
Scale: 1" = 50'

Page 1 of 2

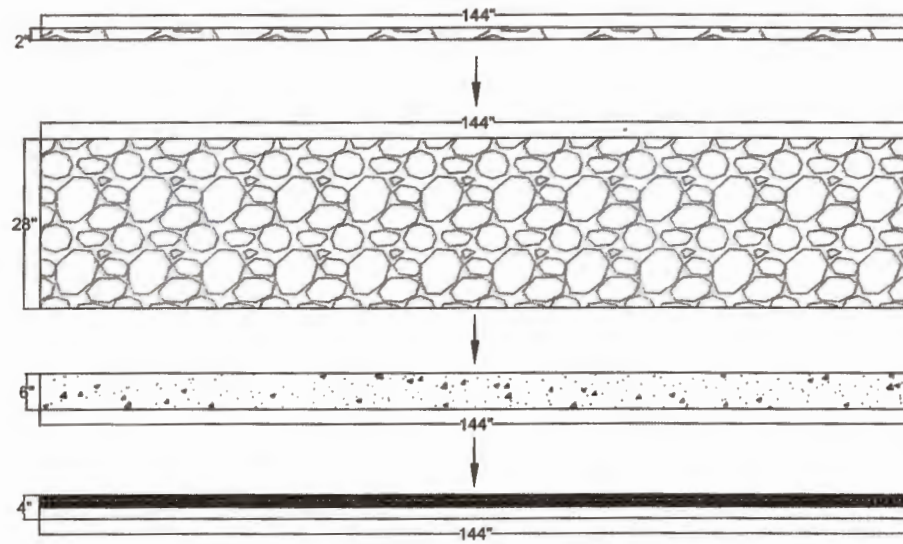
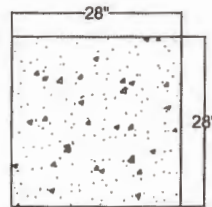
Concrete Cap: 28" x 28" x 2", made of high-strength concrete (consider reinforcing fibers), with a [smooth/textured/ decorative] finish; ensure level placement on the stone column, secure with adhesive if needed, incorporate drainage holes to prevent pooling, and allow 24-48 hours for curing before applying any load.

Hollow Stone/Rock Column: 26" x 26" x 36", constructed using [matching stone type] to ensure consistency in appearance; designed with a hollow core for lightweight purposes; ensure secure stacking with mortar for stability, and provide ventilation openings if necessary for moisture control.

Foundation: 6" concrete foundation supported by a 4" base of gravel and sand to ensure stability and proper drainage; compact the gravel and sand layers before pouring the concrete to create a solid, level base for the hollow stone column.



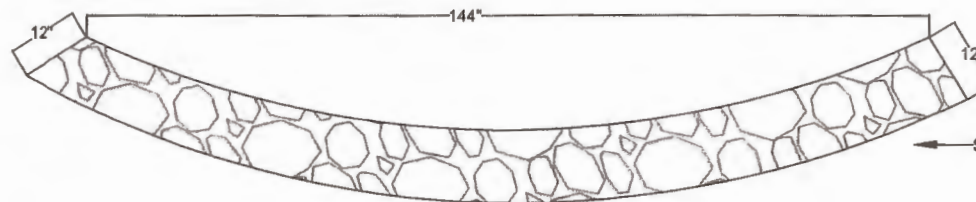
28" X 28" X 2" concrete cap



Stone Cap: 144" x 12" x 2", made of durable rock/stone, with a smooth finish; ensure level placement on the supporting wall, secure with appropriate adhesive or mortar, and allow for proper drainage to prevent water accumulation, with a curing time of 24-48 hours before applying any load.

Hollow Stone and Rock Wall: 144" x 12" x 28", constructed from durable natural stone and reinforced with a hollow core for lightweight properties; ensure proper alignment and level placement during installation, use mortar for secure bonding between stones, incorporate weep holes for drainage to prevent water buildup, and allow 24-48 hours for curing before subjecting the wall to any load.

Foundation: 6" concrete foundation supported by a 4" base of gravel and sand to ensure stability and proper drainage; compact the gravel and sand layers before pouring the concrete to create a solid, level base for the hollow stone column.



Stone Wall 144" X 12" X 28"

Knoll Park SE Entrance

City of Fairhope, Parks

Date: October 31, 2024

Drawn By:
A.L.Bjorkner

Details

Scale: 1" = 20'

Page 2 of 2