

30 September 2024

NOTICE AND CALL OF SPECIAL MEETING

Notice is hereby given of a Special Called Meeting of the City Council of the City of Fairhope, Alabama, to be held at the Fairhope Municipal Complex on Monday, September 30, 2024, at 2:30 p.m., for the purpose of:

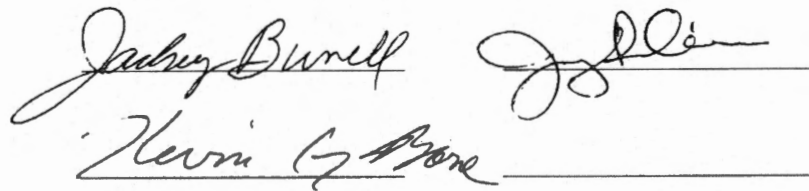
- ❖ Resolution – That the City Council reviews, approves and adopts the proposed FY2025 Budget.
- ❖ Resolution – That the City Council desires to use Impact Fees account for equipment and projects that meet the criteria and are in the FY2025 Proposed Budget.
- ❖ Resolution – That the City Council approves and adopts the recommendations to fund new positions and approve Pay Grades; reclassify positions: defund; and delete positions as presented in the FY2025 Budget.



Corey Martin, Council President

CONSENT TO HOLDING OF MEETING

The undersigned members of the City Council of the City of Fairhope, Alabama, do hereby acknowledge service of the Notice and Call of Special Called Meeting herein about set forth and do hereby consent to the holding of such meeting as such time in such place for the purpose set forth therein



Attest:



Lisa A. Hanks, MMC
City Clerk

30 September 2024

STATE OF ALABAMA)
 :
 COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in Special Session at 2:30 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 30 September 2024.

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

There being a quorum present, Council President Martin called the meeting to order at 2:30 p.m. The invocation was given by Pastor Betty Massey with Fairhope Christian Church and the Pledge of Allegiance was recited. Council President Martin addressed the City Council and stated the reason for this special called meeting was to adopt the three resolutions that were tabled at the last City Council meeting.

The following individual spoke during Public Participation for Agenda Items:

- 1) Don De Gutz, 110 Blakeney, addressed the City Council regarding Agenda Item Number 2: a resolution that the City Council desires to use Impact Fees account for equipment and projects that meet the criteria and are in the FY2025 Proposed Budget. He asked the City Council how much to developers contribute. Councilmember Burrell replied we get funds through the Impact Fees. Mayor Sullivan said these are development based; and we will be doing a Cost of Service Study for our infrastructure.

Mr. De Gutz suggested that the City hire Mobile Baykeepers for wetland mitigation. Council President Martin replied are used for these projects. Planning Director Hunter Simmons explained that the City uses experts for wetland mitigation.

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council reviews, approves and adopts the proposed FY2025 Budget. The motion was seconded by Councilmember Boone. Councilmember Burrell commented on the following: Golf Department, Community Affairs, and Sanitation. He said the parks and Fairhope Arts & Crafts Festival are considered self-consumption; and private companies would charge extra for these. Council President Martin said he would like to see a study of private versus City garbage collection. Councilmember Burrell commented that when we borrow funds for infrastructure, we could pay debt off quickly like we did before. After further discussion, motion passed unanimously by voice vote.

30 September 2024

RESOLUTION NO. 5204-24

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the proposed Budget presented and reviewed the 30th day of September 2024, hereby approved, and adopted for the FY 2024-2025; and that the following estimates of revenues and expenses, as related thereto, are hereby adopted; and those revenues and expenses are appropriated as follows:

GENERAL FUND:

Total Revenue and Transfers In	<u>\$52,421,361</u>
Total Expenditures and Transfers Out	<u>\$52,421,361</u>

SANITATION FUND:

Total Revenue & Transfer In	<u>\$4,430,596</u>
Total Expenditures & Transfers Out	<u>\$4,430,596</u>

GAS FUND:

Total Revenue & Transfer In	<u>\$15,799,927</u>
Total Expenditures & Transfers Out	<u>\$15,799,927</u>

ELECTRIC FUND:

Total Revenue & Transfer In	<u>\$30,619,070</u>
Total Expenditures & Transfers Out	<u>\$30,619,070</u>

WATER/WASTEWATER FUND:

Total Revenue & Transfer In	<u>\$63,233,776</u>
Expenditures & Transfers Out	
Water Department	<u>\$30,971,269</u>
Waste Water Department	<u>\$34,187,507</u>
Total Expenditures & Transfer Out	<u>\$65,158,776</u>

CAPITAL PROJECT FUND:

Total Revenue & Transfer In	<u>\$19,247,418</u>
Total Expenditures & Transfers Out	<u>\$19,247,418</u>

IMPACT FEES FUND:

Total Revenue & Transfer In	<u>\$2,471,750</u>
Total Expenditures & Transfers Out	<u>\$2,471,750</u>

GAS TAX FUND:

Total Revenue & Transfer In	<u>\$116,500</u>
Total Expenditures & Transfers Out	<u>\$116,500</u>

REBUILD ALABAMA FUND:

Total Revenue & Transfer In	<u>\$186,500</u>
Total Expenditures & Transfers Out	<u>\$186,500</u>

30 September 2024

MUNICIPAL CAPITAL IMPROVEMENT FUND:Total Revenue & Transfer In \$230,000Total Expenditures & Transfers Out \$0**TOTAL FYE 2025 BUDGET** \$188,756,898

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

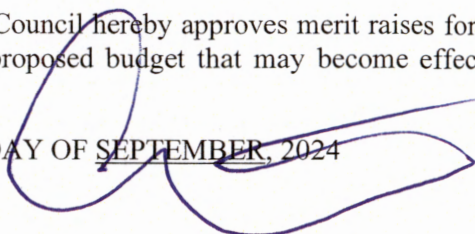
BE IT FURTHER RESOLVED, that the City Council hereby authorizes the portion of the Sales and Use Tax revenue for FY 2024-2025 that is restricted in the General Fund Debt Pre-Payment Account can be used for General Fund operations up to \$3,200,000.00 reduction; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the portion of the Sales and Use Tax revenue FY 2024-2025 that is restricted in the Capital Project Fund (Infrastructure Improvement Special Fund) can be used for General Fund operations up to the \$3,200,000.00; and

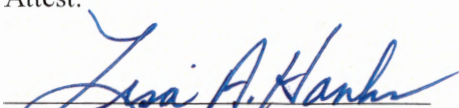
BE IT FURTHER RESOLVED, that the City Council hereby authorizes the City Treasurer to perform Administrative Budget Transfers, as needed throughout the Fiscal Year. Directors are expected to operate with the funding appropriate for their department. Should a funding increase be required, a written request is to be submitted to the Treasurer and Mayor with a limit not to exceed \$20,000.00. All Administrative Budget Transfers are documented and tracked in the City's financial management system; and

BE IT FURTHER RESOLVED, that the City Council hereby approves 2% set aside for Cost-of-Living Allowance ("COLA") will become effective the first pay period after the passage of the budget in FYE 2024; and

BE IT FURTHER RESOLVED, that the City Council hereby approves merit raises for the City of Fairhope employees as defined in the proposed budget that may become effective December 2024.

DULY ADOPTED THIS 30TH DAY OF SEPTEMBER, 2024

 Corey Martin, Council President

Attest:


 Lisa A. Hanks, MMC
 City Clerk

30 September 2024

Councilmember Burrell introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council desires to use Impact Fees account for equipment and projects that meet the criteria and are in the FY2025 Proposed Budget. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 5205-24

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:

	POLICE	FIRE	TRANS- PORTATION	PARKS AND RECREATION
FY2025 BUDGET PROJECTS				
1 New Police vehicle with equipment	\$37,000.00			
Drone	\$7,000.00			
Speed Scout Trailer	\$8,500.00			

30 September 2024

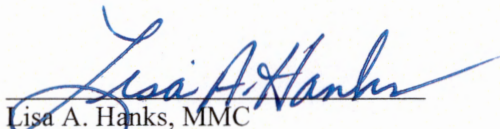
2025 W-Onw HR 100 Aerial Ladder Truck		\$1,350,000.00		
Drainage			\$51,500.00	
FY2025 Resurfacing			\$198,500.00	
New Playground equipment at new baseball field Volanta Park				\$35,000.00
New playground equipment at Founders Park				\$45,000.00
Open-air pavilion/storm shelter at Fairhope Soccer Complex				\$46,750.00
Shade structures over bleacher seating at Volanta Park				\$170,000.00
Additional playground equipment at Rotary Youth				\$75,000.00
New Tennis and Pickleball Courts				\$200,000.00
New Tennis and Pickleball Court lights				\$245,000.00
Impact Fees for FY 2025	\$52,500.00	\$1,350,000.00	\$250,000.00	\$816,750.00

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 30TH DAY OF SEPTEMBER, 2024

Corey Martin, 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 approves and adopts the recommendations to fund new positions and approve Pay Grades; reclassify positions; defund; and delete positions as presented in the FY2025 Budget. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

30 September 2024

RESOLUTION NO. 5206-24

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 FY2025 Budget as follows:

Position Name	Department	Status	Pay Grade	Prior Pay Grade
New Positions:				
Planning & Zoning Manager	Planning	FTE	14	
Crew Leader/Horticulturist	PW - Horticulture	FTE	12	
Gardener II	PW - Horticulture	FTE	7	
Crew Leader	PW - Streets	FTE	10	
Facilities Maintenance Technician	PW - Streets	FTE	7	
Custodian	PW - Streets	FTE	4	
Utilities Public Relations Coordinator	Economic Develop.	FTE	11	
Support Services Technician	Police	FTE	6	
Parks Maintenance Worker I	Recreation	FTE	7	
Custodian	Recreation	FTE	4	
Lineworker	Electric	FTE	10	
Lineworker Apprentice	Electric	FTE	7	
Water Service Technician I (2)	Water	FTE	6	
Water Service Crew Leader	Water	FTE	7	
Engineer	Water/Wastewater	FTE	16	
Asst Lift Station Superintendent	Wastewater	FTE	14	
Collections System Foreman	Wastewater	FTE	8	
Wastewater Collections Operator	Wastewater	FTE	7	
Asst Wastewater Treatment Plant Manager	Wastewater	FTE	9	
ROW Construction Inspector	Wastewater	FTE	9	
Equipment Operator III	Sanitation	FTE	8	
Reclassifications:				
Accounting Manager	Treasury	FTE	14	
Accountant II (2)	Treasury	FTE	11	
Purchasing Agent	Treasury	FTE	8	
Municipal Court Administrator	Judicial	FTE	11	
Magistrate II	Judicial	FTE	10	
Magistrate I	Judicial	FTE	8	
Crew Leader	PW - Streets	FTE	10	
Crew Leader	Golf Grounds	FTE	10	
Asst Director, Information Technology	Computer Inf Sys	FTE	14	
Senior Human Resources Coordinator	Human Resources	FTE	11	
Senior Services Coordinator	Adult Recreation	FTE	8	
Senior Services Assistant (2)	Adult Recreation	PTE	5	
Crew Leader – Construction (3)	Gas	FTE	10	
Crew Leader – Measurement (2)	Gas	FTE	10	
Gas Construction Technician II (4)	Gas	FTE	6	
Gas Measurement Technician II	Gas	FTE	6	
Gas Construction Technician I (2)	Gas	FTE	5	

30 September 2024

Position Name	Department	Status	Pay Grade	Prior Pay Grade
Lineworker	Electric	FTE	10	
Staking Technician	Electric	FTE	9	
Pay Grade Changes/Reclassifications:				
Engineering Technician	PW - Streets	FTE	8	6
Gas Inspector	Gas	FTE	8	6
GPS Technician	Gas	PTE	10	Flat
Gardner III	PW - Horticulture	FTE	8	9
Planning Clerk	Planning	FTE	8	9
Police Investigator	Police	FTE	8	9
Police K-9 Officer	Police	FTE	8	9
Dispatch Supervisor	Police	FTE	10	9
Meter Operations Supervisor	Meter	FTE	10	9
Chief Building Inspector	Building	FTE	11	9
Chief Electrical Inspector	Building	FTE	11	9
Safety Coordinator	Human Resources	FTE	11	9
Deleting/Defunding:				
Senior Accountant	Treasury	FTE	13	
Staff Accountant (2)	Treasury	FTE	10	
Purchasing Clerk	Treasury	FTE	7	
Court Clerk	Judicial	FTE	10	
Magistrate	Judicial	FTE	7	
Magistrate	Judicial	FTE	8	
Equipment Operator IV	PW - Streets	FTE	9	
Golf Grounds Maintenance Worker	Golf Grounds	FTE	5	
IT Systems Administrator	Computer Inf Sys	FTE	11	
Human Resources Coordinator	Human Resources	FTE	8	
Rental Facilities Assistant I	Adult Recreation	FTE	7	
Senior Services Coordinator (2)	Adult Recreation	PTE	7	
Crew Leader - Gas Installation (3)	Gas	FTE	7	
Gas Measurement Technician (2)	Gas	FTE	7	
Gas Service Line Technician (2)	Gas	FTE	7	
Equipment Operator IV (2)	Gas	FTE	9	
Gas Service Line Technician Trainee (3)	Gas	FTE	5	
Line Foreman	Electric	FTE	12	
Engineering Technician	Electric	FTE	6	

ADOPTED THIS 30TH DAY OF SEPTEMBER, 2024

Corey Martin, Council President

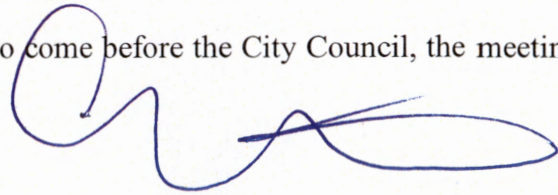
ATTEST:


 Lisa A. Hanks, MMC
 City Clerk

30 September 2024

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

There being no further business to come before the City Council, the meeting was duly adjourned at 2:55 p.m.

A handwritten signature in blue ink, appearing to be "Corey Martin", written over a horizontal line.

Corey Martin, Council President

A handwritten signature in blue ink, appearing to be "Lisa A. Hanks", written over a horizontal line.

Lisa A. Hanks, MMC
City Clerk