



AGENDA  
REGULAR COUNCIL MEETING  
CITY OF GULF SHORES, ALABAMA  
OCTOBER 24, 2016  
4:00 PM

**1. Call To Order**

**2. Invocation**

A. Rev. Larry Wood, St. Andrew By The Sea

**3. Pledge Of Allegiance**

**4. Roll Call**

**5. Approval Of Minutes**

A. Approval Of Minutes:  
October 10, 2016 - Regular Council Meeting  
October 17, 2016 - Special Meeting  
October 17, 2016 - Council Work Session Meeting

**6. Approval Of Expense Vouchers**

**7. Presentation Of Petitions, Requests And Communications**

A. Economic Development/Education Campus Announcement  
B. Tribute - Councilman Carolyn M. Doughty

**8. New Business**

A. Resolution - Authorize Exchange Of Services Agreement - AISA Track Championship

Documents:

[RESO - AUTHORIZE EXCHANGE OF SERVICES AGREEMENT - GULF SHORES AND ORANGE BEACH TOURISM BOARD AISA TRACK CHAMPIONSHIP.PDF](#)

B. Resolution - Amend Procurement Card Authorization

Documents:

[RESO - AMEND PROCUREMENT CARD AUTHORIZATION LIST.PDF](#)

C. Resolution - Amend Purchasing Manual - Petty Cash List

Documents:

[RESO - AMEND PURCHASING MANUAL - PETTY CASH LIST.PDF](#)

D. Resolution - Declare Certain Property Surplus

Documents:

[RESO - DECLARE CERTAIN PROPERTY SURPLUS.PDF](#)

E. Resolution - Amend Access Management Improvement Project

Documents:

[RESO - AMEND ACCESS MANAGEMENT IMPROVEMENT PROJECT.PDF](#)

F. Resolution - Authorize Application For Grant - Jersey Barrier System

Documents:

[RESO - AUTHORIZE APPLICATION FOR GRANT - JERSEY BARRIERS.PDF](#)

G. Resolution - Authorize Application For Grant - Explosive Detector Dog

Documents:

[RESO - AUTHORIZE APPLICATION FOR GRANT - EXPLOSIVE DETECTOR DOG.PDF](#)

H. Resolution - Approve PEBA Board Appointments

Documents:

[RESO - APPROVE PEBA BOARD APPOINTMENTS.PDF](#)

**9. Committee Reports**

**10. Staff Reports**

**11. Hearing Of Persons Not Listed On Formal Agenda**

**12. Adjourn**

RESOLUTION NO. -16

A RESOLUTION  
AUTHORIZING EXECUTION OF  
A TRI-PARTY AGREEMENT  
BETWEEN THE CITY OF GULF SHORES,  
THE ALABAMA GULF COAST CONVENTION & VISITORS BUREAU  
D/B/A GULF SHORES & ORANGE BEACH SPORTS COMMISSION  
AND THE ALABAMA INDEPENDENT SCHOOL ASSOCIATION (AISA)  
FOR THE COORDINATION AND PROVISION OF THE  
AISA STATE TRACK CHAMPIONSHIP  
IN GULF SHORES, ALABAMA  
IN THE SPRING OF 2017 - 2018

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,  
ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, a Tri-Party Agreement between the City of Gulf Shores, the Alabama Gulf Coast Convention & Visitors Bureau d/b/a Gulf Shores & Orange Beach Sports Commission and the Alabama Independent School Association; and in substantially the form presented to Council this date.

**Section 2.** In exchange, the Alabama Coast Convention & Visitors Bureau d/b/a Gulf Shores & Orange Beach Sports Commission shall provide to the City an event to promote tourism and entertainment to be known as the AISA State Track Championship to be held in Gulf Shores, Alabama in the Spring of 2017 - 2018 as agreed upon by both parties; and

**Section 3.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC  
City Clerk

**RESOLUTION NO. - 16**

**A RESOLUTION AMENDING RESOLUTION 5716-16  
AUTHORIZING USE OF MUNICIPAL CREDIT CARDS BY  
CERTAIN OFFICERS AND EMPLOYEES  
OF THE CITY OF GULF SHORES**

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That Resolution 5716-16, authorizing Use of Municipal Credit Cards by Certain Officers and Employees of the City of Gulf Shores, be and is hereby amended by adding certain positions and amounts.

**Section 2.** That, except as otherwise directed by the City Council hereafter, credit cards issued by MasterCard to the City of Gulf Shores shall be held and usable only by the following City employees:

<b><u>Job Title</u></b>	<b><u>Limit</u></b>
Mayor	\$6,000
City Administrator	\$6,000
City Councilman	\$4,000
Environmental/Grants Coordinator	\$4,000
Marketing & Economic Development Coordinator	\$4,000
Police Chief	\$4,000
Police Deputy Chief	\$4,000
Animal Control Officer	\$5,000
Police Administrative Supervisor	\$3,500
Police Department #1	\$4,000
Police Department #2	\$4,000
Fire Chief	\$4,000
Fire Deputy Chief	\$5,000
Fire Battalion Chief - A Shift	\$1,000
Fire Battalion Chief - B Shift	\$1,000
Fire Battalion Chief - C Shift	\$1,000
Fire Marshall	\$1,000
Fire Logistics Officer	\$3,000
Fire Department #1	\$4,000
Fire Department #2	\$4,000
Fire Department #3	\$2,000
Fire Department #4	\$2,000

Municipal Court Clerk	\$4,000
Chief Building Official	\$6,000
Director of Planning & Zoning	\$4,000
Purchasing Officer	\$10,000
Purchasing Technician	\$20,000
IT Systems Administrator	\$2,000
Human Resources Officer	\$3,000
Payroll & Benefits Specialist	\$3,000
Recreation & Cultural Affairs Director	\$6,000
Recreation & Cultural Affairs Assistant Director	\$3,000
Special Events Programs & Events Manager	\$3,000
Events Coordinator	\$3,000
Cultural Center Program & Events Supervisor	\$2,000
Retail Operations Coordinator	\$3,000
Parks & Facilities Manager	\$3,000
Concessions Supervisor	\$5,000
Recreation Manager	\$3,000
Managing Librarian	\$1,000
Museum Administrator	\$1,000
Public Works Director	\$4,000
Assistant Public Works Director	\$1,000
Public Works Supervisor - Maintenance	\$3,000
Public Works Supervisor - Horticulture	\$3,000
Public Works Supervisor - Custodial	\$3,000
Public Works Supervisor - Streets	\$1,000
Construction/Sustainability Officer	\$1,000
Facility Maintenance Tech, Senior	\$3,000
Facility Maintenance Tech, Senior (Traffic Signals)	\$3,000
Vehicle Equipment Mechanic, Senior	\$3,000
Public Works Courier	\$5,000
Disaster Card #1	\$5,000
Disaster Card #2	\$20,000
Disaster Card #3	\$5,000
Disaster Card #4	\$20,000
Disaster Card #5	\$5,000
Disaster Card #6	\$5,000
Disaster Card #7	\$5,000
Disaster Card #8	\$5,000
Disaster Card #9	\$5,000

Disaster Card #10

\$5,000

With the written approval of the Mayor or City Administrator, or in their absence the City Clerk, a credit card held and usable by one of the above named individuals may be assigned for temporary use by another employee subject to all terms and limitations of this resolution.

**Section 3.** That each of the above named employees of the City of Gulf Shores is hereby authorized by the City Council of the City of Gulf Shores to incur charges on such credit cards for (a) the purchase of goods and services for the account of the City in connection with the performance of his or her duties incidental to the management or control of the affairs of the City, (b) out-of-town travel specifically authorized in advance by the Council, or (c) out-of-town travel otherwise required in the performance of his or her duties incidental to the management or control of the affairs of the City. Except as otherwise specifically authorized in advance by the Council, no employee shall utilize such credit cards to incur charges in excess of the limits stated above for the purchase of goods and services.

**Section 4.** That any employee utilizing such credit cards to incur charges file an itemized statement and explanation of all charges incurred.

**Section 5.** That any officer or employee utilizing such credit cards to incur charges in connection with out-of-town travel shall, upon his or her return, file an itemized statement and explanation of all charges incurred in the manner described in *Code of Alabama 1975, Section 36-7-4*.

**Section 6.** That upon submission for payment by the City Council after audit and certification by the City Clerk as provided in *Code of Alabama 1975, Section 11-43-101*, no credit card charges shall be paid utilizing the funds of the City treasury incurred in nonconformity with this or any other authorizing resolution of the City Council. To the extent that charges are determined by the City Council to have been incurred other than in conformity with this or any other authorizing resolution of the City Council, the employee responsible for the incurring of such charges shall pay such charges personally and the Council may direct that the amount of such charges be deducted from any sum then or in the future owed by the City to such employee.

**Section 7.** That with respect to purchases and expenditures on behalf of the City, all such purchases and expenditures shall be in conformity with all written purchasing policies and procedures of the City.

**Section 8.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

A RESOLUTION  
AMENDING RESOLUTION NO. 5714-16,  
ADOPTING PURCHASING MANUAL  
FOR CITY OF GULF SHORES,  
AT CHAPTER XVIII, PETTY CASH AND  
CASH BOX POLICY, SECTION A

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA,  
WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That Resolution No. 5714-16, adopting the Purchasing Manual for the City of Gulf Shores, be and it is hereby amended at CHAPTER XVIII, PETTY CASH AND CASH BOX POLICY, Section A., by changing certain names and amounts which shall read as follows:

CHAPTER XVIII. PETTY CASH AND CASH BOX POLICY

A. A petty cash fund may be used to purchase small items of immediate need or to reimburse employees for eligible outlay of cash. The following funds are presently authorized for the respective divisions of the City:

<u>FUND</u>	<u>AMOUNT</u>	<u>CUSTODIAN</u>
General Government	\$1,000	Financial Tech I
Municipal Court	500	Municipal Court Magistrate
Police	750	Administrative Supervisor
Fire/EMS	300	Fire Chief
Community Development	200	Administrative Assistant II
Building Department	250	Administrative Assistant II
Special Events & Programs	500	Events Coordinator
Library	500	Library Assistant Senior
Parks & Rec.	900	Recreation Manager
Recreations Concessions	3,500	
Concessions Supervisor		
Tennis Center	200	Athletic Coordinator
Cultural Center	300	Program/Events Supervisor
City Store	1,300	Retail Operations Coordinator
<b>TOTAL</b>	<b>\$10,200</b>	

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**Section 2.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

**RESOLUTION NO. -16**

**A RESOLUTION  
DECLARING CERTAIN PERSONAL PROPERTY  
OWNED BY THE CITY OF GULF SHORES  
SURPLUS AND UNNEEDED;  
AND AUTHORIZING THE MAYOR AND CITY CLERK  
TO DISPOSE OF SUCH PROPERTY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016 as follows:

**Section 1.** That the following personal property owned by the City of Gulf Shores, Alabama is not needed for public or municipal purposes:

**WINTER 2016 – 2017 SURPLUS LIST**

DEPARTMENT	ITEM	QTY	NOTES
BODENHAMER	TROPHIES	LOT	
BODENHAMER	FLOOR SCRUBBER	1	
BODENHAMER	SWIM STANDS	12	
CITY HALL	CLOTH/WOOD CHAIRS	7	
CITY HALL	GREEN LEATHER EXECUTIVE CHAIRS	8	
CIVIC CENTER	FOLDING CHAIRS	LOT	20 TO LANDSCAPE
CIVIC CENTER	DESK	1	STREETS
CIVIC CENTER	ROUND TABLE	1	STREETS
CIVIC CENTER	TOASTERS	2	LANDSCAPE/PW
CIVIC CENTER	TABLE DOLLY	1	
EXECUTIVE	PAPER SHREDDER	1	
EXECUTIVE	HP LASER PRINTER	1	
EXECUTIVE	XEROX SCANNER	1	
EXECUTIVE	GBC BINDER	1	
EXECUTIVE	COMPUTER MICE	4	
EXECUTIVE	ROLLING BRIEFCASE	1	
EXECUTIVE	CORKBOARD	1	
EXECUTIVE	CAR CHARGER	1	
EXECUTIVE	CLIPBOARD	1	
EXECUTIVE	BATTERY CHARGER	1	
EXECUTIVE	FOLDERS	LOT	
FIRE	2002 SCAG STT-31BSD (2513)	1	6840240
FIRE	2011 CLUB CAR (2509) # 689942	1	MAINTENANCE
FIRE	2011 CLUB CAR (2511) # 689994	1	STREETS
IT	COMPUTER PARTS & ACCESSORIES	LOT	
MAINTENANCE	2002 FORD CROWN VICTORIA (1064)	1	2FAFP71W32X137770
MAINTENANCE	2006 FORD CROWN VICTORIA (3031) **	1	2FAFP71W36X143851
MAINTENANCE	1998 FORD F150 (4001) **	1	1FTZF1760WNA86363

MAINTENANCE	1999 DODGE R1500 (6010)	1	3B7HC12Y6XG218047
MAINTENANCE	1997 FORD F150 (6014)	1	1FTDF1723VNC38951
MAINTENANCE	2007 CHEVROLET COLORADO (7004) **	1	1GCCS19E678185629
MAINTENANCE	2009 YAMAHA ATV (7528)	1	5Y4AM16Y69A012146
POLICE	2007 FORD CROWN VICTORIA (9013) **	1	2FAFP71WX7X147008
POLICE	2008 FORD CROWN VICTORIA (9015) **	1	2FAFP71V8X8176436
POLICE	2008 FORD CROWN VICTORIA (9021) **	1	2FAFP71V18X144216
POLICE	2008 FORD CROWN VICTORIA (9023) **	1	2FAFP71V58X144218
POLICE	2008 FORD CROWN VICTORIA (9026) **	1	2FAFP71V78X146360
STREET	2003 LONDON FOG SPRAYER (3563)	1	10389
STREET	DEUTZ PUMP (3905)	1	WDZXL05.7010
STREET	2004 STIHL BLOWER (3212)	1	2610829634

\*\*SET FOR AUCTION IN 2017

**Section 2.** That the Mayor and City Clerk be and they are hereby authorized and directed to dispose of the personal property owned by the City of Gulf Shores, Alabama, described in Section 1 above, by appropriate legal methods.

**Section 3.** That the proceeds derived from such disposal shall be deposited in the General Fund of the City of Gulf Shores.

**Section 4.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24<sup>TH</sup> day of October, 2016.

\_\_\_\_\_  
Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC  
City Clerk

### CERTIFICATE

I, Wanda Parris, MMC, City Clerk of the City of Gulf Shores, Alabama, do hereby certify that the foregoing is a true and correct copy of Resolution No. -16 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on October 24, 2016.

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

**RESOLUTION NO. -16**

**A RESOLUTION  
AMENDING RESOLUTION 5718-16 RELATIVE TO  
THE CONTRACT WITH R & S PAVING & GRADING, INC.  
FOR ADDITIONAL ACCESS MANAGEMENT IMPROVEMENTS  
IN A TOTAL AMOUNT NOT TO EXCEED \$130,000.00;  
AND AUTHORIZING EXECUTION OF CONTRACT**

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,  
ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That Resolution 5718-16 adopted August 22, 2016, accepting the bid of R & S Paving and Grading, Inc. is hereby amended to expand the scope of work for additional Access Management Project Improvements; and

**Section 2.** That the contract amount for the total project shall not exceed \$130,000.00; and

**Section 3.** That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, an amended contract between the City of Gulf Shores and R & S Paving and Grading, Inc. to include installation of a sidewalk on the north side of Clubhouse Drive from Hwy 59 to West 2<sup>nd</sup> Street; in substantially the form presented to Council this date.

**Section 4.** Funding for this sidewalk will be from the Streets Resurfacing account, #01-563-80690.

**Section 5.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24<sup>th</sup> day of October, 2016.

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Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC, City Clerk

**C E R T I F I C A T E**

I, Wanda Parris, MMC, City Clerk of the City of Gulf Shores, Alabama, do hereby certify that the foregoing is a true and correct copy of Resolution No. -16 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on October 24, 2016.

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City Clerk

RESOLUTION NO. -16

A RESOLUTION  
AUTHORIZING EXECUTION OF AN APPLICATION  
FOR GRANT FUNDING FROM  
THE STATE OF ALABAMA, ALABAMA LAW ENFORCEMENT AGENCY -  
HOMELAND SECURITY GRANT PROGRAM  
FOR JERSEY BARRIER SYSTEM  
IN AN AMOUNT NOT TO EXCEED \$17,375.00

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,  
ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, a grant application with the State of Alabama, Alabama Law Enforcement Agency - Homeland Security Grant Program for purchase of a Jersey Barrier System in the amount of \$17,375.00.

**Section 2.** That neither a cost share nor matching funds are required under this grant application, however, the City must pay for the equipment and will be reimbursed up to the amount of the award and responsible for any difference in cost.

**Section 3.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC  
City Clerk

RESOLUTION NO. -16

A RESOLUTION  
AUTHORIZING EXECUTION OF AN APPLICATION  
FOR GRANT FUNDING FROM  
THE STATE OF ALABAMA, ALABAMA LAW ENFORCEMENT AGENCY  
HOMELAND SECURITY GRANT PROGRAM  
FOR EXPLOSIVE DETECTOR DOG AND EQUIPMENT  
IN AN AMOUNT NOT TO EXCEED \$20,516.00

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,  
ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, a grant application with the State of Alabama, Alabama Law Enforcement Agency - Homeland Security Grant Program for purchase of an Explosive Detector Dog and necessary equipment in the amount of \$20,516.00; and

**Section 2.** That neither a cost share nor matching funds are required under this grant application; however, the City must pay for the Explosive Detector Dog upfront and will be reimbursed up to the amount of the award and responsible for any difference in cost.

**Section 3.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC  
City Clerk

C E R T I F I C A T E

I, Wanda Parris, MMC, City Clerk of the City of Gulf Shores, Alabama, do hereby certify that the foregoing is a true and correct copy of Resolution No. -16 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on October 24, 2016.

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City Clerk

**RESOLUTION NO. -16**

**A RESOLUTION REAPPOINTING ROBERT MALONE  
AND APPOINTING  
KENNETH KICHLER AND ANDREW MCKINNEY TO THE  
PUBLIC EDUCATIONAL BUILDING AUTHORITY**

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,  
ALABAMA, WHILE IN REGULAR SESSION ON OCTOBER 24, 2016, as follows:

**Section 1.** That Robert Malone be and he hereby is reappointed to the Public Educational Building Authority to serve a term of five years ending on November 9, 2021.

**Section 2.** That Kenneth Kichler be and he hereby is appointed to the Public Educational Building Authority to serve a term of three years ending on November 9, 2019.

**Section 3.** That Andrew McKinney be and he hereby is appointed to the Public Educational Building Authority to serve a term of one year ending on November 9, 2017.

**Section 4.** That this Resolution shall become effective upon its adoption.

ADOPTED this 24th day of October, 2016.

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Robert Craft, Mayor

ATTEST:

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Wanda Parris, MMC, City Clerk

**C E R T I F I C A T E**

I, Wanda Parris, MMC, City Clerk of the City of Gulf Shores, Alabama, do hereby certify that the foregoing is a true and correct copy of Resolution No. -16 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on October 24, 2016.

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City Clerk