



AGENDA
RESCHEDULED COUNCIL WORK SESSION MEETING
AND REGULAR COUNCIL MEETING
CITY OF GULF SHORES, ALABAMA
MAY 11, 2020
4:00 P.M.

1. Call To Order

2. Invocation

A. Councilman Stephen E. Jones

3. Pledge Of Allegiance

4. Roll Call

5. Approval Of Minutes

a. April 27, 2020 - Rescheduled Council Work Session & Regular Council Meeting

6. Approval Of Expense Vouchers

7. Presentation Of Petitions, Requests And Communications

A. Proclamation - National Bike Month

Documents:

[ZA - PROCLAMATION - NATIONAL BIKE MONTH.PDF](#)
[ZA - STAFF REPORT MAY 2020 NATIONAL BIKE MONTH.PDF](#)

B. Proclamation - National Beach Safety Week 2020

Documents:

[PROCLAMATION - NATIONAL BEACH SAFETY WEEK.PDF](#)

8. New Business

A. Resolution - Authorize Gulf Shores Utilities Surplus Property

Documents:

[CC - RESO - GSU SURPLUS PROPERTY.PDF](#)
[CC - AGENDA ITEM SUMMARY - GSU SURPLUS PROPERTY.PDF](#)
[CC - GSU SURPLUS PROPERTY.PDF](#)

B. Resolution - Authorize FAA "CARES ACT" Agreement

Documents:

AA - RESO - ACCEPT FAA GRANT - AIRPORT.PDF
AA - AGENDA ITEM SUMMARY - CARES ACT GRANT.PDF
AA - CARES ACT GRANT.PDF

C. Resolution - Award Bid - Coastal Gateway Blvd Median Trees - Coastal Exposures Landscape

Documents:

ENG - RESO - AWARD BID - COASTAL GTWY TREES.PDF
ENG - AGENDA ITEM SUMMARY - COASTAL GATEWAY MEDIAN TREES BID.PDF
ENG - BID TAB - COASTAL GTWY TREE PLANTING.PDF
ENG - MEDIAN TREES VICINITY MAP.PDF
ENG - 6IN CALIPER LIVE OAKS CHARACTER 3.JPG
ENG - 6IN CALIPER LIVE OAK 2.JPG

D. Resolution - Approve Proposal - Annual Beach Monitoring Coordination - Olsen Associates

Documents:

ENG - RESO - AWARD PROPOSAL - OLSEN ASSOCIATES - MONITORING OF BEACH RENOURISHMENT.PDF
ENG - AGENDA ITEM SUMMARY - BEACH MONITORING - OLSEN.PDF
ENG - OLSEN MONITORING TASK ORDER.PDF

E. Ordinance - Approve Annexation - Oak Road West - Oyster Bay Fire Hall Property

Documents:

ZA - ORD - ANNEXATION - OAK ROAD WEST.PDF
ZA - AGENDA ITEM SUMMARY - OAK ROAD WEST ANNEXATION.PDF

F. Ordinance - Amend Code - Chapter 8 - Business Licenses, Taxes And Regulations

Documents:

REV - ORD - AMEND CODE - CHAPTER 8 -BUSINESS LICENSES TAXES AND REGULATIONS.PDF
REV - AGENDA ITEM SUMMARY - AMEND CODE - BUSINESS LICENSE TAXES AND REGULATIONS.PDF

9. Committee Reports

10. Staff Reports

11. Hearing Of Persons Not Listed On Formal Agenda

12. Adjourn

Proclamation

OFFICE OF THE MAYOR
GULF SHORES, ALABAMA

NATIONAL BIKE MONTH

WHEREAS, the bicycle is an economical, healthy, convenient, and environmental sound form of transportation and an excellent tool for recreation and enjoyment of Gulf Shores' scenic beauty; and

WHEREAS, Gulf Shores' road and trail system attracts bicyclists each year, providing economic health, transportation, tourism and scenic benefits; and

WHEREAS, creating a bicycling-friendly community has been shown to improve citizens' health, well-being, and quality of life, growing the economy of Gulf Shores, improving traffic safety, supporting student learning outcomes, and reducing pollution, congestion, and wear and tear on our streets and roads; and;

WHEREAS, Bike Month increases public awareness of the benefits of bicycling, bicycle safety, and organized activities such as Bike-to-Work events, club rides, and family rides;

NOW, THEREFORE, I, Robert Craft, Mayor of the City of Gulf Shores and on behalf of the Gulf Shores City Council, do hereby proclaim May 2020 as **National Bike Month** and I urge all residents to join me in this special observance.



Robert Craft

Robert Craft, Mayor

Attest:

Mandala Harris

Date:

May 7, 2020

In witness whereof I have hereunto set my hand and caused this seal to be affixed.





SMALL TOWN, BIG BEACH

TO: Mayor Craft & Members of the City Council
FROM: Andy Bauer, Zoning Administrator
SUBJECT: **May 2020 National Bicycle Month Proclamation**
DATE: May 11, 2020

ISSUE: Proclaim May as National Bicycle Month

RECOMMENDATION: Staff recommends the City Council approve the proclamation.

BACKGROUND: National Bike Month sponsored by the League of American Bicyclists and celebrated in communities from coast to coast. Established in 1956, National Bike Month is a chance to showcase the many benefits of bicycling — and encourage more folks to give biking a try.

Gulf Shores was designated a Bronze Level Bicycle Friendly Community by the League of American Bicyclists in 2018.

The 2020 May National Bike Month will necessarily be different due to the unprecedented circumstances presented by the Covid-19 virus. In association with the League of American Bicyclists, Gulf Shores will focus on well-being and connection, and how bikes provide physical and mental health benefits. The current uncertainty reminds us that bikes are an enduring tool for resiliency: as both an essential means of transportation for folks who can't work from home and as an essential exercise in self-care and respite. We can rely on bikes to move us—physically and emotionally.

The City and League of American Bicyclists have rescheduled the following Bike Month events:

- Bike to Work Week - September 21-27, 2020
- Bike to Work Day - Tuesday, September 22, 2020
- Bike to School Day – A future date to be determined

ATTACHMENTS: Proclamation

Proclamation

OFFICE OF THE MAYOR
GULF SHORES, ALABAMA

National Beach Safety Week

WHEREAS, the beautiful coastal beaches of Gulf Shores represent a world renowned recreational resource; and,

WHEREAS, the residents of the City of Gulf Shores and visitors alike are drawn to these beaches by the millions each year for water and beach activities; and,

WHEREAS, the aquatic environment has dangers, particularly rip currents, that can be effectively managed through public awareness and the vigilance of professional lifeguards; and,

WHEREAS, for reasons of public health and safety including risks related to COVID 19, a reminder of the joys and hazards associated with the aquatic environment are appropriate at the commencement of this busy summer beach season; and,

WHEREAS, the residents of the City of Gulf Shores and visitors alike must remember: Learn to Swim, Swim Near a Lifeguard, Swim with a Buddy, Check with the Lifeguards, Use Sunscreen and Drink Water, Obey Posted Signs and Flags, Keep the Beach and Water Clean, Learn Rip Current Safety, Enter Water Feet First, Wear a Life Jacket, and comply with "social distancing" guidelines as set by the State Health Officer.

NOW, THEREFORE, Mayor Craft and Gulf Shores City Council Members, in support of the goals of the Gulf Shores Beach Rescue and the United States Lifesaving Association, hereby proclaim the week of May 18 - 25, 2020 as "National Beach Safety Week" in Gulf Shores, and urge all residents and visitors using our beaches to enjoy themselves at the beach this year, while taking appropriate measures to practice "social distancing" to protect everyone.



In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Robert Craft Mayor

Attest:

Date:



RESOLUTION NO. - 20

**A RESOLUTION
AUTHORIZING GULF SHORES UTILITIES BOARD
TO DECLARE CERTAIN PERSONAL PROPERTY
SURPLUS AND UNNEEDED; AND
AUTHORIZING DISPOSAL OF SUCH PROPERTY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2020, as follows:

Section 1. That the following personal property owned by the Utilities Board of the City of Gulf Shores, Alabama, has been deemed to be surplus and no longer needed:

Asset #	Description	Asset Type	Purchased
400-01-100-00	Chlorine Monitoring EG (6)	EG&MACH	06/30/08
400-01-107-00	WTP-Power Logger Analst	EG&MACH	10/08/12
400-02-033-00	Gas Detector	EG&MACH	12/01/96
400-02-062-00	WRF Sampler	EG&MACH	05/23/11
400-03-107-00	Portable Sewer Later Jetter	EG&MACH	03/17/04
400-03-108-00	Vermeer Hammerhead Mole	EG&MACH	05/24/04
400-03-109-00	Mueller Air Power Operator	EG&MACH	05/26/04
400-03-144-00	Ground Radar Unit	EG&MACH	10/22/07
400-03-158-00	Lift Station Digester	EG&MACH	07/09/09
500-01-174-00	Computer System	Office Equipment	05/25/06
500-01-175-00	Laptop PC – WTP SCADA Sys.	Office Equipment	12/08/06
500-01-176-00	WTP Computer System	Office Equipment	12/05/07
500-01-177-00	WTP Computer System	Office Equipment	06/30/10
500-02-013-00	WRF Computer System	Office Equipment	04/25/07
500-02-014-00	WRF Computer System	Office Equipment	05/14/07
500-02-015-00	WRF Computer System	Office Equipment	05/14/07
500-02-016-00	WRF Computer System	Office Equipment	05/14/07
500-02-017-00	WRF Computer System	Office Equipment	09/01/07

Section 2. That the Utilities Board of the City of Gulf Shores be and they are hereby authorized and directed to dispose of the personal property owned by The Board, described in the above listing, by appropriate legal methods.

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

ADOPTED this 11th day of May, 2020.

Robert Craft, Mayor

ATTEST:

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. - 20 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on May 11, 2020.

City Clerk



SMALL TOWN, BIG BEACH

COUNCIL AGENDA SUMMARY

DATE: May 11, 2020

ISSUE: The Utilities Board of the City of Gulf Shores is seeking Council authorization to dispose of unneeded surplus personal property owned by the Utilities Board.

BACKGROUND: Since 2001, the Council has approved a Resolution authorizing the Utilities Board to dispose of surplus and unneeded equipment and property as necessary.

RECOMMENDATION: Approve authorizing Resolution for disposal of surplus and unneeded miscellaneous mechanical and office equipment as shown on draft Resolution.

BUDGET IMPLICATIONS: None

RELATED ISSUES: None

ATTACHMENTS: GSU Resolution 234-20

DEPARTMENT: Gulf Shores Utilities

STAFF CONTACT: Wanda Parris, MMC, City Clerk

RESOLUTION NO. 234-20

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO DISPOSE OF
UNNEEDED SURPLUS PERSONAL PROPERTY

WHEREAS, THE UTILITIES BOARD OF THE CITY OF GULF SHORES,
ALABAMA HAS CERTAIN PROPERTY THAT IS NO LONGER NEEDED FOR
OPERATIONS.

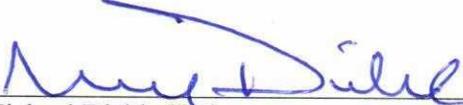
NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES BOARD OF THE CITY
OF GULF SHORES, ALABAMA WHILE IN SCHEDULED SESSION ON APRIL 30, 2020,
AS FOLLOWS:

- SECTION 1. The attached list of personal property owned by The Utilities Board of
the City of Gulf Shores by this resolution is declared surplus and no
longer useful for utility operations.
- SECTION 2. That the General Manager be and is hereby authorized and directed to
dispose of the personal property owned by The Utilities Board of the
City of Gulf Shores as listed on the attachment, in accordance with
applicable laws and Regulations.
- SECTION 3. That this resolution shall become effective upon its adoption

ADOPTED on this the 30th day of April, 2020.

THE UTILITIES BOARD OF THE CITY OF
GULF SHORES

BOARD SEAL


Michael Diehl, Chairman

ATTEST:


Billy Adcock, Secretary

<u>Asset #</u>	<u>Description</u>	<u>Asset Type</u>	<u>Purchased</u>
400-01-100-00	Chlorine Monitoring EQ (6)	EQ&MACH	06/30/08
400-01-107-00	WTP-Power Logger Analst	EQ&MACH	10/08/12
400-02-033-00	Gas Detector	EQ&MACH	12/01/96
400-02-062-00	WRF Sampler	EQ&MACH	05/23/11
400-03-107-00	PORTABLE SEWER LATERAL JETTER	EQ&MACH	03/17/04
400-03-108-00	Vermeer Hammerhead Mole	EQ&MACH	05/24/04
400-03-109-00	Mueller Air Power Operator	EQ&MACH	05/26/04
400-03-144-00	Ground Radar Unit	EQ&MACH	10/22/07
400-03-158-00	Lift Station Digester	EQ&MACH	07/09/09
500-01-174-00	Computer System	OFCEQUIP	05/25/06
500-01-175-00	Laptop PC - WTP SCADA Sys	OFCEQUIP	12/08/06
500-01-176-00	WTP Computer System	OFCEQUIP	12/05/07
500-01-177-00	WTP Computer System	OFCEQUIP	06/30/10
500-02-013-00	WRF Computer System	OFCEQUIP	04/25/07
500-02-014-00	WRF Computer System	OFCEQUIP	05/14/07
500-02-015-00	WRF Computer System	OFCEQUIP	05/14/07
500-02-016-00	WRF Computer System	OFCEQUIP	05/14/07
500-02-017-00	WRF Network Computer Sys	OFCEQUIP	09/01/07

RESOLUTION NO. -20

**A RESOLUTION
AUTHORIZING, RATIFYING, AND CONFIRMING
AIRPORT AUTHORITY ACCEPTANCE OF
GRANT AGREEMENT FROM U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION CARES ACT GRANT
IN THE AMOUNT OF \$69,000.00**

WHEREAS, the recent CARES ACT approved by Congress included a minimum set aside for airports to be used for lawful purposes; and

WHEREAS, Jack Edwards National was awarded \$69,000 as a national general aviation airport. The Airport Authority plans to utilize the “Act” funds to reimburse the city for payroll costs and utilize the savings from the airports operating budget to repair old approach lighting systems.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2020 as follows:

Section 1. That the Mayor and the City Clerk are hereby authorized to execute the FAA “CARES ACT” Grant Agreement between the Airport Authority of the City of Gulf Shores and the U.S. Department of Transportation, Federal Aviation Administration; in substantially the form presented to Council this date.

Section 2. That in accordance with paragraph 1.10 of the Amended and Restated Airport Lease Agreement between the Authority and the City, the Authority has requested ratification of these actions by the City Council.

Section 3. That this is a non-matching grant and will increase the Airport Authority’s revenues by \$69,000.00.

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

ADOPTED this 11th day of May, 2020.

Robert Craft, Mayor

ATTEST:

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. -20(prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on May 11, 2020.

City Clerk



SMALL TOWN, BIG BEACH

COUNCIL AGENDA ITEM SUMMARY

DATE: May 1, 2020
TO: Mayor and City Council
FROM: Scott B. Fuller, Airport Authority Manager

A handwritten signature in black ink, appearing to read "Scott B. Fuller", is written over the "FROM:" line.

ISSUE: Authorize Mayor and City Clerk to execute FAA "CARES ACT" Grant Agreement for airport operations and maintenance costs by ratifying and confirming the Authority's application, acceptance and execution of FAA "CARES ACT" Grant Agreement in the amount of \$69,000.00.

BACKGROUND: The recent CARES ACT approved by Congress included a minimum set aside for airports to be used for any lawful purpose. Jack Edwards National was awarded \$69,000 as a national general aviation airport. The Authority plans to utilize the "Act" funds to reimburse the city for payroll costs and utilize the savings from the airports operating budget to repair old approach lighting systems.

Since the City of Gulf Shores is the underlying owner of the airport property, City ratification is required on all federal grant agreements for the airport. There are no obligations for the City other than those already imposed on it by the original transfer agreement from the federal government to the City under the federal surplus properties act.

RECOMMENDATION: Request Council authorize, ratify and confirm execution of FAA "CARES ACT" Grant Agreement.

PREVIOUS COUNCIL ACTION: None

BUDGET IMPLICATIONS: City - None; Airport Authority – increase in revenues of \$69,000. No match is required.

RELATED ISSUES: None

ATTACHMENTS: Grant Application

DEPARTMENT: Airport Authority

STAFF CONTACT: Scott Fuller

Post Office Box 299
Gulf Shores, AL 36547

Application for Federal Assistance SF-424

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
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*3. Date Received: NA	4. Applicant Identifier: JKA (Jack Edwards National) Gulf Shores, AL
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*5b. Federal Entity Identifier: 10090	*5b. Federal Award Identifier:
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State Use Only:

6. Date Received by State:	7. State Application Identifier:
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8. APPLICANT INFORMATION:

*a. Legal Name: City of Gulf Shores

*b. Employer/Taxpayer Identification Number (EIN/TIN): 63-6000619	*c. Organizational DUNS: 95-783-4109
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d. Address:

*Street 1: Jack Edwards National Airport
Street 2: Post Office Box 919
*City: GULF SHORES
County: _____
*State: AL
Province: _____
*Country: USA: United States
*Zip / Postal Code 36547-0919

e. Organizational Unit:

Department Name:	Division Name:
------------------	----------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Scott
Middle Name: _____
*Last Name: Fuller
Suffix: _____

Title: Airport Manager

Organizational Affiliation:

*Telephone Number: 251-967-3968 Fax Number:

*Email: sfuller@flyjka.com

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

Any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition.

Attach supporting documents as specified in agency instructions.

RESOLUTION NO. -20

A RESOLUTION
ACCEPTING THE BID OF
COASTAL EXPOSURES LANDSCAPE FOR
COASTAL GATEWAY BOULEVARD MEDIANS TREES
AND AUTHORIZING EXECUTION OF CONTRACT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2019, as follows:

Section 1. That the bid of Coastal Exposures Landscape to provide and install 54, six inch caliper oak trees within the proposed Coastal Gateway Boulevard medians, be and the same is hereby accepted, being the lowest, most responsible, among sealed bids opened on April 29, 2020 in an amount not to exceed 149,850.00.

Section 2. That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, contracts between the City of Gulf Shores and Coastal Exposures Landscape to provide and install 54, six inch caliper oak trees within the proposed Coastal Gateway Boulevard medians; in substantially the form presented to Council this date.

Section 3. That out of the \$4,850,000 budgeted in FY 2020, Account #43-879-6551, Coastal Gateway Boulevard, there is \$550,000 currently available to cover landscaping and contingencies.

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

ADOPTED this 11th day of May, 2020.

Robert Craft, Mayor

ATTEST:

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. -20 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on May 11, 2020.

City Clerk



SMALL TOWN, BIG BEACH™

DATE: May 7, 2020

ISSUE: Coastal Gateway Boulevard Median Tree Planting Bid

RECOMMENDATION: Award Coastal Gateway Boulevard Median Tree Planting Bid to Coastal Exposures Landscape in an amount not to exceed \$149,850.00.

BACKGROUND: The City opened sealed bids on Wednesday, April 29, 2020 for Coastal Gateway Boulevard Median Tree Planting Bid. Coastal Exposures Landscape was the lowest conforming bidder with a total bid amount of \$149,850.00 to provide and install 54, six inch caliper oak trees within the proposed Coastal Gateway Boulevard medians.

These new oak trees will be over 20' in height when planted and create an immediate positive impression for Coastal Gateway Boulevard which is becoming one of the primary gateways into our City. These oaks will also seamlessly blend with the live oaks in front of Craft Farms North and will be irrigated and come with a one year warranty from the contractor.

PREVIOUS COUNCIL ACTION: The City Council previously awarded the Coastal Gateway Boulevard construction contract to Hosea Weaver & Sons.

BUDGET IMPLICATIONS: Out of the \$4,850,000 budgeted in FY 2020, Account #43-879-6551, Coastal Gateway Boulevard, there is \$550,000 currently available to cover landscaping and contingencies.

RELATED ISSUES: None

ATTACHMENTS:

- Bid Tabulation
- Vicinity Map
- Photos

DEPARTMENT: Engineering

STAFF CONTACT: Mark Acreman, Clint Colvin



OFFICIAL BID TABULATION SHEET

Project Name: Coastal Gateway Tree Planting
 Requisition No. 2020-0429

Competitive Bid Date: April 29, 2020
 Competitive Bid Opening Time: 10:00 AM

Proposer's Name	Coastal Exposures Landscape	Jubilee Landscape	
Contact Information			
License Number	37019	46708	
Bond	Addendum Acknowledge	Addendum Acknowledge	
Addendum # 1	590	\$ 10,000.00	
Discounts			
Total Cost	\$ 149,850.00 WATER \$ 5.92 Tree	\$ 200,771.00 WATER \$ 750.00 Tree	
Notes			

Opened By: *Mark Acraman*

Tabbed By: *[Signature]*

Witnessed By: *[Signature]*

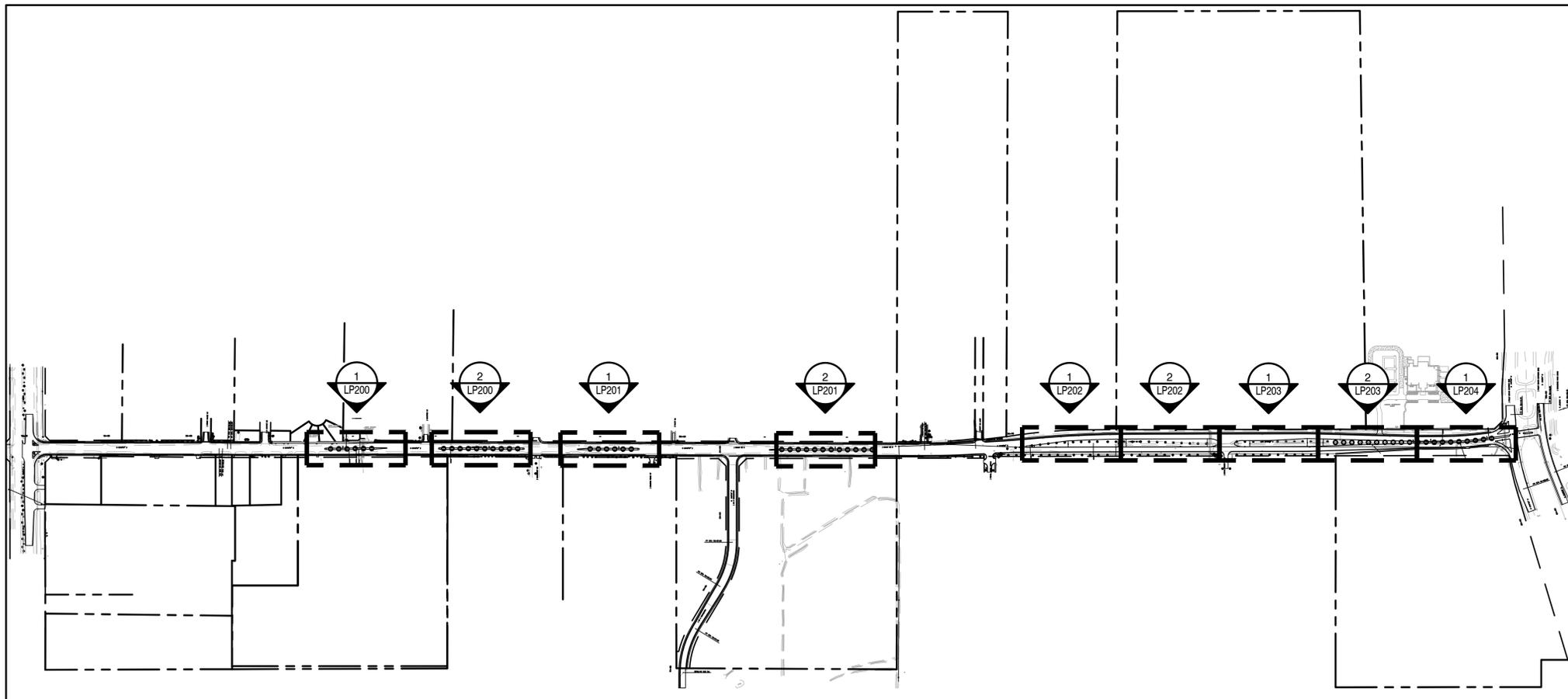
Tabulation Completed by: Temple Smith, Purchasing Officer

NOT
FOR CONSTRUCTION
THESE PLANS HAVE NOT BEEN
APPROVED AND ARE SUBJECT
TO CHANGE.

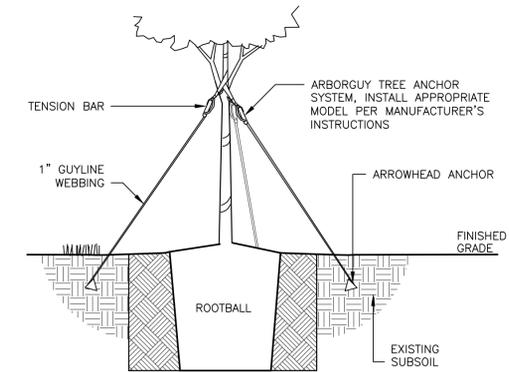
A Landscape Development Plan for
Coastal Gateway Tree Planting
Gulf Shores, Alabama

PLANT SCHEDULE

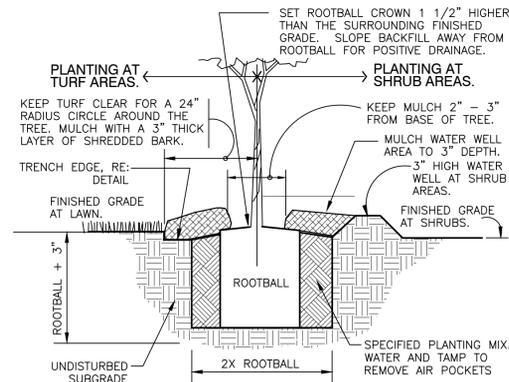
TREES	CODE	QTY	BOTANICAL / COMMON NAME	CONT	CAL	HT
	QV	54	Quercus virginiana / Southern Live Oak Full head, specimen quality, strong central leader	FG	6"Cal	18'



1 LANDSCAPE PLANTING PLAN
Scale: 1"=400'



STAKING DETAIL



PLANT PIT DETAIL

2 TREE PLANTING - GUY STRAP
1" = 1'-0"

Revisions	
No.	Date
04.07.20	BID SET

Registration

BH
Drawn
DM
Checked
206002-015
Project No.
03.31.20
Date

Sheet Title

**LANDSCAPE
PLANTING PLAN**

Sheet No.

LP100

329343.26-02





RESOLUTION NO. -20

**A RESOLUTION
AUTHORIZING EXECUTION OF
A PROFESSIONAL SERVICES CONTRACT BETWEEN
THE CITY OF GULF SHORES AND OLSEN ASSOCIATES, INC.
TO PERFORM ANNUAL MONITORING OF
ENGINEERED BEACH RENOURISHMENT PROJECT
IN AN AMOUNT NOT TO EXCEED \$51,400.00**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2020, as follows:

Section 1. That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, Professional Services Contract between the City of Gulf Shores and Olsen Associates, Inc. for annual beach survey and report of the engineered beach renourishment project in an amount not to exceed \$51,400.00; in substantially the form presented to Council this date.

Section 2. That the FY 2020 Budget includes \$55,000 for the Annual Beach Monitoring in account #39-818-81520.

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

ADOPTED this 11th day of May, 2020.

Robert Craft, Mayor

ATTEST:

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. -20(prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on May 11, 2020.

City Clerk



SMALL TOWN, BIG BEACH™

DATE: May 6, 2020

ISSUE: Olsen Associates Task Order for Annual Beach Monitoring Coordination.

RECOMMENDATION: Approve proposal from Olsen Associates in an amount not to exceed \$51,400 to perform annual beach survey and report.

BACKGROUND: The City of Gulf Shores completed its first City-wide beach re-nourishment project in 2006. Since then, the City along with ADCNR and the City of Orange Beach performs joint monitoring and surveying as required by FEMA to maintain reimbursement eligibility for restoration expenses in the event of a declared disaster. Included in this Task Order are:

1. Surveying of the current beach profiles
2. Aerial photography
3. Monitoring report of the findings

PREVIOUS COUNCIL ACTION: Council approved \$50,000 for the 2019 Annual Beach Monitoring & Surveying contract.

BUDGET IMPLICATIONS: The FY 2020 Budget includes \$55,000 for the Annual Beach Monitoring in account #39-818-81520.

RELATED ISSUES: None.

ATTACHMENTS:

- Olsen Associates Proposal

DEPARTMENT: Engineering

STAFF CONTACT: Mark Acreman

MEMORANDUM

Date: 27 March 2020

To: M. Acreman, P.E. – City of Gulf Shores, AL

From: Albert E. Browder, Ph.D., P.E. *AEB*
Principal Engineer, Project Manager

Re: Task Order 2020-01: Year-7 Annual monitoring
Engineered beach nourishment project – Gulf Shores, AL



olsen
associates, inc.
Coastal Engineering

Please see the attached Task Order for the Year-7 physical monitoring survey of engineered beach conditions along the East and West Beach Gulf Shores segments of the Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project, as described in the project permits and associated physical monitoring plan. The beach profile survey and analyses will update the condition of the engineered beach and will document conditions prior to the 2020 storm season. As in previous efforts, surveys will be performed by a professional survey firm, under the direction of a Certified Hydrographic Surveyor. That survey is currently scheduled to occur in Summer 2020 (approx.).

The subtasks and cost listed in the Task Order represent the Gulf Shores share of the monitoring work proposed for the entire three-party project. The survey profiles and digital aerial orthophotography has been divided amongst the three parties based upon shoreline length, while the borrow area surveys and analysis for the unified project report are split evenly into thirds. The Task Order is thus written for the Gulf Shores portion of the annual monitoring.

Please do not hesitate to contact us with any questions. Thank you.

CITY OF GULF SHORES, AL
Task Order Memorandum

To: Olsen Associates, Inc.
2618 Herschel St.
Jacksonville, FL 32204

Date: 27 March 2020
Contract: Coastal Engineering
Request Made By: Mark Acreman, P.E.
Request Received By: Albert E. Browder, Ph.D., P.E.
Task Order No: 2020-01

Task Order: 2020 Year-7 Annual Physical Monitoring for
Engineered Beach Project – Gulf Shores Segments
Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project

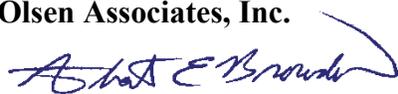
Consultant shall complete the 2020 Year-7 post-construction annual physical monitoring of the Gulf Shores segments of the three-party Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project, as described in the attached Scope-of-Work (Exhibit A). Consultant shall make a site assessment visit as part of the annual monitoring survey.

Deliverables for the physical monitoring task shall include a detailed monitoring report documenting the 2020 pre-storm season condition of the engineered beach segments, including updated analyses of the performance of the beach fill since construction (relative to the March 2013 and/or pre-post restoration surveys, as appropriate). Any anomalous areas (hot-spots, etc.) observed in the data shall be identified and discussed. Two (2) hardcopies of the report shall be delivered to the City, if desired, along with an electronic *.PDF copy on CD-ROM disc. A signed/sealed set of the beach profile survey maps shall be provided (survey conducted by licensed subcontractor). Electronic copies of the controlled digital aerial orthophotography shall be provided on CD- or DVD-ROM disc. All work shall be performed on a Lump Sum basis.

Fee: \$ 51,400.00 (Lump Sum)

Requested Completion Date: Four (4) months from receipt of survey.

Olsen Associates, Inc.



Albert E. Browder, Ph.D., P.E., V.P.

City of Gulf Shores, AL

Mr. Robert Craft, Mayor

Date:

27 March 2020

Date:

**2020 Year-7 Annual Physical Monitoring of Engineered Beach Project
Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project
ADEM Permit No. COE-2011-274-COE
USACE Permit No. SAM-2011-0687-DEM**

Annual Monitoring Scope of Work

Scope Prepared by:
Olsen Associates, Inc.
2618 Herschel St.
Jacksonville, FL 32204
(904) 387-6114

Overview & Purpose

The purpose of the task is to conduct the 2020 Year-7 annual physical monitoring of the three-party Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project, as directed by the Alabama Department of Environmental Management Permit #COE-2011-274 and its associated physical monitoring plan. The monitoring likewise is conducted as part of the ongoing Beach Monitoring and Maintenance Plan for the engineered beach project to support and maintain the eligibility of the project for FEMA assistance in the event of a declared disaster (e.g., damaging tropical storm impact). The total monitored area extends over eighteen miles, from just east of the AL/FL State Line, to just beyond the Laguna Key subdivision in Gulf Shores, including established survey monuments B-04 eastward to monument A-97 (98 transects, see **Figure 1**). The project likewise includes periodic surveys of the offshore sand borrow sites (last surveyed 3 years post-construction in 2016, not scheduled in 2020). The project was last nourished in 2012-2013.

Subtask 1.0 – Beach Profile Surveys

Consistent with the physical monitoring plan and previous surveys of the project shoreline, a certified hydrographic surveyor (subcontractor) will conduct the beach and offshore project surveys for the Year-7 annual monitoring. These data shall be collected in accordance with Standards of Practice for Surveying in the State of Alabama and in general conformance with the Florida Department of Environmental Protection standards for data collection for monitoring projects

<https://floridadep.gov/sites/default/files/PhysicalMonitoringStandards.pdf>

98 beach and offshore profile lines, B-04 to A-97, shall be surveyed and the data provided to the Engineer (Orange Beach – 39 lines, GSP – 12 lines, Gulf Shores – 47 lines, See **Figure 2**). Engineer shall provide ongoing liaison tasks with Client, survey subcontractor, and with neighboring Bon Secour National Wildlife Refuge personnel (B-04 to A-01).

Continued...

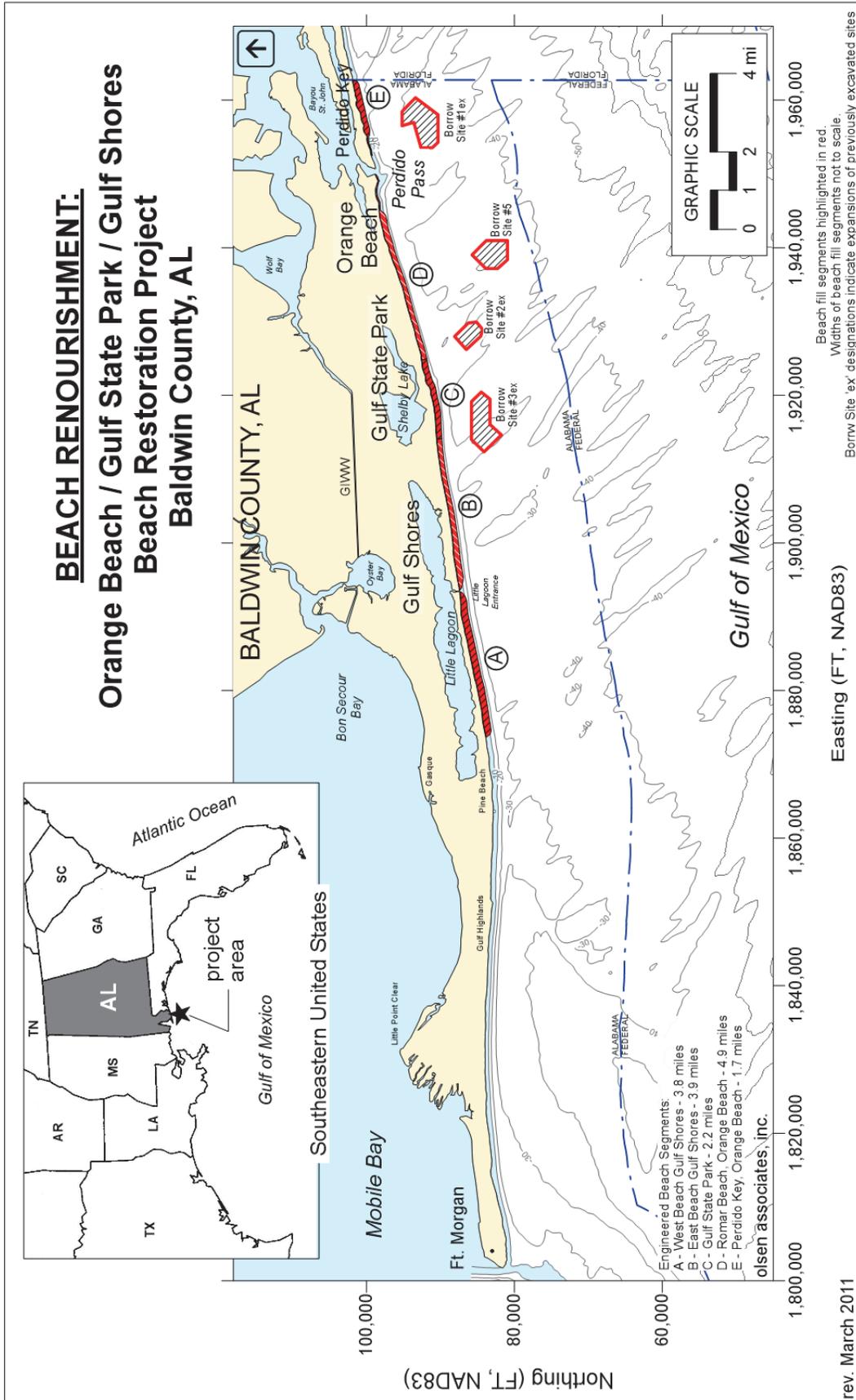


Figure 1 Location map – Orange Beach/Gulf State Park/Gulf Shores Beach Restoration Project – Baldwin County, AL. Plotted borrow sites indicate the 2012-2013 site limits (Borrow Site #2 was not utilized in 2012-2013). Monitoring lines extend west and east beyond the fill limits shown.

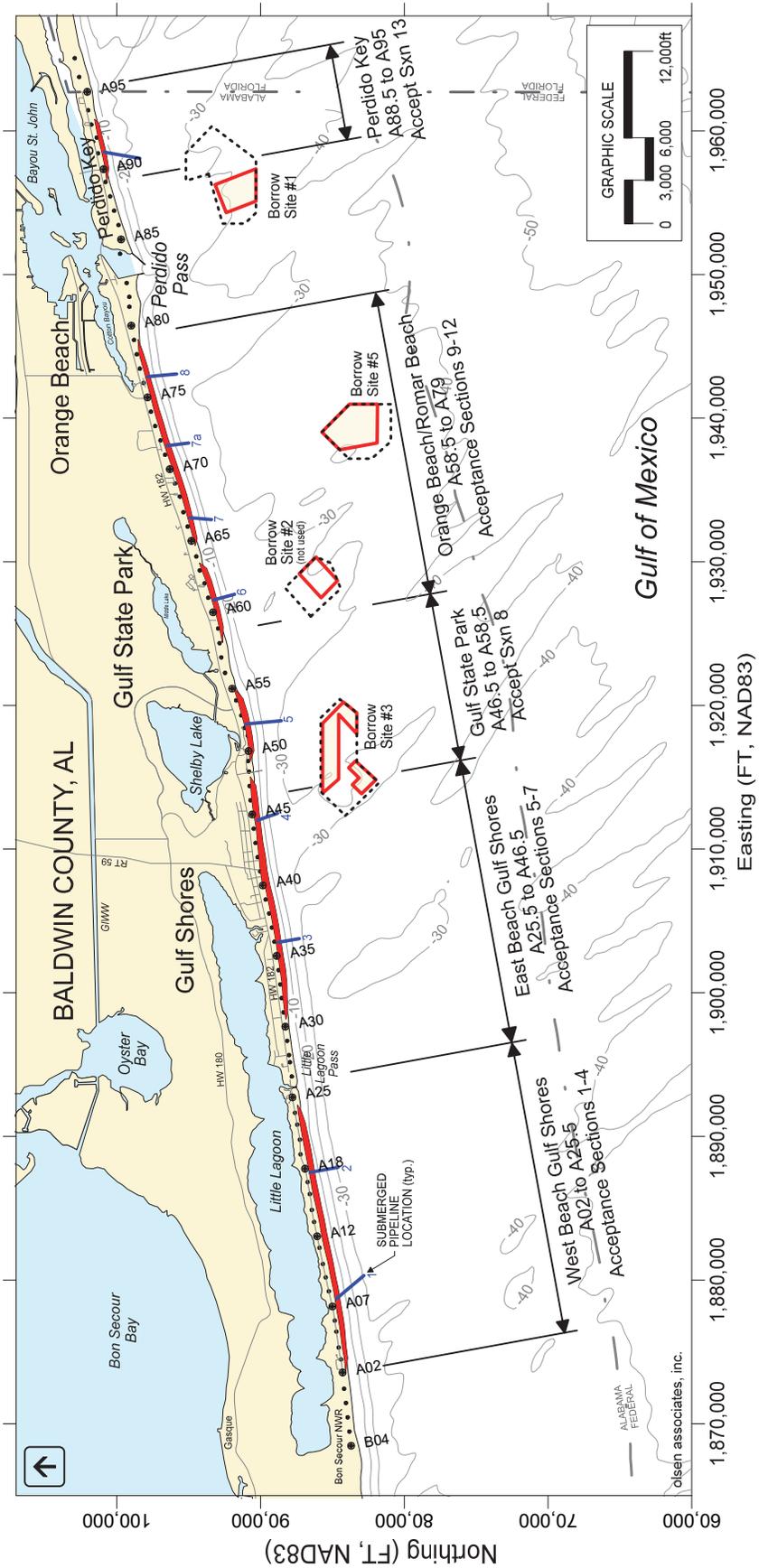


Figure 2 Project Limits and Monument Locations for the 2012/2013 renourishment of the Orange Beach / Gulf State Park / Gulf Shores Beach Restoration Project.

Subtask 1.0 – Deliverables Surveyor shall provide electronic copies of the survey data in the prescribed datums to the Engineer. Surveyor shall likewise provide to Engineer (and Owner) an electronically-signed PDF-format set of the survey drawings. Plots of historical beach profiles shall be prepared by the Engineer and provided as part of the analyses (Subtask 3.0).

Subtask 2.0

Digital Aerial Orthophotography

Utilizing a qualified subcontractor experienced with the area, controlled digital color aerial orthophotography at approximately low tide shall be flown at the same approximate time of the annual beach survey. Efforts will be taken to maximize water clarity and light penetration in the shallow nearshore areas (with consideration to the tide stage). These data shall be collected in accordance with the Florida Department of Environmental Protection, Bureau of Beaches and Coastal Systems (FDEP BACS) monitoring standards for beach erosion control projects

<https://floridadep.gov/sites/default/files/PhysicalMonitoringStandards.pdf>

The limits of photography shall begin at a point approximately one mile west of Laguna Key in Gulf Shores, AL, and shall extend westward along the Gulf of Mexico shoreline to a point approximately one mile east of the AL/FL State Line. Digital orthophotos (image tiles, with associated world files) will be produced, corrected to the State Plane Coordinate System (NAD83, Alabama West Zone Zone). Aerials shall be flown at an altitude sufficient to produce an image resolution of 0.4-ft/pixel.

Subtask 2.0 – Deliverables Aerial photography subcontractor shall provide electronic copies of the spatially-referenced imagery (in MrSid and *.TIFF file format, with world files) on DVD-ROM disc. Each of the three Owners will receive copies of all imagery and associated data, similarly provided on DVD-ROM disc. If desired, contact prints of the aerial photos (at 1:6000 scale, similar to 9x9 contact prints) may be obtained at additional cost.

Subtask 3.0

QA/QC, analyses, management, engineering and reporting, regulatory documentation.

The Consultant shall prepare a detailed annual project monitoring report. The purpose of the report shall be to summarize the annual as well as cumulative data base and to assess project performance. The report includes graphic presentations of temporal and cumulative changes of selected beach contours over time. Volumetric changes at each survey profile and throughout the limits of fill shall be computed and presented in tabular and graphic forms. Aerial photography will be utilized to further analyze shoreline changes that may occur between survey lines (beach cusps, rhythmic bar features, etc.). Changes over time within and adjacent to the constructed borrow sites, if surveyed, shall be quantified and discussed. Analyses shall discuss shoreline change trends, potential cause and effect relationships, building proximity (and vulnerability) to the MHWL, storm impacts, other littoral impacts, and a local sediment budget for the area of interest. Net changes to the adjacent shorelines shall be assessed.

Major report(s) of findings will be submitted annually approximately 120 days subsequent to each major monitoring survey. The surveys, aerials, and reports have proven invaluable in documenting not only pre-storm conditions for FEMA-declared disasters (Hurricanes Ivan, Dennis, Katrina, Gustav, Ike,

Ida, Isaac, and Nate), but also providing clear information regarding the efforts of the three-party Owner group in maintaining an engineered beach eligible for post-disaster assistance from FEMA. This eligibility is critical for the post-storm restoration of the project.

Sub-task includes:

- Contract and Subcontractor management,
- Data quality control and quality assurance,
- Data assimilation/formatting per contract specifications,
- Permit maintenance and annual reporting to regulatory agencies (ADEM, COE, DCNR),
- Update of post-construction history:
 - Overall project history
 - Storms
 - Wave climate for prior year
 - Other beach impacts, such as oil-spill cleanup activities
 - Beach maintenance activities,
- Update of sea turtle nesting activities upon project shoreline,
- Analysis of shoreline position changes (graphical and tabular data created):
 - Most recent annual intersurvey-period
 - Since renourishment (2012-2013)
 - Since restoration (pre-restoration dates vary)
 - Interpretation of aerial photography and effects of alongshore variations
- Analysis of beach volume changes (graphical and tabular data created):
 - Most recent annual intersurvey-period
 - Since renourishment (2012-2013)
 - Since restoration (pre-restoration dates vary)
 - Analysis of percentage of placed sand remaining
 - Interpretation of aerial photography and effects of alongshore variations
- Analysis of borrow area changes and sand volume status (when surveyed: '13, '16)
- Interpretation and summary of overall project performance
 - Relative to design intent and local sediment budget
 - Relative to particular beach impacts experienced
- Recommendations for Future Activities,
- Preparation of historical beach profile plots, including most recent survey,
- Preparation of shoreline aerial maps (when aerials flown),
- Assembly of submittals
 - Electronic copy of report (PDF format)
 - Aerial photography (DVD-ROM discs, contact prints, if requested)
- Document preparation, printing, and distribution

Subtask 3.0 – Deliverables As deliverables for subtask 3.0, the three-party Owner group shall each receive two hardcopies of the annual monitoring report (prepared jointly as one report encompassing the entire 18+ miles of monitored shoreline), and an electronic copy of the report in *.PDF format on CD-ROM Disc.

ORDINANCE NO.

**AN ORDINANCE
ASSENTING TO THE ANNEXATION
OF CERTAIN PROPERTY DESCRIBED HEREIN TO
THE CITY OF GULF SHORES, ALABAMA AND
EXTENDING THE CORPORATE LIMITS OF THE CITY
TO INCLUDE SUCH PROPERTY**

WHEREAS, the City of Gulf Shores seeks annexation of the Oyster Bay Fire Hall property located at 19290 and a vacant property located at 19264 Oak Road West. Additionally, Gulf Shores Utilities seeks to annex their adjacent property located at 19280 Oak Road West. The annexation comprises 4 parcels with a total of 2.75 acres.

WHEREAS, the City owned property is occupied by the Oyster Bay Fire Station and the Gulf Shores Utilities property contains a water production well. Upon annexation the property will be automatically zoned R-1-4 Single Family Residential. The subject properties are adjacent to the city limits and comply with the annexation criteria.

WHEREAS, the R-1-4 zoning district allows Governmental Uses such as a fire department by "Right" as a land use. The water well is classified as an Essential Service Facility and this use is allowed by "CUP" in the R-1-4 zoning district.

WHEREAS, said petition did contain the signatures of all of the owners of the described territory and a map of said property showing its relationship to the corporate limits of the City of Gulf Shores; and

WHEREAS, the governing body did determine that it is in the public interest that said property be annexed to the City of Gulf Shores and it did further determine that all legal requirements for annexing said real property have been met pursuant to Sections 11-42-20 through 11-42-24, Code of Alabama, 1975;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2020, as follows:

Section 1. That the Council of the City of Gulf Shores, Alabama, finds and declares that it is in the best interest of the citizens of the City, and the citizens of the affected area, to bring the territory described in Section 2 of this ordinance into the City of Gulf Shores.

Section 2. That the boundary lines of the City of Gulf Shores, Alabama, be and the same are hereby altered or rearranged so as to include all of the territory heretobefore encompassed by the corporate limits of the City of Gulf Shores, Alabama, and in addition thereto the following described territory, to-wit:

As situated in Baldwin County, Alabama, to-wit:

PIN	Parcel Number
53351	05-61-09-32-0-000-005.000
119592	05-61-09-32-0-000-006.000
83096	05-61-09-32-0-000-007.000
59505	05-61-09-32-0-000-008.000
19264, 19280 and 19290 Oak Road West	

Section 3. That this ordinance shall be published as provided by law, and a certified copy of same, together with a certified copy of the petition of the property owners, shall be filed with the Probate Judge of Baldwin County, Alabama.

Section 4. That the territory described in this ordinance shall become a part of the corporate limits of the City of Gulf Shores, Alabama, upon publication of this ordinance as set forth in Section 3 above.

Section 5. That this Ordinance shall become effective upon its adoption and publication as required by law.

ADOPTED this 11th day of MAY, 2020.

Robert Craft, Mayor

ATTEST:

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 Ordinance No. (prepared by City Clerk), which Ordinance was duly and legally adopted at a regular meeting of the City Council on May 11, 2020.

City Clerk

TO: Mayor Craft & Members of the City Council

FROM: Andy Bauer, Zoning Administrator

SUBJECT: **Annexation -19264, 19280, 19290 Oak Road West**

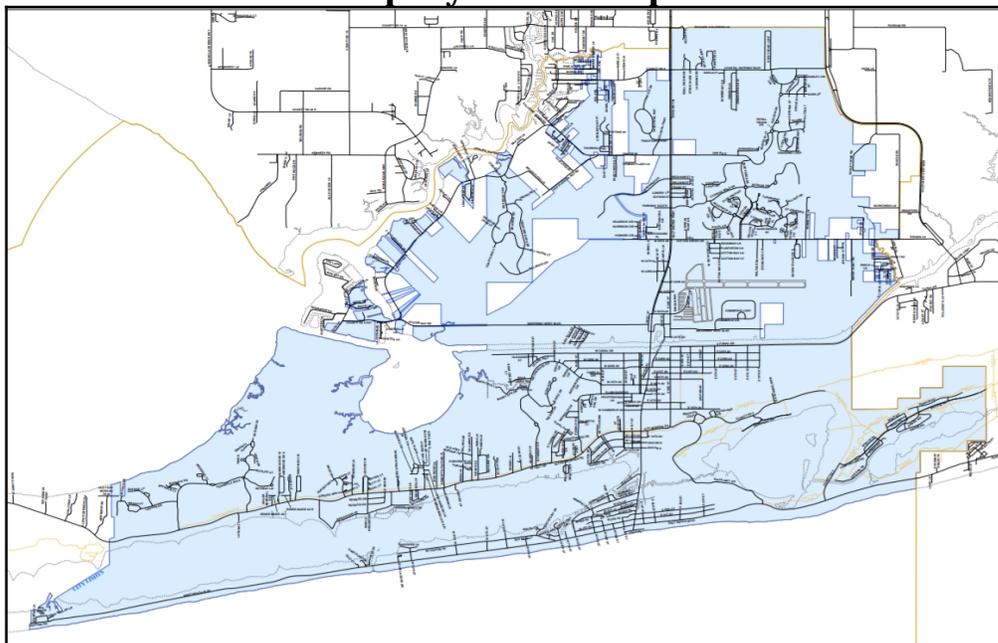
DATE: May 11, 2020

ISSUE: Petition for Annexation – The City of Gulf Shores seeks annexation of the Oyster Bay Fire Hall property located at 19290 and a vacant property located at 19264 Oak Road West. Additionally, Gulf Shores Utilities seeks to annex their adjacent property located at 19280 Oak Road West. The annexation comprises 4 parcels with a total of 2.75 acres.

RECOMMENDATION: Staff recommends the City Council approve the Ordinance assenting to annexation.

BACKGROUND: The properties are located on Oak Road West. The City owned property is occupied by the Oyster Bay Fire Station and the Gulf Shores Utilities property contains a water production well. Upon annexation the property will be automatically zoned R-1-4 Single Family Residential. The subject properties are adjacent to the city limits and comply with the annexation criteria. The R-1-4 zoning district allows Governmental Uses such as a fire department by “Right” as a land use. The water well is classified as an Essential Service Facility and this use is allowed by “CUP” in the R-1-4 zoning district.

Property Location Maps





ATTACHMENTS: Not Applicable

ORDINANCE NO.

AN ORDINANCE
TO AMEND THE CODE OF ORDINANCES,
ADOPTED JULY 24, 1989, AT CHAPTER 8,
BUSINESS LICENSES, TAXES, AND REGULATIONS,
ARTICLE VII. SALES, USE, LODGING AND RENTAL TAXES, DIVISION 1.
GENERALLY, SECTION 8-118, TIMELY MAILING TREATED AS TIMELY FILING
AND PAYING BY CHANGING CERTAIN LANGUAGE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,
ALABAMA, WHILE IN REGULAR SESSION ON MAY 11, 2020, as follows:

Section 1. That Chapter 8, **BUSINESS LICENSES, TAXES AND REGULATIONS**, of the *Code of Ordinances*, adopted July 24, 1989, be and it is hereby amended at **ARTICLE VII., SALES, USE, LODGING AND RENTAL TAXES, DIVISION 1. GENERALLY, Section 8-118. Timely mailing treated as timely filing and paying** by changing certain language so the entire Section shall read as follows:

CHAPTER 8 BUSINESS LICENSES, TAXES AND REGULATIONS

* * * *

ARTICLE VII. SALES, USE, LODGING AND RENTAL TAXES

DIVISION 1. GENERALLY

* * * *

Sec. 8-118. Timely mailing treated as timely filing and paying.

* * * *

Sec. 8-118A Electronic filing and payment of tax returns.

- (a) *Electronic filing required.* To increase the accuracy and efficiency of reporting and collecting the taxes levied in divisions 2,3,4 and 5 of this article – i.e., sales, use, lodging and rental tax– all taxpayers shall file said tax reports electronically through the state filing and remittance program known as MAT (My Alabama Taxes).
- (b) *Electronic payment required.* All taxpayers whose electronically filed returns show a payment due in the amount of \$750 or more shall make the payment electronically. After the \$750 threshold is met for the first time, all subsequent payments must be made electronically regardless of the amount.

(c) *Electronic filing and signature requirements.*

(1) The tax return consists of the electronic transmission and electronic data, and any and all supporting documentation as required by rule, regulation or policy.

(2) Electronic filing signature requirements shall be as set forth by the State of Alabama, Department of Revenue Rules and Regulations, and/or other applicable law, rule, regulation or policy.

(d) *Hardship.* The Revenue Officer may relieve a taxpayer from the electronic filing mandate upon a showing of undue hardship. For the purposes of this section, “undue hardship” means special circumstances exist that make it unreasonable for the taxpayer to file electronically. “Undue hardship” also includes any exemption recognized by the United States Internal Revenue Service Regulations promulgated pursuant to section 6011(3)3 of the Internal Revenue Code. To qualify for a hardship exemption:

(1) The taxpayer shall file a request for relief under this section with the Revenue Officer within 30 days of the time the return is due.

(2) The Revenue Officer is authorized to prescribe application forms, request documents and other information as may be required to make a decision on the application.

(3) The decision of the Revenue Officer shall be made within 30 days of the receipt of a completed application. The decision of the Revenue Officer is final.

(e) *Due date for filing electronic returns and payments.* The due date for filing electronic returns for city taxes shall be the same date applicable to paper tax forms and payments. The date and time the taxpayer files the tax return through the MAT system shall be the date and time used to determine the timely filing of an electronic return.

Section 2. That this Ordinance shall be published as required by law and become effective August 1, 2020.

ADOPTED this 11TH day of May, 2020.

Robert Craft, Mayor

ATTEST:

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 Ordinance No. (prepared by City Clerk), which Ordinance was duly and legally adopted at a regular meeting of the City Council on May 11, 2020 and the same was duly published as required by law in the City of Gulf Shores, Alabama.

City Clerk



SMALL TOWN, BIG BEACH

COUNCIL AGENDA ITEM SUMMARY

TO: Mayor Craft & Members of the City Council
FROM: Marcy Kichler, Revenue Supervisor
DATE: May 11, 2020
SUBJECT: Amendment to Code of Ordinances Chapter 8 to require mandatory electronic filing of Sales, Use, Lodging and Rental Tax

ISSUE: In an effort to increase the accuracy and efficiency of the reporting and collections of Sales, Use, Lodging and Rental taxes, the Revenue Division is requesting to amend the Code of Ordinances to require electronic filing of Sales, Use, Lodging, and Rental tax which would mirror the State Code. Electronic filing would be required for tax payments of \$750 or greater. Once this threshold has been met, electronic filing is required for all future payments.

BACKGROUND: Taxpayers are currently required to file their State taxes electronically through MAT (My Alabama Taxes). Taxpayers may elect to file their city and county taxes through MAT or by submitting a paper return along with payment.

In January we processed 3,573 tax returns, of those 754 were paper returns. The majority of these were received from tax processing services such as Anybill and Avalara.

Requiring electronic filing will increase the speed and accuracy of our division's tax processing. It will also strengthen our internal controls as we receive payment via EFT or ACH directly into our account from the state.

We would like to make this change effective August 1, 2020 to allow adequate time to inform and prepare taxpayers. Taxpayers that wish to continue to file paper returns may request a hardship exemption from the Revenue Division, similar to the State's process of exempting.

The State of Alabama and many other municipalities already require electronic filing; among them are Orange Beach, Lincoln, and Alabaster.

RECOMMENDATION: Approve amendment to Code of Ordinances to add §8-118A to require electronic filing.

PREVIOUS COUNCIL ACTION: None

BUDGET IMPLICATIONS: None

RELATED ISSUES: None

ATTACHMENTS: Code of Ordinances §8-118A recommended amendment

DEPARTMENT: Finance and Admin

STAFF CONTACT: Marcy Kichler