



**AGENDA
REGULAR COUNCIL MEETING
CITY OF GULF SHORES, ALABAMA
JULY 26, 2021
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

1. a. July 12, 2021 - Regular Council Meeting
2. b. July 19, 2021 - Council Work Session Meeting
3. c. July 19, 2021 - Special Meeting

6. Approval Of Expense Vouchers

7. Presentation Of Petitions, Requests And Communications

A. Public Assembly Permit Application - COGS Sunset Series

Documents:

[PUBLIC ASSEMBLY PERMIT APPLICATION - COGS SUNSET SERIES.PDF](#)

8. New Business

A. Resolution - Authorize 2022 Winter Entertainment Series Contracts

Documents:

[RESO - 2022 WINTER ENTERTAINMENT SERIES CONTRACTS.PDF](#)

B. Resolution - Authorize Professional Services Contract - ETC Institute

Documents:

[RESO - AUTHORIZE PROFESSIONAL SERVICES AGREEMENT -
RESIDENT SURVEY - ETC INSTITUTE.PDF](#)

C. Resolution - Authorize Intergovernmental Service Agreement - Baldwin County Commission

Documents:

[RESO - AUTHORIZE INTERGOVERNMENTAL AGREEMENT - BCC - AVENTURA TURN LANE.PDF](#)

D. Resolution - Designate Signatories On Bank Accounts

Documents:

[RESO - DESIGNATE SIGNATORIES ON BANK ACCOUNTS.PDF](#)

E. Ordinance - Approve Annexation Request - Skiff Lane - Sullivan

Documents:

[ORD - ANNEXATION - SKIFF LANE - SULLIVAN.PDF](#)

9. Committee Reports

10. Staff Reports

11. Hearing Of Persons Not Listed On Formal Agenda

12. Adjourn

APPLICATION FOR PUBLIC ASSEMBLY

1. EVENT INFORMATION

Event Name: Sunset Series

Contact Information (Applicant will serve as the sole contact for all correspondence from the City.)

Applicant

Name: **Erica Bassett**

Address:

Phone #: **251-968-1434**

Cell #: **251-979-0096**

Email : **ebassett@gulfshoresal.gov**

Event Organizer

Name: **COGS/Special Events Division**

Address: **PO Box 299 Gulf Shores Al 36547**

Phone #: **251-968-1171**

Cell #:

Email : **events@gulfshoresal.gov**

Web Address: <https://www.gulfshoresal.gov/1463/Sunset-Series>

Purpose

- | | | |
|--|---|--|
| <input type="checkbox"/> Athletic/Recreation | <input checked="" type="checkbox"/> Concert/Performance | <input checked="" type="checkbox"/> Social |
| <input type="checkbox"/> Outdoor Market | <input type="checkbox"/> Fitness | <input type="checkbox"/> Demonstration/Rally |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Other |

Event Description

The Sunset Series consists of live music located at the Town Green. This is a free concert series that is held on Thursdays in September beginning at 6:00PM. This series is an effort to provide high quality entertainment to our community while utilizing our beautiful town green and beach front. The community is encouraged to bring a chair or blanket to sit on, snacks and beverages, and come enjoy live music beside our beautiful Gulf Coast!

Location*

Address: **101 Gulf Shores Pkwy, Gulf Shores, AL 36542**

***An official letter from owner of property permitting activity MUST accompany application, if not owned by applicant**

Attendance

Anticipated Attendance Total **80-150** Per Day

Dates/Times*

Setup Date/Time **10:00AM** Dismantle Date/Time **10:00PM**

Event Start Date **9/2,9,16,23,30** Event End Date **9/2,9,16,23,30**

Event Hours **12

***If requesting multiple days please detail each day and time of operation in the Site Plan.**

****Please indicate the intended daily event start and end time(s).**

Is this an annual event? **Yes** **No** How many years have you been holding this event? **3**

Event Features (check all that apply and include supporting documentation)

- Beverage/Food Vendors
- Entertainment
- Animals
- Merchandise Vendors
- Tents/Canopies
- Electrical /Generator Usage
- Stages/Platforms
- Restrooms
- Fencing/Barricades
- Pyrotechnics
- Use of Public Property
- Outdoor Cooking
- Shuttle Service
- Vehicles on Display
- Inflatables/Bounce Houses

2. INSURANCE CERTIFICATE AND ENDORSEMENTS

In addition to completing the application form and paying permit and rental fees (when applicable), the applicant is required to submit an original certificate of insurance showing Commercial General Liability coverage with a minimum of \$1,000,000 combined single limit per occurrence. If automobiles or inflatables will be utilized, the applicant shall obtain a minimum of \$1,000,000 combined single limit coverage per accident, including owned, hired and non-owned automobiles or inflatables. If any alcohol will be served, liquor liability coverage must be obtained and is subject to Alabama’s statutory limits. If the applicant has employees, workers’ compensation insurance must be obtained and is subject to Alabama’s statutory limits. The applicant also agrees to endorse the City of Gulf Shores (City of Gulf Shores, Alabama, Attn: Purchasing Officer, P.O. Box 299, Gulf Shores, AL 36547) as an additional insured on the general liability, auto, and liquor liability policy and to include a copy of each endorsement with the certificate of insurance. Proof of insurance, acceptable to the City, shall be furnished no later than five (5) days preceding the date of the assembly. Failure to provide proof of insurance will automatically revoke permit. Each certificate of insurance shall provide that the insurer must give the City of Gulf Shores at least thirty (30) days’ prior written notice of cancellation and termination of the applicant’s coverage there under.

3. ACKNOWLEDGEMENT AND SIGNATURE

I, the applicant, understand that I am responsible to provide all information necessary to meet the conditions and requirements of the application process and that by providing such information it is no guarantee that my proposed event will be issued a permit by the City of Gulf Shores. I further agree to defend, indemnify and hold the City of Gulf Shores harmless from and against all third party claims, demands, liabilities, losses, damages, suits, judgments, costs, expenses (collectively, "Third Party Claims") and reasonable attorney's fees in any manner arising out of or resulting from bodily injury, sickness, disease or death of any person or persons, or damage to or destruction of tangible property, including the loss of use resulting therefrom, or caused by or occurring during the course of performance of any services provided and to meet all department deadlines including submitting proof of proper insurance, a detailed site map, payment of all departmental fees, and details for any contract services required to make the proposed event safe and successful. I verify that I have read and understand this application and the conditions under which my request will be considered. The risk of promoting an event before the permit is issued is the sole responsibility of the applicant.

Erica Bassett

Print Name of Applicant

Signature

Date

PERMIT AUTHORIZATION - FOR OFFICIAL USE ONLY


Fire Chief	Date	Fire Department Estimated Cost	\$
		Police Department Estimated Cost	\$
		Public Works Estimated Cost	\$
Chief of Police	Date	Planning & Zoning Estimated Cost	\$
		Building Department Estimated Cost	\$
		Finance Department Estimated Cost	\$
Public Works Director	Date	City Facility Rentals/Fees	\$
		Total	\$
Planning & Zoning Director	Date		
Building Official	Date		
Finance & Admin Director	Date		
Recreation & Cultural Affairs Director	Date	City Administrator	Date

Emily Tidwell

From: Emily Tidwell
Sent: Thursday, July 08, 2021 11:44 AM
To: Edward J. Delmore; Mark Sealy; Lee W. Jones; Brandan Franklin; Grant Brown; Mark Acreman; Noel Hand
Cc: Andy Bauer; Matt Young; Wanda Parris; Mindy Singleton; Temple Smith; Layla Andrews; Alicia Talley; Jason Woodruff; Josh Coleman; Melvin Shepard; George Surry; Bill Cowan; Brian Dugall; Brigitte Reynolds; Shelby DeBlieux; Lindsey Hart
Subject: Assembly Permit - Sunset Series
Attachments: SKM_C250i21070811340.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 7/8/2021 11:44 AM	Read: Approved. I'm working from my phone	
	Mark Sealy	Delivered: 7/8/2021 11:44 AM	Read: 7/12/2021 8:16 AM	Approve: 7/12/2021 8:16 AM
	Lee W. Jones	Delivered: 7/8/2021 11:44 AM		Approve: 7/13/2021 3:06 PM
	Brandan Franklin	Delivered: 7/8/2021 11:44 AM		Approve: 7/13/2021 1:22 PM
	Grant Brown	Delivered: 7/8/2021 11:44 AM	Read: 7/8/2021 12:32 PM	Approve: 7/14/2021 9:24 AM
	Mark Acreman	Delivered: 7/8/2021 11:44 AM	Read: 7/8/2021 12:00 PM	Approve: 7/8/2021 12:00 PM
	Noel Hand	Delivered: 7/8/2021 11:44 AM	Read: 7/14/2021 8:54 AM	Approve: 7/14/2021 8:54 AM

CITY ADMINISTRATOR

 7/14/21



Surf

City Store/Other vendors

Town Green

Food and beverage vendors

Barricades will be utilized to block off staging area

P

West End Parking

ach Blvd

W 2nd

RESOLUTION NO. -22

**A RESOLUTION
AUTHORIZING AND DIRECTING THE
MAYOR AND CITY CLERK TO
EXECUTE AND ATTEST, RESPECTIVELY, CONTRACTS
FOR THE 2022 WINTER ENTERTAINMENT SERIES
IN AN AMOUNT NOT TO EXCEED \$90,000.00**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON JULY 26, 2021, as follows:

Section 1. That the City Council desires to authorize the Director of Recreation and Cultural Affairs Department to determine the performance lineup and secure the contracts for the Small Town, Big Beach Production of the 2022 Entertainment Series; and

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 various performers for the 2022 Small Town, Big Beach Production of the Entertainment Series as proposed; and in substantially the form presented to Council this date; and

Section 3. That up to \$90,000 to be budgeted in the 2022 Program and Events General Fund 01-551-65716 line.

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

ADOPTED this 26th day of July, 2021.

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. -21 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on July 26, 2021.

City Clerk

RESOLUTION NO. -21

**A RESOLUTION
AUTHORIZING AND DIRECTING THE
MAYOR AND CITY CLERK TO
EXECUTE AND ATTEST, RESPECTIVELY,
A PROFESSIONAL SERVICES CONTRACT BETWEEN
THE CITY OF GULF SHORES AND ETC INSTITUTE
TO COMPLETE A RESIDENT SATISFACTION SURVEY
IN AMOUNT NOT TO EXCEED \$17,500.00**

WHEREAS, the Mayor and City Council have identified the need to increase input and engagement opportunities with residents during the decision-making process. One of the strategies included in this effort is a Resident Satisfaction Survey; and

WHEREAS, a Resident Satisfaction Survey will provide the necessary data and statistical information needed to accurately show general public opinion on what our citizens feel the City is doing well, what needs improving, and what initiatives need to be incorporated in future planning. This data will also be highly informative when the City embarks upon creating Vision 2035; and

WHEREAS, ETC Institute will conduct the Resident Satisfaction Survey by canvassing a demographically and geographically diverse cross-section of the resident population.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON JULY 26, 2021, as follows:

Section 1. That the proposal from ETC Institute for professional services in an amount not to exceed \$17,500.00 to conduct a Resident Satisfaction Survey, be and the same is hereby accepted, authorized and outlined in the Scope of Work and/or as specified for additional services.

Section 2. That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, a professional services contract between the City of Gulf Shores and ETC Institute to conduct a Resident Satisfaction Survey in substantially the form presented to Council this date.

Section 3. That \$17,500 will be budgeted in the Executive Department 01-501-65460 account.

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

ADOPTED this 26th day of July, 2021.

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. -21 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on July 26, 2021.

City Clerk

**A RESOLUTION
AUTHORIZING EXECUTION OF
INTERGOVERNMENTAL SERVICE AGREEMENT
BETWEEN THE BALDWIN COUNTY COMMISSION
AND THE CITY OF GULF SHORES
FOR COSTS RELATED TO CONSTRUCTION OF
LEFT-TURN LANE INTO AVENTURA SUBDIVISION
AND APPROVING AN EXPENDITURE OF \$200,000.00**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON JULY 26, 2021, as follows:

Section 1. That the City of Gulf Shores hereby enters into an Intergovernmental Service Agreement with the Baldwin County Commission for the construction of a left-turn lane at the intersection of Stafford Boulevard and County Road 6 West (Aventura subdivision).

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, the Intergovernmental Service Agreement between the Baldwin County Commission and the City of Gulf Shores in an amount not to exceed \$200,000.00 and in substantially the form presented to Council this date.

Section 3. That the City received almost \$200,000 from the developer of Aventura to construct a westbound left-turn lane when the City makes improvements to County Road 6 West as part of our BUILD Grant. The CR6 BUILD Grant work is currently scheduled in 2025.

Section 4. That the proposed CR6 Roadway Improvements would be budgeted in the FY 2025.

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

ADOPTED this 26th day of July, 2021.

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. - 21 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on July 26, 2021.

City Clerk

RESOLUTION NO. -21

**A RESOLUTION
DESIGNATING SIGNATORIES ON MULTIPLE
CITY OF GULF SHORES BANK ACCOUNTS:**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN REGULAR SESSION ON JULY 26, 2021 as follows:

Section 1. That the following be and they are hereby authorized as signatories on bank accounts for the City of Gulf Shores, with signatures of two (2) authorized individuals required on all checks, one to be from Group A and one to be from Group B:

- A. Robert S. Craft, Mayor
Philip Harris, Mayor Pro Tempore
Jason Dyken, Councilman
- B. Wanda Parris, City Clerk
Cynthia A. King, Finance & Administration Director

Section 2. That the following be and they are hereby authorized as signatories on the City of Gulf Shores Payroll bank accounts, with signatures of one (1) authorized individual required on all checks, one to be from Group A or Group B:

- A. Robert S. Craft, Mayor
Philip Harris, Mayor Pro Tempore
Jason Dyken, Councilman
- B. Wanda Parris, City Clerk
Cynthia A. King, Finance & Administration Director

Section 3. That the following be and they are hereby authorized as signatories on the City of Gulf Shores Municipal Court Collections bank account, with signatures of two (2) authorized persons required on all checks:

Kenneth B. McKenzie, Municipal Court Clerk
Lesa Brannen, Magistrate
Carmen Matthews, Magistrate
Natasha Touchstone, Magistrate
Wanda Parris, City Clerk
Cynthia A. King, Finance & Administration Director

Section 4. That the following be and they are hereby authorized as signatories on the City of Gulf Shores Municipal Court Judicial Administration Fund bank account, with signatures of two (2) authorized persons required on all checks:

Kenneth B. McKenzie, Municipal Court Clerk
Frank T. Hollon, Municipal Court Judge
Lesa Brannen, Magistrate
Carmen Matthews, Magistrate
Natasha Touchstone, Magistrate
Wanda Parris, City Clerk

Section 5. That the following be and they are hereby authorized as signatories on the bank and investment accounts and certificates of deposit of the Thomas B. Norton Library Advisory Board Fund bank account for the City of Gulf Shores, with signatures of two (2) authorized individuals required on all checks, one to be from Group A and one to be from Group B:

- A. Robert Craft, Mayor
Philip Harris, Mayor Pro Tempore
Jason Dyken, Councilman
- B. Bobbie Rooker, President, Library Advisory Board
Morgen Szapiel, Treasurer, Library Advisory Board

Section 6. That the following be and they are hereby authorized as signatories on the Public Education Building Authority bank account, with signatures of two (2) authorized persons required on all checks:

- Robert S. Malone, PEBA Chairman
- Luke Roberson, PEBA Board Member
- Wanda Parris, City Clerk
- Cynthia A. King, Finance & Administration Director

Section 7. That the following be and they are hereby authorized as signatories on the City of Gulf Shores Drug Enforcement bank account, with signatures of one (1) authorized individual required on all checks:

- Edward Delmore, Police Chief
- Fred M. Beaman, Administrative Analyst

Section 8. That any resolution or parts thereof that conflict with this Resolution shall be and are hereby rescinded.

Section 9. That this Resolution shall become effective upon its adoption.

ADOPTED this 26th day of July, 2021.

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. -21 (prepared by City Clerk), which Resolution was duly and legally adopted at a regular meeting of the City Council on July 26, 2021.

City Clerk

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, on the 7th of July, 2021 Mr. & Mrs. Robert Sullivan, owner of all the real property hereinafter described, did file with the City Clerk a petition asking that the said tracts or parcels of land be annexed to and become a part of the City of Gulf Shores; and

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 JULY 26, 2021 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 hereto before 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:

50' X 148.9' IRR LOT 4 RIVER PINES SUBDIVISION
SLIDE 1867-B & REVISED SLIDE 1883-B SEC 35-T8S-R3E”
5143 Skiff Lane (Lot 4 River Pines Subdivision)
Gulf Shores, AL 36542

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 26th day of JULY, 2021.

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 July 26, 2021.

City Clerk