



A G E N D A

SPECIAL COUNCIL ORGANIZATIONAL MEETING

CITY OF GULF SHORES, ALABAMA

NOVEMBER 2, 2020

- 1. Call to Order**
- 2. Invocation – Reverend Larry Wood, St. Andrew By The Sea Church**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. New Business -**
 - A. Oath of Office - Mayor and City Council**
 - B. Ordinance - To Establish Rules of Procedure**
 - C. Election of Mayor Pro Tempore**
 - D. Resolution – Affirm and Reappoint Positions of All Incumbent Officers and Employees**
- 6. Adjourn.**

**MINUTES OF
SPECIAL COUNCIL MEETING
CITY OF GULF SHORES, ALABAMA
NOVEMBER 2, 2020**

Mayor Craft called the meeting to order at 4:00 p.m. at the Erie Hall Meyer Civic Center. The invocation was delivered by Reverend Larry Wood, St. Andrew by the Sea. The Pledge of Allegiance was led by Mayor Robert Craft.

Upon roll call, the following officials answered "present": Councilmen Joe Garris, Jr., Councilman Gary M. Sinak, Councilman Philip Harris, Councilman Jason Dyken, M.D., Council Stephen E. Jones and Mayor Robert Craft.

Mayor Robert Craft introduced the Honorable Frank Hollon, Municipal Court Judge for the City of Gulf Shores, who had consented to administer the oath of office to the newly-elected officials. Upon completion of the ceremony, Judge Hollon secured the signatures of the individuals and executed the appropriate forms.

Mayor Robert Craft stated he was proud to represent the City again and the newly installed Council agreed. The Mayor and Council commented on future projects and plans for the city.

At this time, Mayor Robert Craft then introduced and offered for Council consideration Ordinance No. 1994 to adopt the rules of procedure to govern deliberations and meetings of the City Council during their next four year term of office.

Councilman Stephen E. Jones moved for unanimous consent of the Council to suspend the rules of procedure to allow for the immediate consideration of the following Ordinance:

**ORDINANCE NO. 1994
AN ORDINANCE
TO ESTABLISH THE RULES OF PROCEDURE
FOR MEETINGS OF THE CITY COUNCIL OF THE
CITY OF GULF SHORES FOR THE TERM OF 2020 - 2024**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES,
ALABAMA, WHILE IN SPECIAL SESSION ON NOVEMBER 2, 2020, as follows:

Section 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the City Council of the City of Gulf Shores, Alabama.

Section 2. That regular meetings of the Council shall be held on the second and fourth Monday of the month.

Section 3. That special meetings may be held at the call of the Mayor by serving notice on each member of the Council not less than twenty-four (24) hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50, *Code of Alabama 1975*, whenever two (2) councilmembers making the request shall have the right to call such meeting. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least twenty-four (24) hours prior to such meeting.

Section 4. That all regular meetings shall convene at 4:00 p.m. at city hall in the Council Chambers or at a location specified in advance of the meeting to accommodate special circumstances, and all meetings, regular and special, shall be open to the public except when the Council meets in executive session as authorized by state law.

Section 5. That a quorum shall be determined as provided by Section 11-43-48, *Code of Alabama 1975*.

Section 6. That the City Administrator, City Clerk, Fire Chief, Police Chief, City Engineer, Public Works Director, Director of Finance and Administrative Services, Director of Recreation and Cultural Affairs/PIO, Chief Building Official/EMA Director, Director of Community Development, and Court Clerk/Magistrate, appointed by the Mayor and Council and such other officers or

employees of the City shall, when requested, attend all meetings of the Council and shall remain at the location of the meeting for such length of time as the Council may direct.

Section 7. That the order of business shall be as follows:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes
6. Approval of Payroll and Expense Vouchers
7. Public Hearings
8. Presentation of Petitions, Requests and Communications
9. Unfinished Business
10. New Business (Resolutions, Ordinances, etc.)
11. Committee Reports
12. Staff Reports
13. Hearing of persons not listed on formal agenda
14. Adjourn.

Section 8. That any item of business not on the prepared agenda, or any person wishing to address the council on any matter not on the prepared agenda, may be admitted to the agenda by majority vote of the council; provided, however, that any item of business to be presented to the council by way of the prepared agenda and which may require the review, investigation, or preparation of written documents or any other matter which may require administrative, legal or technical review and investigation shall be submitted in writing to the city clerk no later than 12:00 noon on Wednesday immediately preceding the next regular council meeting.

Section 9. That no member shall speak more than twice on the same subject without the permission of the presiding officer.

Section 10. That no person, not a member of the council, shall be allowed to address the same while in session without permission of the presiding officer.

Section 11. That every officer, whose duty it is to report at the regular meetings of the council, who shall be in default thereof, may be fined at the discretion of the council.

Section 12. That motions shall be reduced to writing when required by the presiding officer of the council or any member of the council. All resolutions and ordinances and any amendments thereto shall be in writing at the time of introduction. The reading at-length of proposed ordinances may be dispensed with, upon a majority vote of the councilmembers present.

Section 13. That motions to reconsider must be by a member who voted with a majority and at the same or next succeeding meeting of the council.

Section 14. That whenever it shall be required by one (1) or more members, the 'yeas' and 'nays' shall be recorded and any member may call for a division on any question.

Section 15. That all questions of order shall be decided by the presiding officer of the council with the right of appeal to the council by any member.

Section 16. That the presiding officer of the council may, at his or her discretion, call any member to take the chair, to allow him or her to address the council, make a motion or discuss any other matter at issue.

Section 17. That motions to lay any matter on the table shall be first in order; and on all questions, the last amendment, the most distant day, and the largest sum, shall be first put.

Section 18. That a motion for adjournment shall always be in order.

Section 19. That the chairman of each respective committee, or the councilmember acting for him or her, shall submit or make all reports to the council when so requested by the presiding officer or any member of the council.

Section 20. That no ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent is obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and the vote thereon shall be spread on the minutes.

Section 21. That all ordinances, resolutions, or propositions submitted to the council which require the expenditure of money shall lie over until the next meeting; provided, that such

ordinances, resolutions, or propositions may be considered earlier by unanimous consent of the council; and provided further, that this rule shall not apply to the current expenses of, or contracts previously made with, or regular salaries of officers or wages of employees of the city.

Section 22. That the rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 23. That the rules of the council may be temporarily suspended by a vote of two-thirds of the members present.

Section 24. That Robert's Rules of Order is hereby adopted as the rules of procedure for this council in those situations which cannot be resolved by the rules set out in this ordinance.

Section 25. That the council may meet in executive session only for those purposes authorized by state law. When a council member makes a motion to go into executive session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the council shall vote in favor of the motion to go into executive session, the body shall then move into executive session to discuss the matter for which the executive session was called. No action may be taken in an executive session. When the discussion has been completed, the council shall resume its deliberations in public.

Section 26. That this Ordinance shall become effective upon its adoption and publication as required by law.

The motion for unanimous consent was seconded by Councilman Joe Garris, Jr.; and upon the question, the vote thereon was as follows: Councilman Joe Garris, Jr., "aye," Councilman Gary M. Sinak, "aye," Councilman Philip Harris, "aye," Councilman Jason Dyken, M.D., "aye," Councilman Stephen E. Jones, "aye," and Mayor Robert Craft, "aye." Mayor Robert Craft then declared the rules suspended.

Councilman Philip Harris then moved for the adoption of Ordinance No. 1994 and to waive the reading of said Ordinance at length. The motion for the adoption of Ordinance No. 1994 was seconded by Councilman Jason Dyken, M.D.; was regularly put; was discussed and considered in full by the Council; and upon the question, the vote thereon was as follows: Councilman Joe Garris, Jr., "aye," Councilman Gary M. Sinak, "aye," Councilman Philip Harris, "aye," Councilman Jason Dyken, M.D., "aye," Councilman Stephen E. Jones, "aye," and Mayor Robert Craft, "aye." Whereupon, the Mayor declared Ordinance No. 1994 duly and legally adopted.

Mayor Craft announced it was time to elect a Mayor Pro Tempore and asked for nominations from the Council.

Councilman Jason Dyken, M.D. nominated Councilman Philip Harris as a candidate for Mayor Pro Tempore and moved that nominations be closed; seconded by Councilman Joe Garris, Jr. Upon the question, the vote thereon was as follows: Councilman Joe Garris, "aye," Councilman Gary M. Sinak, "aye," Councilman Philip Harris, "aye," Councilman Jason Dyken, M.D., "aye," Councilman Stephen E. Jones, "aye," and Mayor Robert Craft, "aye." Whereupon, the Mayor declared the motion carried.

At this time, Councilman Stephen E. Jones introduced and moved for the adoption of the following Resolution:

RESOLUTION NO. 6341-20

**A RESOLUTION
AFFIRMING AND REAPPOINTING
POSITIONS OF ALL INCUMBENT
OFFICERS AND EMPLOYEES OF THE
CITY OF GULF SHORES**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA,
WHILE IN SPECIAL SESSION ON NOVEMBER 2, 2020, as follows:

Section 1. That the positions of City Administrator, City Clerk, Fire Chief, Police Chief, City Engineer, Public Works Director, Director of Finance and Administrative Services, Director of Recreation and Cultural Affairs/PIO, Chief Building Official/EMA Director, Director of Community Development, and Court Clerk/Magistrate, appointed by the Mayor and Council including authorizing the Mayor to execute all personnel documents necessary to establish the same positions and descriptions, for the same compensation as presently exists, and with said compensation for all officers and employees being within the parameters established by the City Council are hereby affirmed and reappointed; and

Section 2. That Donald J. Stewart, Esq. is hereby reappointed as City Attorney and shall serve at the pleasure of the mayor and shall be compensated in the manner and at a rate approved by the mayor and Cindy King is appointed Treasurer /Tax Payer Advocate; and

Section 3. That the Council hereby ratifies the use of the present depositories for municipal funds until such time as action is taken to permanently designate such depositories.

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

The motion for the adoption of Resolution No. 6341-20 seconded by Councilman Joe Garris, Jr. was regularly put; was discussed and considered in full by the Council; and upon the question, the vote thereon was as follows: Councilman Joe Garris, Jr., “aye”, Councilman Gary M. Sinak, “aye”, Councilman Philip Harris, “aye”, Councilman Jason Dyken, M.D., “aye”, Councilman Stephen E. Jones, “aye”, and Mayor Robert Craft, “aye”. Whereupon, Mayor Robert Craft declared Resolution No. 6341-20 duly and legally adopted.

At this time, Mayor Craft asked if there was anyone who would like to speak that was not listed on the formal agenda.

There being no further business to come before the Council, Councilman Jones moved to adjourn; seconded by Councilman Harris; and the vote of those officials present was unanimously in favor of the motion.

The Mayor declared the meeting adjourned at 4:12 p.m.

ATTEST:



Wanda Parris, MMC
City Clerk


Robert Craft, Mayor



SMALL TOWN, BIG BEACH

TO: Council Members
City of Gulf Shores, Alabama

NOTICE OF SPECIAL COUNCIL MEETING

Notice is hereby given that a Special Meeting of the City Council of the City of Gulf Shores, Alabama will be held at the Erie H. Meyer Civic Center at **4:00 p.m.** on Monday, November 2, 2020 to conduct the organizational meeting of the newly elected Mayor and City Council for the 2020 – 2024 term and for any and all other business that may come before the Council at said meeting. The regularly scheduled Council Work Session Meeting will begin at approximately 4:30 p.m. following the Special Meeting.

Dated this 22nd day of October, 2020.

A handwritten signature in black ink that reads "Robert Craft".

Robert Craft, Mayor