

**AGENDA  
DECEMBER 20, 2022  
CITY COUNCIL MEETING**

The Enterprise City Council will convene in Regular Session at 6:00 p.m., Tuesday, December 20, 2022 in the Council Chambers at City Hall.

ROLL CALL.....President

OPENING PRAYER & PLEDGE OF ALLEGIANCE.....President

APPROVAL OF AGENDA.....President

Call for a motion to approve the agenda of the meeting as submitted.

CONSIDERATION OF CONSENT AGENDA.....President

All matters listed within the Consent Agenda have been distributed to each member of the Council for review, are considered to be routine, and will be enacted by one motion of the City Council with no separate discussion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council. Call for a motion to approve the Consent Agenda as presented:

- City Council Work Session Minutes of December 6, 2022
- City Council Meeting Minutes of December 6, 2022
- Contract Billings in the amount of **\$695,384.21** as follows:
  - Wiregrass Construction Company, Inc. -**  
Estimate No. 2 - \$493,128.36 – Construction – FY22 Resurfacing/Phase III (A)
  - Blankenship Contracting, Inc. -**  
Estimate No. 6 - \$63,664.16 – Construction – Hwy 167N Sewer Utilities Relocation
  - Poly, Inc. -**  
Invoice No. 19529 - \$17,710.12 – Engineering/Design – FY22 Resurfacing/Phase III (A)  
Invoice No. 19545 - \$7,372.22 – Engineering Services – Hwy 167N Sewer Utilities Relocation
  - Hopper-Moore, Inc. -**  
Estimate No. 1(Final) - \$41,100.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase II  
Estimate No. 1(Final) - \$47,050.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase III
  - CDG Engineers & Associates -**  
Invoice No. 16 - \$6,292.00 – Engineering Services – AL27/Shellfield Roundabout
  - KPS Group -**  
Invoice No. 9 - \$12,817.35 – Contract Planning Services – November 2022
  - Fine, Geddie & Associates, LLC -**  
Invoice No. 1816 - \$6,250.00 – Contract Services – December 2022
- Travel Requests as follows:
  - Main Street**  
Mariah Montgomery  
Main Street Basic Training  
Leeds, Alabama  
January 17-18, 2023  
Estimated Cost: \$510.00  
  
Mariah Montgomery  
Main Street America Now National Conference  
Boston, Massachusetts  
March 26-30, 2023  
Estimated Cost: \$3,003.21
  - Parks & Recreation**  
Billy Powell, Blake Moore, Landon Adams, Krista Hooper, Birgit Briggs  
ARPA State Conference  
Orange Beach, Alabama  
January 28-February 1, 2023  
Estimated Cost: \$4,438.60
  - Police Department**  
Captain Louis Kent  
Management of the Detective Unit Training  
Altamonte Springs, Florida  
January 22-25, 2023  
Estimated Cost: \$1,236.00

RECOGNITION OF ARPA VOLLEYBALL STATE CHAMPIONS.....President

Recognize Mayor Cooper and Blake Moore, Parks and Recreation Superintendent, who will present certificates to members and coaches of the 5<sup>th</sup> and 6<sup>th</sup> Grade ARPA Volleyball Team in recognition of their state championship season.

RECOGNITION OF CHRISTMAS PARADE FLOAT WINNERS.....President

Recognize Mayor Cooper and Enterprise Chamber of Commerce Director Erin Grantham, who will present awards to the float winners of the annual Christmas Parade held on Thursday, December 1, 2022.

SPECIAL PRESENTATION BY THE MAYOR – Teresa Warren.....President

Recognize Mayor Cooper, who will present a plaque to Magistrate Teresa Warren for her outstanding contribution in bringing festivity to City Hall.

PRIVILEGE OF THE FLOOR (Persons allowed 3 minutes to address the Council).....President

STAFF REPORTS.....President

**OLD BUSINESS**

PUBLIC HEARING & CONSIDERATION/ORDINANCE 12-06-22-C.....President  
(Regulation of Short-Term Rentals)

Call for a public hearing prior to consideration of Ordinance 12-06-22-C, providing for regulations associated with short-term rentals.

**NEW BUSINESS**

REVIEW & CONSIDER RESOLUTION 12-20-22.....President  
(Amend Employee Classification Plan/Sewer Collection Manager)

Introduce and call for consideration of Resolution 12-20-22, providing for an amendment to Ordinance 10-16-01, which establishes the Employee Classification Plan/Salary Schedule. The amendment calls for the elimination of the position of Sewer Collection Supervisor, Pay Grade 19, and the creation of the position of Sewer Collection Manager, Pay Grade 21.

REVIEW & CONSIDER RESOLUTION 12-20-22-A.....President  
(Amend Employee Classification Plan/Wastewater Treatment Plant Manager)

Introduce and call for consideration of Resolution 12-20-22-A, providing for an amendment to Ordinance 10-16-01, which establishes the Employee Classification Plan/Salary Schedule. The amendment calls for the elimination of the position of Wastewater Plant and Sewer System Manager, Pay Grade 21, and the creation of the position of Wastewater Treatment Plant Manager, Pay Grade 21.

REVIEW & CONSIDER RESOLUTION 12-20-22-B.....President  
(Set Public Hearing/Vacating Portion of East Brunson Street)

Introduce and call for consideration of an Application and Resolution 12-20-22-B, related to the partial vacation of East Brunson Street. The resolution sets a public hearing as to the partial vacation for February 7, 2023 at the regularly scheduled Council Meeting.

REVIEW & CONSIDER RESOLUTION 12-20-22-C.....President  
(Set Public Hearing/Vacating Portion of Hollis Street)

Introduce and call for consideration of an Application and Resolution 12-20-22-C, related to the partial vacation of Hollis Street. The resolution sets a public hearing as to the partial vacation for February 7, 2023 at the regularly scheduled Council Meeting.

REVIEW & CONSIDER RESOLUTION 12-20-22-D.....President  
(Set Public Hearing/Vacating Portion of Swenson Street)

Introduce and call for consideration of an Application and Resolution 12-20-22-D, related to the partial vacation of Swenson Street. The resolution sets a public hearing as to the partial vacation for February 7, 2023 at the regularly scheduled Council Meeting.

APPROVE TEMPORARY CLOSURE OF PORTIONS OF STREETS.....President  
(East Brunson, Hollis, & Swenson Streets)

Call for a motion to approve the temporary closure of a portion of East Brunson Street, Hollis Street, and Swenson Street as per the maps attached to Resolution No. 12-20-22-B, 12-20-22-C, and 12-20-22-D. This is related to the demolition and construction preparation for the new Recreation and Aquatic Center. These temporary closures will stay in effect until such time as the portions of those streets are permanently vacated.

**AUTHORIZE MAYOR TO EXECUTE AGREEMENT.....President**  
**(McKee & Associates/Pickleball Court Design)**

Call for a motion to accept the proposal from McKee & Associates Architects, Inc. for professional services related to a new pickleball complex and further authorize the Mayor to execute the agreement, with review from the City Administrator and City Attorney. The agreement is for 7.6% of construction cost, but not to exceed \$45,600.00, and includes design, bidding, construction administration, and project closeout phases for eight (8) new pickleball courts to be constructed at the Enterprise State Community College campus.

**AUTHORIZE MAYOR TO EXECUTE LIGHTING SERVICES AGREEMENT.....President**  
**(Alabama Power Company/Central Fire Station)**

Call for a motion to authorize the Mayor to execute a five-year agreement with Alabama Power Company to provide eight (8) LED fixtures, poles, wiring, energy, and maintenance at Central Fire Station at a monthly cost of \$432.80.

**REQUEST PERMISSION TO PURCHASE EQUIPMENT.....President**  
**(Polaris Utility Vehicle/Parks & Recreation)**

Introduce and call for consideration of a request from Billy Powell, Director of Community Services and Recreation, to purchase one (1) Polaris 570 Utility Vehicle from Dowling Tractor Company at a cost of \$14,350.00. The equipment is a budgeted item in the FY23 budget.

**REQUEST PERMISSION TO SEEK BIDS.....President**  
**(Maintenance Building/Parks & Recreation)**

Introduce and call for consideration of a request from Billy Powell, Director of Community Services and Recreation, to seek bids for a new maintenance building to be located near the new Recreation Center. The building will be located on the existing property and used to store Parks and Recreation equipment and supplies.

**MAYOR’S REPORT.....President**

**COUNCIL MEMBERS COMMENTS.....President**

**ADJOURNMENT: 5:00 p.m., Tuesday, January 3, 2023 Council Work Session.....President**

**ADDENDUM:**

---

**TO: MAYOR AND CITY COUNCIL**  
**FROM: BEVERLY SWEENEY, CITY CLERK**  
**RE: CONSENT AGENDA FOR DECEMBER 20, 2022 COUNCIL MEETING**  
**DATE: DECEMBER 16, 2022**

**By approving the Consent Agenda, you will cumulatively approve the following items as presented in your packets:**

- A. The minutes of the December 6, 2022 Work Session.**
- B. The minutes of the December 6, 2022 Regular Session.**
- C. Contract Billings in the amount of \$695,384.21 as follows:**
  - Wiregrass Construction Company, Inc. -**  
Estimate No. 2 - \$493,128.36 – Construction – FY22 Resurfacing/Phase III (A)
  - Blankenship Contracting, Inc. -**  
Estimate No. 6 - \$63,664.16 – Construction – Hwy 167N Sewer Utilities Relocation
  - Poly, Inc. -**  
Invoice No. 19529 - \$17,710.12 – Engineering/Design – FY22 Resurfacing/Phase III (A)  
Invoice No. 19545 - \$7,372.22 – Engineering Services – Hwy 167N Sewer Utilities Relocation
  - Hopper-Moore, Inc. -**  
Estimate No. 1(Final) - \$41,100.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase II  
Estimate No. 1(Final) - \$47,050.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase III
  - CDG Engineers & Associates -**  
Invoice No. 16 - \$6,292.00 – Engineering Services – AL27/Shellfield Roundabout
  - KPS Group -**  
Invoice No. 9 - \$12,817.35 – Contract Planning Services – November 2022
  - Fine, Geddie & Associates, LLC -**  
Invoice No. 1816 - \$6,250.00 – Contract Services – December 2022
- D. Travel Request as follows:**
  - Main Street**  
Mariah Montgomery  
Main Street Basic Training  
Leeds, Alabama  
January 17-18, 2023  
Estimated Cost: \$510.00  
  
Mariah Montgomery  
Main Street America Now National Conference  
Boston, Massachusetts  
March 26-30, 2023  
Estimated Cost: \$3,003.21
  - Parks & Recreation**  
Billy Powell, Blake Moore, Landon Adams, Krista Hooper, Birgit Briggs  
ARPA State Conference  
Orange Beach, Alabama  
January 28-February 1, 2023  
Estimated Cost: \$4,438.60
  - Police Department**  
Captain Louis Kent  
Management of the Detective Unit Training  
Altamonte Springs, Florida  
January 22-25, 2023  
Estimated Cost: \$1,236.00



## **CITY COUNCIL WORK SESSION MINUTES OF DECEMBER 6, 2022**

The Enterprise City Council convened in Work Session at 5:00 p.m., Tuesday, December 6, 2022 in the Council Chambers at City Hall. Notice of the meeting was posted as Per Act 2005-40 (Code of Alabama).

**PRESENT:** Council President Turner Townsend, District #5  
Council President Pro-Tem Sonya W. Rich, District #1  
Council Member Eugene Goolsby, District #2  
Council Member Greg Padgett, District #3  
Council Member Scotty Johnson, District #4

**ALSO PRESENT:** Mayor William E. Cooper  
City Administrator Jonathan Tullos  
City Clerk Beverly Sweeney was present and kept the minutes.  
City Attorney Rainer Cotter  
Consulting Engineer Glenn Morgan  
City Department Heads  
Staci Hayes  
Perry Brasfield  
Connie Taylor  
Cameron Clark

**ROLL CALL** – Council President Townsend noted that all Council Members were present.

The following items were discussed:

### **QUARTERLY GOALS UPDATE**

City Administrator Jonathan Tullos reviewed the list of Q4 goals and updated the Council on the progress made to address them.

### **TAX & REVENUE COLLECTION AGREEMENTS**

Perry Brasfield and Connie Taylor, representing Avenu Insights & Analytics, and Cameron Clark of the Alabama Department of Revenue, presented an overview of each company's tax and revenue collection services. City staff will evaluate and provide a recommendation to the Council before the February 2023 renewal.

### **REVIEW OF AGENDA**

Council President Townsend requested a review of the December 6, 2022 Council Meeting agenda. Following review and discussion, Council Members requested no additions, deletions, or changes.

### **STREET CLOSURE REQUEST**

Staci Hayes, representing Navigator International, LLC, briefed Council on a request to close West College Street to Railroad Street, January 9-20, 2023, for the demolition of 100-104 South Main Street. Following a brief discussion, city staff advised they were okay with the request.

### **SEWER JOB DESCRIPTIONS**

City Engineer/Public Works Director Barry Mott presented a request to delete the positions of Sewer Collection Supervisor, Pay Grade 19 and Wastewater Plant & Sewer System Manager, Pay Grade 21, and to create the positions of Sewer Collection Manager, Pay Grade 21, and Wastewater Treatment Plant Manager, Pay Grade 21. Council Members will consider the request at the December 20, 2022 Council Meeting.

### COUNCIL PRESIDENT DISCUSSION

Following a brief discussion, Council Members unanimously agreed to elect Turner Townsend to serve as Council President for a term ending November 2023.

### STRATEGIC PLANNING

Council Members agreed to hold a dedicated Work Session to discuss CY 2023 strategic planning ideas on Tuesday, January 24, 2023, 12:00 p.m., at the Enterprise Farmers Market.

### ADJOURNMENT

There being no further business before the Council, the President declared the Work Session adjourned at 5:55 p.m.

---

Turner Townsend  
Council President

---

Beverly Sweeney  
City Clerk

## CITY COUNCIL MEETING MINUTES OF DECEMBER 6, 2022

The Enterprise City Council convened in Regular Session at 6:00 p.m., Tuesday, December 6, 2022 in the Council Chambers at City Hall.

**PRESENT:** Council President Turner Townsend, District #5  
Council President Pro-Tem Sonya W. Rich, District #1  
Council Member Eugene Goolsby, District #2  
Council Member Greg Padgett, District #3  
Council Member Scotty Johnson, District #4

**ALSO PRESENT:** Mayor William E. Cooper  
City Administrator Jonathan Tullos  
City Clerk Beverly Sweeney was present and kept the minutes.

**ROLL CALL** – Council President Townsend noted that all Council Members were present.

### APPROVAL OF AGENDA

The President called for a motion to approve the agenda of the meeting as submitted. A motion was made by Council Member Johnson, seconded by Council Member Goolsby, to approve the agenda of the meeting as submitted. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

### CONSIDERATION OF CONSENT AGENDA

The President called for a motion to approve the Consent Agenda as presented:

- City Council Work Session Minutes of November 1, 2022
- City Council Work Session Minutes of November 15, 2022
- City Council Meeting Minutes of November 15, 2022
- Accounts Payable (A3) for September 2022 in the amount of **\$13,724.19** as follows:  
City of Enterprise - \$1,725.19                      Water Works Board - \$11,999.00
- Accounts Payable (A) for November 2022 in the amount of **\$967,923.94** as follows:  
City of Enterprise - \$797,238.44                      Water Works Board - \$170,685.50
- Accounts Payable (B) for November 2022 in the amount of **\$284.79** as follows:  
City of Enterprise - \$284.79
- Contract Billings in the amount of **\$1,050,288.66** as follows:  
**Seay, Seay & Litchfield, P.C. -**  
Invoice No. 1 - \$681,450.00 – Contract Services – New Recreation and Aquatics Center  
Invoice No. 1 - \$225,225.00 – Contract Services – City Hall Renovations  
**Blankenship Contracting, Inc. -**  
Estimate No. 5 - \$106,819.19 – Construction – Hwy 167N Sewer Utilities Relocation  
**Poly, Inc. -**  
Invoice No. 19521 - \$12,613.07 – Engineering Services – Hwy 167N Sewer Utilities Relocation  
**Ewing-Conner and Associates, Inc. -**  
Invoice No. 4 - \$4,000.00 – Contract Administrative Services – 2021 CDBG Demo Project  
**Southern Earth Sciences, Inc. -**  
Invoice No. P220379-03 - \$3,900.00 – Asbestos Surveys – 2021 CDBG Demo Project/Phase IV  
**KPS Group -**  
Invoice No. 8 - \$11,831.40 – Contract Planning Services – October 2022  
**SEARP&DC -**  
Invoice No. 1(Final) - \$3,500.00 – Redistricting Services – 2020 Census  
**CivicPlus LLC-**  
Invoice No. 243181 - \$950.00 – Contract Services – Online Code Hosting

A motion was made by Council Member Goolsby, seconded by Council Member Rich, to approve the Consent Agenda as presented. Council President Townsend indicated that Accounts Payable (B) included payments to Townsend Building Supply, a company in which he has an interest, and noted he would abstain from voting. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Abstain. The President declared the motion carried.

### PRESENTATION OF CERTIFICATES TO AIRPORT EMPLOYEES

Mayor Cooper, along with City Engineer/Public Works Director Barry Mott, presented Certificates of Appreciation to Jimmy DeLoach, James Simmons, Sam Dennis, and Anthony Amos for their outstanding level of care for the City of Enterprise airport property and facilities.

**REQUEST TO ADDRESS COUNCIL/STREET CLOSURE REQUEST (Staci Hayes/Navigator, International, LLC)**

The President called for a motion to approve a request from Staci Hayes, Navigator International, LLC, to close West College Street to Railroad Street, January 9-20, 2023, for the demolition of 100-104 South Main Street.

A motion was made by Council Member Johnson, seconded by Council Member Padgett, to approve the request as submitted. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

**PRIVILEGE OF THE FLOOR (Persons allowed 3 minutes to address the Council)**

Cheryl Piccinini, Joseph Waters, Jacqueline Miller, and Dieon Patton addressed the Council regarding portions of the proposed short-term rental ordinance. Topics discussed included: the implementation of a grace period to give short-term rental owners, some with active rental contracts, time to comply; clarification on the type of inspection which would be required; a reduction in safety requirements listed in the ordinance as they go above and beyond existing building codes currently in place; and notification of short-term rental owners prior to consideration.

**STAFF REPORTS**

City staff addressed questions and comments presented by those who spoke regarding the proposed short-term rental ordinance. Staff clarified that no additional taxes would be imposed, provided a more detailed description of life safety equipment requirements, and discussed the inspection process and required affidavit. After discussion, Council requested the addition of a one-time grace period up to July 15, 2023, to allow short-term rental owners additional time to comply with the requirements of the proposed ordinance.

**OLD BUSINESS****PUBLIC HEARING & CONSIDERATION/ORDINANCE 11-01-22 (Lane Rezone)**

The President called for a public hearing prior to consideration of Ordinance 11-01-22, providing for the rezone of .231 acres of land owned by Danny Lane from R-65 (Residential District) to TH-1 (Townhouse District) located off of Gundy Lane. Danny Lane, property owner, commented on the request. Hearing no further public comments, the President closed the hearing and called for consideration of Ordinance 11-01-22.

A motion was made by Council Member Johnson, seconded by Council Member Rich, to adopt Ordinance 11-01-22. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried and Ordinance 11-01-22 duly passed and adopted.

**REVIEW & CONSIDER BID RECOMMENDATION (AV System & Furniture/Civic Center)**

The President introduced and called for consideration of a recommendation from City Engineer/Public Works Director Barry Mott to award Bid Requisition No. 2022-05 to Harris Security System in the amount of \$124,975.00 for all labor, materials, and equipment required for the complete installation of a new audio-visual control system and furniture package at the Enterprise Civic Center (Bid Items #001 and #002). The recommendation is based upon the lowest responsive bid received. Other bids received are as follows:

- Center Line Associates, LLC: Total Bid - \$110,054.34  
Bid Item #001 – AV Control System Electronics & Installation – No Bid  
Bid Item #002 – AV Control System Furniture Pkg & Installation - \$110,054.34

A motion was made by Council Member Goolsby, seconded by Council Member Padgett, to award Bid Requisition No. 2022-05 to Harris Security System in the amount of \$124,975.00 for all labor, materials, and equipment required for the complete installation of a new audio-visual control system and furniture package at the Enterprise Civic Center. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

**PUBLIC HEARING & CONSIDERATION/ABC LICENSE REQUEST (Blue Rose LLC)**

The President called for a public hearing prior to consideration of a request from Blue Rose LLC d/b/a Big Blue Catfish Phil AM Bistro, for a Restaurant Retail Liquor license located at 1016 Rucker Boulevard. No comments were offered. The President closed the hearing and called for consideration of the ABC license request.

**PUBLIC HEARING & CONSIDERATION/ABC LICENSE REQUEST (Continued):**

A motion was made by Council Member Goolsby, seconded by Council Member Johnson, to approve the ABC license request as submitted. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

**NEW BUSINESS****INTRODUCE PLANNING COMMISSION RECOMMENDATIONS**

The President introduced for the record, a recommendation from the Enterprise Planning Commission to approve the following requests:

- A request by Reeves Engineering & Construction on behalf of Billy Cotter Construction, Inc. for the annexation and zoning to TH-1 (Townhouse District) of .98 acres of land located off of State Highway 134 and Boll Weevil Circle.
- A request by Reeves Engineering & Construction on behalf of Billy Cotter Construction, Inc. for the rezoning of 2.77 acres of land from B-3 (Business District) to TH-1 (Townhouse District) located off of State Highway 134 and Boll Weevil Circle.
- A request by the City of Enterprise to amend the Enterprise Zoning Ordinance(s), amending Table 4-1 to allow Minor Shopping Centers (less than 10 acres), by right, in the B-2 (Business District) Zoning District.

**INTRODUCE ORDINANCE 12-06-22 (Annexation & Zoning/Billy Cotter Construction, Inc.)**

The President introduced Ordinance 12-06-22, providing for the annexation and zoning of .98 acres of land owned by Billy Cotter Construction, Inc. into the city limits and to establish zoning of TH-1 (Townhouse District), and called for a public hearing to be held at the regular meeting scheduled for January 3, 2023.

**INTRODUCE ORDINANCE 12-06-22-A (Billy Cotter Construction, Inc. Rezone)**

The President introduced Ordinance 12-06-22-A, providing for the rezone of 2.77 acres of land owned by Billy Cotter Construction, Inc. from B-3 (Business District) to TH-1 (Townhouse District) located off of State Highway 134 and Boll Weevil Circle, and called for a public hearing to be held at the regular meeting scheduled for January 3, 2023.

**INTRODUCE ORDINANCE 12-06-22-B (Amend Zoning Ordinance)**

The President introduced Ordinance 12-06-22-B, providing to amend Table 4-1 of the Enterprise Zoning Ordinance(s) to allow Minor Shopping Centers (less than 10 acres), by right, in the B-2 (Business District) Zoning District, and called for a public hearing to be held at the regular meeting scheduled for January 3, 2023.

**INTRODUCE ORDINANCE 12-06-22-C (Regulation of Short-Term Rentals)**

The President introduced Ordinance 12-06-22-C, providing for regulations associated with short-term rentals. Council President Townsend announced that Ordinance 12-06-22-C would layover for consideration at the regular meeting scheduled for December 20, 2022.

**AUTHORIZE NEGOTIATION OF FUNDING AGREEMENT (Water Works Board/Water Line Replacement)**

The President called for a motion to authorize the Mayor, City Administrator, and City Attorney to negotiate a funding agreement with the Enterprise Water Works Board for water line replacement in the amount of \$2.75 million and further authorize the Mayor to execute the agreement.

A motion was made by Council Member Goolsby, seconded by Council Member Johnson, to authorize the Mayor, City Administrator, and City Attorney to negotiate a funding agreement in the amount of \$2.75 million with the Enterprise Water Works Board for water line replacement and further authorize the Mayor to execute the agreement. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

**REQUEST PERMISSION TO SEEK BIDS (Storage Containers/City Hall Renovations)**

The President introduced and called for consideration of a request from City Engineer/Public Works Director Barry Mott to seek bids for storage containers to be used during the renovation of City Hall.

A motion was made by Council Member Rich, seconded by Council Member Johnson, to approve the request to seek bids as submitted. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried.

ELECTION OF CITY COUNCIL PRESIDENT

The President opened the floor for nominations by Council Members for the election of City Council President. Council Member Padgett nominated Turner Townsend to serve as City Council President for a term ending November 2023, seconded by Council Member Johnson. Upon hearing no further nominations, the President deemed the nominations closed and called for a vote on the nominee. The vote being: Rich – Aye; Goolsby – Aye; Padgett – Aye; Johnson – Aye; Townsend – Aye. The President declared the motion carried, and Turner Townsend elected City Council President for a term ending November 2023.

MAYOR’S REPORT

Mayor Cooper provided reports and updates from various departments, projects, and events.

COUNCIL MEMBERS COMMENTS

Council Members commended those involved in making the Christmas festivities a huge success and thanked meeting attendees and citizens watching online.

ADJOURNMENT

There being no further business before the Council, the President declared the Regular Session adjourned at 7:20 p.m.

---

Turner Townsend  
Council President

---

Beverly Sweeney  
City Clerk

## **CONTRACT BILLINGS REGISTER**

### **DECEMBER 20, 2022**

- 1. Wiregrass Construction Company, Inc. -**  
Estimate No. 2 - \$493,128.36 – Construction – FY22 Resurfacing/Phase III (A)
- 2. Blankenship Contracting, Inc. -**  
Estimate No. 6 - \$63,664.16 – Construction – Hwy 167N Sewer Utilities Relocation
- 3. Poly, Inc. -**  
Invoice No. 19529 - \$17,710.12 – Engineering/Design – FY22 Resurfacing/Phase III (A)  
Invoice No. 19545 - \$7,372.22 – Engineering Services – Hwy 167N Sewer Utilities Relocation
- 4. Hopper-Moore, Inc. -**  
Estimate No. 1(Final) - \$41,100.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase II  
Estimate No. 1(Final) - \$47,050.00 – Demolition/Clearance – 2021 CDBG Demo Project/Phase III
- 5. CDG Engineers & Associates -**  
Invoice No. 16 - \$6,292.00 – Engineering Services – AL27/Shellfield Roundabout
- 6. KPS Group -**  
Invoice No. 9 - \$12,817.35 – Contract Planning Services – November 2022
- 7. Fine, Geddie & Associates, LLC -**  
Invoice No. 1816 - \$6,250.00 – Contract Services – December 2022

**TOTAL CONTRACT BILLINGS - \$695,384.21**

ANALYSIS OF WORK PERFORMED:

### CONTRACTOR'S CERTIFICATION

  
Jarney Padgett, Assistant Secretary

12/2/22  
Date

\_\_\_\_\_

C. Glenn Morgan, P.E., Poly, Inc.

12/5/2022  
Date



(A) Original Contract Amount	\$1,097,330.00
(B) Plus: Additions Scheduled in Change Orders	
(C) Less: Deductions Scheduled in Change Order	
(D) Adjusted Contract Amount to Date	\$1,097,330.00

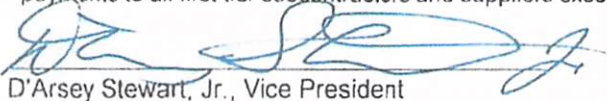
**ANALYSIS OF WORK PERFORMED:**

(A) Cost of original contract work performed to date	\$451,075.00
(B) Change Order work performed to date	
(C) Total Cost of work performed to date	\$451,075.00
(D) Stored Materials	\$196,464.57
(E) Subtotal of Items (c) and (d)	\$647,539.57
(F) Less: Amount retained in accordance with contract terms	\$32,376.98
(G) Net amount earned on contract work to date	\$615,162.59
(H) Less: Amount of previous payments	\$551,498.43
(I) <b>BALANCE DUE THIS PAYMENT</b>	\$63,664.16

**CONTRACTOR'S CERTIFICATION**

According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Periodic Estimate for Partial Payment are correct; that all work has been performed and/or materials supplied in full accordance with the requirements of the referenced contract, and/or duly authorized deviations, substitutions, alterations, and/or additions; that the foregoing is a true and correct statement of the contract account up to and including the last day of the period covered by this Periodic Estimate; that no part of the "Balance Due this Payment" has been received, and that the undersigned and his subcontractors have complied with all the labor provisions of said contract.

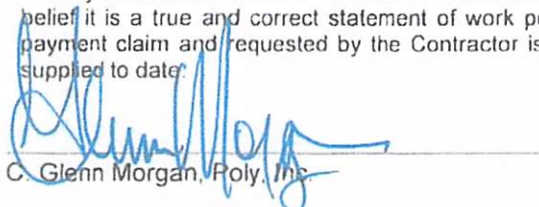
I further certify that the labor and materials listed on this request for payment have been used in the construction of this work or that all materials included in this request for payment and not yet incorporated into the construction are now on the site or stored at an approved location; and payment received from the last request for payment has been used to make payments to all first tier subcontractors and suppliers except as listed below

  
D'Arsey Stewart, Jr., Vice President

12/2/2022  
Date

**ENGINEER'S CERTIFICATION**

I certify that I have checked the above Periodic Estimate for Partial Payment and that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the Contractor; and that partial payment claim and requested by the Contractor is correctly computed on the basis of work performed and/or material supplied to date.

  
C. Glenn Morgan, P.E., Inc.

12/15/22  
Date



## INVOICE

The City of Enterprise  
PO Box 311000  
Enterprise, Alabama 36331-1000

Attn: Mrs. Beverly Sweeney, City Clerk

Poly, Inc.

P.O. Box 837 - Dothan, AL 36302  
1935 Headland Ave. - Dothan, AL 36303  
Telephone: 334.793.4700  
Fax: 334.793.9015  
[www.poly-inc.com](http://www.poly-inc.com)

INVOICE : 19529  
DATE: 12/05/22  
TERMS: NET 30 Days  
JOB NO.: 11-460

### FOR PROFESSIONAL SERVICES RENDERED AS FOLLOWS:

Re: FY22 Resurfacing Improvements - Phase III (A)

Engineering design services rendered under Task Order No. 51 for FY22 Resurfacing Improvements:

Construction Amount - \$3,995,328.50  
Wiregrass Construction, Inc.

Amount Due Preliminary Design Phase:

$\$3,995,328.50 \times .50\% \times 100\%$  \$19,976.64

Amount Due Final Design Phase:

$\$3,995,328.50 \times 3.25\% \times 100\%$  \$129,848.18

Amount Due Bidding Phase:

$\$3,995,328.50 \times .25\% \times 100\%$  \$9,988.32

Amount Due Construction Administration:

$\$3,995,328.50 \times 2.0\% \times 34\%$  \$27,168.23

Construction (09/25/2022 - 11/30/2022)

Resident Project Representative II:

200 hrs. (Reg.) x \$86.40/hr. \$17,280.00

53 hrs. (OT) x \$129.60/hr. \$6,868.80

Total Amount \$211,130.17

Less Previous Payments \$193,420.05

Amount Due This Invoice \$17,710.12

Please Remit To: Poly, Inc., P.O. Box 837, Dothan, AL 36302

THANK YOU FOR YOUR BUSINESS!



## INVOICE

Poly, Inc.

P.O. Box 837 - Dothan, AL 36302  
1935 Headland Ave. - Dothan, AL 36303  
Telephone: 334.793.4700  
Fax: 334.793.9015  
[www.poly-inc.com](http://www.poly-inc.com)

City of Enterprise  
PO Box 311000  
Enterprise, Alabama 36331-1000

Attn: Mrs. Beverly Sweeney, City Clerk

INVOICE : 19545  
DATE: 12/15/22  
TERMS: NET 30 Days  
JOB NO.: 11-347.01

### FOR PROFESSIONAL SERVICES RENDERED AS FOLLOWS:

Engineering services rendered in connection with ALDOT Project No. HPP-A115(900).  
Additional lanes on SR-167 from SR-12 to 0.28 miles North of CR-48 (Sanitary  
Sewer Relocation), per our Agreement dated July 25, 2013.

#### Phase I Engineering

Previous Invoice 15071 (10/26/08 - 11/16/13) .....	\$8,617.02
Previous Invoice 18099 (11/17/13 - 01/18/20) .....	\$4,660.78
Previous Invoice 18590 (01/19/20 - 01/21/21) .....	\$5,353.90

#### Phase II Engineering

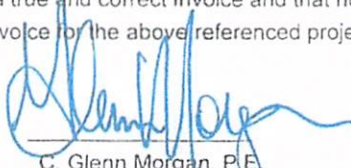
Previous Invoice 18590 (01/19/20 - 01/21/21) .....	\$5,296.09
Previous Invoice 18894 (01/22/21 - 09/11/21) .....	\$28,860.57
Previous Invoice 19103 (09/12/21 - 02/12/22) .....	\$2,797.60

#### Phase III Engineering

Previous Invoice 19103 (09/12/21 - 02/12/22) .....	\$419.94
Previous Invoice 19193 (02/13/22 - 03/31/22) .....	\$1,547.04
Previous Invoice 19230 (04/01/22 - 05/07/22) .....	\$7,667.68
Previous Invoice 19301 (05/08/22 - 06/04/22) .....	\$5,881.87
Previous Invoice 19301 (06/05/22 - 10/11/22) .....	\$20,824.19
Previous Invoice 19521 (10/11/22 - 11/04/22) .....	\$12,613.07
Current Invoice (See Attached Spreadsheet) .....	\$7,372.22

Total Amount	\$111,911.97
Less Previous Invoices	\$104,539.75
Amount Due This Invoice	\$7,372.22

I certify this to be a true and correct invoice and that no payments have been  
received on this invoice for the above referenced project to date.

  
C. Glenn Morgan, P.E.  
Principal Engineer

Please Remit To: Poly, Inc., P.O. Box 837, Dothan, AL 36302

THANK YOU FOR YOUR BUSINESS!

# PROGRESS PAY REQUEST/MONTHLY ESTIMATE FORM

Ewing-Conner & Associates, Inc., P.O. Drawer 6805, Dothan, Alabama 36302-6805

Project Name: **Phase II - Demolition & Clearance**  
Project Number: **LR-CE-PF-21-002**  
Contractor: **Hopper-Moore, Inc. dba BMI**  
**561 County Road 623, Enterprise, AL 36330**  
Owner: **City of Enterprise**  
**P.O. Box 311000, Enterprise, AL 36331-1000**

Pay Request/Estimate No.: **# 1-Final**

Period Beginning Date: **November 08, 2022**

Period Ending Date: **December 07, 2022**

Contract End Date: **February 06, 2023**

ORIGINAL CONTRACT INFORMATION PLUS CHANGE ORDER(S)						QUANTITY ACCEPTABLY COMPLETED				Total Completed Value
Item No.	Item Description	Unit	Contract Quantity	Contract Unit Price	Contract Amount	Qty. This Period	Qty. Prior Periods	Total Qty. To Date	Total % Complete	
	<b>PROJECT TOTALS</b>		<b>Adjusted Contract Price:</b>		<b>\$ 41,100.00</b>	<b>Total Completed To Date:</b>				<b>\$ 41,100.00</b>

PAY REQUEST SUMMARY & APPROVAL		
Original Contract Amount:	\$ 41,100.00	Check #: _____  Date Paid: _____  Amount: _____  Source: <u>CDBG Funds</u>  Initials: _____
Plus/Minus Total Net Value of Approved Change Order(s):	0.00	
Plus Value of Other Extra Work Approved By Owner:	0.00	
Adjusted Contract Amount:	\$ 41,100.00	
Total Value of Work Completed To Date:	\$ 41,100.00	
Plus Net Value of Stored Materials to Date (attach all invoices):	0.00	
Total Value of Completed Work and Stored Materials To Date:	\$ 41,100.00	
Less Total of Previous Pay Requests/Estimates:	0.00	
Less Value of Liquidated Damages Assessed To Date:	0.00	
Balance of Completed Work & Stored Materials this Estimate:	\$ 41,100.00	
Less Amount Retained (5% up to 50% of Contract Amount):	0.00	
<b>NET AMOUNT EARNED AND REQUESTED THIS PERIOD:</b>	<b>\$ 41,100.00</b>	
<hr/>		
Contractor Request:  Hopper-Moore, Inc. dba BMI	12/12/2022 Date	Engineer Approval: _____ Barry Mott, City Engineer Date
By signing, I hereby certify that all quantities shown on the Construction Pay Request are correct and that all work has been completed in accordance with the terms of this Contract		
I hereby certify that I have checked and verified this Construction Pay Request and found all quantities and totals to be correct and to have been completed in accordance with the terms of this Contract.		
<hr/>		
Owner Approval: _____ City of Enterprise	12/21/2022 Mayor	( I hereby certify that this Pay Request is approved for payment) Date



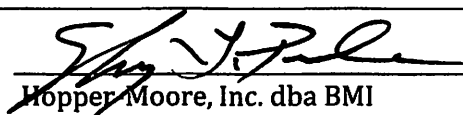
# PROGRESS PAY REQUEST/MONTHLY ESTIMATE FORM

Ewing-Conner & Associates, Inc., P.O. Drawer 6805, Dothan, Alabama 36302-6805

Project Name: **Phase III - Demolition & Clearance**  
Project Number: **LR-CE-PF-21-002**  
Contractor: **Hopper-Moore, Inc. dba BMI**  
**561 County Road 623, Enterprise, AL 36330**  
Owner: **City of Enterprise**  
**P.O. Box 311000, Enterprise, AL 36331-1000**

Pay Request/Estimate No.: **# 1-Final**  
Period Beginning Date: **November 08, 2022**  
Period Ending Date: **December 19, 2022**  
Contract End Date: **February 06, 2023**

ORIGINAL CONTRACT INFORMATION PLUS CHANGE ORDER(S)						QUANTITY ACCEPTABLY COMPLETED				Total Completed Value
Item No.	Item Description	Unit	Contract Quantity	Contract Unit Price	Contract Amount	Qty. This Period	Qty. Prior Periods	Total Qty. To Date	Total % Complete	
	<b>PROJECT TOTALS</b>		<b>Adjusted Contract Price:</b>		<b>\$ 47,050.00</b>	<b>Total Completed To Date:</b>				<b>\$ 47,050.00</b>

PAY REQUEST SUMMARY & APPROVAL		
Original Contract Amount:	\$ 47,050.00	Check #: _____ Date Paid: _____ Amount: _____ Source: <u>CDBG Funds</u> Initials: _____
Plus/Minus Total Net Value of Approved Change Order(s):	0.00	
Plus Value of Other Extra Work Approved By Owner:	0.00	
Adjusted Contract Amount:	\$ 47,050.00	
Total Value of Work Completed To Date:	\$ 47,050.00	
Plus Net Value of Stored Materials to Date (attach all invoices):	0.00	
Total Value of Completed Work and Stored Materials To Date:	\$ 47,050.00	
Less Total of Previous Pay Requests/Estimates:	0.00	
Less Value of Liquidated Damages Assessed To Date:	0.00	
Balance of Completed Work & Stored Materials this Estimate:	\$ 47,050.00	
Less Amount Retained (5% up to 50% of Contract Amount):	0.00	
<b>NET AMOUNT EARNED AND REQUESTED THIS PERIOD:</b>	<b>\$ 47,050.00</b>	
Contractor Request:  12/19/2022 Hopper-Moore, Inc. dba BMI Date	Engineer Approval: _____ 12/20/2022 Barry Mott, City Engineer Date	
By signing, I hereby certify that all quantities shown on the Construction Pay Request are correct and that all work has been completed in accordance with the terms of this Contract		
I hereby certify that I have checked and verified this Construction Pay Request and found all quantities and totals to be correct and to have been completed in accordance with the terms of this Contract.		
Owner Approval: _____ 12/21/2022 ( I hereby certify that this Pay Request is approved for payment) City of Enterprise Mayor Date		

**Invoice**

City of Enterprise  
P.O. Box 311000  
501 South Main Street (36330)  
Enterprise, AL 36331

November 30, 2022  
Project No: R049320153  
Invoice No: 16

Project R049320153 Enterprise - AL27/Shellfield Roundabout  
**Professional Services through November 25, 2022**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned
Topographic Survey	11,958.00	100.00	11,958.00
Public Involvement	23,220.00	100.00	23,220.00
Geotechnical Services	43,443.00	100.00	43,443.00
Environmental Services	29,740.00	100.00	29,740.00
Water Main Relocation	21,984.00	60.00	13,190.40
ROW Map, Tract Sketches and Deeds	9,490.00	100.00	9,490.00
Conceptual Analysis	61,760.00	100.00	61,760.00
30% Plans	54,910.00	100.00	54,910.00
60%/PIH Plans	54,000.00	100.00	54,000.00
85%/PSE Plans	23,510.00	100.00	23,510.00
90%/FBC Plans	23,390.00	26.9004	6,292.00
95%/CN Plans	12,160.00	0.00	0.00
Final/OE Plans	10,300.00	0.00	0.00
Total Fee	379,865.00		331,513.40
	Previous Fee Billing		325,221.40
	Current Fee Billing		6,292.00
<b>Total Fee</b>			<b>6,292.00</b>
	<b>Total this Invoice</b>		<b>\$6,292.00</b>

TERMS: Net 10 Days. When submitting remittance, please include project number. Client shall pay all costs and fees, including, but not limited to, Attorney's fees, incurred by CDG in the collection of any sums due for services rendered and related service expenses.

Remit Payment to: Post Office Box 278, Andalusia, AL 36420

**Invoice**

Client Code ENTCTY

**K|P|S**  
G R O U P

December 2, 2022

Project No: 228000-00

Invoice No: 9

60 14th Street South, Suite 100  
Birmingham, AL 35233  
ph (205) 251-0125  
fax (205) 458-1513Jonathan Tullos  
City of Enterprise  
PO Box 311000  
Enterprise, AL 36331

Project 228000-00 Enterprise Planning Services

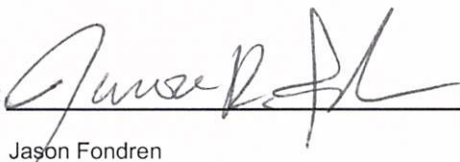
**For professional services rendered through November 30, 2022**

Basic Services	Fee	% Complete	Earned	Previous Fee Billing	Current Fee Billing
Comprehensive Plan	98,595.00	78.00	76,904.10	64,086.75	12,817.35
Zoning Ordinance	31,300.00	10.00	3,130.00	3,130.00	0.00
Subdivision Regulations	26,605.00	1.00	266.05	266.05	0.00
Total Fee	156,500.00		80,300.15	67,482.80	12,817.35
Total Basic Services Fee					12,817.35
Total this Invoice					\$12,817.35

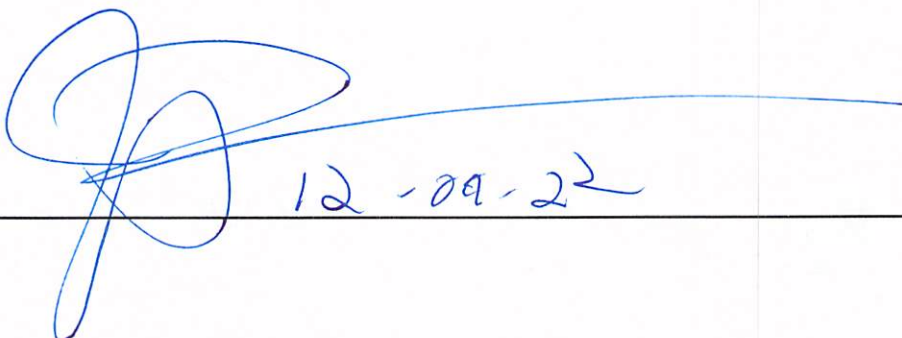
**Outstanding Invoices**

Number	Date	Balance
8	11/3/2022	11,831.40
<b>Total</b>		<b>11,831.40</b>

Authorized By:

  
Jason Fondren

Date:

12/5/22  
12-09-22

FINE GEDDIE

& ASSOCIATES

LIMITED LIABILITY COMPANY

City of Enterprise

P. O. Box 311000

Enterprise, AL 36331

# Invoice

Date	Invoice #
12/1/2022	1816

		Amount
Services Rendered December 2022		6,250.00
	<b>Total</b>	\$6,250.00



**TRAVEL REQUESTS  
CITY COUNCIL MEETING  
DECEMBER 20, 2022**

**Main Street**

Mariah Montgomery  
Main Street Basic Training  
Leeds, Alabama  
January 17-18, 2023  
Estimated Cost: \$510.00

Mariah Montgomery  
Main Street America Now National Conference  
Boston, Massachusetts  
March 26-30, 2023  
Estimated Cost: \$3,003.21

**Parks & Recreation**

Billy Powell, Blake Moore, Landon Adams, Krista Hooper, Birgit Briggs  
ARPA State Conference  
Orange Beach, Alabama  
January 28-February 1, 2023  
Estimated Cost: \$4,438.60

**Police Department**

Captain Louis Kent  
Management of the Detective Unit Training  
Altamonte Springs, Florida  
January 22-25, 2023  
Estimated Cost: \$1,236.00



**CITY OF ENTERPRISE  
TRAVEL REQUEST FORM**

**NAME OF EMPLOYEE:** Mariah Montgomery

**TITLE OF EMPLOYEE:** Main Street Executive Director

**DEPARTMENT:** Tourism

**ANTICIPATED TRAVEL DATES:** 01/17/2023 - 01/18/2023

**LOCATION OF TRAVEL:** Leeds, Alabama

**SPECIFIC BUSINESS PURPOSE:** Main Street Basic Training  
(i.e. seminar, attend conference, continuing education, etc.)

Estimated Cost: \$510.<sup>00</sup>

**Describe the essential nature of the travel request and how this travel will benefit the City:**

(Make sure to provide the full name of acronyms used.)

Per the City's MOA with Main Street Alabama, the City is required to send the Director to Basic Training. Each year Main Street Alabama hosts four-point training for our new communities. New Main Street Directors are required to attend.

**Employee Signature:** *Mariah Montgomery*

**Date:** 12/13/2022

**Dept. Head Signature:** *Billy Powell*

**Date:** 12/13/22



**CITY OF ENTERPRISE  
TRAVEL REQUEST FORM**

**NAME OF EMPLOYEE:** Mariah Montgomery

**TITLE OF EMPLOYEE:** Main Street Executive Director

**DEPARTMENT:** Tourism/Main Street

**ANTICIPATED TRAVEL DATES:** 03/26/2023 - 03/30/2023

**LOCATION OF TRAVEL:** Boston, Massachusetts

*Estimated Cost:  
\$3,003.21*

**SPECIFIC BUSINESS PURPOSE:** Main Street America Now 2023 National Conference  
(i.e. seminar, attend conference, continuing education, etc.)

**Describe the essential nature of the travel request and how this travel will benefit the City:**

(Make sure to provide the full name of acronyms used.)

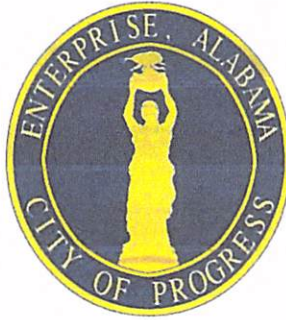
Per the City's MOA with Main Street Alabama, the City is required to promote and encourage attendance at local, state and national training opportunities. This conference offers three full days of learning and networking opportunities; day-long Main Street Approach training; mobile workshops where attendees learn from revitalization successes and challenges in the host city and surrounding Main Street communities; expo Hall filled with product and service providers specializing in commercial district revitalization; and opportunities to network with colleagues who are experiencing similar successes and challenges in their communities. It also is a great way to represent Enterprise on a larger scale.

**Employee Signature:** *Mariah Montgomery*

**Date:** 12/13/2022

**Dept. Head Signature:** *Billy Powell*

**Date:** 12/13/22



## CITY OF ENTERPRISE

### TRAVEL REQUEST FORM

**NAME OF EMPLOYEE:** Billy Powell, Blake Moore, Landon Adams, Krista Hooper, Birgit Briggs

**TITLE OF EMPLOYEE:** Director, Superintendent, Athletic Coord, Program Coord, Sr. Coord

**DEPARTMENT:** Parks and Recreation

**ANTICIPATED TRAVEL DATES:** Jan. 28-Feb. 1

**LOCATION OF TRAVEL:** Orange Beach, AL.

**SPECIFIC BUSINESS PURPOSE:** ARPA State Conference  
(i.e. seminar, attend conference, continuing education, etc.)

**Describe the essential nature of the travel request and how this travel will benefit the City:**  
(Make sure to provide the full name of acronyms used.)

This will be continuous education classes in the field of parks and recreation for our staff. The goal is to continue to educate our staff and stay on top of evolving changes in the parks and recreation field to better serve the citizens of Enterprise. Blake Moore will also be sworn in to begin his second term as ARPA District 6 chairman.

The cost of this conference is \$887.72 per person. This includes lodging, meals, and registration.

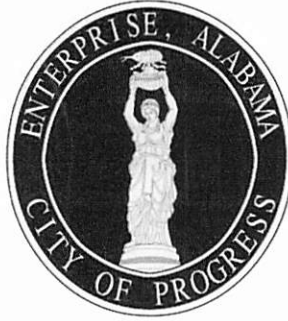
*Estimated Cost: \$4,438.60*

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Dept. Head Signature: B. P.

Date: 12/15/22



**CITY OF ENTERPRISE**  
**TRAVEL REQUEST FORM**

**NAME OF EMPLOYEE:** Louis Kent

**TITLE OF EMPLOYEE:** Captain

**DEPARTMENT:** Police Department

**ANTICIPATED TRAVEL DATES:** January 22-25, 2023

**LOCATION OF TRAVEL:** Altamonte Springs, Florida 32701

**SPECIFIC BUSINESS PURPOSE:** Continuing Education  
(i.e. seminar, attend conference, continuing education, etc.)

**Describe the essential nature of the travel request and how this travel will benefit the City:**

(Make sure to provide the full name of acronyms used.)

Cpt Kent will attend Management of the Detective Unit training. During this course supervisors will be provided with valuable information on the effective and efficient management of detective unit personnel, procedures and investigations in order to improve organizational processes and increase clearance and arrest rates. The cost of the course is \$595.00. The per diem rate will be \$50.00 a day for a total of \$200.00. The hotel reservation will be at the following location:

Hilton Orlando / Altamonte Springs  
350 Northlake Boulevard  
Altamonte Springs, FL 32701  
1 407-830-1985

Course Cost: \$ 595.00  
Hotel Cost: \$ 441.00  
Per Diem: \$ 200.00 (out of state rate)  
total: \$1236.00

Employee Signature: 

Date: 12/5/2022

Dept. Head Signature: 

Date: 6 DEC 22

## **Beverly Sweeney**

---

**From:** Carol Lane <clane@enterpriseal.gov>  
**Sent:** Wednesday, November 23, 2022 4:50 AM  
**To:** Beverly Sweeney  
**Subject:** FW: Volleyball State Champions

Please at to December 20<sup>th</sup> agenda

*Carolyn A. Lane, Executive Assistant*  
*Office of the Mayor*  
*City of Enterprise*  
*P.O. Box 311000*  
*Enterprise, Alabama 36331*  
*Office (334) 348-2602*  
*Fax (334) 348-2607*  
**clane@enterpriseal.gov**

---

**From:** Blake Moore <bmoore@enterpriseal.gov>  
**Sent:** Wednesday, November 23, 2022 4:48 AM  
**To:** Carol Lane <clane@enterpriseal.gov>  
**Subject:** Volleyball State Champions

5<sup>th</sup> and 6<sup>th</sup> Grade ARPA Volleyball State Champions

Graycie Harrison  
Anslee Milliner  
Ally Henderson  
Charli Hodge  
Laeken Griffith  
Caroline Forehand  
Holli Howell  
Ella Kate Bowers  
Coach Candi Henderson  
Coach Brynn Milliner

***Blake Moore***  
**Parks and Recreation Superintendent**  
City of Enterprise  
421 E. Lee St.  
Enterprise, AL. 36330  
(334)348-2681



# ENTERPRISE CHRISTMAS PARADE 2022 WINNERS



## A Sweet Christmas



*Best Interpretation of Theme*  
**WICKSBURG PAGEANTS #51**

*Most Original*  
**ENTERPRISE FIRST UNITED METHODIST # 102**

*Most Innovative*  
**ARMY AVIATION FOUNDATIONS MUSEUM #140**

*Best Overall*  
**MURPHY'S FAMILY RESTAURANTS - MCDONALDS #72**

*Spirit Award*  
**EHS BIG BLUE MARCHING BAND #171**

*Honorable Mention*  
**TRI-COMMUNITY VOLUNTEER FIRE DEPARTMENT #163**

# *Appreciation Award*

*Presented to*

**Teresa Warren**

*by the  
Office of the Mayor  
City of Enterprise*

**For your outstanding contribution in bringing  
festivity to Enterprise City Hall**

Dated this 20<sup>th</sup> day December, AD, 2022

William E. Cooper, Sr.

---

Mayor



## ORDINANCE 12-06-22-C

### SHORT-TERM RENTAL ORDINANCE

WHEREAS, it has become a necessity for the City of Enterprise to enact license fees for the operation of short-term rentals and allow the City's Revenue Department to have a record, for taxation purposes, of short-term rentals and,

WHEREAS, for the safety and health of our citizens and visitors, the City Council of the City of Enterprise finds it in the public interest to enact regulations and create a permit for each short-term rental location.

BE IT ORDAINED by the Enterprise City Council as follows:

#### Section 1. Definitions.

"Hosting platform" means a person who, for a fee or other charge, provides on an internet website and online platform that facilitates the rental of a short-term residential rental unit on behalf of an operator, including, without limitation, through advertising, matchmaking or other means.

"Operator" means any person who owns, controls, manages or operates a short-term residential rental unit or property.

"Short-term residential rental" (sometimes referred to as "STR") means the commercial use, or the making available for commercial use, of a residential dwelling unit for dwelling, lodging or sleeping purposes, wherein any individual guest rents or occupies, for a fee or other pecuniary consideration, the unit or a portion of the residence for a period of less than 90 (ninety) consecutive calendar days. The definition of "short-term residential rental" shall exclude commercial businesses who operate facilities primarily for the purpose of short-term rental (e.g. Mobile Home Parks, RV Parks, hotels, motels, etc.) that are already required to be licensed by other provisions of the business license ordinances of the City.

#### 2. License required.

(A) Every person in the city or in its police jurisdiction engaging in the business of offering or operating a short-term residential rental shall not operate without first obtaining and thereafter maintaining a valid unexpired license pursuant to this Ordinance for short-term residential rental.

(B) If a short-term residential unit is managed by a person lawfully entitled to manage the unit other than the licensee or a principal of the licensee for that unit, that person must also possess a valid short-term rental license from the City of Enterprise to manage property.

(C) The holder of a license under this Ordinance is the person primarily responsible for compliance with the obligations that are imposed on an operator by this Ordinance, whether or not that person owns the real property on which the short-term residential rental is located. In the case of a short-term residential rental whose affiliated licensee is not the property owner, the property owner is secondarily responsible for compliance.

(D) The NAICS code to be used for licensing of Short-Term Residential Rental is NAICS #721199 - All Other Traveler Accommodation and the fee schedule for licensing is Schedule K.

#### 3. To renew a STR license the owner must provide.

(A) Proof of current property insurance, which may include declarations, information or summary pages from the policy that show the amount of the insurance policy and coverage.

(B) All lodging taxes must be current with no outstanding balances.

(C) A completed and signed affidavit of compliance with safety regulations outlined in this ordinance.

(D) Payment of the business license tax.

#### 4. Lodging Tax.

(A) Short-term rentals must remit lodging tax as set forth in Ordinance 11-17-09, as may be amended, of the City of Enterprise Municipal Ordinances. If such business is being conducted within the corporate limits of the city the short-term rental lodging tax shall be in an amount to be determined by the application of the rate of six (6) percent of the charge for such room, lodging, accommodation including the charge for use or rental of personal property or services furnished in such room.

(B) If such business is conducted outside the corporate limits but within the police jurisdiction of the city short-term rental lodging tax herein levied shall be determined by the application of the rate of 3 (three) percent of the charge for such room, lodging, or accommodation including the charge for use or rental of personal property or services furnished in such a room. In no event shall such short-term rental lodging tax exceed an amount equal to one-half (1/2) the amount of the tax applicable within the corporate limits.

(C) This tax is in addition to business license tax, permit fees and all other taxes that apply or may be imposed in the future. Lodging tax remittances are a license requirement and failure to file and remit lodging tax timely is a condition for license revocation.

(D) The lodging tax will be collected, recorded, remitted in the same manner as lodging taxes for hotels, motels and other businesses that engage in transient lodging.

#### 5. Permit Fees.

The operator of a short-term residential rental unit shall pay, in advance, an annual fee of \$20 (twenty dollars) for each short-term residential rental unit. Where there are multiple dwelling units on the same property, each unit must be permitted individually. This is in addition to the yearly business license fee, lodging tax and all other taxes that apply or may be imposed in the future.

#### 6. Application for a Permit.

Each application for a short-term residential rental permit shall contain or include the following information and documentation:

(A) The name, signature, address and telephone number of the owner of the residential dwelling to be associated with the license.

(B) The name, address and telephone number of any property manager or property management firm that will be operating the short-term residential rental.

(C) The name, address and telephone number (including a telephone number that provides for communication twenty-four hours a day) of the local contact person who will respond to complaints regarding the condition, operation, or conduct of the occupants of the short-term residential rental unit.

(D) The address of the residential dwelling proposed to be used as a short-term residential rental.

(E) An affidavit attesting that there are no delinquent lodging tax liabilities or tax liens regarding the property to be used as a short-term residential rental.

(F) Upon business license application submission, the submission of an affidavit by operator affirming that the short-term rental shall be in compliance with safety regulations as outlined in this ordinance on or before July 15, 2022. Thereafter, an affidavit affirming compliance with said safety regulations to be submitted upon annual business license renewal.

#### 7. Compliance.

The operator of a short-term residential rental shall comply with all provisions of City of Enterprise Ordinances that pertain to the collection of lodging taxes by the operator of an establishment subject to those Ordinances, as well as the associated record keeping requirements.



The operator is responsible for ensuring that the short-term residential rental complies with all State, County and City ordinances and for ensuring the safety of the guests of the short-term residential rental.

Nothing contained in this article shall be construed to relieve any person from any tax liability, penalty, interest or forfeiture incurred under any laws or ordinances of the city prior to the effective date of this article.

8. Safety precautions.

(A) An evacuation map shall be placed within each STR unit. The map(s) shall be mounted on a wall or door near all exits in a conspicuous manner. The map(s) should be mounted in a horizontal position, and either be made of a durable material or encased within a durable frame or enclosure. The map(s) shall have a minimum size of ten inches by eight inches, with the color of text contrasting to the background. The map(s) shall have a "you are here" star with a directional arrow to the nearest exit, notate all additional exits, and shall also indicate the location of all available fire extinguishers.

(B) At a minimum, there must be at least one fire extinguisher:

- (1) In the kitchen area, located under the sink;
- (2) In any garage, mounted on the wall no higher than forty-eight inches above the finished floor; and
- (3) Located on each floor level of the short-term residential rental unit, to the extent not otherwise covered by Paragraphs (1) and (2) of this Subsection (B).

Each fire extinguisher shall have a current service tag from a State of Alabama Fire Marshal-certified contractor.

(C) Smoke alarms shall be present in all sleeping rooms, outside of bedrooms, and on every level of the home, including the basement, installed in accordance with applicable codes. A record of twice annual testing and battery replacement shall be available for verification by the Fire Department.

(D) Doors and windows intended for egress shall be operational.

(E) Carbon monoxide alarms shall be installed when required by applicable codes.

(F) Each short-term residential rental shall be maintained in accordance with all applicable provisions of City building-related and technical codes adopted pursuant to City of Enterprise.

9. Miscellaneous provisions.

(A) The operator shall post a copy of the permit in a conspicuous place within the short-term residential rental unit.

(B) All occupant vehicles shall be parked on site, and shall not be parked in the adjacent public right-of-way.

(C) The short-term rental shall adhere to all applicable noise provisions of City Ordinance 6-18-96.

(D) The operator shall make available a local twenty-four-hour phone number that provides the capability of producing a response within a reasonable time to complaints regarding the condition, operation, or conduct of the occupants of the short-term residential rental unit.

(E) A placard shall be displayed on the interior of each short-term residential rental unit listing the information set forth below in this Subsection (D). The placard shall be in plain view of the renters at all times the short-term residential rental unit is occupied and shall be a minimum of eight and one-half inches by eleven inches in size. Displayed on the placard shall be the twenty-four-hour contact information required by Subsection (D) of this Section. The information required by the preceding sentence must be in a minimum legible font of seventy-two-point or a minimum of one and one-half inches in height. The required contact information shall include a full name and telephone number of the contact.

(F) Trash and refuse shall not be left or stored in public view, except in proper containers for the purpose of collection in accordance with the requirements of City of Enterprise Ordinances. The owner of the property or manager of the short-term residential rental unit shall be responsible for notifying occupants of trash disposal procedures and for maintaining compliance with the requirements of all City of Enterprise Ordinances.

(G) Consistent with and as a reflection of the definition of the term "short-term residential rental" set forth in this Ordinance, no short-term residential rental unit may be rented for or advertised for the purpose of serving as a banquet facility or other facility that is made available for the holding of events on a commercial basis. Any use of the short-term residential rental unit is limited to activities that are incidental to its use for dwelling, lodging or sleeping purposes.

10. Notification of change in ownership.

The operator must notify the Revenue Department of any change in property ownership or management or any other material change in the information described in the license application, permit(s) and set forth in the City of Enterprise Business License Ordinance. The notification must be made within fifteen days after the change has occurred. The Revenue Director may require a new application for a business license and new permit(s) if the changes warrant a new application.

11. Suspension-Revocation.

In addition to any other remedy available for a violation of this Ordinance, the Police Chief, Fire Chief or any other City staff may refer the license to Council for revocation or suspension of a license issued under this Ordinance in connection with a particular short-term residential unit for repeat violations or any violation which may constitute a danger to health, safety or constitutes a nuisance regarding that unit. In addition, the renewal of a license issued under this Ordinance or an application for a new license under this Ordinance may be denied if the licensee or applicant has been found guilty of any provision of this Ordinance or has been determined to be in violation of any provision of this Ordinance in connection with a civil proceeding. If a business license is revoked all permit(s) under that license will be revoked simultaneously.

12. Enforcement.

Officers of the Police Department are authorized to enforce or assist in the enforcement of this Ordinance, including, but not limited to, causing a summons to be issued for violations to the operator to appear in municipal court. Any violation of this Ordinance shall constitute an offense punishable by a fine of up to \$100.00 per violation.

Section 2. The terms and provisions of this ordinance are severable. If any part or portion of this ordinance is declared invalid, void, or unconstitutional, that portion shall be deemed severed, and the remaining portions of the ordinance shall remain in full force and effect.

Section 3. All ordinances or parts of ordinances, in any manner expressly conflicting herewith are hereby repealed.

Section 4. This ordinance shall become effective upon its publication as required by law.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend  
District #5

\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1



\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

**RESOLUTION 12-20-22**

**A RESOLUTION AMENDING  
THE EMPLOYEE CLASSIFICATION PLAN/SALARY SCHEDULE  
BY ELIMINATING AN EXISTING JOB CLASSIFICATION; CREATING A NEW JOB TITLE**

Whereas, the City of Enterprise Employee Classification Plan/Salary Schedule was established by the City Council of the City of Enterprise, Alabama, under the authority of Ordinance 10-16-01; and,

Whereas, the City Council desires to create and establish a new job classification to be included in the said schedule under existing Pay Grade 21 and to eliminate a job classification under existing Pay Grade 19.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ENTERPRISE, ALABAMA, as follows:

Section 1: Ordinance 10-16-01, which establishes the Personnel Policies, Rules and Regulations handbook and also sets out the Classification Plan/Salary Schedule for the city employees, is hereby amended to eliminate the position of Sewer Collection Supervisor, Pay Grade 19, and to provide for the creation of Sewer Collection Manager, Pay Grade 21, with the attached job description (Attachment A) which will be set out in the new amended Classification Plan/Salary Schedule and is hereby adopted by reference.

Section 2: The position of Sewer Collection Supervisor, Pay Grade 19, is hereby eliminated from the City of Enterprise Employee Classification Plan/Salary Schedule, effective December 21, 2022.

Section 3: All such Classification Plans/Salary Schedules established and adopted by this resolution shall be maintained, with any and all amendments thereto, as a matter of record in the Office of Human Resources at City Hall.

Section 4: The Mayor is hereby authorized, empowered, and directed to make such classification and salary changes effected by the enactment of this resolution.

Section 5: The provisions, sections, paragraphs, and sentences of this resolution are declared to be severable. Should any of these be declared invalid by judgment or decree of a court of competent jurisdiction, such judgment or decree shall not affect any other section, provision, paragraph or sentence of the remainder of this resolution.

Section 6: This resolution shall take effect on December 21, 2022 and upon advertisement as required by law.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend  
District #5

\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1

\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

ATTEST:

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk



## **Sewer Collection Manager**

Public Works - Sewer

Classified/Exempt

### **JOB SUMMARY**

This position is responsible for managing the maintenance and repair of the city's sewer collection system.

The Sewer Collection Manager manages assigned personnel including heavy equipment operators and semi-skilled laborers, in operations of construction, maintenance and repair of sewage equipment, and sewage lines. The manager is responsible for monitoring work of maintenance crews and for supervision of functions performed by subordinates. Construction assignments are given in the form of plans and specifications and are reviewed with the manager, but generally the work is performed by assignment to subordinate personnel to complete the tasks assigned. The manager is responsible for discussing major technical or policy issues with the Asst. Director of Public Works and/or Public Works Director and City Engineer before taking final action.

### **MAJOR DUTIES**

- Manages, directs, and ensures that all preventative and corrective maintenance schedules are completed timely and as required.
- Develops, plans, assigns, and reviews the work of all personnel assigned to the city's sewer collection system.
- Inspects new sewer construction for compliance with regulations and standards.
- Monitors and updates sewer system maps and reports.
- Manages all equipment that is required to complete the maintenance and installation of the City's sewer collection system.
- Approves repairs of equipment as needed or submits requests to purchase additional equipment when equipment is no longer in the condition of acceptable use and researches replacement costs to submit to Director for replacement.
- Maintains inventory of supplies, materials, and equipment; makes purchases as needed.
- Assists with the preparation of budget for his department including calculating personnel costs, material and equipment, operation and any items associated with the successful operation of the sewer collection system.



- Monitors division budget and controls expenditures; approves purchase orders.
- Directs the maintenance of the sewer right-of-way.
- Directs the maintenance of tools and equipment.
- Manages and directs the location of underground sewer utilities.
- Addresses and resolves complaints from the general public.
- Trains, assigns, directs, supervises, evaluates, and disciplines assigned personnel.
- Verifies employee certification and training requirements are met and maintained for positions that they are in.
- Performs related duties as assigned.

#### **KNOWLEDGE REQUIRED BY THE POSITION**

- Knowledge of sewer collection system construction and maintenance principles.
- Knowledge of department and city policies and procedures, and federal, state, and local laws and regulations.
- Knowledge of construction inspection principles and guidelines.
- Knowledge of the tools and equipment used in sewer construction and maintenance.
- Knowledge of work safety principles.
- Knowledge of budget management principles.
- Knowledge of computers and job-related software programs.
- Skill in the interpretation of plans, maps, and specifications.
- Skill in planning, organization, and decision making.
- Skill in the training and supervision of personnel.
- Skill in oral and written communication.

#### **SUPERVISORY CONTROLS**

The Public Works Director and City Engineer assigns work in terms of division goals and objectives. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

## **GUIDELINES**

Guidelines include county, state and federal environmental regulations, permit requirements, city codes and specifications, and city and department policies and procedures. These guidelines require judgment, selection, and interpretation in application. This position develops division guidelines.

## **COMPLEXITY/SCOPE OF WORK**

- The work consists of varied management, supervisory and technical duties. Maintaining complex systems combined with strict regulations contribute to the complexity of the position.
- The purpose of this position is to manage the maintenance and repair of the sewer collection system. Successful performance helps ensure the efficiency and effectiveness of sewer system operations.

## **CONTACTS**

- Contacts are typically with co-workers, other city employees, representatives of state and federal agencies, engineers, vendors, contractors, builders, homeowners, and the general public.
- Contacts are typically to give or exchange information, resolve problems, motivate persons, and provide services.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is typically performed while intermittently sitting, standing, stooping, walking, bending, or crouching. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, contagious of infectious diseases, and irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

## **SUPERVISORY AND MANAGEMENT RESPONSIBILITY**

This position has direct supervision over Heavy Equipment Operator and Maintenance and Construction Worker.

## **MINIMUM QUALIFICATIONS**

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to a high school diploma.
- Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the division/department in order to direct and coordinate work within the division/department, usually interpreted to require at least five years working within a sewer collection system of comparable size and at least 2 years of progressively responsible experience of supervising staff and operations of sewer system installation, maintenance, or construction.

- **Possession of a valid Class B commercial driver's license issued by the State of Alabama for the type of vehicle or equipment operated.**
- **Certification as a Grade I wastewater operator.**

**RESOLUTION 12-20-22-A**

**A RESOLUTION AMENDING  
THE EMPLOYEE CLASSIFICATION PLAN/SALARY SCHEDULE  
BY ELIMINATING A JOB TITLE AND DUTIES; CREATING A NEW JOB TITLE**

Whereas, the City of Enterprise Employee Classification Plan/Salary Schedule was established by the City Council of the City of Enterprise, Alabama, under the authority of Ordinance 10-16-01, and;

Whereas, the City Council desires to eliminate an established job classification and description and to create and establish a new job classification to be included in the said schedule under existing Pay Grade 21.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ENTERPRISE, ALABAMA, as follows:

Section 1: Ordinance 10-16-01, which establishes the Personnel Policies, Rules, and Regulations handbook and also sets out the Classification Plan/Salary Schedule for the city employees, is hereby amended to eliminate the position of Wastewater Plant and Sewer System Manager, Pay Grade 21, and to provide for the creation of Wastewater Treatment Plant Manager, Pay Grade 21, which will be set out in the new amended Classification Plan/Salary Schedule and is hereby adopted by reference. (Attachment A)

Section 2: All such Classification Plans/Salary Schedules established and adopted by this resolution shall be maintained, with any and all amendments thereto, as a matter of record in the Office of Human Resources at City Hall.

Section 3: The Mayor is hereby authorized, empowered and directed to make such classification and salary changes affected by the enactment of this resolution.

Section 4: The provisions, sections, paragraphs, and sentences of this resolution are declared severable. Should any of these be declared invalid by judgment or decree of a court of competent jurisdiction, such judgment or decree shall not affect any other section, provision, paragraph or sentence of the remainder of this resolution.

Section 5: This resolution will become effective upon adoption and advertisement as required by law.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend  
District #5

\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1

\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

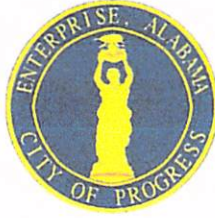
ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk



## **Wastewater Treatment Plant Manager**

### **Public Works – Wastewater Treatment Plant**

Classified/Exempt

#### **JOB SUMMARY**

This position is responsible for managing the city's wastewater treatment and their plant operations.

More specifically, the Wastewater Treatment Plant Manager is responsible for planning, directing, and coordinating all phases of City wastewater treatment operations to include personnel management, fiscal management, equipment maintenance, facility repair, operation of treatment and supply facilities, laboratory services, and sludge handling activities.

#### **MAJOR DUTIES**

- Manages and directs the operation and maintenance of the wastewater, treatment plants and lift stations.
- Oversees the development and implementation of standard operating procedures for the proper operation of treatment plants and it's facilities. Ensures that such standard operating procedures are updated when/as needed.
- Coordinates work with other City departments.
- Maintains personnel, operational, repair, and maintenance records.
- Develops, plans, assigns, and reviews the work of personnel engaged in the operation and maintenance of treatment facilities and the monitoring of wells.
- Trains, assigns, directs, supervises, evaluates, and disciplines personnel.
- Submits requests for additional personnel, equipment, and/or supplies for operational, repair, and maintenance needs to Director when warranted.
- Assists with the preparation of budget for his department including calculating personnel costs, material and equipment, operation and any items associated with the successful operation of the wastewater treatment plant(s) and it's facilities.
- Monitors division budget and controls expenditures; approves purchase orders.
- Reviews department payroll for accuracy and completeness.
- Inspects wastewater treatment plant and lift stations.
- Reviews and monitors compliance with preventive maintenance schedules.

- Analyzes data and completes state and federal reports.
- Monitors system compliance with permit guidelines and all relevant state and federal regulations.
- Provides all required notices to governmental agencies related to the successful operation of the City's wastewater treatment facilities.
- Prepares and maintains a variety of files and records.
- Verifies employee certification and training requirements are met and maintained.
- Addresses and resolves complaints from the general public.
- Performs related duties as assigned.

#### **KNOWLEDGE REQUIRED BY THE POSITION**

- Knowledge of wastewater treatment principles, operations, and equipment.
- Knowledge of wastewater treatment system operation, repair, and maintenance principles.
- Knowledge of lift station equipment.
- Knowledge of department and city policies and procedures, and relevant federal, state, and local laws and regulations.
- Knowledge of permit requirements.
- Knowledge of work safety principles.
- Knowledge of budget management principles.
- Knowledge of computers and job-related software programs.
- Skill in the interpretation of plans, maps, and specifications.
- Skill in the operation and maintenance of mechanical and electronic equipment.
- Skill in planning, organization, and decision making.
- Skill in the training and supervision of personnel.
- Skill in oral and written communication.

#### **SUPERVISORY CONTROLS**



The Public Works Director and City Engineer assigns work in terms of division goals and objectives. The supervisor reviews work through conferences, reports, and observation of division activities.

## **GUIDELINES**

Guidelines include, county, state, and federal environmental regulations, permit requirements, and city and department policies and procedures. These guidelines require judgment, selection, and interpretation in application. This position develops division guidelines.

## **COMPLEXITY/SCOPE OF WORK**

- The work consists of varied management, supervisory, and technical duties. The complexity of plant operations combined with strict regulations contribute to the complexity of the position.
- The purpose of this position is to manage the city's wastewater treatment process. Successful performance helps ensure the safe and effective treatment and management of wastewater.

## **CONTACTS**

- Contacts are typically with co-workers, other city employees, representatives of state and federal agencies, engineers, vendors, contractors, and the general public.
- Contacts are typically to give or exchange information, resolve problems, motivate persons, and provide services.

## **PHYSICAL DEMANDS/ WORK ENVIRONMENT**

- The work is typically performed sitting at a desk or table or while intermittently sitting, standing, stooping, bending, or crouching. The employee occasionally lifts light and heavy objects, climbs ladders, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office, at wastewater treatment facilities, and outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, contagious of infectious diseases, and irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

## **SUPERVISORY AND MANAGEMENT RESPONSIBILITY**

This position has direct supervision over, Senior Wastewater Treatment Plant Operator III, Wastewater Treatment Plant Operator III and other assigned staff.

## **MINIMUM QUALIFICATIONS**

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to a high school diploma Five (5) years of recent progressively responsible experience in various Grade IV wastewater treatment operations to include a minimum of two (2) years of supervisory experience in various Grade IV wastewater treatment operations.
- Possession of Grade IV Wastewater Treatment Operator Certification as required by the regulating state agency and the City.
- Possession of a valid driver's license issued by the State of Alabama for the type of vehicle or equipment operated.

**RESOLUTION 12-20-22-B**

**A RESOLUTION TO SET A PUBLIC HEARING RELATED  
TO VACATING OF A PORTION OF EAST BRUNSON STREET**

Whereas, the City of Enterprise, Alabama is constructing a new recreation and aquatic center complex for the benefit of its citizens and their health and welfare;

Whereas, in order to complete said project, the City Council of the City of Enterprise, Alabama finds it in the public interest to vacate a portion of East Brunson Street as described below;

Now, therefore, let it be resolved as follows:

1. The City having filed of record an application in connection with this Resolution to be enacted pursuant to Ala. Code § 23-4-2, the City Council finds it in the public interest to close a portion of East Brunson Street in the corporate limits of the City of Enterprise, Alabama, said portion described as follows:

That portion of the street and right of way (approximately 50 feet in width) known as East Brunson Street from the intersection of East Brunson Street and Hollis Street to the eastern boundary line of the real property owned currently by Walter H. Hermsmeier and Sarah R. Hermsmeier located at 307 East Brunson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A" incorporated herein by reference.

2. In furtherance of the aforesaid findings and proposed partial vacation of East Brunson Street, the City Council does hereby set and schedule a public hearing at its regularly scheduled meeting on February 7, 2023, at 6:00 p.m., at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330 prior to taking final action. It is expected that immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation. The City Clerk is directed to cause the publication of a notice of the public hearing on the partial vacation of East Brunson Street as described above in The Enterprise Ledger once a week for four consecutive weeks. Further, the City Clerk shall cause the notice of the public hearing to be posted on a bulletin board at the Coffee County Courthouse in Enterprise, Alabama and shall cause the notice to be served by U.S. mail at least 30 days prior to February 7, 2023, on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial or buried, within the public right-of-way of the portion of the street to be vacated, including, but not necessarily limited to, Alabama Power Company and the Water Works Board of the City of Enterprise, Alabama. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the City Council at which the proposed vacation is scheduled to be addressed. The notice shall also state that any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
3. Subsequent to the hearing referenced above, if the City Council elects to vacate said portion of East Brunson Street, it shall adopt a resolution which shall describe with accuracy the portion of said Street, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The resolution shall reflect that vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action as reflected by such resolution shall be published once in a newspaper in the county no later than 14 days after its adoption.
4. This Resolution shall take effect upon passage.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend  
District #5

\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1

\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper  
Mayor

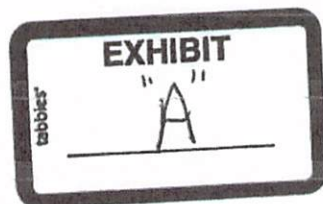
ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk





Vacated Portion of  
East Brunson Street



APPLICATION OF THE CITY OF ENTERPRISE, ALABAMA  
TO VACATE A PORTION OF EAST BRUNSON STREET

Comes now the City of Enterprise, Alabama, by and through its City Council, and pursuant to Ala. Code § 23-4-1, et seq., makes application to close a portion of East Brunson Street in the corporate limits of the City of Enterprise, Alabama described as follows:

That portion of the street and right of way (approximately 50 feet in width) known as East Brunson Street from the intersection of East Brunson Street and Hollis Street to the eastern boundary line of the real property owned currently by Walter H. Hermsmeier and Sarah R. Hermsmeier located at 307 East Brunson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A" incorporated herein by reference.

1. In furtherance of a public purpose related to the construction of the City's new Recreation and Aquatic Center, it is requested, and application is hereby made, that the governing body of the City of Enterprise, Alabama vacate said portion of East Brunson Street described above and to that end that said governing body schedule a public hearing prior to taking final action and publish notice of the proposed hearing on the partial vacation in a newspaper of general circulation in the portion of the county where the street/right of way lies once a week for four consecutive weeks in the county prior to deciding the issue at a regularly scheduled meeting of the governing body. It is requested that the City cause a copy of the notice to be posted on a bulletin board at the county courthouse in Enterprise, Alabama and served by U.S. mail at least 30 days prior to the scheduled meeting on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial and buried, within the public right-of-way of the street to be vacated. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the governing body at which the proposed vacation is scheduled to be addressed. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
2. If the governing body elects to vacate, it shall adopt a resolution which shall describe with accuracy the street, alley, or highway, or portion thereof, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action shall be published once in a newspaper in the county no later than 14 days after its adoption.

Submitted this 19<sup>th</sup> day of December, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend, District #5

\_\_\_\_\_  
Council Member Sonya W. Rich, District #1

\_\_\_\_\_  
Council Member Eugene Goolsby, District #2

ATTEST:

\_\_\_\_\_  
Council Member Greg Padgett, District #3

\_\_\_\_\_  
Beverly Sweeney, City Clerk

\_\_\_\_\_  
Council Member Scotty Johnson, District #4

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney, City Clerk

ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper, Mayor

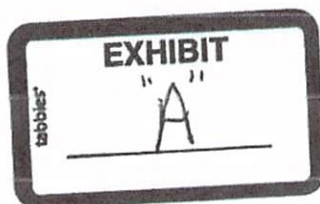
ATTEST:

\_\_\_\_\_  
Beverly Sweeney, City Clerk



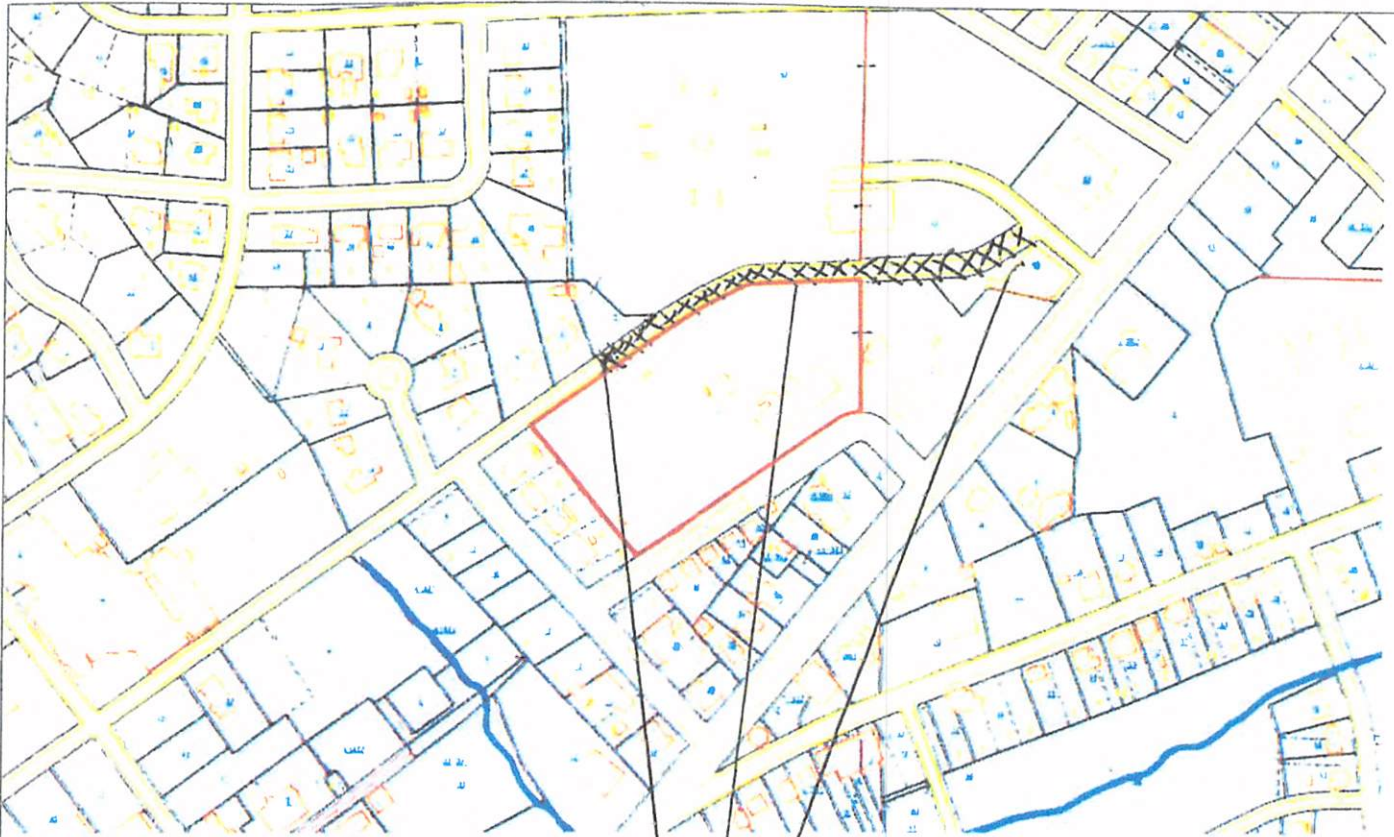


Vacated Portion of  
East Brunson Street



**NOTICE OF PUBLIC HEARING ON PARTIAL VACATION  
OF EAST BRUNSON STREET**

At its regularly scheduled meeting on February 7, 2023, at 6:00 pm, at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330, the City Council of the City of Enterprise, Alabama will hold a public hearing on the partial vacation of East Brunson Street, proposing to vacate said street and right of way (approximately 50' in width) from the intersection of East Brunson Street and Hollis Street to the eastern boundary line of the real property owned currently by Walter H. Hermsmeier and Sarah R. Hermsmeier located at 307 East Brunson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A," incorporated herein by reference. See map attached hereto as Exhibit "A" incorporated by reference. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the City Council at the address stated above or may request an opportunity to be heard at the said public hearing. Immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation.



Vacated Portion of  
East Brunson Street



**RESOLUTION 12-20-22-C**

**A RESOLUTION TO SET A PUBLIC HEARING RELATED  
TO VACATING OF A PORTION OF HOLLIS STREET**

Whereas, the City of Enterprise, Alabama is constructing a new recreation and aquatic center complex for the benefit of its citizens and their health and welfare;

Whereas, in order to complete said project, the City Council of the City of Enterprise, Alabama finds it in the public interest to vacate a portion of Hollis Street as described below;

Now, therefore, let it be resolved as follows:

1. The City having filed of record an application in connection with this Resolution to be enacted pursuant to Ala. Code § 23-4-2, the City Council finds it in the public interest to close a portion of Hollis Street in the corporate limits of the City of Enterprise, Alabama, said portion described as follows:

That portion of the street and right of way (approximately 40-50 feet in width) known as Hollis Street from the westerly boundary line of the real property currently owned by Enterprise Rescue, Inc. at 519 East Lee Street, Enterprise, Alabama 36330, to the City of Enterprise's real property behind the Moose Hope Gymnasium. See map attached hereto as Exhibit "A" incorporated by reference.

2. In furtherance of the aforesaid findings and proposed partial vacation of Hollis Street, the City Council does hereby set and schedule a public hearing at its regularly scheduled meeting on February 7, 2023, at 6:00 p.m., at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330 prior to taking final action. It is expected that immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation. The City Clerk is directed to cause the publication of a notice of the public hearing on the partial vacation of Hollis Street as described above in The Enterprise Ledger once a week for four consecutive weeks. Further, the City Clerk shall cause the notice of the public hearing to be posted on a bulletin board at the Coffee County Courthouse in Enterprise, Alabama and shall cause the notice to be served by U.S. mail at least 30 days prior to February 7, 2023, on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial or buried, within the public right-of-way of the portion of the street to be vacated, including, but not necessarily limited to, Alabama Power Company and the Water Works Board of the City of Enterprise, Alabama. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the City Council at which the proposed vacation is scheduled to be addressed. The notice shall also state that any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
3. Subsequent to the hearing referenced above, if the City Council elects to vacate said portion of Hollis Street, it shall adopt a resolution which shall describe with accuracy the portion of said Street, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The resolution shall reflect that vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action as reflected by such resolution shall be published once in a newspaper in the county no later than 14 days after its adoption.
4. This Resolution shall take effect upon passage.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend  
District #5

\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1

\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

ACTION OF THE MAYOR:

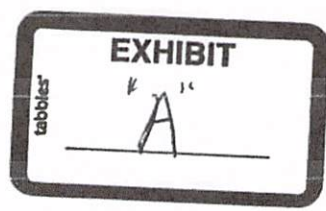
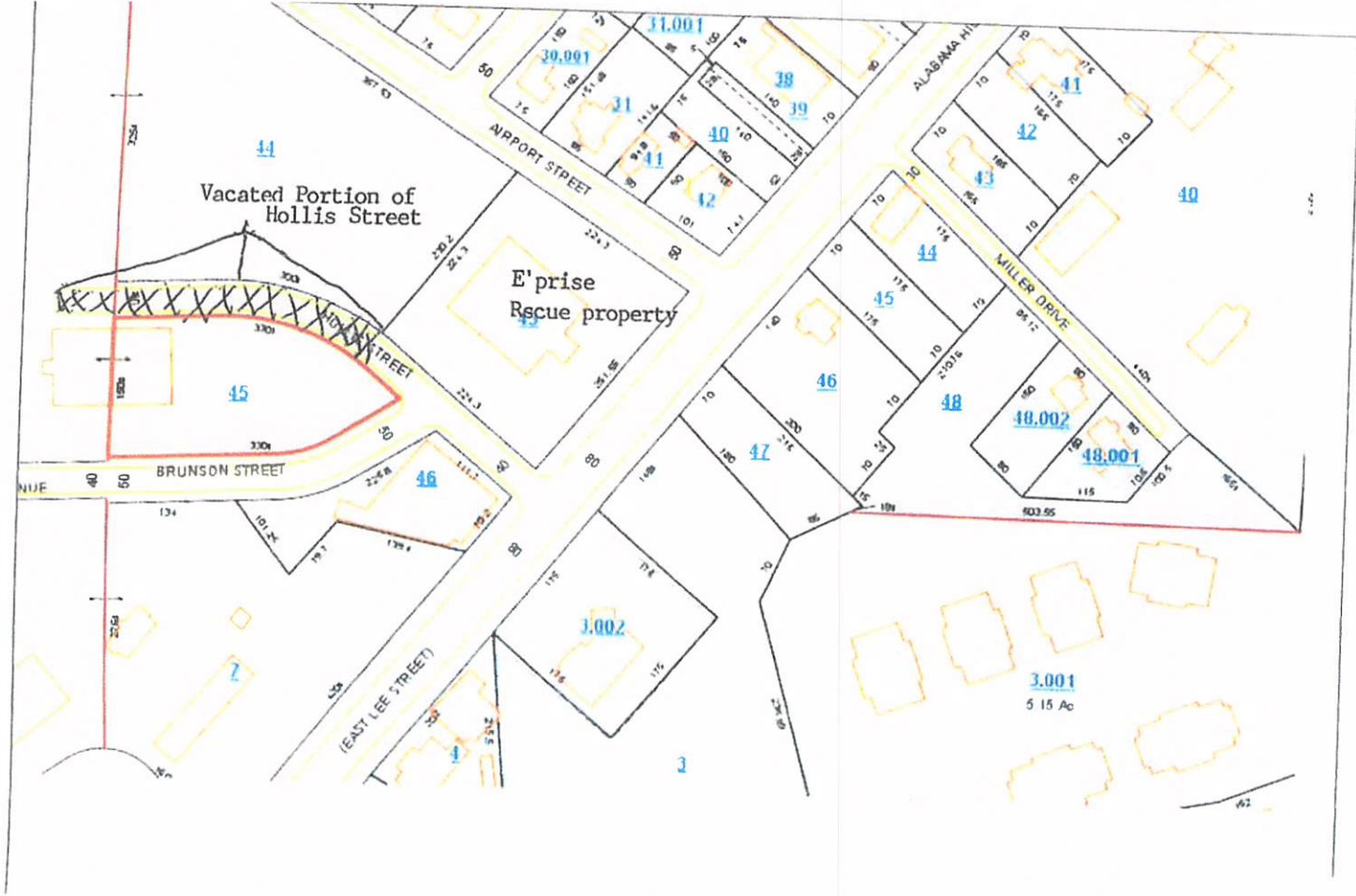
Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk





APPLICATION OF THE CITY OF ENTERPRISE, ALABAMA  
TO VACATE A PORTION OF HOLLIS STREET

Comes now the City of Enterprise, Alabama, by and through its City Council, and pursuant to Ala. Code § 23-4-1, et seq., makes application to close a portion of Hollis Street in the corporate limits of the City of Enterprise, Alabama described as follows:

That portion of the street and right of way (approximately 40-50 feet in width) known as Hollis Street from the westerly boundary line of the real property currently owned by Enterprise Rescue, Inc. at 519 East Lee Street, Enterprise, Alabama 36330, to the City of Enterprise's real property behind the Moose Hope Gymnasium. See map attached hereto as Exhibit "A" incorporated by reference.

1. In furtherance of a public purpose related to the construction of the City's new Recreation and Aquatic Center, it is requested, and application is hereby made, that the governing body of the City of Enterprise, Alabama vacate said portion of Hollis Street described above and to that end that said governing body schedule a public hearing prior to taking final action and publish notice of the proposed hearing on the partial vacation in a newspaper of general circulation in the portion of the county where the street/right of way lies once a week for four consecutive weeks in the county prior to deciding the issue at a regularly scheduled meeting of the governing body. It is requested that the City cause a copy of the notice to be posted on a bulletin board at the county courthouse in Enterprise, Alabama and served by U.S. mail at least 30 days prior to the scheduled meeting on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial and buried, within the public right-of-way of the street to be vacated. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the governing body at which the proposed vacation is scheduled to be addressed. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
2. If the governing body elects to vacate, it shall adopt a resolution which shall describe with accuracy the street, alley, or highway, or portion thereof, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action shall be published once in a newspaper in the county no later than 14 days after its adoption.

Submitted this 19<sup>th</sup> day of December, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend, District #5

\_\_\_\_\_  
Council Member Sonya W. Rich, District #1

\_\_\_\_\_  
Council Member Eugene Goolsby, District #2

ATTEST:

\_\_\_\_\_  
Council Member Greg Padgett, District #3

\_\_\_\_\_  
Beverly Sweeney, City Clerk

\_\_\_\_\_  
Council Member Scotty Johnson, District #4



Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney, City Clerk

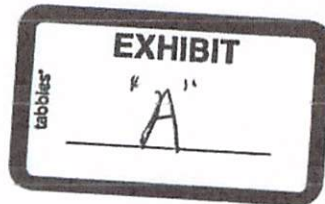
ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
William E. Cooper, Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney, City Clerk



**NOTICE OF PUBLIC HEARING ON PARTIAL VACATION  
OF HOLLIS STREET**

At its regularly scheduled meeting on February 7, 2023, at 6:00 pm, at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330, the City Council of the City of Enterprise, Alabama will hold a public hearing on the partial vacation of Hollis Street, proposing to vacate said street and right of way (approximately 40'-50' in width) from the westerly boundary line of the real property currently owned by Enterprise Rescue, Inc. at 519 East Lee Street, Enterprise, Alabama 36330, to the City of Enterprise's real property behind the Moose Hope Gymnasium. See map attached hereto as Exhibit "A" incorporated by reference. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the City Council at the address stated above or may request an opportunity to be heard at the said public hearing. Immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation.



**RESOLUTION 12-20-22-D**

**A RESOLUTION TO SET A PUBLIC HEARING RELATED  
TO VACATING OF A PORTION OF SWENSON STREET**

Whereas, the City of Enterprise, Alabama is constructing a new recreation and aquatic center complex for the benefit of its citizens and their health and welfare;

Whereas, in order to complete said project, the City Council of the City of Enterprise, Alabama finds it in the public interest to vacate a portion of Swenson Street as described below;

Now, therefore, let it be resolved as follows:

1. The City having filed of record an application in connection with this Resolution to be enacted pursuant to Ala. Code § 23-4-2, the City Council finds it in the public interest to close a portion of Swenson Street in the corporate limits of the City of Enterprise, Alabama, said portion described as follows:

That portion of the street and right of way (approximately 50-60 feet in width) known as Swenson Street from the intersection of East Lee Street and Swenson Street to the property currently owned by John L. Thomas at 210 Swenson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A" incorporated by reference.

2. In furtherance of the aforesaid findings and proposed partial vacation of Swenson Street, the City Council does hereby set and schedule a public hearing at its regularly scheduled meeting on February 7, 2023, at 6:00 p.m., at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330 prior to taking final action. It is expected that immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation. The City Clerk is directed to cause the publication of a notice of the public hearing on the partial vacation of Swenson Street as described above in The Enterprise Ledger once a week for four consecutive weeks. Further, the City Clerk shall cause the notice of the public hearing to be posted on a bulletin board at the Coffee County Courthouse in Enterprise, Alabama and shall cause the notice to be served by U.S. mail at least 30 days prior to February 7, 2023, on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial or buried, within the public right-of-way of the portion of the street to be vacated, including, but not necessarily limited to, Alabama Power Company and the Water Works Board of the City of Enterprise, Alabama. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the City Council at which the proposed vacation is scheduled to be addressed. The notice shall also state that any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
3. Subsequent to the hearing referenced above, if the City Council elects to vacate said portion of Swenson Street, it shall adopt a resolution which shall describe with accuracy the portion of said Street, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The resolution shall reflect that vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action as reflected by such resolution shall be published once in a newspaper in the county no later than 14 days after its adoption.
4. This Resolution shall take effect upon passage.

Duly Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

COUNCIL:

---

Council President Turner Townsend  
District #5



\_\_\_\_\_  
Council Member Sonya W. Rich  
District #1

\_\_\_\_\_  
Council Member Eugene Goolsby  
District #2

\_\_\_\_\_  
Council Member Greg Padgett  
District #3

\_\_\_\_\_  
Council Member Scotty Johnson  
District #4

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney  
City Clerk

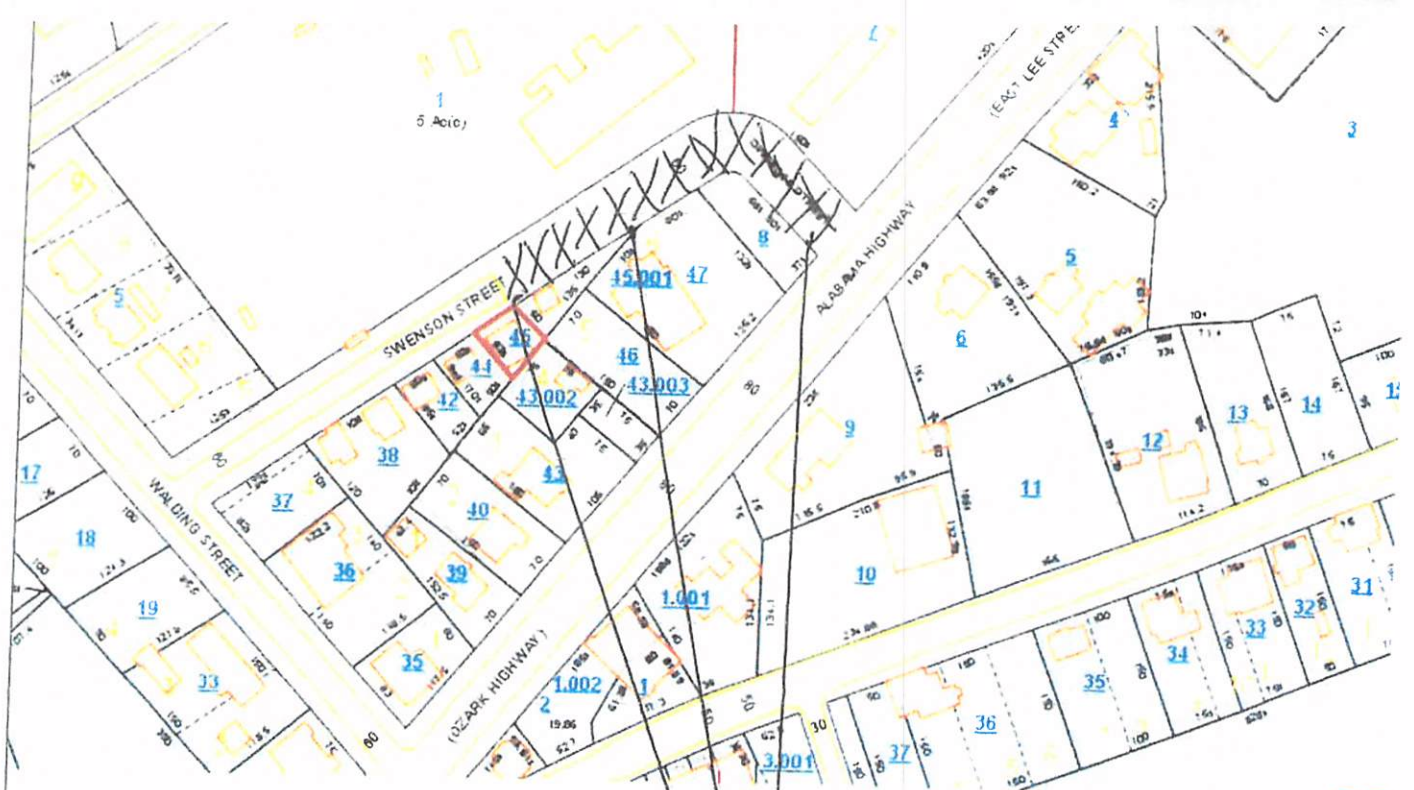
ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

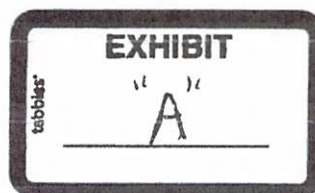
\_\_\_\_\_  
William E. Cooper  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney  
City Clerk



Vacated Portion of  
Swenson Street



APPLICATION OF THE CITY OF ENTERPRISE, ALABAMA  
TO VACATE A PORTION OF SWENSON STREET

Comes now the City of Enterprise, Alabama, by and through its City Council, and pursuant to Ala. Code § 23-4-1, et seq., makes application to close a portion of Swenson Street in the corporate limits of the City of Enterprise, Alabama described as follows:

That portion of the street and right of way (approximately 50-60 feet in width) known as Swenson Street from the intersection of East Lee Street and Swenson Street to the property currently owned by John L. Thomas at 210 Swenson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A" incorporated by reference.

1. In furtherance of a public purpose related to the construction of the City's new Recreation and Aquatic Center, it is requested, and application is hereby made, that the governing body of the City of Enterprise, Alabama vacate said portion of Swenson Street described above and to that end that said governing body schedule a public hearing prior to taking final action and publish notice of the proposed hearing on the partial vacation in a newspaper of general circulation in the portion of the county where the street/right of way lies once a week for four consecutive weeks in the county prior to deciding the issue at a regularly scheduled meeting of the governing body. It is requested that the City cause a copy of the notice to be posted on a bulletin board at the county courthouse in Enterprise, Alabama and served by U.S. mail at least 30 days prior to the scheduled meeting on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial and buried, within the public right-of-way of the street to be vacated. The notice will describe the portion of the street proposed to be vacated and also give the date, time, and location of the meeting of the governing body at which the proposed vacation is scheduled to be addressed. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
2. If the governing body elects to vacate, it shall adopt a resolution which shall describe with accuracy the street, alley, or highway, or portion thereof, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. The vacation described above does not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action shall be published once in a newspaper in the county no later than 14 days after its adoption.

Submitted this 19<sup>th</sup> day of December, 2022.

COUNCIL:

\_\_\_\_\_  
Council President Turner Townsend, District #5

\_\_\_\_\_  
Council Member Sonya W. Rich, District #1

\_\_\_\_\_  
Council Member Eugene Goolsby, District #2

ATTEST:

\_\_\_\_\_  
Council Member Greg Padgett, District #3

\_\_\_\_\_  
Beverly Sweeney, City Clerk

\_\_\_\_\_  
Council Member Scotty Johnson, District #4

Transmitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Beverly Sweeney, City Clerk

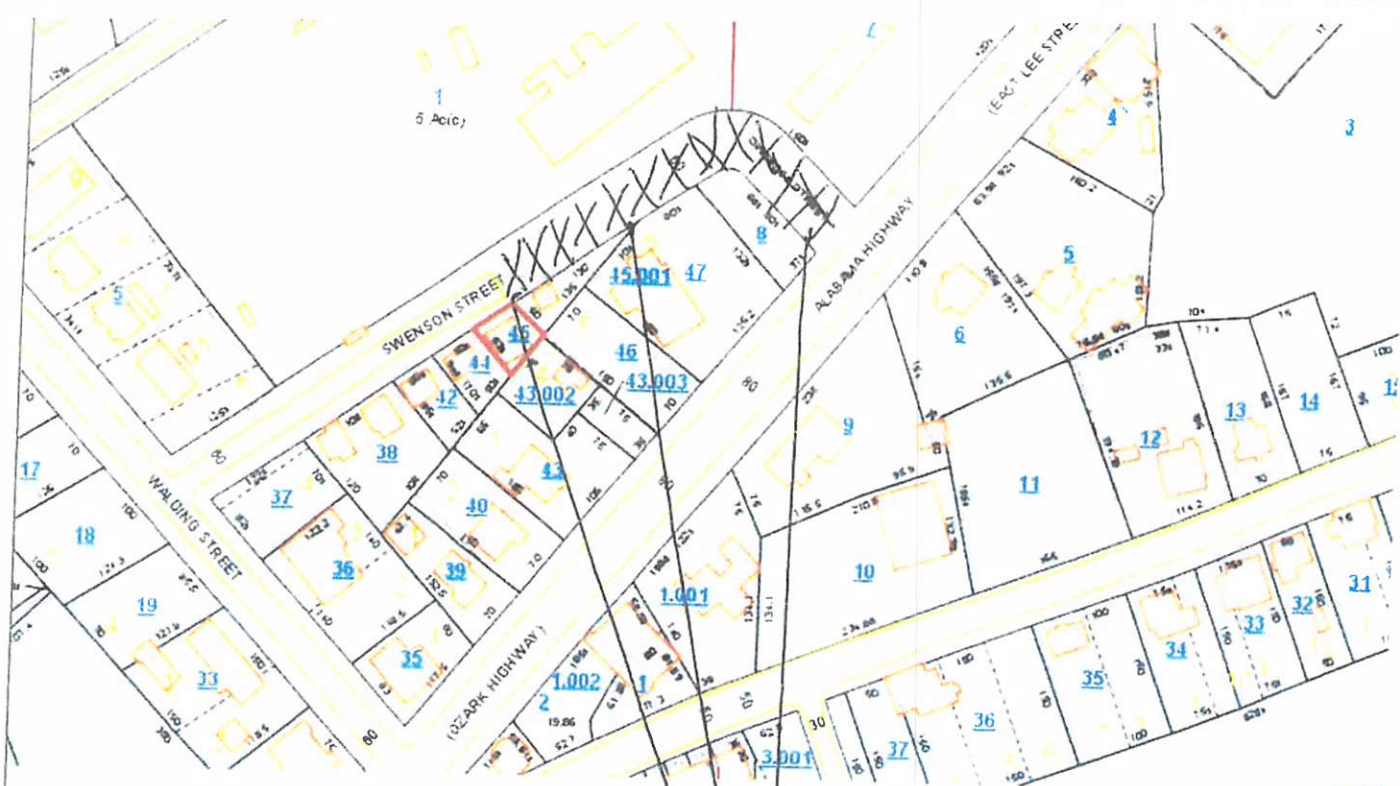
ACTION OF THE MAYOR:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

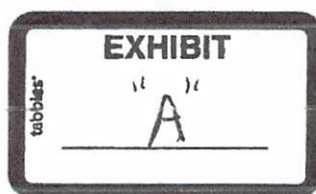
\_\_\_\_\_  
William E. Cooper, Mayor

ATTEST:

\_\_\_\_\_  
Beverly Sweeney, City Clerk



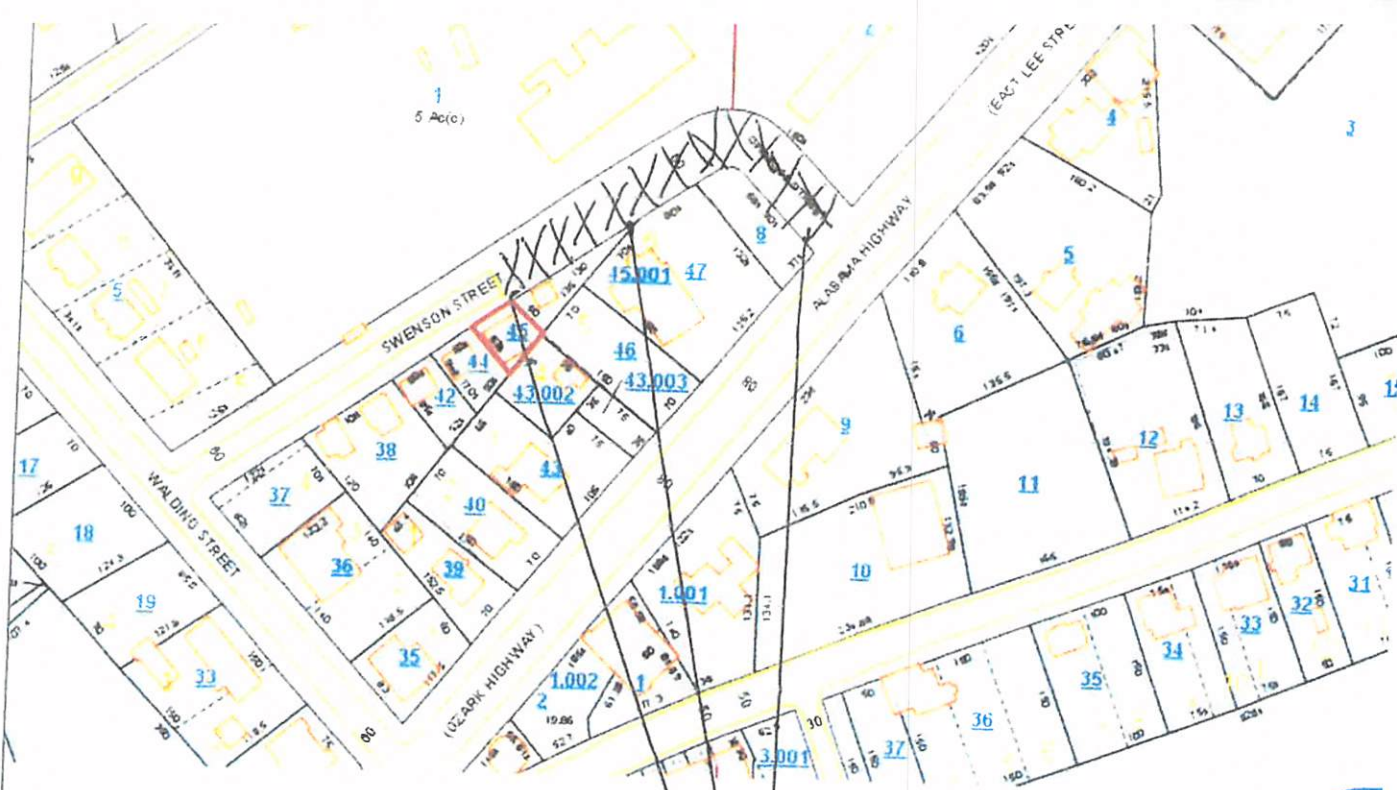
Vacated Portion of  
Swenson Street





**NOTICE OF PUBLIC HEARING ON PARTIAL VACATION  
OF SWENSON STREET**

At its regularly scheduled meeting on February 7, 2023, at 6:00 pm, at City Hall, City Council Chambers, 501 S. Main Street, Enterprise, Alabama 36330, the City Council of the City of Enterprise, Alabama will hold a public hearing on the partial vacation of Swenson Street, proposing to vacate said street and right of way (approximately 50'-60' in width) from the intersection of East Lee Street and Swenson Street to the property currently owned by John L. Thomas at 210 Swenson Street, Enterprise, Alabama 36330. See map attached hereto as Exhibit "A" incorporated by reference. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the City Council at the address stated above or may request an opportunity to be heard at the said public hearing. Immediately after said public hearing, the City Council will take up, consider, and vote upon a proposed resolution approving said partial vacation.

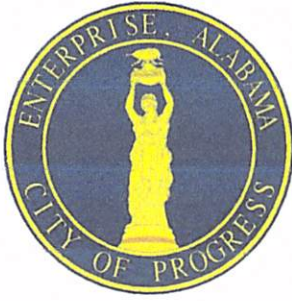


Vacated Portion of  
Swenson Street

EXHIBIT

"A"

tabbles



# City of Enterprise

Department of Engineering Services & Public Works

501 S Main Street

Enterprise, Alabama 36330

Phone (334) 348-2671

Fax (334) 348-2672

## MEMORANDUM

**TO:** Beverly Sweeney

**FROM:** Barry Mott

**DATE:** 12/14/2022

**RE:** PICKLEBALL COURT DESIGN CONTRACT – MCKEE & ASSOCIATES

---

Beverly,

On the next council agenda, I am requesting that the Council accept the attached proposal from McKee & Associates for the professional services related to a new pickleball complex and give the Mayor the authority to sign the professional agreement with review from Jonathan Tullos, City Administrator, and Rainer Cotter, City Attorney.

The agreement is for 7.6% of construction cost, but not to exceed \$45,600.00 and includes design, bidding, construction administration, and project closeout phases for eight new pickle ball courts to be constructed at the Enterprise State Community College Enterprise Campus.

Thanks,  
Barry



# AIA Document B105™ – 2017

## Standard Short Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the 18th day of October in the year 2022  
(In words, indicate day, month and year.)

**BETWEEN** the Owner:  
(Name, legal status, address and other information)

City of Enterprise  
PO Box 311000  
Enterprise, AL. 36330

and the Architect:  
(Name, legal status, address and other information)

McKee & Associates Architects, Inc.  
631 S. Hull St.  
Montgomery, AL. 36104

for the following Project:  
(Name, location and detailed description)

New Pickle Ball Courts for the City of Enterprise  
Enterprise, Alabama

The Owner and Architect agree as follows.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

## **ARTICLE 1 ARCHITECT'S RESPONSIBILITIES**

The Architect shall provide architectural services for the Project as described in this Agreement. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

To be Determined

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design, which shall be set forth in drawings and other documents appropriate for the Project. Upon the Owner's approval of the design, the Architect shall prepare Construction Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides. The Architect shall assist the Owner in filing documents required for the approval of governmental authorities, in obtaining bids or proposals, and in awarding contracts for construction.

During the Construction Phase, the Architect shall act as the Owner's representative and provide administration of the Contract between the Owner and Contractor. The extent of the Architect's authority and responsibility during construction is described in AIA Document A105™-2017, Standard Short Form of Agreement Between Owner and Contractor. If the Owner and Contractor modify AIA Document A105-2017, those modifications shall not affect the Architect's services under this Agreement, unless the Owner and Architect amend this Agreement.

## **ARTICLE 2 OWNER'S RESPONSIBILITIES**

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

## **ARTICLE 3 USE OF DOCUMENTS**

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service, and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the Project, provided that the Owner substantially performs its obligations under this Agreement, the Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

## **ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT**

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement. Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.



## ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2017, Standard Short Form of Agreement Between Owner and Contractor. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

## ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

7.6 % of the Construction Cost. Estimated construction cost to be \$600,000

The Owner shall pay the Architect an initial payment of Zero (\$ 0 ) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

## ARTICLE 7 OTHER PROVISIONS

*(Insert descriptions of other services and modifications to the terms of this Agreement.)*

None

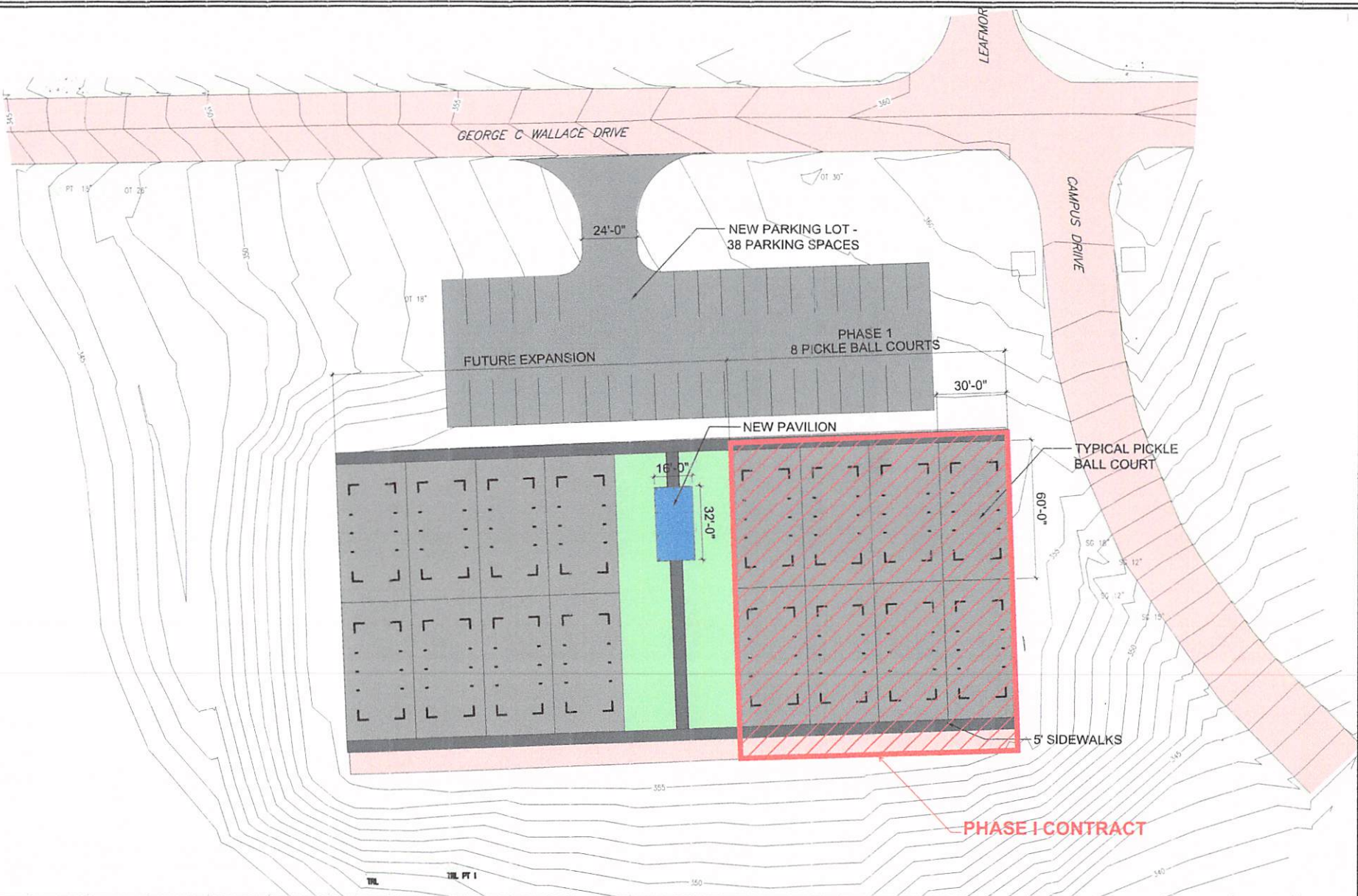
This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
City of Enterprise  
(Printed name and title)

\_\_\_\_\_  
ARCHITECT (Signature)

\_\_\_\_\_  
McKee & Associates  
(Printed name, title, and license number, if required)



# NEW PICKLEBALL COMPLEX AT ENTERPRISE, ALABAMA

McKee and Associates  
Architects, Inc.

**Lighting Services Agreement – Illumination**  
**AVESC® Governmental**



Customer Legal Name CITY OF ENTERPRISE DBA \_\_\_\_\_

Service Address 301 PLAZA DR ENTERPRISE AL 36330 County Coffee - AL

Mailing Address PO BOX 311000 ENTERPRISE AL 36331

Email cdavis@enterprisefd.com Tel # 334-447-2998 Alt Tel # 334-348-2650

Fax ID# XXX-XX-1743 Business Description Fire Protection

Existing customer Yes ☒ No ☐ If Yes (and if possible), does customer want the Service added to an existing account? Yes ☒ No ☐ If Yes, which Account Number? 97345-20032

**Selected Components**

Qty	Wattage	Type	OH/UG	Description
8	268	Flood (pole-mounted)	OH	Bronze 4000K

Service Cost (\$)	Regulated Cost (\$)*	Monthly Cost (\$)*
\$382.96	\$49.84	\$432.80

Prepaid Amount	\$0.00
Initial Term	60 months

The Regulated Charge is subject to change at any time as dictated by the Alabama Public Service Commission. The amount shown is an estimate based on the applicable rate in effect at time of Agreement proposal; actual charges may vary.

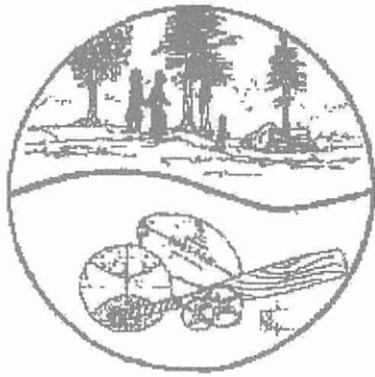
**Project Notes:**

Remove: (9) APCO Leased (HID) fixtures  
Install: (8) APCO Leased (LED) fixtures, Floods 32000 to 40000 Lumen Range

Customer agrees to this Lighting Services Agreement with Alabama Power Company under the attached terms and conditions and authorizes all actions noted on this Agreement. Customer agrees to allow removal of existing APC Assets, and/or Customer owned assets as needed to provide the Service.

Customer recognizes that the individual signing this Agreement on its behalf has authority to do so.

Customer Authorization	Alabama Power Authorization
Signature:	Signature:
Print Name:	Print Name: Nathan Connell
Print Title:	Print Title: Lighting Services Representative
Date:	Date:



# City of Enterprise Parks and Recreation Department

---

Billy Powell, Director

P. O. Box 311000 ♦ Enterprise, AL 36331  
Phone: (334) 348-2684 ♦ Fax: (334) 347-1436  
Email: [edls@entercomp.com](mailto:edls@entercomp.com)

## MEMO

TO: City Council and Mayor Cooper  
FROM: Billy Powell, Director of Parks and Recreation  
DATE: December 20, 2022  
SUBJECT: Polaris 570 Utility Equipment

I am requesting permission to purchase one Polaris 570 Utility Vehicle from Dowling Tractor Co. for \$14,350.

This is a budgeted equipment for FY23.

Thank You for your consideration and approval of this request.

421 East Lee Street  
P. O. Box 311000  
Enterprise, AL 36331-1000

**City of Enterprise**  
**PARKS AND RECREATION DEPARTMENT**  
Billy Powell, Director

Phone: (334) 348-2684  
Fax: (334) 347-1120  
Email: [epd@enterpriseal.gov](mailto:epd@enterpriseal.gov)

Memo

To: City Council and Mayor Cooper

From: Billy Powell, Director

Date: December 20, 2022

Subject: New Maintenance Building

On behalf of Barry Mott and myself, I am making the following request.

In coordination with Barry Mott, I am seeking permission from council to receive bids for a new maintenance building to be located near the new Recreation Center.

The new building will be used to store Parks and Recreation equipment and supplies and will be located on existing property.

Thank you for your consideration of this request.



Where activities are ageless and benefits are endless!