

**BOARD OF COMMISSIONERS  
CITY OF DOTHAN, ALABAMA  
REGULAR MEETING  
JULY 20, 2021**

The Board of Commissioners of the City of Dothan, Alabama, met in regular session in the Commission Chambers of the Roy Driggers Municipal Building at 10:00 a.m., Tuesday, July 20, 2021 with the following members present: Mayor Mark Saliba, Associate Commissioners Kevin Dorsey, Janasky Fleming, Albert Kirkland, and Beth Kenward. Associate Commissioners John Ferguson and David Crutchfield were absent. Also present were City Manager Kevin Cowper, City Clerk Wendy Shiver, Assistant City Clerk Courtney Vickers, who recorded the Minutes of the Meeting, and the local news media representatives.

Mayor Saliba called the meeting to order. Pastor Jim Tate, Memphis Baptist Church, then led in prayer, after which Commissioner Kenward led in the Pledge of Allegiance to the Flag.

Commissioner Kenward moved that the Minutes of the July 6, 2021 Meeting be approved, motion seconded by Commissioner Kirkland and unanimously approved.

Mayor Saliba recognized and commended Boy Scout Troop 38 for earning their merit badge on citizenship and the community.

Commissioner Dorsey thanked Leisure Services Director Alison Hall, Dothan Utilities Director Billy Mayes, and their staff for a job well done on Walton Park. He said the upgrades at Walton Park are beautiful.

Commissioner Fleming thanked Police Chief William Benny and Dothan Police Law Enforcement Officers (LEOs) for their assistance with driver's education at Dothan High School as well as at some local churches.

Commissioner Fleming expressed appreciation to Commissioner Kirkland for his partnership with the Phyllis Fleming Foundation. He said they were able to award 37 book scholarships at Eastgate Park. He also thanked Leisure Services Director Alison Hall and staff for their assistance with the venue at Eastgate Park.

Commissioner Kirkland recognized Tracy Adams, candidate for Houston County District 2 Commissioner. He discussed the partnership he has with the current Houston County District 2 Commissioner Doug Sinquefield due to Houston County District 2 overlapping with City of Dothan District 3. He said he hopes that the partnership continues with the next Houston County District 2 Commissioner.

Commissioner Kirkland encouraged all citizens to vote in the upcoming 2021 Municipal Election on Tuesday, August 3<sup>rd</sup>.

Commissioner Kenward also encouraged all citizens to vote in the upcoming 2021 Municipal Election on Tuesday, August 3<sup>rd</sup>. She discussed forums being held for candidates and encouraged citizens to get to know the candidates. She said postcards were mailed with voting precinct information to all registered voters within the city limits.

Mayor Saliba said absentee voting is available for any registered voter that is unable to vote in-person on Tuesday, August 3<sup>rd</sup>. He said the application for an absentee ballot can be picked up from the City Clerk's Office or downloaded from the City's website and returned to the City Clerk's Office.

City Clerk Wendy Shiver announced Tuesday, July 27<sup>th</sup> is the deadline for absentee applications to be returned by mail and Thursday, July 29<sup>th</sup> is the deadline for absentee applications to be returned by hand delivery.

Mayor Saliba said School Board Chair and School Board Members are also on the ballot for the 2021 Municipal Election. He recognized Dr. Dennis Coe, Dothan City

School Superintendent, and other Dothan City School Officials being present today.

Mayor Saliba announced COVID-19 numbers are rising in our local hospitals. He said 97% of those hospitalized with COVID-19 are not vaccinated. He stressed the importance of being vaccinated and asked citizens to consider getting vaccinated.

Mayor Saliba expressed his condolences to the family of Mike Owen. He said Mr. Owen served on the Museum Board and did a lot for the community. He asked everyone to keep Mr. Owen's family in their prayers.

Mayor Saliba introduced the application of Elri Parker for a Restaurant Retail Liquor License (on premise) for The Toasted Yolk Cafe, located at 3070 Ross Clark Circle. Mayor Saliba asked if there was anyone present to speak on this matter and there were none. Commissioner Kirkland moved for approval, motion seconded by Commissioner Kenward. There being no discussion and upon the motion being put to vote, the motion was unanimously carried.

Mayor Saliba announced a Public Hearing regarding the abatement and removal of noxious or dangerous weeds. Arthur Bell, owner of 304 Kornegay Street, introduced himself and said the City needs to develop better communication with the property owners during the abatement process. He said a sign was placed in front of his property after he was sent a letter notifying him to cut his grass and he complied. He said he contacted the Code Enforcement Division after he saw the advertisement in the newspaper and the sign in front of the property. He said the Code Enforcement Division advised him that a piece of the property in the back was not cut. He said the Code Enforcement Division saw the effort put forth to have the front and sides cut. He said the Code Enforcement Division could have reached out to him a second time if the grass cutting was not to their standards. He said this is our City and we are trying to bring the City back. He said we are investing into the City by purchasing this property and performing the work that it needs. He said he feels as though they are not being involved in the process correctly and enough effort is not being put towards communicating with citizens. He said he is a citizen and he loves Dothan. He discussed the need for the Code Enforcement Division to contact a property owner a second time if effort has been shown to bring a property into compliance but it does not meet standards. He said the communication between the City of Dothan and the community needs improvement. Mayor Saliba thanked Mr. Bell and requested Mr. Cowper to email the Board with the City's current weed abatement procedure. There being no further discussion, Mayor Saliba declared the Public Hearing closed.

Mayor Saliba introduced Ordinance No. 2021-184, entering into a Lease Agreement with Hollywood South Studios, LLC for property located at 500 Dusy Street, formerly known as Young Junior High School, at a minimum cost of \$460.00 per month for a term of one year. Commissioner Kenward moved for immediate consideration, motion seconded by Commissioner Kirkland and upon the motion being put to vote, those voting "yea," were Saliba, Dorsey, Fleming, Kirkland, and Kenward; "nay," none. The motion was carried by the majority of five "yeas" to no "nays."

Commissioner Kirkland then moved for adoption of Ordinance No. 2021-184, motion seconded by Commissioner Kenward. Mayor Saliba requested an explanation. Mr. Cowper said Hollywood South Studios, LLC is an organization that we have had contact with over the last several months. He said they film movies and television shows. He said they have been quiet active in Dothan using different locations around town to include this school building. He said Hollywood South Studios, LLC asked the City to enter a lease with them. He said they ultimately would like to have ownership of the property and make significant improvements to it. He discussed this property being used for producing movies, which will positively impact the community and economy. He said Hollywood South Studios, LLC would like to have full, easy access to the building and this one-year term lease has been designed for that need. He said they are responsible for insurance and utility costs. Commissioner Kirkland asked are they renting the entire building. Mr. Cowper confirmed and said this is one of the vacant school properties that the City is looking to put back into productive use. Commissioner Dorsey asked what is the square footage of the building. Mr.

Cowper said he will provide it for Commissioner Dorsey. There being no further discussion and upon the motion being put to vote, those voting “yea,” were Saliba, Dorsey, Fleming, Kirkland, and Kenward; “nay:” none. The motion was carried by the majority of five “yeas” to no “nays.”

Mayor Saliba introduced Resolution No. 2021-185, declaring certain properties which are overgrown with weeds or other vegetative growth as nuisances and injurious to the health, safety, and welfare of the community and ordering that the said properties be abated. Commissioner Kenward moved for adoption, motion seconded by Commissioner Dorsey and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-186, declaring certain properties which are overgrown with weeds and other vegetative growth as nuisances and calling for a public hearing to be held on the matter during the regularly scheduled commission meeting on August 17, 2021. Commissioner Kenward moved for adoption, motion seconded by Commissioner Dorsey. Commissioner Dorsey commended Planning and Development Director Todd McDonald and staff for their response to the increasing number of overgrown lots being reported. Mr. Cowper said the blighted conditions of the City was discussed during the Strategic Planning Session earlier this year. He explained the Neighborhood Enhancement Division, under the direction of Mr. McDonald, has been put in place and this team will be proactively working with property owners on code violations. He said the City has recognized that communication is a big part of this process. He said it is not all about enforcement but about connecting people with resources and assistance that is needed. He also explained the City is launching an additional program, under the direction of Community Relations Officer Vincent Vincent, to readily communicate with neighborhoods. He said this is all part of beautifying the City and following the Strategic Plan. Mayor Saliba thanked Mr. Cowper for the update. There being no further discussion, the resolution was unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-187, confirming the cost incurred in notification and abatement of certain properties determined to be in violation of Article III, Chapter 106 of the City of Dothan Code of Ordinance (repeat offenders) and turning the costs over to the County Tax Collector so that the amounts can be added to the next regular bills for taxes levied against the respective lots and parcels of land. Commissioner Kenward moved for adoption, motion seconded by Commissioner Dorsey. Commissioner Dorsey requested staff to revisit the renter’s ordinance. There being no further discussion, the resolution was unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-188, accepting deeds from Wiregrass Habitat for Humanity, Inc. and Darlene Pressley for donated parcels in Diamond Grove Subdivision. Commissioner Kenward moved for adoption, motion seconded by Commissioner Fleming and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-189, entering into a contract with USI Insurance Services to provide insurance brokerage and risk management services for an escalating flat fee of \$75,000.00 in year one; \$85,000.00 in year two; and, \$95,000.00 in year three; with years two and three being optional contingent on the City’s desire to renew the contract. Commissioner Kirkland moved for adoption, motion seconded by Commissioner Dorsey. Commissioner Kenward requested an explanation. General Services Director Andy Love said this is for insurance brokerage and risk management services, which includes reviewing the City’s entire insurance portfolio. He explained a request for proposal was sent out, a team reviewed all proposals submitted, and the team recommended USI Insurance Services. He said the City is needing an organization that handles policy placement, analytics and consulting, and loss control. He said the piece that has been missing from the City’s insurance portfolio is analytics and consulting. He said the City currently does not internally have the capability to analyze our entire insurance portfolio. He said USI Insurance Services will analyze our entire insurance portfolio, help us save money, and ensure we are adequately covered. Commissioner Dorsey asked what is the \$10,000.00 increase for each year. Mr. Love said USI Insurance Services initially had a higher flat fee per year but the City staff negotiated the fee to an escalating flat fee with years two and three being optional contingent upon the City’s desire to

renew the contract. He said this was done as an effort to save the City money and as an incentive for USI Insurance Services to earn our business for years two and three. Commissioner Kenward said USI Insurance Services will inventory the City's property insurance and show us where we are exposed or double insured. She asked will USI Insurance Services run competitive quotes for us to review other carriers. Mr. Love confirmed and explained USI Insurance Services will be the City's representative in the insurance market. Commissioner Kenward asked does USI Insurance Services contract with all major carriers. Mr. Love confirmed and explained carriers may be limited in some areas due to some companies exiting the markets for municipal government. There being no further discussion, the resolution was unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-190, entering into a permit agreement with the Alabama Department of Transportation to trim trees and underbrush by utility lines along AL Route No. 84 (beginning at Milepost No. 203.5 and ending at Milepost No. 207.2). Commissioner Fleming moved for adoption, motion seconded by Commissioner Dorsey and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-191, entering into a permit agreement with the Alabama Department of Transportation to trim trees and underbrush by utility lines along AL Route No. 605 (beginning at Milepost No. 18.1 and ending at Milepost No. 19.3). Commissioner Fleming moved for adoption, motion seconded by Commissioner Kenward. Commissioner Kenward asked where is this exactly located and have residents in the area been notified. Dothan Utilities Director Billy Mayes explained this is along Brannon Stand Road in front of Whitfield Estates Subdivision going north to the y-intersection, which is a nonresidential area along Brannon Stand Road. Mr. Mayes confirmed for Commissioner Kenward that residents in the area will be notified. There being no further discussion, the resolution was unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-192, approving the Alabama Municipal Electric Authority to submit an ADECA grant application for a solar project at Little Choctawhatchee Wastewater Treatment Plant. Commissioner Kirkland moved for adoption, motion seconded by Commissioner Fleming and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-193, declaring six decommissioned Cooper regulators as surplus and no longer needed for municipal purposes and authorizing the Dothan Utilities Electric Division to donate the regulators to the City of Luverne. Commissioner Fleming moved for adoption, motion seconded by Commissioner Kenward and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-194, entering into an agreement with Lumen for Internet Service Provider for a 3-year term. (This bid was previously awarded on June 15, 2021 by Resolution No. 2021-163. Lumen is now requiring a signed agreement, which requires a separate resolution to be approved.) Commissioner Kenward moved for adoption, motion seconded by Commissioner Kirkland and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-195, applying for and accepting funding from the United States Department of Justice Bureau of Justice Assistance under the 2021 Edward Byrne Memorial Justice Assistance Grant Program for the purchase of law enforcement technology advancement and equipment in the amount of \$50,232.00 (\$36,543.78 for the City of Dothan to be shared with Dale County for the Wiregrass Aviation Support Program and \$12,181.26 for Houston County) and entering into an inter-local agreement with Houston and Dale County to accept funding from said grant program. Commissioner Kirkland moved for adoption, motion seconded by Commissioner Kenward. Mayor Saliba requested an explanation. Police Captain Scott Long said this is a cooperative grant that is shared between the Houston County Sheriff Department and the Dothan Police Department. He said the Dothan Police Department will be managing the grant. He said the Houston County Sheriff Department will be using their portion of the grant for in-car cameras and the Dothan Police Department will be sharing their portion of the grant with the Dale County Sheriff Department's Wiregrass Aviation Support Program, which will be used to purchase a transponder and lighting for the aircraft. Mr. Cowper said

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Dothan Regional Airport Director Adam Hartzog fully supports this purchase. There being no further discussion, the resolution was unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-196, entering into a Letter of Agreement with the Dale County Sheriff Department's Wiregrass Aviation Support Program. Commissioner Kenward moved for adoption, motion seconded by Commissioner Fleming and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-197, acquiring and accepting utility easements from Brannon Stand Properties, LLC on two parcels located on Flowers Chapel Road, totaling approximately 2.36 acres, for a new gravity sanitary sewer line. Commissioner Kirkland moved for adoption, motion seconded by Commissioner Kenward and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-198, Declaring certain personal property as obsolete and no longer needed for public or municipal purposes and authorizing the disposal of said property by whatever means is determined to be in the best interest of the City. Commissioner Kenward moved for adoption, motion seconded by Commissioner Fleming and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-199, appointing Parrish Smith as a member of the Board of Zoning Adjustment. Commissioner Dorsey moved for adoption, motion seconded by Commissioner Kirkland and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-200, approving payment of invoices for the month of June, 2021 in the amount of \$12,359,321.88. Commissioner Fleming moved for adoption, motion seconded by Commissioner Kenward and unanimously adopted.

Mayor Saliba introduced Resolution No. 2021-201, awarding bids and approving other purchases over \$15,000.00 by the City.

**BIDS TO BE AWARDED**

Dothan Utilities General Services Public Works	21-080	121	<b>Citywide Flame Retardant Uniforms,</b> <i>per City Specifications</i> <i>Quantity: 9 sets per employee</i> <i>Carhart or acceptable equivalent</i> <b>Cotton Long Sleeve Henley (Khaki)</b> <i>Rental Price: \$ .68</i> <i>Purchase Price: \$65.00</i> <b>Cotton Hybrid Button Down Shirt</b> <i>Rental Price: \$ .37</i> <i>Purchase Price: \$63.00</i> <b>Midnight Canvas Pants (Moss)</b> <i>Rental Price: \$ .80</i> <i>Purchase Price: \$69.50</i>	Cintas Dothan, AL.	\$ 107,500.00 (More or less)
Leisure Services	21-084	171	<b>2021 Leisure Services Fall Uniforms</b> <i>&amp; Equipment, per City Specifications</i> <b>Basketball 15 Position Scorebooks;</b> <i>Quantity (+/-): 40</i> <i>Unit Price: \$3.33</i> <b>Anti-whip Basketball Nets</b> <i>Quantity (+/-): 1</i> <i>Unit Price: \$2.21</i> <b>Soccer Nets:</b> <i>Economy -SR Orange 8'Hx24'Wx5'D</i> <i>x10'B</i> <i>Quantity (+/-): 1</i> <i>Unit (Pair) Price: \$69.96</i> <b>Four Corner Set:</b> <i>Quantity (+/-): 1</i> <i>Unit Price: \$108.00</i>	Varsity Brands dba BSN Sports Farmers Branch, TX	\$ 465.91 (More or less)

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			<b>Soccer Balls:</b> <i>Wilson Copia #5:</i> <i>Quantity (+/-): 1</i> <i>Unit Price: \$ <u>13.76</u></i> <b>Basketballs:</b> <i>Leather Game-Official High School</i> <i>Quantity (+/-): 1</i> <i>Unit Price: \$ <u>63.40</u></i> <i>Girl's Ball Official High School</i> <i>Quantity (+/-): 1</i> <i>Unit Price: \$ <u>63.40</u></i> <i>Practice Balls-Official Size Synthetic</i> <i>Quantity (+/-): 1</i> <i>Unit Price: \$ <u>11.98</u></i>		
Leisure Services	21-084	171	<b>2021 Leisure Services Fall Uniforms &amp; Equipment, per City Specifications</b> <b>Football Pants</b> <i>Riddell Youth, Quantity: 50</i> <i>Unit Price: \$ <u>14.50</u></i> <i>Riddell Adult, Quantity: 50</i> <i>Unit Price: \$ <u>15.50</u></i> <b>Football Helmets</b> <b>Riddell Victor 2xs-3xl</b> <i>Quantity: 5, Unit Price: \$ <u>90.00</u></i> <b>Riddell Speed</b> <i>Quantity: 35, Unit Price: \$ <u>135.00</u></i> <b>Shoulder Pads</b> <b>Pursuit, xs-3xl</b> <i>Quantity: 10, Unit Price: \$ <u>49.00</u></i> <b>Rival</b> <i>Quantity: 10, Unit Price: \$ <u>90.00</u></i> <b>Blocking Dummies</b> <i>Quantity: 1, Unit Price: \$ <u>109.25</u></i> <b>Football</b> <b>Riddell RDY</b> <i>Quantity: 1, Unit Price: \$ <u>17.50</u></i> <b>Riddell Pee Wee</b> <i>Quantity: 1, Unit Price: \$ <u>17.50</u></i> <b>Riddell DJ</b> <i>Quantity: 1, Unit Price: \$ <u>17.50</u></i> <b>Volleyballs</b> <i>Quantity: 1, Unit Price: \$ <u>32.88</u></i>	Riddell Sports N. Ridgeville, OH	\$ 8,259.63 (More or less)

**OTHER PURCHASES over \$15,000**

General Services Fleet for Police	<b>2021 Chevrolet Silverado Crew cab</b> <i>Replacing units 6731 &amp; 6733.</i> <i>State of Alabama awarded contract T-191L, Line 1.</i>	Donohoo Chevrolet Ft. Payne, AL.	\$ 64,286.20
Information Technology Citywide Computer	<b>Hoffman Opal 3 Door Outdoor Cabinet for Fiber Optics</b> <i>Quantity: 1</i> <i>Unit Price: \$ <u>6,656.65</u></i> <b>Hoffman Opal 6 Door Outdoor Cabinet</b> <i>Quantity: 1</i> <i>Unit Price: \$ <u>9,990.20</u></i> <i>Omnia Contract EV2370</i>	Graybar Birmingham, AL.	\$ 16,646.85 Estimated
Leisure Services	<b>2021 Leisure Services Fall Uniforms &amp; Equipment, per City Specifications</b> <i>See informal quotes for unit pricing and descriptions. <sup>2</sup></i>	Almega Sports Panama City, FL.	\$ 38,180.00 Estimated

**Notes:**<sup>1</sup>ITB: Number of Invitations to Bid

<sup>2</sup> Formal bids were done for Leisure Services Fall Uniforms & Equipment. No bids were received for these items. Informal quotes were then requested from five companies. Almega was the only response. Informal quotes are allowed, when no sealed bids are received.

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Commissioner Fleming then moved for adoption of Resolution No. 2021-201, motion seconded by Commissioner Kirkland and unanimously carried.

Mayor Saliba introduced Resolution No. 2021-202, approving the following advance travel requests for City employees:

<u>NAME</u>	<u>CONFERENCE</u>	<u>AMOUNT</u>
Larry Williams	2021 Alabama Fire Chiefs Association Summer Conference Orange Beach, AL	\$ 1,020.00
James Watson Stephen Messer	2021 Alabama Fire Chiefs Association Summer Conference Orange Beach, AL	\$ 1,990.00
Chris Etheredge	2021 Alabama Fire Chiefs Association Summer Conference Orange Beach, AL	\$ 1,171.25
Sandi Jarrett	E911 Summit and AAND Workshop 2021 Prattville, AL	\$ 577.78
Angie Akos	Alabama Water & Wastewater Institute, Inc. 2021 Educational Seminar Point Clear, AL	\$ 645.00
Billy Mayes	Alabama Water & Wastewater Institute, Inc. 2021 Educational Seminar Point Clear, AL	\$ 645.00
Len White	2021 Annual Meeting- CLE Course Point Clear, AL	\$ 450.00
Jimmy Watkins	Northeast Alabama Police Academy Anniston, AL	\$ 4,700.00
Jinri Jiang Petra Ozbun 50 swimmers	Alabama Recreation and Parks Association State Swim Meet Albertville, AL	\$ 7,511.50
Brad Hughes	2021 Code Officials Association of Alabama Education Conference Orange Beach, AL	\$ 1,431.85
John Chesser	Advanced Pistol Training Program Glynco, GA	\$ 80.00
Doug Magill Ronald Hall Tim Mullis	Alabama Association of Polygraph Examiners 2021 Annual Seminar Orange Beach, AL	\$ 3,665.00
Lacy Schulmerich	R.A.D. Certification Conference Orlando, FL	\$ 1,535.00

Commissioner Kirkland then moved for adoption of Resolution No. 2021-202, motion seconded by Commissioner Fleming and unanimously carried.

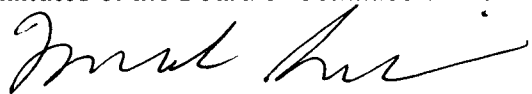
Mayor Saliba announced the appointment of Lavern Higgins as a member of the Dothan Housing Authority Board.

There being no further business, Commissioner Kenward moved that the meeting be adjourned, motion seconded by Commissioner Fleming and upon the unanimous vote of "yea," the meeting was duly adjourned.

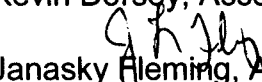
*Wendy Shiver*  
Wendy Shiver,  
City Clerk

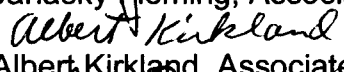
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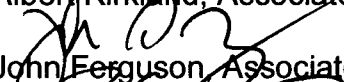
Minutes of the Board of Commissioners – July 20, 2021, continued.

  
Mark Saliba, Mayor

Kevin Dorsey, Associate Commissioner

  
Janasky Fleming, Associate Commissioner

  
Albert Kirkland, Associate Commissioner

  
John Ferguson, Associate Commissioner

  
Beth Kenward, Associate Commissioner

  
David Crutchfield, Associate Commissioner  
**BOARD OF CITY COMMISSIONERS**