



Regular Council Meeting Agenda

281 James D. Nabors Drive
Council Chambers of Municipal Complex
Monday, March 20, 2023 --- Meeting at 5:30 p.m.

Call to Order: Council President Colvin

Opening Prayer: Done in Work Session

Pledge of Allegiance: Done in Work Session

Roll Call:

Approval of Minutes: March 6, 2023

Approval of Agenda: March 20, 2023

Reports from Council on Standing Committees:

Finance Committee: Council President Colvin (will set a Public Hearing on April 17 for re-zoning for property located on Highway 22 West)

Public Safety Committee: Councilor Eric Brown

Utilities Committee: Councilor Keel

Parks and Recreation: Councilor Chris Brown

Public Works Committee: Council President Pro Tempore Hardy

Buildings and Properties: Councilor Tapley

Reports from Special Committees:

Public Hearing: None

Report on Status of City Finances:

Proclamation: None

Unfinished Business: None

New Business:

- 1. RESOLUTION** To Authorize and Approve the Rental Amount for all Hangars at Thomas C. Russell Air Field and to Authorize the Mayor to Adjust the Rates Periodically based on Fair Market Value
- 2. RESOLUTION** to Appoint Members to the Airport Advisory Committee
- 3. ORDINANCE** to Rescind Ordinance 99-09, Amend Section 22 of Alexander City Code of Ordinances and to Provide a Procedure for Events

4. **RESOLUTION** to Authorize the Renewal of the Memorandum of Understanding for the Option to Purchase and Develop Property Executed on November 2, 2021
5. **RESOLUTION** to Award Bid No. 23-09 to Harcros Chemicals and the Dycho Company, Inc. for Sodium Hypochlorite and to Brenntag Mid-South for Phosphate
6. **RESOLUTION** to Authorize the Mayor to Enter into an Agreement with Lake Martin Brewing, LLC to Allow Outdoor Seating
7. **REQUEST** to Approve the Annual Procession for Good Friday for the St. John Apostle Catholic Church
8. **REQUEST** to Approve the Main Street Gumbo Get Down to be Held on April 15, 2023 in the Arts & Entertainment District

Public Comments (3 minutes per speaker):

Comments from the Mayor:

Comments from the Finance Director:

Comments from the City Clerk:

Comments from the Council:

Executive Session:

Adjournment:

RESOLUTION

To Authorize and Approve the Rental Amount for all Hangars at Thomas C. Russell Air Field and to Authorize the Mayor to Adjust the Rates Periodically based on Fair Market Value

WHEREAS, the City of Alexander City (“City”) owns and operates the Thomas C. Russell Air Field; and

WHEREAS, the City presently leases thirty (30) hangars which include T-Hangars, Box Hangars and Land Lease Hangars to the general public; and

WHEREAS, as the terms of the leases expire new lease agreements will be entered into; and

WHEREAS, the proposed hangar rental rates are \$2.25 per square foot, as attached “Exhibit A”; and

WHEREAS, the T-Hangars on Rows A & B have a set fee of \$150.00 with doors, \$125.00 without doors, and the T-Hangars on Rows F & G have a set fee of \$250.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Alexander City, Alabama, that the attached rates represent Fair Market Rental Value, as may be determined by Fair Market Value, including demand for rentals and data from municipalities of similar size and characteristics of Alexander City, Alabama. This rate shall apply to all hangars located at Thomas C. Russell Air Field, effective June 1, 2023.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to adjust the rates based on Fair Market Value in accordance with the Airport Hangar Rental Agreement, “Exhibit B”.

ADOPTED THIS 20TH DAY OF MARCH, 2023.

By: Audrey “Buffy” Colvin, President
Alexander City Council

AUTHENTICATED THIS 20TH DAY OF MARCH, 2023.

By: Stephanie J. Southerland
City Clerk

Hangar Numbers	Dimensions	Dimensions	Total Sq. Feet	Rental Rate	Per Sq. Foot
C-1	62	100	6200	\$ 1,163.00	\$ 2.25
C-3	85	60	5100	\$ 956.00	\$ 2.25
C-4	60	70	4200	\$ 788.00	\$ 2.25
D-1	80	65	5200	\$ 975.00	\$ 2.25
D-2	60	70	4200	\$ 788.00	\$ 2.25
D-3	72	60	4320	\$ 810.00	\$ 2.25

ROWS A & B

* with doors \$ 150.00

*without doors \$ 125.00

ROWS F & G

\$ 250.00

RESOLUTION

To Appoint Members to the Airport Advisory Committee

WHEREAS, the Airport Advisory Committee was established on July 10, 1978 by Ordinance 685; and

WHEREAS, all terms had expired by July 31, 2018; and

WHEREAS, it is the desire of the City Council of the City of Alexander City to fill all vacancies to ensure the continuity of the Committee’s operation.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Alexander City that the following individuals are hereby appointed to fill all vacancies effective immediately and said terms will expire as listed below or until their successor is duly qualified and appointed.

Rush McKelvey	July 31, 2024
Andy Thomas	July 31, 2025
Fred Dobbs	July 31, 2026
George Kretchman	July 31, 2027

BE IT FURTHER RESOLVED that Kasey Kaschak is hereby appointed to fill the Fixed Base Operator appointment effective immediately and said term shall continue until his successor is duly qualified and appointed.

ADOPTED THIS 20TH DAY OF MARCH, 2023.

By: Audrey “Buffy” Colvin, President
Alexander City Council

AUTHENTICATED THIS 20TH DAY OF MARCH, 2023.

By: Stephanie J. Southerland
City Clerk

ORDINANCE

To Rescind Ordinance 99-09, Amend Section 22 of Alexander City Code of Ordinances and to Provide a Procedure for Events

BE IT ORDAINED by the City Council of the City of Alexander City, Alabama, as follows:

SECTION 1. Ordinance 99-09 is rescinded in its entirety.

SECTION 2. ARTICLE III Section 22 is amended as follows:

I. Whenever used herein the following words and phrases shall have the meanings specifically ascribed to them.

- A.** "CITY" shall mean the City of Alexander City, Alabama, a municipal corporation organized under the laws of the State of Alabama.
- B.** "EVENT" shall mean any event that is open to the general public and benefits the citizens of the City of Alexander City, Alabama, by way of cultural, educational, or entertainment events, that significantly impacts the use of streets, rights-of-way, or other public places in the City.

Specific types of events are further described herein.

- C.** "SPECIAL EVENT" shall mean an event organized by an incorporated non-profit organization that is requesting to serve alcohol on the premises for purchase or otherwise served.
- D.** "ARTS & ENTERTAINMENT EVENT" shall mean an event that takes place within the Arts and Entertainment District- Pursuant to Section 62-64 as amended.
- E.** "PERSONAL EVENT" shall mean an event organized by a citizen or group of individuals who are not incorporated as a non-profit, for birthday parties, anniversaries, shower, graduation parties, benefits, or other similar events.
- F.** "VENDOR-BASED EVENT" shall mean an event organized for the sole purpose to temporarily sell merchandise specifically for a titled event.

II. APPLICATION PROCESS.

- A.** The City will create an approved Event Application form, which may be altered periodically by the City Clerk or designee. This form will be the only manner in which events are considered.
 - a.** Special Events (Cultural, Entertainment, Education, or Etc.)
 - i. Permission from the facility director,
 - ii. Acquire the minimum standard insurance coverage,
 - iii. Complete an Event Application,
 - iv. List the City of Alexander City, Alabama as additionally insured for the entire event, and
 - v. Pay the set facility fee.
 - b.** Arts & Entertainment Events
 - i. Follow the current ordinance governing the Alexander City Arts & Entertainment District.
 - c.** Personal Events (Birthday Parties, Anniversaries, Showers, Graduation Parties, Benefits, Etc.)

- i. Permission from the facility director,
- ii. Complete Event Application,
- iii. Complete Hold Harmless, and
- iv. Pay the set facility fee.

d. Vendor Based Events including Pop-Up Shops

- i. Permission from the facility director,
- ii. Pay the set facility fee,
- iii. Acquire the minimum standard insurance coverage,
- iv. Complete Event Application and
- v. The host must purchase a special event license or each vendor must purchase an individual business license.

- B.** Prior to approval of events, the most current Event Application must be completed in its entirety and submitted to the City Clerk 30 days prior to the event.
- C.** If funds are to be requested from the City Council, that are not approved in the current fiscal year budget, the host must present the event request to the City Council no later than forty-five (45) days prior to the scheduled event.
- D.** No person shall engage in, participate in, aid, form or start any event, unless prior approval from the City Clerk.
- E.** Upon receipt of the completed Event Application, Police Chief, City Clerk and Facility Director shall approve. If alcohol is to be distributed or consumed and the event is not within the Arts and Entertainment District, the event must be approved by the City Council, with the exception of the Municipal Complex.
- F.** If the event is held at the Municipal Complex and alcohol will be served or sold, the event host must utilize Ocie and Belles, LLC DBA Oliver Ross Bar Service of Alexander City, Alabama in accordance with Resolution 23-12, adopted on December 12, 2022.
- G.** If the event is held in the Arts and Entertainment District and the host is requesting that alcohol is to be brought in by someone other than a licensed vendor within the Arts and Entertainment District, the event must be approved by the City Council.
- H.** All required business licenses must be paid in-full prior to the event.
- I.** All insurance requirements must be met prior to the event. Any group or individual agrees to hold harmless and indemnify the City of Alexander City.
- J.** The Police Chief, at his/her discretion, may or may not require more officers for security purposes. The host of event will compensate the officers (off-duty) directly based on the most current rate of pay that has been adopted by the Alexander City Police Department.

SECTION 3. This ordinance does not rescind or amend any ordinances or amendments concerning the Arts and Entertainment District.

SECTION 4. Any officer, director, incorporator, employee, or agent of the organization requesting the event who violates any provision of this ordinance or causes any provision of this ordinance to be violated shall be fined upon conviction in an amount not to exceed \$500.00.

SECTION 5. If any paragraph, section, subsection, or provision of this ordinance should be declared invalid in a court of competent jurisdiction for any reason, it shall not affect the remainder of the ordinance as pertains to its validity or to other applications.

SECTION 6. Any ordinance or provisions of ordinances in conflict with the provisions of this ordinance other than the ordinance regarding the Arts and Entertainment District are hereby repealed and rescinded insofar as they conflict with the provisions of this ordinance.

RESOLUTION

To Authorize the Renewal of the Memorandum of Understanding for the Option to Purchase and Develop Property Executed on November 2, 2021

WHEREAS, the City Council of Alexander City, Alabama adopted Resolution No. 22-06 on October 21, 2021; and

WHEREAS, the Memorandum of Understanding (MOU) was signed on November 2, 2021 by all parties; and

WHEREAS, the MOU allows for the extension of the terms by mutual agreement of both parties.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Alexander City hereby authorizes the Mayor to execute the renewal of the MOU for the option to purchase and develop property to develop a hotel.

ADOPTED THIS 20TH DAY OF MARCH, 2023.

By: Audrey “Buffy” Colvin, President
Alexander City Council

AUTHENTICATED THIS 20TH DAY OF MARCH, 2023.

By: Stephanie J. Southerland
City Clerk

APPROVED:

By: Curtis “Woody” Baird
Mayor

Yeas:

Nays:

STATE OF ALABAMA)

COUNTY OF TALLAPOOSA)

**MEMORANDUM OF UNDERSTANDING
FOR OPTION TO PURCHASE AND
DEVELOPMENT OF PROPERTY**

This **MEMORANDUM OF UNDERSTANDING** (the "MOU") is entered into on the ____ day of March, 2023 by and between the **CITY OF ALEXANDER CITY, ALABAMA**, an Alabama municipal corporation (the "City"), and **JAY PATEL AND PARU PATEL**, or their legal entity which shall be owned by the Patels ("Purchaser/Developer").

AGREEMENT

WHEREAS, the City and Purchaser/Developer entered into a Memorandum of Understanding dated November 2, 2021, which among other agreements granted the Purchaser/Developer a one (1) year option to purchase acreage owned by the City for One Hundred & 00/100 Dollars (\$100.00) if certain conditions of the MOU were met; and

WHEREAS, the Purchaser/Developer has been diligent in pursuing a construction agreement with the nationally known hotel chain but requires more time to close on said project; and

WHEREAS, the November 2021 MOU provided that the option to purchase may be extended by mutual agreement of the parties.

NOW, THEREFORE, the option to purchase is renewed by mutual agreement of the City and the Purchaser/Developer. The terms of the November 2, 2021 MOU are adopted herein and remain in effect as to all conditions, terms and covenants as stated therein, other than the actual parcel subject to this Extended MOU comprises 4.9 acres as shown on the Plat of said Parcel attached hereto as Exhibit A.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be duly executed as of the date first above written.

Print Name: **JAY PATEL**

Print Name: **PARU PATEL**

Date: _____

Date: _____

RESOLUTION

To Award Bid No. 23-09 to Harcros Chemicals and the Dycho Company, Inc. for Sodium Hypochlorite and to Brenntag Mid-South for Phosphate

WHEREAS, the treatment facilities current contract for chemicals will expire on March 31, 2023; and

WHEREAS, the City of Alexander City has let bids for treatment chemicals; and

WHEREAS, eight (8) bids were received, opened and read in public on March 14, 2023 at 2:00 p.m. and Harcros Chemicals and the Dycho Company, Inc. were equally lowest responsible bidders for sodium hypochlorite at a cost of \$2.19 per gallon; and

WHEREAS, Brenntag Mid-South was the lowest responsible bidder for Phosphate at a cost of \$3,339.00 per tote.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Alexander City hereby awards Bid No. 23-09 for water treatment chemicals to Harcros Chemicals AND the Dycho Company, Inc. for sodium hypochlorite and Brenntag Mid-South for phosphate.

BE IT FURTHER RESOLVED by the City Council of the City of Alexander City that the Mayor is hereby authorized to sign any contract or agreements as part of this bid.

ADOPTED THIS 20TH DAY OF MARCH, 2023.

By: Audrey “Buffy” Colvin, President
Alexander City Council

RESOLUTION

To Authorize the Mayor to Enter Into an Agreement with Lake Martin Brewing, LLC to Allow Outdoor Seating

WHEREAS, the City of Alexander City, Alabama (“City”) is the owner of Parcel #62-05-08-342-202-037.000 (See Exhibit A attached for further description) and such parcel is designated as a City Park; and

WHEREAS, Lake Martin Brewing, LLC (“LMB”) owns the parcel previously known as the Bud Porch Center and which is adjacent to the City Park parcel and such parcel serves as the front ground of the LMB property; and

WHEREAS, the parties desire to enter into a licensing agreement to allow limited use of the City Park parcel to LMB.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Alexander City, Alabama, that the Mayor has the authority to sign the attached license agreement.

ADOPTED THIS 20TH DAY OF MARCH, 2023.

By: Audrey “Buffy” Colvin, President
Alexander City Council

AUTHENTICATED THIS 20TH DAY OF MARCH, 2023.

By: Stephanie J. Southerland
City Clerk

APPROVED:

By: Curtis “Woody” Baird
Mayor

Yeas: _____

Nays: _____

LICENSE AGREEMENT
by and between
LAKE MARTIN BREWING, LLC
And
THE CITY OF ALEXANDER CITY

WHEREAS, the City of Alexander City, Alabama (“City”) is the owner of Parcel #62-05-08-342-202-037.000 (See Exhibit A attached for further description) and such parcel is designated as a City Park; and

WHEREAS, Lake Martin Brewing, LLC (“LMB”) owns the parcel previously known as the Bud Porch Center and which is adjacent to the City Park parcel and such parcel serves as the front ground of the LMB property; and

WHEREAS, the parties desire to enter into a licensing agreement to allow limited use of the City Park parcel to LMB; and

THEREFORE, it is agreed between the parties as follows:

1. The City hereby grants a license of permissible use to the City Park parcel to LMB for the sole purpose of allowing outside seating to the restaurant of LMB, comprising of tables, chairs and umbrellas.

2. LMB shall not block the walkways adjacent to and across the City parcel, nor prevent parking in the South Main Street parking spaces.

3. LMB shall not have music or other entertainment on said City parcel without the permission of the City and Main Street of Alexander City.

4. LMB shall keep the City’s parcel clear of any debris or trash. The City shall do regular maintenance of the landscape of the City’s parcel.

5. LMB agrees to indemnify and hold harmless the City, its officers, employees and agents against any and all claims, demands, damages, costs and expenses, including reasonable attorney’s fees for the defense thereof, arising from the conduct or management of LMB’s business on the City’s parcel or from any breach on the part of LMB of any obligation contained in this Agreement, or from any act or negligence or gross negligence of LMB’s agents or employees, in or about the City’s parcel. LMB shall maintain a general liability insurance policy of a minimum of \$1,000,000.00 coverage.

6. This license is continuing but the City reserves the right to revoke without cause by giving LMB ten (10) days written notice.

7. This permissible use license is not assignable by LMB without the written consent of the City.

8. The City reserves the right to decorate the City park parcel as is the custom during Halloween and the Christmas season.

9. This Agreement constitutes the sole agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter within it.

10. Any activity on the City’s parcel by LMB shall be included in LMB’s general liability policy with the City named as an insured.

IN WITNESS WHEREOF, the parties hereto intending to be legally bound hereby have set their hands this _____ day of _____, 2023.

THE CITY OF ALEXANDER CITY, ALABAMA
a municipal corporation

By: _____
CURTIS W. BAIRD, its Mayor

ATTEST:

STEPHANIE SOUTHERLAND,
City Clerk

STATE OF ALABAMA,
COUNTY OF TALLAPOOSA

I, the undersigned, a Notary Public, in and for said County and said State, hereby certify that **Curtis W. Baird**, whose name as Mayor of the City of Alexander City, Alabama and **Stephanie Southerland**, whose name as City Clerk of the City of Alexander City, Alabama are signed to the foregoing document and who are known to me, acknowledged before me on this day that, being informed of the contents of the instrument, they, as such officers and with full authority, executed the same voluntarily for and as the act of said City of Alexander City, a municipal corporation.

Given under my hand this the _____ day of _____, 2023.

Notary Public
My Commission expires: _____

LAKE MARTIN BREWING, LLC
a limited liability company

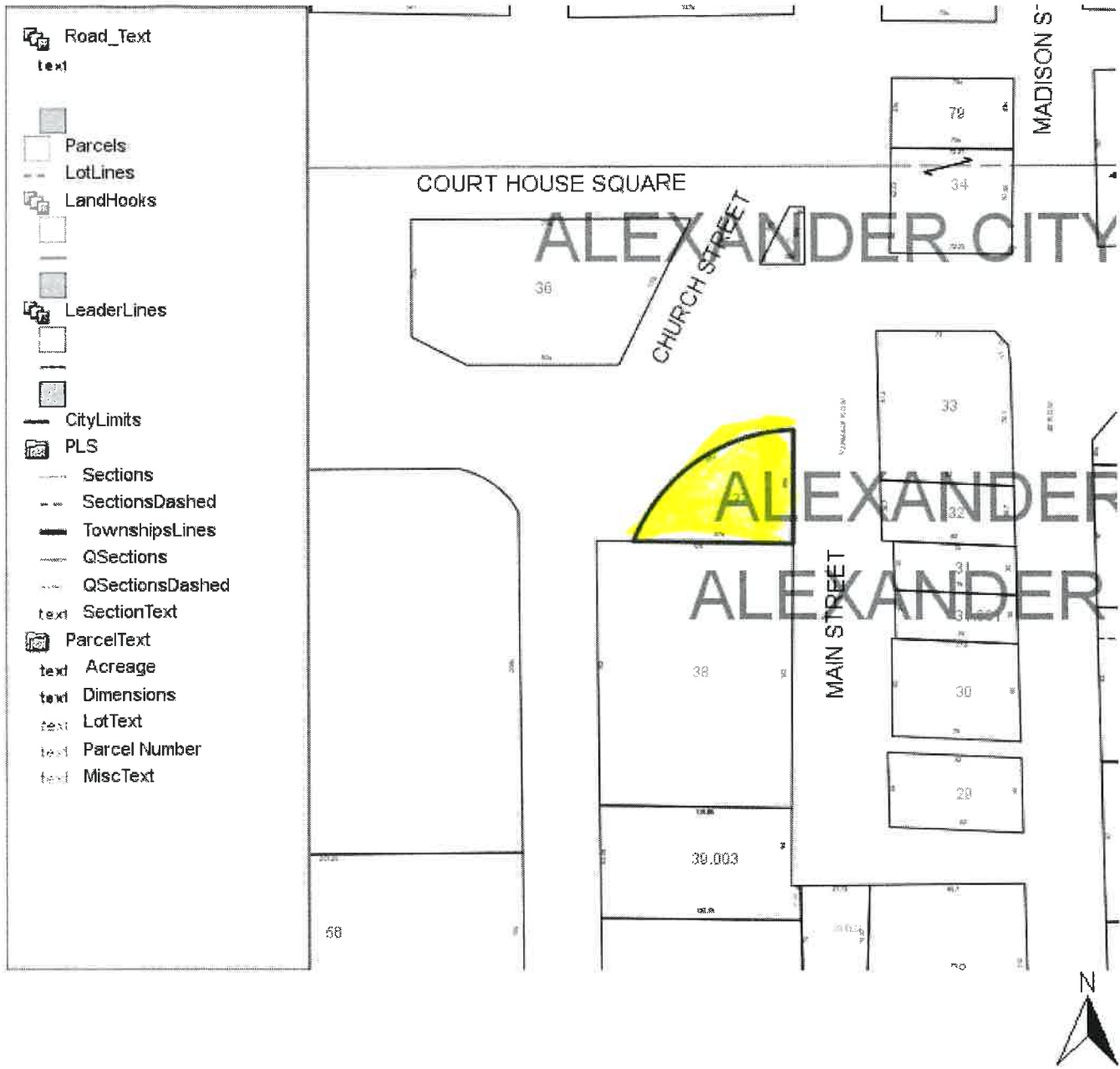


EXHIBIT A

CITY PARK PARCEL



ST. JOHN THE APOSTLE CATHOLIC CHURCH

454 N. CENTRAL AVENUE
ALEXANDER CITY, ALABAMA 35010

February 13, 2023

Mayor Woody Baird
City Hall
4 Court Square
Alexander City, AL 35010

Dear Mayor,

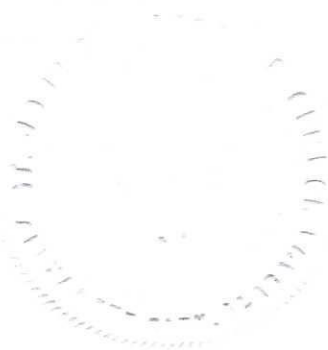
St. John the Apostle Catholic Church would like to request permission to have our annual procession for Good Friday. The date for this event is Friday, April 7, 2023 beginning at 8:30 p.m. We are expecting approximately 40 people.

The procession route will begin at the Church on Parks Avenue and will continue for two blocks, turning left on Forrest Street (by City Cemetery), left on Houston Street and then back on Parks Avenue to return to the Church.

Thank you for your cooperation for this special Easter celebration.

Sincerely,

Fr. Thomas Reddy Gopu
Pastor/Administrator





**ALEXANDER
CITY**
ALABAMA

P.O. Box 552 • Alexander City • Alabama 35011-0552 • (256) 329-6700
www.alexandercityal.gov

Event Application

The purpose of the application is to better understand the details of the requested event and to better serve you as an event coordinator. All events within the Arts and Entertainment District must be in compliance with Ordinance No. 2015-11. All *Special Events* must be in compliance with Ordinance No. 99-09 and be approved by the City Council.

Only incorporated non-profit organizations are allowed to apply for a Special Event Permit. If the organization is requesting to distribute/serve or allow alcohol to be brought in, then the Special Event portion of this application must be completed. Furthermore, an ABC application must be completed if the organization is planning to distribute alcohol. The application must be submitted to the ABC Board prior to City Council approval and/or submitted with the completed event application. The contact number to the ABC Board is listed on page 7.

All applicants requesting to use City property located within the Arts & Entertainment District must submit a complete application 30 day prior to the date of the event to the A&E Committee representative. All events outside the Arts & Entertainment District must be submitted to the City Council.

Per Ordinance 2021-01, any person, firm, partnership, corporation, association or other entity with business or applications to present to the City Council at a regular meeting must first make application with the City Clerk no later than 5:00 P.M. fourteen (14) days prior to the meeting.

Name of Organization: St. John the Apostle Catholic Church

Type of Event: Circus/Carnival Company Picnic Concert
 Demonstration/Rally Festival/Fair Race/Walk
 Parade Wedding Other

Describe Other: Procession - St. John's Annual Good Friday Procession

Date(s) Requested: April 7, 2023 - Friday

Venue Within A&E District Requested: Strand Park Broad Street Plaza Other

List Other: _____

Property outside A&E District: St. John the Apostle Catholic Church, Parks Ave

Event Name: Good Friday Procession Forest St Houston St

Name of Applicant if not Non-Profit: _____ Photo ID required (age 21+)

Address: 454 N. Central Ave.

City: Alexander City State/Zip: Al 35010

Email: stjohnsalexcity@gmail.com

Cell: 256-307-3360 Other Phone: 256-234-3631 (office)

Goals for Event: Commemorate the Passion of our Lord Jesus Christ.

Descriptive Summary of Event: Procession from St. John the Apostle Church, left on Parks Ave, left on Forrest St, left on Houston St. Right back on to Parks Ave. + Returning to St. John's Catholic Church.
How does this event contribute to the cultural and economic development of Alexander City?

Religious + Cultural Event - celebrated primarily by the Hispanic Catholics of St. John the Apostle Catholic Church

Benefit to Downtown Economy _____

Co-Sponsor: _____

Will any admission or registration fees be charged? YES NO If yes, how much? _____

How will the event be promoted? TV Newspaper Radio Billboard

Flyers/Posters Internet/Social Media Facebook Other (explain) Church bulletin

Event website or Social Media Page: _____

What other activities are planned or anticipated in conjunction with this event? Mass is to follow at St. John the Apostle Catholic Church

CHECKLIST

Liability Coverage

Minimum Requirements are as follows: each occurrence \$1,000,000; damage to rented premises \$100,000; medical expense \$100,000; personal and injury \$1,000,000; general aggregate \$1,000,000; and comp/op agg \$1,000,000.

Name of Insured: Diocese of Birmingham / St. John the Apostle Catholic Church Producer: Arthur J. Gallagher Risk Management Services

Policy No.: BP1002721 Effective Date: _____ Expiration Date: _____

RA R2A3FF000005704
WC100-1000215-2020A of 7
PRAL 129001

Event Parking

Where will you tell people to park? *Permission must be gained from private property and/or business owners.*

Identify set-up parking areas St. John the Apostle Catholic Church

Participant parking (vendors, staff, volunteers) _____

Attendees parking _____

Event Size

Number of Participants 30

Number of Staff/ Volunteers _____

Number of Spectators _____

Total Number of Attendees _____

Event History

Is this a first-time event? YES NO

Does this group have event experience? YES NO

If yes, list previous events: _____

Detail experience, location, etc.: _____

Is this an annual event? YES NO If yes, how many years running? _____

Activities and Entertainment

Attach a list of scheduled activities and entertainment with times (i.e. bands, contests, demonstrations, cook-offs, performances, etc.)

Structures: Check all that apply

Tents _____ Booths _____ Tables _____ Chairs _____ Stages _____

Fencing _____ Light/Sound Towers _____ Generators _____ Other _____

Utilities

Will you need electricity? YES NO If yes, how many outlets? _____

Will you need water? YES NO If yes, how much? _____

Portable Toilets

Indicate the number of portable toilets you will provide. Placement of toilets should be shown on the Location Layout.

Minimum one (1) per fifty (50) participants is required.

Number of Regular porta-potties _____ ADA # _____

When will portable toilets be delivered? _____

Multi-day events require portable toilets daily.

Event Clean-Up/Trash Removal

The applicant is responsible for trash clean up. Please contact Advanced Disposal directly (334) 513-1864. Please contact Advanced no less than two weeks prior to the event.

The City of Alexander City and the Arts & Entrainment District encourages recycling. Is there a recycling plan? _____

** The City operates a recycling facility that is located on Railey Road behind the Water Department. It is a drop-off facility only. The City also owns a recycling trailer for #1 plastics (Gatorade, . If you would like to utilize the recycling equipment, please indicate above.

First Aid Plan

Will you have a first aid station on-site? YES NO

What plan do you have for emergencies? _____

Security

The applicant is responsible for adequate security for the event including crowd control, emergency response, and alcohol enforcement. Complete page 6 of the application if the event is classified as a Special Event (allows alcohol). If the event is not a Special Event then refer to the chart below for security.

1-99 = No officer required
100-199 = 1 Officer
200-299 = 2 Officers
300-399 = 3 Officers

Street Closures **Events requesting streets closures require additional police staffing.

List any and all streets that will need to be closed for the event. Approval must be granted by the Alexander City Police Chief prior to the event.

No Closures

Police escort on Parks Ave, Forrest St., + Houston St.

Date of Closure and Beginning and Ending Time:

Date: April 7, 2023 Beginning Time: 8:30 pm Ending Time: 9:30 pm

SPECIAL EVENT PERMIT (distribution, serve or bring your own alcohol)

Per Ordinance No. 99-09 a Special Event shall mean an event organized by an incorporated non-profit organization that is open to the general public and benefits the citizens of the City of Alexander City, Alabama, by way of cultural or educational entertainment. **Only incorporated non-profit organizations may apply for a Special Event Permit.** Special Events must be permitted by the City Council and all requirements must be met prior to the approval.

The following requirements must be completed prior to submittal to the City Council.

Liability Coverage

Minimum Requirements are as follows: each occurrence \$1,000,000; damage to rented premises \$500,000; medical expense \$100,000; personal and injury \$1,000,000; general aggregate \$1,000,000; and comp/op agg \$1,000,000.

Name of Insured: _____ Producer: _____

Policy No.: _____ Effective Date: _____ Expiration Date: _____

*****A copy of the certificate of ability insurance must be provided to the City Clerk's office once the event is approved and before the event takes place.***

Geographical Parameters

Describe or attach a map with the event geographical parameters.

Security

Adequate security must be provided for the safety of the citizens and attendees. The organization is responsible for providing and funding security for the event. Refer to the chart below for adequate security. Please remember to provide additional security will be needed for parking.

- 1-99 = 2 Officers
- 100-199 = 4 Officer
- 200-299 = 6 Officers
- 300-399 = 8 Officers

Special Event Fee: The application shall be submitted to the City Clerk's office with a fee of \$500.00 per Ordinance 99-09.

OTHER INFORMATION:

Tallapoosa County Health Department: (256) 329-0531
City Clerk's Office: (256) 329-6700
A&E Committee: (256) 329-9227
ABC Board: (334) 826-1137
Advanced Disposal: (334) 513-1864

SIGNATURES:

Applicant's Signature Fr ESTEAD

Date 2/13/2023

A&E Signature _____

Date

INTERNAL USE ONLY

Application Complete: **YES** **NO**

Date Received: ___/___/___

Approved: ___/___/___

Disapproved: ___/___/___

Added to the Event Calendar: **YES** **NO**

Contact the Following:

- 1. Police Chief: **YES** **NO**
- 2. Public Works: **YES** **NO**
- 3. Light Department for electrical needs: **YES** **NO**
- 4. Water Department for any water needs: **YES** **NO**
- 5. Parks & Rec.: **YES** **NO**
- 6. City Clerk: **YES** **NO**

Authorized Signature: _____

Date: ___/___/___



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 9155 Dadeland, Ste 1112 Miami FL 33156	CONTACT NAME: Religious Team -Miami PHONE (A/C, No, Ext): 305.592.6280 FAX (A/C, No): 305.716.3293 E-MAIL ADDRESS: miami.bsdDiocese_Request@ajg.com
	INSURER(S) AFFORDING COVERAGE NAIC #
INSURED Diocese of Birmingham St. John the Apostle Catholic Church 454 North Central Ave. Alexander City AL 35010	INSURER A : Lloyd's Syndicate 2987
	INSURER B : Princeton Excess & Surplus Lines Ins Co 10786
	INSURER C :
	INSURER D :
	INSURER E :
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 1792485661 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BP1002722	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ N/A PRODUCTS - COMP/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BP1002721	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			R2A3FF000005704	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Limits shown for insurer A are inclusive of insured retention.
 RE: Our Lady of Guadalupe and Good Friday.
 City of Alexander is included as Additional Insured on General Liability policy as required by written contract.

CERTIFICATE HOLDER **CANCELLATION**

City of Alexander 281 James D. Nabors Drive, Alexander City AL 35010	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

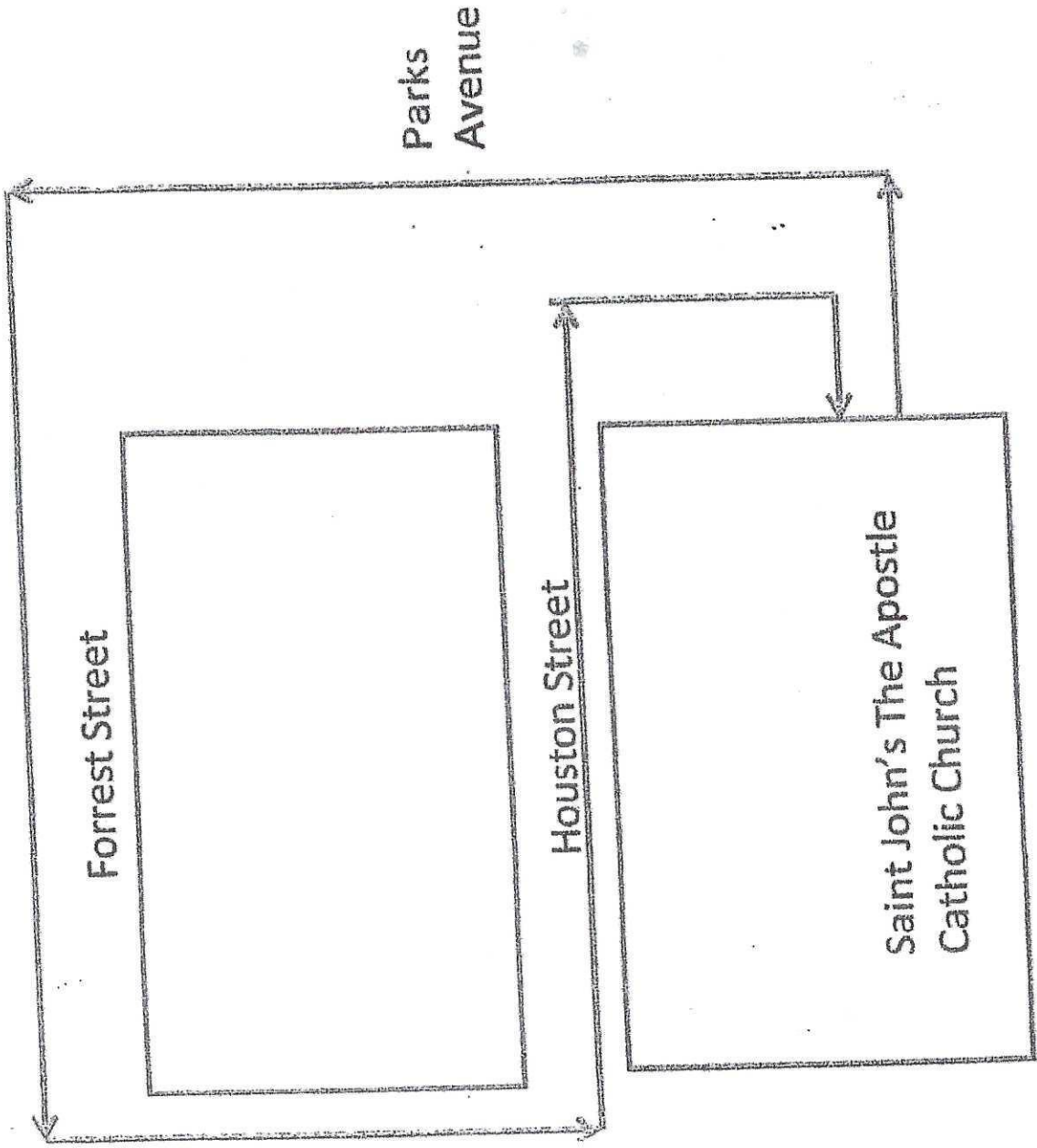
© 1988-2015 ACORD CORPORATION. All rights reserved.

Procession Map for

**Good Friday
April 7, 2023**

**December 11, 2021
11pm**

Cemetery





**ALEXANDER
CITY
ALABAMA**

P.O. Box 552 • Alexander City • Alabama 35011-0552 • (256) 329-6700
www.alexandercityal.gov

Event Application

The purpose of the application is to better understand the details of the requested event and to better serve you as an event coordinator. All events within the Arts and Entertainment District must be in compliance with Ordinance No. 2015-11. All *Special Events* must be in compliance with Ordinance No. 99-09 and be approved by the City Council.

Only incorporated non-profit organizations are allowed to apply for a Special Event Permit. If the organization is requesting to distribute/serve or allow alcohol to be brought in, then the Special Event portion of this application must be completed. Furthermore, an ABC application must be completed if the organization is planning to distribute alcohol. The application must be submitted to the ABC Board prior to City Council approval and/or submitted with the completed event application. The contact number to the ABC Board is listed on page 7.

All applicants requesting to use City property located within the Arts & Entertainment District must submit a complete application 30 day prior to the date of the event to the A&E Committee representative. All events outside the Arts & Entertainment District must be submitted to the City Council.

Per Ordinance 2021-01, any person, firm, partnership, corporation, association or other entity with business or applications to present to the City Council at a regular meeting must first make application with the City Clerk no later than 5:00 P.M. fourteen (14) days prior to the meeting.

Name of Organization: Main Street Alexander City

Type of Event: Circus/Carnival Company Picnic Concert
 Demonstration/Rally Festival/Fair Race/Walk
 Parade Wedding Other

Describe Other: 2nd Annual Gumbo Get Down

Date(s) Requested: Saturday, April 15, 2023

Venue Within A&E District Requested: Strand Park Broad Street Plaza Other

List Other: Old City Hall Parking Lot

Property outside A&E District: _____

Event Name: Gumbo Get Down

Name of Applicant if not Non-Profit: _____ Photo ID required (age 21+)

Address: _____

City: _____ State/Zip: _____

Email: _____

Cell: _____ Other Phone: _____

Goals for Event: Increase activity downtown and fundraiser for Main Street Alexander City

Descriptive Summary of Event: Cooking Contest

How does this event contribute to the cultural and economic development of Alexander City?
enables Main Street AC to fund grants and improve decore in downtown area

Benefit to Downtown Economy increases foot traffic and shopping downtown

Co-Sponsor: _____

Will any admission or registration fees be charged? YES NO If yes, how much? \$20

How will the event be promoted? TV Newspaper Radio Billboard

Flyers/Posters Internet/Social Media Other (explain) Banners

Event website or Social Media Page: FB - Main Street Alexander City

What other activities are planned or anticipated in conjunction with this event?
Kids Zone & Live Music by Johnathan Bloom

CHECKLIST

Liability Coverage

Minimum Requirements are as follows: each occurrence \$1,000,000; damage to rented premises \$100,000; medical expense \$100,000; personal and injury \$1,000,000; general aggregate \$1,000,000; and comp/op agg \$1,000,000.

Name of Insured: _____ Producer: _____

Policy No.: _____ Effective Date: _____ Expiration Date: _____

Event Parking

Where will you tell people to park? *Permission must be gained from private property and/or business owners.*

Identify set-up parking areas Downtown

Participant parking (vendors, staff, volunteers) _____

Attendees parking _____

Event Size

Number of Participants _____

Number of Staff/ Volunteers _____

Number of Spectators _____

Total Number of Attendees _____

Event History

Is this a first-time event? YES NO

Does this group have event experience? YES NO

If yes, list previous events: Downtown Christmas, Farmers Market

Detail experience, location, etc.: _____

Is this an annual event? YES NO If yes, how many years running? 2nd

Activities and Entertainment

Attach a list of scheduled activities and entertainment with times (i.e. bands, contests, demonstrations, cook-offs, performances, etc.)

Structures: Check all that apply

Tents yes Booths _____ Tables yes Chairs _____ Stages yes

Fencing _____ Light/Sound Towers _____ Generators _____ Other _____

Utilities

Will you need electricity? YES NO If yes, how many outlets? not sure

Will you need water? YES NO If yes, how much? _____

Portable Toilets

Indicate the number of portable toilets you will provide. Placement of toilets should be shown on the Location Layout.

Minimum one (1) per fifty (50) participants is required.

Number of Regular porta-potties 2 ADA # 2

When will portable toilets be delivered? Day before
Multi-day events require portable toilets daily.

Event Clean-Up/Trash Removal

The applicant is responsible for trash clean up. Please contact Advanced Disposal directly (334) 513-1864. Please contact Advanced no less than two weeks prior to the event.

The City of Alexander City and the Arts & Entertainment District encourages recycling. Is there a recycling plan? _____

** The City operates a recycling facility that is located on Railey Road behind the Water Department. It is a drop-off facility only. The City also owns a recycling trailer for #1 plastics (Gatorade, . If you would like to utilize the recycling equipment, please indicate above.

First Aid Plan

Will you have a first aid station on-site? YES NO

What plan do you have for emergencies? 911

Security

The applicant is responsible for adequate security for the event including crowd control, emergency response, and alcohol enforcement. Complete page 6 of the application if the event is classified as a Special Event (allows alcohol). If the event is not a Special Event then refer to the chart below for security.

- 1-99 = No officer required
- 100-199 = 1 Officer
- 200-299 = 2 Officers
- 300-399 = 3 Officers

Street Closures **Events requesting streets closures require additional police staffing.

List any and all streets that will need to be closed for the event. Approval must be granted by the Alexander City Police Chief prior to the event.

Close old City Hall Parking Lot

Date of Closure and Beginning and Ending Time:

Date: _____ Beginning Time: _____ Ending Time: _____

ARTS AND ENTERTAINMENT DISTRICT RULES AND RESTRICTIONS

Public possession and consumption of alcoholic beverages shall be allowed within the Arts and Entertainment District subject to the following rules:

1. Patrons may exit a licensed premise with open beverages in approved, shatter resistant containers except that where outdoor sidewalk seating contiguous to an on-premise licensee exists patrons may be served in glass containers so long as consumers not leave the proximity of that licensee.
2. Approved containers include any plastic, paper or Styrofoam cup identifiable as being purchased within the District.
3. Patrons are limited to one carryout beverage at a time.
4. No person may enter a licensed premise with an open or closed container acquired elsewhere including, specifically, another licensed premise within the District.
5. Open containers of alcoholic beverages purchased from a licensed premise within the District may be carried into a non-licensed business only at the discretion of that business owner.
6. Alcoholic beverages purchased outside the boundaries of the District are prohibited within the District:
 - a. Except for consumption at a Special Event.
 - b. Except for consumption in a private residence or banquet facility.
7. No person or motorist may possess an open container in a motor vehicle on a public street or adjacent parking lots at any time.
8. Open containers of alcoholic beverages may not be removed from or consumed beyond the designated boundaries of the Arts and Entertainment District.
9. Nothing shall be construed to allow the sale of alcoholic beverages to minors and Alabama Beverage Control Board regulations regarding sales to minors will be strictly enforced.

SPECIAL EVENT PERMIT (distribution, serve or bring your own alcohol)

Per Ordinance No. 99-09 a Special Event shall mean an event organized by an incorporated non-profit organization that is open to the general public and benefits the citizens of the City of Alexander City, Alabama, by way of cultural or educational entertainment. **Only incorporated non-profit organizations may apply for a Special Event Permit.** Special Events must be permitted by the City Council and all requirements must be met prior to the approval.

The following requirements must be completed prior to submittal to the City Council.

Liability Coverage

Minimum Requirements are as follows: each occurrence \$1,000,000; damage to rented premises \$500,000; medical expense \$100,000; personal and injury \$1,000,000; general aggregate \$1,000,000; and comp/op agg \$1,000,000.

Name of Insured: _____ Producer: _____

Policy No.: _____ Effective Date: _____ Expiration Date: _____

*****A copy of the certificate of ability insurance must be provided to the City Clerk's office once the event is approved and before the event takes place.***

Geographical Parameters

Describe or attach a map with the event geographical parameters.

Security

Adequate security must be provided for the safety of the citizens and attendees. The organization is responsible for providing and funding security for the event. Refer to the chart below for adequate security. Please remember to provide additional security will be needed for parking.

1-99 = 2 Officers
100-199 = 4 Officer
200-299 = 6 Officers
300-399 = 8 Officers

Special Event Fee: The application shall be submitted to the City Clerk's office with a fee of \$500.00 per Ordinance 99-09.

OTHER INFORMATION:

Tallapoosa County Health Department: (256) 329-0531
City Clerk's Office: (256) 329-6700
A&E Committee: (256) 329-9227
ABC Board: (334) 826-1137
Advanced Disposal: (334) 513-1864

SIGNATURES:

Applicant's Signature Michele West

Date 3/13/2023

A&E Signature Michele West

Date 3/13/2023

INTERNAL USE ONLY

Application Complete: **YES NO**

Date Received: / /

Approved: / /

Disapproved: / /

Added to the Event Calendar: **YES NO**

Contact the Following:

- 1. Police Chief: **YES NO**
- 2. Public Works: **YES NO**
- 3. Light Department for electrical needs: **YES NO**
- 4. Water Department for any water needs: **YES NO**
- 5. Parks & Rec.: **YES NO**
- 6. City Clerk: **YES NO**

Authorized Signature: _____

Date: / /