



Meeting Minutes - Draft

City Council

Monday, June 16, 2025

4:00 PM

Council Chambers

Work Session/Council Meeting

Public Hearing

[25-0281](#)

Public Hearing To Consider Adopting 2024 Building Codes

President Trawick opened the Public Hearing at 4:00pm. He asked for comments from the public. Hearing no comments, he closed the Public Hearing.

[25-0297](#)

Public Hearing to Declare Weeds to be a Public Nuisance and to Order its Abatement Located at 9475 Hickory St. Foley, AL 36535.

President Trawick opened the Public Hearing at 4:00pm. He asked for comments from the public. Hearing no comments, he closed the Public Hearing.

Call to Order

Council President Wayne Trawick called the meeting to order at 4:01pm.

Roll Call

All Council Members were present with the exception of Council Member Richard Dayton and Council Member Rick Blackwell. Also present: Mayor Ralph G. Hellmich, City Administrator Mike Thompson, City Clerk Katy Taylor, Christi Watkins, David Wilson, Teri Valo, Joan Rohrich, Jeff Lee, Brenda Mendez, Leslie Gahagan, Chad Brewer, Gary Schrader, Wynter Metz, Logan Eberly, Brenda Shambo, Rusty Russell, Kate Norris, Chuck Sutherland, Tim Lower, Guy Busby, Andrew Thomas, Roy Mendez, Crystal Jones, Katie Fairley, LaDonna Hinesley, Cian Harrison, Suzanne Kellams, Wayne Dyess, David Thompson, Pam Harris, Chuck Sutherland, Kevin Carnley, Larry Dearing and Chad Christian.

Present: 5 - Wayne Trawick, Vera Quaites, Rick Blackwell, Charles Ebert III and Richard Dayton

Moment of Reflection

Pledge of Allegiance

Presentation

[25-0295](#)

Presentation: Plaque Presentation

Mayor Hellmich presented Sergeant Chuck Sutherland with a plaque recognizing his efforts with the Foley Police Department Special Response Team.

Work Session Discussion

Additions/Removals/Carry-Overs

There were no removals or carry-overs to report.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites to add item 25-0319 to the agenda. The motion carried by unanimous vote.

Consent Agenda

[25-0275](#)

Report of May, 2025, Approved and Paid Bills for the Record

Attachments: [2025-05 Approved & Paid Bills.Expense Approval Report](#)

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Agenda Item be approved. The motion carried by an unanimous vote.

[25-0279](#)

Work Session/Council Meeting Minutes of June 2, 2025

Attachments: [6-2-25 Meeting Minutes](#)

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that the Work Session/Council Meeting Minutes of June 2, 2025 be approved. The motion carried by an unanimous vote.

[25-0280](#)

Departmental Reports

Attachments: [Tax Report and Permit-Plan Review June 2025](#)

[May 2025 CDD Report](#)

[May 2025 PD Report](#)

[May 2025 FD Report](#)

Ordinances

[25-0294](#)

(Second Reading) An Ordinance Approving the Southeast Quadrant Traffic Calming Implementation and Speed Limit Standardization

Attachments: [SE Quad speed limit ordinance](#)
[391-87 ORD](#)

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Ordinance be approved on the first reading. The motion carried by an unanimous vote.

[25-0112](#)

(Second Reading) AN ORDINANCE AMENDING THE CODES FOR THE ADOPTION OF THE 2024 INTERNATIONAL BUILDING (ICC) CODES AND REFERENCED COASTAL SUPPLEMENTAL PROVISIONS TO UPGRADE THE VARIOUS CODES RELATING TO THE INSPECTION ACTIVITIES OF THE CITY OF FOLEY AND ENFORCEMENT OF THE BUILDING PROVISIONS AND FIRE SAFETY AS PROVIDED IN SAID CODES

Attachments: [2024 International Building Codes](#)
[Technical Codes - Clean Copy](#)

There was no discussion on this item.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Ordinance be adopted. The motion carried by an unanimous vote.

Enactment No: 25-2020-ORD

Resolutions and Other Business

[25-0291](#)

ABC License: 020 - Restaurant Retail Liquor for MI PUEBLITO TAQUERIA LLC, applicant operating under the trade name MI PUEBLITO TAQUERIA LLC, located at 315 S McKenzie St. North Suite, Foley, Alabama 36535.

Attachments: [MI PUEBLITO TAQUERIA LLC - ABC License](#)

Foley Police and Fire Departments recommended to move forward with the ABC License.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, to make a recommendation to the ABC Board to approve the ABC License. The motion carried by an unanimous vote.

[25-0241](#)

Resolution Amending the Pay Classification Plan in the Community Development Department

Attachments: [Pay Classification Plan - Effective 04-08-25](#)

Human Resource Director Suzanne Kellams reported that this request has multiple components in an effort to enhance the organizational structure of the Community Development Department, particularly its Building Division,

Amendments to the City's Pay Classification Plan are proposed to implement this restructuring after the completion of job analyses. Convert a vacant Building Inspector position (grade 150) to a new position of Building Plans Examiner (grade 180). This new role would improve the quality of plan reviews, provide consistency in communication with contractors and property owners, and ensure properly marked-up and approved construction plans. Convert the vacant Chief Building Inspector position (grade 180) to a Building Official (grade 250). This would remove the building official role from the current City Planner/Building Official position and create a full-time dedicated role solely to the Building division's functions and amend the position of City Planner/Building Official to Planning Director. These requests are budget neutral for this fiscal year with the two vacancies.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1179-RES

[25-0270](#)

A Resolution Appointing Elections Manager and Absentee Elections Manager

City Clerk Katy Taylor reported that the approval of this Resolution allows for the City Clerk to become the appointed Elections Manager and Absentee Elections Manager due to the Mayor running for office.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1180-RES

[25-0272](#)

A Resolution Approving the Purchase of Life Saving and Protective Equipment Using Opioid Funding

Attachments: [TruNarc Quote](#)
 [Lucas quote](#)
 [Krystal-Bodiford-Public-Safety](#)

Executive Director of Public Safety David Wilson reported the approval of this Resolution would allow for the purchase of protective equipment using opioid settlement funding.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1181-RES

[25-0273](#)

A Resolution Approving Change Order #1 for the CDD Generator Project and Transferring Funds to Cover the Cost

Attachments: [Invoice_ChangeOrder#1](#)
 [Budget Increase Form - Signed](#)

City Administrator Mike Thompson reported The Community Development Department had a new generator installed and \$40,000 that was budgeted for this project under RES 24-1356. The original quote with AMSCO Incorporated did not include hauling away the old generator, but a \$750 change order was issued so the generator could be hauled off property. As this work has already occurred, the acceptance of the change order should be memorialized.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1182-RES

[25-0276](#)

A Resolution Approving Monthly Bids - May 2025

Attachments: [May 2025 Bid Awards](#)

There was no discussion on this item.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1183-RES

[25-0277](#)

A Resolution for the Acceptance and Use of Friends of the Library Donation to Purchase an Artome Projector

Attachments: [Artome M10 with projector \(1\) \(1\) \(2\)](#)
[Kate-Norris-Library \(2\)](#)

Library Director Kate Norris reported the approval of this Resolution will allow for the acceptance and use of Friends of the Library donation to purchase an Artome Projector in the amount of \$8,800.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1184-RES

[25-0278](#)

A Resolution Approving the Application for the FY2025 Community Foundation of South Alabama Grant

Attachments: [2025 Mental Health Grantmaking Guidelines](#)

Logan Eberly reported that the approval of this Resolution will allow for the Senior Center to apply for the FY2025 Community Foundation of South Alabama Grant and they are requesting \$25,000 to be used to purchase a new bus.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1185-RES

[25-0283](#)

A Resolution Amending RES 25-1142 A Resolution to Approve the Surplus and Disposal of Multiple Street Department Items and Authorize the Purchase of their Replacements

Attachments: [25-1142-RES ventrac](#)
[old VENTRAC QUOTE](#)
[ventrac 4520Y invoice](#)

Wynter Metz reported the approval of this Resolution will allow for Resolution 25-1142 to be amended due to there being an outdated quote stated in the Resolution.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1186-RES

[25-0284](#)

A Resolution Authorizing the Transfer of Funds Between Categories in Vector Control.

Attachments: [Chad-Raybon-06-05-2025](#)

Wynter Metz reported the approval of this Resolution will allow for the transfer of funds between categories in Vector Control holding off on purchasing a capital item and transfer the funds to operations.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1187-RES

[25-0287](#)

A Resolution Setting a Public Hearing Declaring Weeds To Be A Public Nuisance At 24269 Bay View Drive And Ordering Its Abatement

Attachments: [24269 Bayview abatement](#)
[24269 Bayview weed abatement](#)

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, to set the Public Hearing. The motion carried by an unanimous vote.

Enactment No: 25-1188-RES

[25-0288](#)

A Resolution to Utilize Impact Fee Funding for the Paving of the Pilgrim Street Extension and to Amend 25-1045-RES A Resolution to Approve Funding for Pilgrim Street Extension and Permission to Go to Bid.

Attachments: [25-1045-RES](#)

There was no discussion on this item.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1189-RES

[25-0289](#)

A Resolution Reappointing Jessica Gosa to the Library Board

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1190-RES

[25-0292](#)

A Resolution Approving a Right-Of-Way Use Agreement

Attachments: [200 W Orange Ave ROW Use Agreement - Revised](#)
 [Gaar BAA Variance Docs](#)
 [Gaar Recorded Plat](#)

Executive Director Wayne Dyess reported the approval of this Resolution will allow for a building to be built on S Alston St. that will have a business located in the downstairs area and two dwelling units on the top floor and will have some encroachments.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1191-RES

[25-0298](#)

A Resolution Approving Additional Improvements at Mel Roberts Park.

Attachments: [Jeff-Lee-Parks-Recreation](#)

Park and Receptions Director Jeff Lee reported the approval of this Resolution will allow for the use of the remaining \$295,000 in funds for the Mel Roberts Park Improvement Project to be used to install irrigation on the 3 ball fields, install new bermunda sod on these fields, build a barn to store equipment and mowers, and replace fencing and backstop netting and expects to begin this work in August.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1192-RES

[25-0299](#)

A Resolution to Appropriate and Memorialize Funds for the Purchasing and Installations of MacroAir Fan Systems for Fire Stations 1 and 3

Attachments: [Chad-Brewer-Fire](#)
 [MacroAir Estimate](#)

Deputy Fire Chief Chad Brewer reported the approval of this Resolution will allow for them to appropriate and memorialize funds for the purchasing and installations of MacroAir Fan Systems for Fire Stations 1 and 3.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1193-RES

[25-0300](#)

A Resolution Approving the Use of Heritage Park for the 2025 Society of Black Hats Foley Witches Ride Charity Event and After Party.

Attachments: [Foley Witches Ride](#)

Parks and Recreations Director Jeff Lee reported that the approval of this Resolution will allow for use of Heritage Park for the 2025 Society of Black Hats Foley Witches Ride Charity Event and after party. He stated that they are asking the same as last year with the same street closure requests Saturday, October 25, 2025.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1194-RES

[25-0302](#)

A Resolution Declaring a John Deere Gator as Surplus in the Parks and Recreation Department.

Parks and Recreations Director Jeff Lee reported the approval of this Resolution will allow them to declare a John Deer Gator as surplus.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1195-RES

[25-0303](#)

A Resolution to Approve the Replacement of Microwave Equipment for the Public Safety Communication System

Attachments: [Proposal - M & D Consulting](#)
 [Chad-Brewer-Fire Microwave Replacement](#)

Deputy Fire Chief Chad Brewer reported this Resolution will allow for the replacement of microwave equipment for the Public Safety Communication System.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1196-RES

[25-0304](#)

A Resolution to Approve the Closure of Streets in Downtown Foley for Hometown Halloween on Thursday, October 30, 2025.

Attachments: [Special Events Application - Hometown Halloween 2025-signed \(1\)](#)

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1197-RES

[25-0305](#)

A Resolution Reappointing Steve Bailey to the Board of Adjustments And Appeals

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1198-RES

[25-0306](#)

A Resolution Approving the City Hall Conference Room Renovation Project

Attachments: [Capital Project Form - Conference Room](#)

Executive Director Cian Harrison reported the approval of this Resolution will allow for upgrades to the City Hall conference room that will include new flooring, lighting and new furniture.

A motion was made by Council Member Vera Quaites, seconded by Council Member Charles Ebert, III, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1199-RES

[25-0308](#)

A Resolution to Increase Budget and Approve a Capital Project to Make Repairs to a Generator at the Justice Center.

Attachments: [Thompson](#)
 [Jot Form](#)

Deputy Police Chief Kevin Carnley reported the approval of this Resolution will allow for the replacement of a generator's radiator at the Justice Center.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1200-RES

[25-0309](#)

A Resolution Approving the Use of Heritage Park for the First Baptist Church of Gulf Shores Community Block Party Event

Attachments: [First Baptist Church of Gulf Shores Community Block Party Event](#)

Parks and Recreation Director Jeff Lee reported the approval of this Resolution will allow for the fees to be waived for use of Heritage Park for the First Baptist Church of Gulf Shores Community Block Party Event.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1201-RES

[25-0311](#)

A Resolution Appropriating Funding for and Approving a Capital Project to Upgrade Technology in the City Hall Conference Room.

Attachments: [Gary-Schrader-IT \(2\).pdf](#)
[Form](#)

IT Director Gary Schrader reported the approval of this Resolution will allow for upgrades to the technology in the City Hall conference room.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1202-RES

[25-0319](#)

Resolution Approving the Intergovernmental Service Agreement with Baldwin County Commission for the James Road Extension Project.

Attachments: [Exhibit A - Project Limits](#)
[JAMES ROAD EXTENSION - PRELIMINARY COST ESTIMATE \(6-13-25\)](#)
[Intergovernmental Roadway Construction Agreement \(1\)](#)

Council President Trawick recognized Baldwin County Commissioner Skip Gruber who stated that the approval of this Resolution will allow for the Intergovernmental Service Agreement with Baldwin County Commission for the James Road Extension Project which will help to control, manage, supervise, repair, maintain and improve certain public roads inside their respective jurisdiction.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by an unanimous vote.

Enactment No: 25-1203-RES

Mayor's Comments

Mayor Hellmich reported that the 4th of July holiday is approaching and reminded everyone to be patient with the traffic.

He reported that Co. Rd. 12 and Hwy. 59 intersection project is still on going but that the road is open.

He also reported that the light at Pride Drive and Riviera Blvd. came out of sink causing some traffic back-up and that the engineering department took notice and contacted ALDOT who confirmed that there was a problem. He encouraged anyone that sees an issue with traffic lights to please report it.

Mayor Hellmich reported all projects around town are moving along well.

He reported that the City staff is currently working on the budget and will have it available in August.

He also reported that we are in election season and encouraged everyone to get out and vote.

Visitor Comments

There were no visitor comments to report.

Executive Session

City Administrator Mike Thompson reported the need to go into executive session to discuss preliminary negotiations involving matters of trade or commerce in which the City is in competition with private entities and other governmental bodies and to discuss the consideration the City is willing to accept when considering the lease of real property. He reported the executive session would take approximately 20 minutes and there was no need for Council to take a vote.

Council Member Charles Ebert, III made a motion, seconded by Council Member Vera Quaites to go into executive session.

Mr. Thompson took the following roll call vote: Council Member Quaites, aye; President Trawick, aye; and Council Member Ebert, III, aye. The vote was unanimous to go into executive session.

The Council Meeting recessed at 4:40 pm.

The Council Meeting was reconvened at 5:23 pm.

All Council Members were present. Also present: Mayor Hellmich and City Administrator Mike Thompson.

There was no further business to conduct.

Adjournment

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, to adjourn the meeting. The motion carried by an unanimous vote.

The meeting adjourned at 5:23pm.