



City of Foley, AL

407 E. Laurel Avenue
Foley, AL 36535

Meeting Minutes - Draft

City Council

Monday, August 18, 2025

4:00 PM

Council Chambers

Work Session/Council Meeting

Call to Order

President Wayne Trawick called the meeting to order at 4:00pm.

Roll Call

All Council Members were present. Also present: Mayor Ralph G. Hellmich, City Administrator Mike Thompson, Assistant City Clerk Christi Watkins, Executive Director Cian Harrison, Taylor Davis, Leslie Gahagan, Janie MacBeth, Travis Valentine, Cynthia Abbott, Glenn Abbott, Frances Holk-Jones, LaDonna Hinesley, Miranda Bell, Sara Filley, Tim Lower, Angela Sherman, Jamie Smith, Stephanie Pluscht, Julie Koptis, Narissa Nelson, Suzanne Kellams, Darrell Russell, David Thompson, Guy Busby, Robin Walker, Zan Blue, Charles Weber, Pam Harris, Joey Darby and Wayne Dyess

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

Moment of Reflection

Pledge of Allegiance

Presentation

[25-0439](#)

Presentation: South Baldwin Workforce Initiative

Travis Valentine and Daniel Catlin with the South Baldwin Chamber of Commerce presented to Council a midyear workforce update.

Work Session Discussion

Additions/Removals/Carry-Overs

There were no additions, removals or carry-overs to report.

Consent Agenda

[25-0437](#)

Departmental Reports

Attachments: [Tax Report and Permit-Plan Review Aug 2025](#)
[PD July Stats](#)
[July 2025 CDD Report for Council](#)
[FD Report July 25 8-25 \(1\)](#)

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

[25-0438](#)

Work Session/Council Meeting Minutes of August 4, 2025

Attachments: [8-04-2025 Work Session.Council Meeting Minutes Final](#)

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Rick Blackwell, to approve the Work Session/Council Meeting Minutes of August 4, 2025. The motion carried by an unanimous vote.

[25-0446](#)

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

Attachments: [2025-07 Approved & Paid Bills.Expense Approval Report](#)

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

Ordinances

[25-0444](#)

(Second Reading) An Ordinance Accepting Public Rights-of-Way and Infrastructure Improvements in Glenlakes Phases 3A, 3B, 3C for City Maintenance.

Attachments: [Lennar Ph 3a,b,c ROW requests](#)
[ROW Update 24-2029ORD](#)

Engineering Deputy Taylor Davis reported that the City deems it necessary to set standards for design and construction requirements, guidelines, details and standards for the design, development and construction relating to residential, commercial or industrial development within the jurisdiction and recommended moving forward with the first reading.

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

Enactment No: 25-2031-ORD

[25-0449](#)

(FIRST READING) AN ORDINANCE TO LEVY A LOCAL EXCISE TAX AND REQUIRE BUSINESS LICENSES FOR THE SALE OF CONSUMABLE VAPOR PRODUCTS IN THE CORPORATE LIMITS

AND POLICE JURISDICTION OF THE CITY OF FOLEY

Attachments: [City of Foley Vape Product Excise Tax Ordinance Final Version](#)

Revenue Director Jamie Smith reported that the Alabama Legislature recently passed Act 2025-377, which imposes a state excise tax of \$0.10 per milliliter on consumable vapor products beginning October 1, 2026. The more urgent impact for the city is that after October 1, 2025, municipalities will lose the ability to levy local license fees or taxes based on volume sold or gross receipts for these products. To preserve Foley's full taxing authority, we must enact a local ordinance before October 1, 2025. This would allow the city to impose a local excise tax on vapor wholesalers, and require a business license for vapor product wholesalers and retailers, based on gross receipts. These steps would establish a sustainable revenue stream for Foley and ensure an ordinance is grandfathered in under the new state law.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Rick Blackwell, to suspend the rules for immediate adoption of this Ordinance. The motion carried by an unanimous vote.

City Administrator Mike Thompson took the following roll call vote.

Council Member Quaites, aye; President Trawick, aye; Council member Blackwell, aye and Council Member Ebert, III., aye. The vote was unanimous to suspend the rules.

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

Aye: 4 - President Wayne Trawick, Council Member Vera Quaites, Council Member Rick Blackwell and Council Member Charles Ebert III

Enactment No: 25-2026-ORD

[25-0458](#)

(FIRST READING) AN ORDINANCE AUTHORIZING THE ASSISTANT CITY CLERK TO PERFORM THE DUTIES OF THE CITY CLERK, INCLUDING SERVING AS ELECTIONS MANAGER AND ABSENTEE ELECTIONS MANAGER, DURING THE CITY CLERK'S ABSENCE OR INABILITY TO SERVE

There was no discussion on this item.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Rick Blackwell, to suspend the rules for immediate adoption of this Ordinance. The motion carried by an unanimous vote.

City Administrator Mike Thompson took the following roll call vote.

Council Member Quaites, aye; President Trawick, aye; Council member Blackwell, aye and Council Member Ebert, III., aye. The vote was unanimous to suspend the rules.

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

Aye: 4 - President Wayne Trawick, Council Member Vera Quaites, Council Member Rick Blackwell and Council Member Charles Ebert III

Enactment No: 25-2027-ORD

[25-0406](#)

(Second Reading) AN ORDINANCE TO APPROVE THE ANNEXATION OF TERRITORY WITHIN THE CITY LIMITS OF THE CITY OF FOLEY, ALABAMA (BALDWIN COUNTY COMMISSION)

Attachments: [Portion of CR 65 Transfer](#)

There was no discussion on this item.

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

Enactment No: 25-2028-ORD

[25-0407](#)

(Second Reading) AN ORDINANCE TO APPROVE THE ANNEXATION OF TERRITORY WITHIN OR ABUTTING THE CITY LIMITS OF THE CITY OF FOLEY, ALABAMA (BALDWIN COUNTY COMMISSION)

Attachments: [HWY98-FBE Legal Description and Map](#)

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 adopted. The motion carried by an unanimous vote.

Enactment No: 25-2029-ORD

Resolutions and Other Business

[25-0408](#)

A Resolution to Rescind Resolution 25-1109 A Resolution Accepting the Transfer of Unopened/unnamed Rights-of-Ways from Baldwin County Due to the Matter Requiring an Ordinance

Attachments: [25-1109-RES](#)

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.

Mayor Hellmich recommended to the Council that the Resolution be rescinded, contingent upon the Ordinance taking effect first.

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Vera Quaites, to amend the motion. The amendment stipulated that the passed motion would be contingent upon the Resolution being rescinded

once the adopted Ordinance takes effect. The motion carried by an unanimous vote.

Enactment No: 25-1287-RES

[25-0409](#)

A Resolution to Rescind Resolution 25-1171 A Resolution Accepting the Transfer of a Portion of County Road 65 from Baldwin County Due to the Matter Requiring an Ordinance

Attachments: [25-1171 RES](#)

A motion was made by Council Member Charles Ebert, III, seconded by Council Member Rick Blackwell, to adopt this Resolution contingent upon the Resolution being rescinded once the adopted Ordinance takes effect. The motion carried by an unanimous vote.

Enactment No: 25-1288-RES

[25-0416](#)

Resolution Approving Additional Funding for GeoCon's Construction Engineering and Inspection Services for the New Public Works Campus.

Attachments: [22-1411RES](#)
[GeoCon Foley Public Works Additional Testing Proposal - do not exceed](#)
[Daisha-Barnes-Engineering \(52\)](#)

Deputy Engineer Taylor Davis reported Additional funding is required for the completion of the new Public Works Facility. The additional funding would include professional testing and special inspection services to cover the structural elements, earthwork, pavement, and concrete testing.

A motion was made by Council Member Rick Blackwell, seconded by Council Member Vera Quaites, that this Resolution be adopted. The motion carried by a majority vote: Council Member Quaites, aye; Council President Trawick, aye; Council Member Balckwell, aye; Council Member Ebert, III, abstain.

Aye: 3 - President Wayne Trawick, Council Member Vera Quaites and Council Member Rick Blackwell

Abstain: 1 - Council Member Charles Ebert III

Enactment No: 25-1289-RES

[25-0420](#)

A Resolution Approving the Beulah Heights Drainage Project and Allocating the Funds

Attachments: [Michigan St Pond Cost Estimate](#)
[Environmental - Beulah Heights Drainage Form](#)
[Beulah Heights Drainage Improvement Plan](#)

Environmental Director Leslie Gahagan reported that the Environmental Department requests council approval to allocate the funds and go to bid for the improvements to the Michigan Street Detention Pond. This project has secured \$247,514 in grant funding from the Mobile Bay National Estuary Program for design and construction. Another \$72,514 was recently added to

the grant funding from the MBNEP. An ADEM 319 Work Plan has been submitted and is awaiting official approval for an additional \$227,468 of grant funds. Thompson Engineering has completed the design work which has been reviewed by the Engineering Dept. and Public Works Dept. The goal is to modify the design with low impact development techniques and vegetation for increased water quality and infiltration.

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: 25-1290-RES

[25-0423](#)

A Resolution Setting A Public Hearing Declaring Weeds And Junk At 1810 S. Cedar Street To Be A Public Nuisance And Ordering Its Abatement

Attachments: [1810 South Cedar Street Nuisance.7.2025](#)

There was no discussion on this item.

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

Enactment No: 25-1291-RES

[25-0433](#)

A Resolution Approving a Sponsorship of Kiwanis Club's Annual Radio Day

Attachments: [Radio Day Sponsorship](#)

There was no discussion on this item.

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

Enactment No: 25-1292-RES

[25-0435](#)

Resolution Authorizing an Unplanned Capital Project in the Street Department and increasing Departmental funds

Attachments: [Chad-Raybon-Street-Department \(10\)](#)

Public Works Director Darrell Russell reported the Street Department has identified a need for a detention pond on Hwy 98 between Hickory and Cedar Streets for drainage improvements. The Street Department wishes to move forward with this project in house and requests \$10,000.00.

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

Enactment No: 25-1293-RES

[25-0436](#)

A Resolution Approving the Development Agreement Between Kolter

Development and the City of Foley for Cresswind Sandy Creek.

Attachments: [Development Agreement - Kolter-signed](#)
[FoleyKolter Development Agreement 8 18 25](#)

Executive Director of Infrastructure Wayne Dyess reported that this Agreement is to accomplish the statutory aims of comprehensive and orderly planning and development within the City.

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

Enactment No: 25-1294-RES

[25-0440](#)

A Resolution Amending City FY2025 Budgets

Attachments: [FY25 Personnel Budget Adjustments](#)

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: 25-1295-RES

[25-0442](#)

Resolution Amending the Pay Classification Plan in Infrastructure and Development and Engineering

Attachments: [Draft Pay Classification Plan - Effective 08-18-25](#)

Human Resource Director Suzanne Kellams reported that his resolution authorizes an amendment to the City's Pay Classification Plan to reassign oversight of public construction projects from the Engineering Department to the Infrastructure and Development Department. This would establish the position of Director of Public Projects as the lead authority for planning, managing, and executing public construction projects by converting/upgrading the current Construction Projects Manager. This amendment is designed to enhance operational efficiency, ensure consistent leadership over major construction initiatives, and align City resources with long-term development objectives. In addition, we would amend the pay plan to transfer the Deputy Construction Projects Manager from the Engineering Department to the Infrastructure and Development Department. This a budget neutral action for this fiscal year.

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: 25-1296-RES

[25-0447](#)

A Resolution Approving Monthly Bids - July 2025

Attachments: [July 2025 Bid Awards](#)

There was no discussion on this item.

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

Enactment No: 25-1297-RES

[25-0448](#)

A Resolution to Accept and Use Unbudgeted Donation Money Received by the Foley Fire Department

Attachments: [Joseph-Darby-08-11-2025.pdf](#)

Fire Chief Joey Darby reported The Foley Fire Department has received generous unbudgeted donations this fiscal year from multiple sources. We are requesting to use \$1,440 of this unbudgeted donation money to purchase a ceremonial bell and other items. We are requesting to increase the Smalls Tools and Equipment account in the amount of \$1,440 and increase the Revenue Donations account in the amount of \$1,440 resulting in a budget neutral action.

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

Enactment No: 25-1298-RES

Mayor's Comments

Mayor Hellmich reported that the Municipal Election will be held August 26, 2025 at the Foley Civic Center.

He reported that Foley High School's first football game will be Friday night, August 22, 2025.

He also reported that all city projects are moving forward and making progress.

Visitor Comments

Glenn Abbott, a resident of 331 Monteith Oaks Dr. in Foley, AL, approached the Council to express his concerns about potential stormwater management issues that could arise from the development of his adjoining property.

Mayor Hellmich stated that developers seeking permits for the property must adhere to state stormwater drainage guidelines. He added that the City is cognizant of the existing issues in the vicinity of the property.

Sara Filley, a resident of Glenlakes Subdivision, Foley AL, who is speaking on behalf of Glenlakes Unit 1 POA 208 members, reported four main items as follows:

Asphalt Damage

We would like for the record of this meeting to show that we respectfully ask for the City of Foley to make sure that Lennar does not place dumpsters on the Phase 4 asphalt. Phase 3 has 20 documented areas where the dumpsters damaged the asphalt.

Per previous email correspondence with the City of Foley. The City will watch Phase 3 streets closely for resurfacing needs in the coming years.

City engineers discussed and there is no repair that is feasible for the builder's dumpster divots. Cutting and patching would look worse than existing.

Patching would allow more water intrusion and lead to potholes.

Also Per the City of Foley: Glenlakes has two main roads remaining to resurface, Lakeview Drive and Carnoustie Drive, both very long and in the same condition of needing resurfacing. Engineering currently plans to bring these roads to City Council in the immediate Fiscal Years for recommendation, as they are both good candidates for resurfacing.

Phase 4 Street light electric cost

I would like to request for the City of Foley to assume responsibility for the electricity costs associated with the street lights located within Glenlakes Unit 1 POA. We are one of five POA's located in Glenlakes. It is my understanding that the City currently covers the cost of electricity for the street lights in the rest of the Glenlakes community. The City already covers the cost of electricity for Phase 1 and 2 of Glenlakes Unit 1 POA.

When the City Council accepts Phase 3 sidewalks and streets, we ask they also accept our street light electricity cost.

We respectfully ask for your consideration in providing the same service arrangement for Phase 3, and in the future once built out for Phase 4 of Glenlakes Unit 1 POA.

Phase 4 LANDSCAPING CALCULATION:

PROPERTY AREA = ± 50 AC, $50 * 10 = 500$ TREES REQUIRED
2 TREES/ LOT = 232 TREES

THE REMAINING 268 TREES WILL BE DISBURSED AS FOLLOWS:

POND #1 SHALL RECEIVE 134 TREES

POND #2 SHALL RECEIVE 67 TREES

POND #3 SHALL RECEIVE 67 TREES

Phase 3 Landscaping Calculation included 2 Trees per lot that we did Not receive, total 224

We requested and did not receive a response back from Lennar. We asked if they could place some of the required trees:

At the Phase 3 ponds to provide a focal point. At the Phase 4 ponds to create a barrier to Clark Ridge road

When will the trees be planted in the common areas?

We have a Professional Landscape Architect ready to work on this item for our

community.

Phase 4 Pond Escrow / Reserve

What is the amount the City Engineering Department determined for Phase 4 Pond Escrow/ Reserve?

The excerpt below is the calculation requirement for the fund:

Prior to final plat submittal, the owner/ developer shall establish an escrow account in the amount of twenty percent of the initial construction cost of the stormwater management system, which shall be used to maintain, operate, repair, inspect or reconstruct the stormwater management system. Escrow account details shall be provided in the subdivision covenants. The Engineering Department shall review and approve the amount projected for the escrow account.

Documentation

showing proof of the escrow account shall be submitted with the final plat package.

Once the developer transfers the common areas and stormwater facilities to another entity(ie. home owner' s association) for management, the entity shall contribute annually to the Stormwater Facilities Maintenance Escrow Account in the amount of five percent of the initial construction cost of the stormwater management system until such time that the full amount is reached.

A Maintenance Request shall be submitted to the Engineering Department for approval. This maintenance may be based on annual inspections by the entity or a city inspection. Withdrawals from the escrow account may occur for the purpose of maintenance, operation, repair, inspection or reconstruction of the stormwater management system. Once all work is completed, it will be inspected for compliance. If the maintenance cost is less than the requested funds, any excess funds shall be deposited back into the escrow account. Any funds drawn down from the escrow account shall be replaced in accordance with the initial funding of the account within two years of the maintenance work.

Mayor Hellmich addressed all of her requests, stating that the City has them under control. He reported that dumpsters are no longer permitted on Foley roads during construction. Regarding the two roads she mentioned, the City has conducted historical reviews and plans are in place to complete the construction. He also noted that developers are now required to submit a landscaping plan. Additionally, a relatively new pond escrow requirement mandates developers deposit funds into a bank, which will serve as a starter fund for HOAs to maintain ponds in the future once the development is turned over.

Adjournment

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

The meeting adjourned at 4:50pm.