

RESOLUTION NO. 4540-11

CREATING A CENTENNIAL COMMITTEE

WHEREAS, the City of Foley will celebrate it's 100th anniversary of being incorporated as a City January 8, 2015, and

WHEREAS, the Beautification Board has recommended a centennial celebration project to involve the construction and placement of a Plaza and Carillon Bell Tower to mark the occasion of the City's Centennial year, and

WHEREAS, a Centennial Committee should be created to plan the centennial celebration for the City and its residents, and for the creation and construction of the Plaza and Carillon Bell Tower.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Foley, Alabama, defines the scope of the Committee as follows:

SECTION 1: Centennial Committee Defined: A Centennial Committee is a committee appointed to advise the Mayor and Council in the area of its specialty.

SECTION 2: Committee Membership: The Committee shall consist of eleven (11) members. Beginning July 2011 the members of the committee shall serve through the completion of the Centennial Celebration in 2015 at the pleasure of the City Council without compensation. The Committee must elect its own chairperson and vice-chair person who will serve for the duration of the Committee term. Committee appointments must be made by the Foley City Council.

SECTION 3: Qualifications: Members of the Centennial Committee shall make up a diverse group of people who represent Foley's civic organizations. The Mayor will also appoint a member of the Council to serve as a voting member of this Committee. City staff shall provide support as needed to the Committee, Engineering for project design and over-site, Accounting for donation collection, Administration for minutes and notice, etc.

SECTION 4: Meetings: During the first meeting the Committee shall set a specific time and date each month at City Hall, 407 East Laurel Avenue, in the Conference Room in which to hold its meetings. Roberts Rules of Order will be followed in all meetings. Six of the eleven members must be present for a quorum. The Committee has the option to reschedule its monthly meeting if necessary to obtain a quorum. Meeting notices shall be posted at least seven days prior to the meeting at City Hall, the Public Library, Community Development, and on the City's Website.

SECTION 5: Attendance Requirements: Attendance will be documented at each meeting. Beginning with the sixth meeting, a cumulative attendance record shall be calculated and updated with each meeting thereafter. Any member that falls below 66% attendance record shall automatically vacate their chair and the Committee shall recommend to City Council a replacement member. A minimum of six (6) members must be in attendance for a quorum.

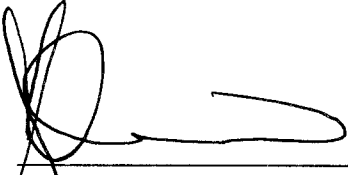
SECTION 6: Duties:

- 1) Act in an advisory capacity in matters relating and pertaining to design and placement of a Plaza and Carillon Bell Tower within the City of Foley;
- 2) The City Engineer will oversee the finished design and completion of the Plaza and Carillon Bell Tower project;
- 3) Coordinate fund raising efforts with a goal of funding the project with a dollar for dollar match from the city and public donations;
- 4) Coordinates the Centennial Celebration for the City of Foley and its residents.
- 5) The Committee shall submit quarterly reports to the Council beginning October, 2011.
- 6) At the conclusion of the Centennial Celebration the Committee shall meet a final time to finish any outstanding issues that came up and to complete minutes so the records depict completion of the projects.

SECTION 7: The City shall create a new fund to track all donations and construction activity to ensure clear accountability to its citizens.

SECTION 8: This resolution shall become effective immediately upon its adoption as required by law.

PASSED, ADOPTED AND APPROVED THIS 20th day of June 2011.



John E. Koniar, Mayor

ATTEST:



Vickey Southern, CMC
City Clerk

AGENDA REQUEST FORM

DATE OF WORK SESSION: 6/20/2011

DATE OF COUNCIL MEETING: 6/20/2011

DEPARTMENT AND PERSON SUBMITTING ITEM: Administration – Mike Thompson

DESCRIPTION OF TOPIC: (who, what, when, where, why, and how much)

The Beautification Board is requesting council consideration of the creation of a Centennial Committee. This Committee would be an 11 member committee with one council person appointed by the Mayor as a member. Further, the Beautification Board requests council consideration of approving a centennial celebration project. This project would involve the construction and placement of a Plaza and Carillon Bell Tower in our city to mark the occasion of Foley’s Centennial year.

The Centennial Committee would meet monthly or more often as needed, beginning in July 2011 through the centennial celebration in early 2015. The project would be a cooperative effort between the City and the committee with the goal of funding the project with a dollar for dollar match from the city and public donations. Responsibilities of the Committee would be to coordinate and manage the donation efforts, oversee the design and completion of the project, and coordinate the centennial celebration for the City of Foley and its residents.

The proposed make up of the committee will include one council member and additional members of the public totaling 11 members. Attendance will be documented at each meeting. Beginning with the 6th meeting, a cumulative attendance record shall be calculated and updated with each meeting thereafter. Any member that falls below a 66% attendance record shall automatically vacate their chair and the Committee shall recommend to city council a replacement member. The member terms will run from the creation date of the Committee through the completion of the centennial celebration in 2015. The members will serve at the pleasure of the council without compensation. Upon its creation, the Committee will elect a Chairperson and Vice-chair to serve for the duration of the Committee term. City staff shall provide support as needed to the Committee, Engineering for project design and over-site, Accounting for donation collection, Administration for minutes and notice, etc.

Regular Centennial Committee meetings will occur on monthly basis, the regular date and time being determined during the organizational meeting of the Committee. Meeting notices shall be posted at least 7 days prior at City Hall, the Public Library, the Community Development Building, and on the City Website. A minimum of 6 members must be in attendance for a quorum.

The Centennial Committee will be required to update the city council on progress during the first work session of each quarter beginning in October, 2011.

DESCRIPTION FOR PUBLISHED AGENDA:

Consider the creation of a Centennial Committee.

IS DOCUMENTATION ATTACHED (See attached list): ☐ Yes ☒ No

If item was previously approved under a Resolution or Ordinance have you included the number in the documentation? ☐ Yes ☐ No ☒ N/A

Is a copy of the Resolution/Ordinance attached? ☒ Yes ☐ No ☐ N/A

SOURCE OF FUNDING:

Please provide the amount requested:_____The project will be funded jointly through public donations and city funds over the course of the next 4 years. City portions will be included in future year budget requests._____

Is this a budgeted item? ☐ Yes ☒ No

Please provide the budgeted amount: \$__N/A_____ Account No. _____

If budgeted, is this a capital purchase, capital project, or special fund? __N/A_____

Was this item included in the Fiscal Year Capital Projects Plan? ☐ Yes ☒ No

If yes, please provide the amount included in Capital Projects Plan: \$_____

=====Do Not Write Below This Line=====

Verified by the Finance Department:

Reviewed by: _____ Date: _____

Clerk’s Office: Received by: _____ Date: _____ Time: _____

(see back for required backup documentation)

IS DOCUMENTATION ATTACHED (See attached list): ☐ Yes ☒ No

If item was previously approved under a Resolution or Ordinance have you included the number in the documentation? ☐ Yes ☐ No ☒ N/A

Is a copy of the Resolution/Ordinance attached? ☒ Yes ☐ No ☐ N/A

SOURCE OF FUNDING:

Please provide the amount requested: _____ The project will be funded jointly through public donations and city funds over the course of the next 4 years. City portions will be included in future year budget requests. _____

Is this a budgeted item? ☐ Yes ☒ No

Please provide the budgeted amount: \$ _____ N/A _____ Account No. _____ *If approved, the construction and anticipated donations will be incorporated into the Capital Projects Plan.*

If budgeted, is this a capital purchase, capital project, or special fund? N/A

Was this item included in the Fiscal Year Capital Projects Plan? ☐ Yes ☒ No

If yes, please provide the amount included in Capital Projects Plan: \$ _____

=====Do Not Write Below This Line=====

Verified by the Finance Department:

Reviewed by: SS Date: 6/14/2011

Clerk’s Office: Received by: _____ Date: _____ Time: _____

(see back for required backup documentation)