

STATE OF ALABAMA §

LAUDERDALE COUNTY §

The Lauderdale County Commission convened at the Lauderdale County Courthouse in the City of Florence, Alabama at 5:00 p.m. on the 8th day of July, 2019. The meeting was called to order by the Chairman of the Lauderdale County Commission, Danny Pettus. Upon roll call, the following members answered present:

Danny Pettus	Chairman
Roger Garner	Commissioner, District 1
Brad Holmes	Commissioner, District 1
Joe Hackworth	Commissioner, District 2
Fay Parker	Commissioner, District 2
Legal Counsel:	
Christopher A. Smith	County Attorney

Chairman Pettus, upon declaration of a quorum being present, opened the meeting for the transaction of business.

The invocation and Pledge of Allegiance were delivered by Commissioner Hackworth.

Awards and Presentations: None

Public Comments on Agenda items: None

Commissioner Garner moved, seconded by Commissioner Parker that all items listed on the regular business agenda be approved for immediate consideration. There being no discussion and upon a vote taken, motion unanimously approved. Agenda is herein recorded and made part of these minutes.

Commissioner Holmes moved, seconded by Commissioner Parker that the minutes of the last regular meeting of the Commission be approved for recording. There being no discussion and upon vote taken, motion unanimously approved.

Commissioner Hackworth moved, seconded by Commissioner Parker to approve a resolution to authorize Family Homebuilders, LLC, to begin the road vacation process for Nance Road and proceed with the necessary petition instructions for vacation of right of way described as: Begin at the point where the centerline of Nance Road (40' Right of Way) intersects the East margin of Alabama Highway #157 (150' Right of Way); then run S 82°04'E for 327.0'; then run S 82°29'E for 164.6'; then run along a curve to the right having a radius of 64.0' for a centerline length of 87.5' to the Point of Ending on the NW margin of Winslow Drive (40' Right of way). There being no discussion and upon a vote taken, motion unanimously approved. Resolution is herein recorded and made part of these minutes.

Commissioner Garner moved, seconded by Commissioner Holmes to approve a resolution authorizing a budget amendment for any costs associated with the financial management of the previously approved special election on August 27, 2019 for renewal and continuation of four separate school taxes (4 Mill Florence City, 4 Mill Lauderdale County, 5.2 Mill Countywide and 1.8 Mill Countywide). There being no discussion and upon a vote taken, motion unanimously approved. Resolution is herein recorded and made part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Garner to approve the Insolvents, Error and Taxes in Litigation for 2018 and Uncollected Insolvents and Taxes in Litigation for Previous Years report presented by Lauderdale County Revenue Commissioner, Danny Hendrix. There being no discussion and upon a vote taken, motion unanimously approved. The final settlement list for Insolvents, Errors, and Taxes in Litigation for 2018 and Uncollected Insolvents and Taxes in Litigation for Previous Years is herein recorded, attached, and made part of these minutes.

Commissioner Holmes moved, seconded by Commissioner Parker to approve a resolution to adopt the Social Media Policy and Bylaws for the Florence/Lauderdale Farmer's Market. Commissioner Holmes stated that these items have been discussed and reviewed by the Farmer's Market Board of Directors as well at the Commissioners and are necessary standards to formally adopt in order to operate effectively and they provide a seamless transition for future changes that may occur within the organization. There being no further discussion and upon a vote taken, motion unanimously approved. The Florence/Lauderdale Farmer's Market Social Media Policy and Bylaws will be enforced immediately and are herein attached and made part of these minutes.

Commissioner Holmes moved, seconded by Commissioner Parker to approve out-of-state travel requested by the Lauderdale County Sheriff's Office for Brad Bolton to travel to the Financial Investigations Triage in Nashville, Tennessee, August 14-15, 2019. There being no discussion and upon a vote taken, motion unanimously approved.

Commissioner Parker moved, seconded by Commissioner Garner to approve out-of-state travel requested by the Lauderdale County Sheriff's office for Richard Richey to travel to the National Conference and Expositions hosted by the Fraternal Order of Police in New Orleans, Louisiana, August 11-16, 2019. There being no discussion and upon a vote taken, motion unanimously approved.

In compliance with bid laws of the State of Alabama, sealed bids were advertised for Bid No. 2019-1 "Various Print Bids". Bids were received and publicly read aloud on July 3rd, 2019 and a bid tabulation sheet was prepared for the Commission's review. Chairman Pettus asked County Administrator, Brenda Bryant, for her recommendation. Ms. Bryant stated that Herald Printer offered the best price for the Affidavit to Verify Exemption Cards and Printers & Stationers offered the best price for the business cards. Commissioner Parker moved to accept the bids and Commissioner Hackworth seconded. There being no further discussion and upon a vote taken, motion unanimously approved. Bid is awarded to Herald Printing and Printers & Stationers, both of Florence, Alabama. Bid tabulation sheet is recorded and made part of these minutes.

The invoiced bills were audited, allowed, and ordered to be paid upon a motion by Commissioner Garner and seconded by Commissioner Holmes. There being no discussion and upon a vote taken, motion unanimously approved.

CHECKS ISSUED JUNE 24, 2019 THROUGH JULY 7, 2019

GENERAL-SPECIAL CHECK #55015-55064	\$525,705.84
AGRI-BUSINESS FUND CHECK #3727-3731	\$1,156.34
LEPA FUND CHECK #8214-8221	\$5,626.41
GASOLINE TAX FUND CHECK #17133-17144	\$230,208.75
PUBLIC BLDG., R & B SPECIAL CHECK #N/A	\$0.00
PUBLIC HIGHWAY & TRAFFIC FUND CHECK #N/A	\$0.00
AL. TRUST CAPITAL IMPROVEMENT FUND CHECK #N/A	\$0.00
RRR GASOLINE TAX FUND CHECK #680	\$4,679.16
REAPPRAISAL FUND CHECK #11600-11608	\$28,546.63
REAPPRAISAL MONEY MARKET CHECK #N/A	\$0.00
TOURISM, REC. & CONVENTION FUND CHECK #511-512	\$1,750.00
RSVP FUND CHECK #17331-17338	\$1,666.10
CHILD PROTECTION FUND CHECK #1230-1231	\$3,103.38
SERIES 2001 DEBT SERVICE FUND CHECK #N/A	\$0.00
CDBG FUND CHECK #N/A	\$0.00
SOLID WASTE FUND CHECK #7661-7675	\$149,808.71
ACCOUNT PAYABLE FUND CHECK #41679-41728	\$214,393.59
FIRE PROTECTION FEE FUND CHECK #N/A	\$0.00
INDUSTRIAL DEVELOPMENT TAX FUND CHECK #N/A	\$0.00
TOBACCO TAX FUND CHECK #3056	\$9,922.50

TVA TAX FUND
CHECK #N/A

\$0.00

TOTAL: \$1,176,567.41

Scheduled Public Hearings: None

Staff Reports: None

Public Comment Period:

Derek Wilson, Executive Director, Florence/Lauderdale Public Library
233 Woodcastle Drive
Florence, Alabama

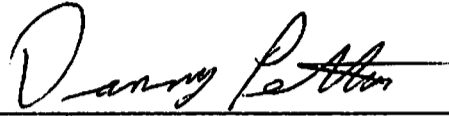
Mr. Wilson introduced himself and wanted to let everyone know that he is available for assistance and partnership in his new position at the Library. Mr. Pettus congratulated him, welcomed him to our area and thanked him for his attendance and interest in Lauderdale County.

Mary Elizabeth Boddie
9569 County Road 2
Florence, Alabama

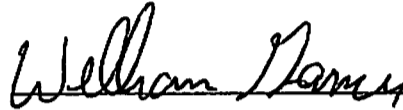
Ms. Boddie wanted to make the Commission aware of a process at the West Lauderdale Water Department regarding late/disconnect/reconnect fees. They are currently charging a fifty-dollar late fee as well as one-hundred dollar disconnect/reconnect fees. These fees can cause someone already in a bind a true hardship for this basic necessity as she witnessed a senior citizen having this situation upon attempting to work out a payment arrangement with the department to no avail. Ms. Boddie would like to this to be addressed and a solution made that makes it possible for someone having difficulty paying their bill to have a better solution than charging these excessive fees. Commissioner Parker stated that he has been made aware of this situation and is currently trying to get some answers from the board members. Mr. Parker further stated that the Commission appoints the board for the West Lauderdale Water Department and assured Ms. Boddie that he would be contacting her this week with his progress regarding this situation and its solution.

There being no further business to come before the Commission and upon a motion made by Commissioner Hackworth and seconded by Commissioner Garner, the meeting was duly adjourned until the next regular meeting subject to call.

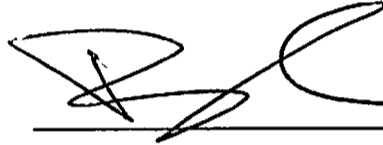
LAUDERDALE COUNTY COMMISSION



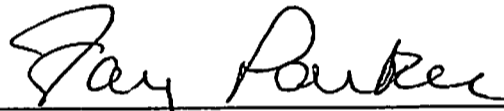
Danny Pettus, Chairman



Roger Garner, Commissioner



Brad Holmes, Commissioner

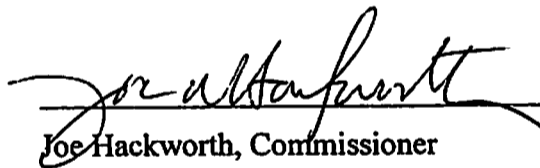


Fay Parker, Commissioner

ATTEST:



Brenda Bryant, County Administrator



Joe Hackworth, Commissioner

LAUDERDALE COUNTY COMMISSION

REGULAR MEETING AGENDA

July 8, 2019

A. OFFICAL AGENDA

1. CALL TO ORDER AND WELCOME
2. CALL OF ROLL TO ESTABLISH QUORUM
3. INVOCATION AND PLEDGE OF ALLEGIANCE- Commissioner Hackworth
4. AWARDS AND PRESENTATIONS
- 4(a) PUBLIC COMMENTS ON AGENDA ITEMS

Per Rules of Procedure there is a three-minute time limit

B. REGULAR BUSINESS

1. Review and Motion to Consider Agenda Items
2. Approve minutes of last meeting
3. Resolution—Vacation of Nance Road
4. Resolution—Election Amendment
5. Insolvents Errors and Taxes for Previous Year 2018
6. Resolution—Adoption of Bylaws and Social Media Policy for Farmers Market
7. Bid LA-2019-1 “Various Print Bids”
8. Approval Out of State Travel
9. Audit and Approve Bills

C. SCHEDULED PUBLIC HEARINGS

D. STAFF REPORTS

E. PUBLIC COMMENT PERIOD

Per Rules of Procedure there is a three minutes’ time limit

ADJOURN

*Rec 7.11.19
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STATE OF ALABAMA §
LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, Family Homebuilders, LLC, has requested a vacation of a right of way described as follows:

Begin at the point where the centerline of Nance Road (40' Right of Way) intersects the East margin of Alabama Highway #157 (150' Right of Way); then run S 82°04'E for 327.0'; then run S 82°29'E for 164.6'; then run along a curve to the right having a radius of 64.0' for a centerline length of 87.5' to the Point of Ending on the NW margin of Winslow Drive (40' Right of way); and

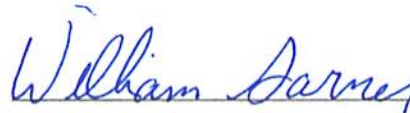
NOW THEREFORE BE IT RESOLVED, Family Homebuilders, LLC, can initiate a vacation for a right of way pursuant to Title 23 Section 4-2, and are hereby directed to file the necessary petition to begin the vacation process and notify the public at large about the vacation, the date of the public hearing on said vacation, and the proposal to vacate the right of way in general pursuant to Alabama law.

Done this the 8th day of July, 2019.

LAUDERDALE COUNTY COMMISSION



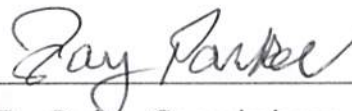
Danny Pettus, Chairman



Roger Garner, Commissioner



Brad Holmes, Commissioner

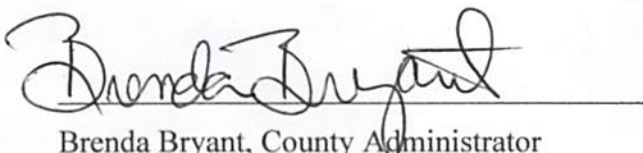


Fay Parker, Commissioner



Joe Hackworth, Commissioner

ATTEST:



Brenda Bryant, County Administrator

Rec 7.11.19
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The Abstract & Title Company of Florence, Inc.

111 S. Court St
Florence, AL 35630
256-764-2011
256-764-2017 (FAX)
www.theabstractco.net

June 24th, 2019 @ 8:00 A. M.

Mr. Jim Stanphill
Attorney At Law
VIA E-MAIL

RE: Vacation of Nance Road

Begin at a point where the centerline of Nance Road intersects the East margin of Alabama Highway #157; thence run South 82 degrees 04 seconds East for 327.0 feet; thence run South 82 degrees 29 minutes East for 164.6 feet; thence run along a curve to the right having a radius of 64.0 feet for a centerline length of 87.5 feet to the point of ending on the Northwest margin of Winslow Drive.

Dear Jim,

Pursuant to your request we have searched the probate records of Lauderdale County, Alabama, in order to report the current record title holder that abut that portion of Nance Road as described above. The results of our search are as follows, to-wit:

- 1.) Family Home Builders, LLC
50 County Road 357
Florence, AL 35633
- 2.) Elizabeth Ann Sharp and Donnie M. Sharp
11405 County Road 14
Waterloo, AL 35677
- 3.) Robert W. Worley
3706 East Blue Stone Drive
Fayetteville, AR 72764
- 4.) Larry W. Bevis and Judy Lynn Bevis
90 Cambridge Drive
Florence, AL 35633
- 5.) Rural Housing Services, U. S. Department of Agriculture
NO ADDRESS FOUND

If we may be of further assistance please do not hesitate to call.

Sincerely,


William C. Wilkes

NOTE: This report has been performed for informational purposes only and is specifically not a Title Opinion. No liability is assumed, expressed or implied for any matters that may be disclosed by the issuance of a title insurance policy for said property, including but not limited to, gaps in the chain of title, deed errors, or undisclosed heirs at law. No attempt has been made to determine easements of record or restrictions that may govern the use of said property.

Rec 7.11.19
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**DECLARATION OF VACATION OF A PORTION
OF A PUBLIC STREET RIGHT-OF-WAY**

WHEREAS, the undersigned, FAMILY HOMEBUILDERS, LLC, along with all of those certain owners of Lots and Parcels as described in the Certification of Owners attached in Exhibit "A" are the owners and/or persons having an interest in all of the land abutting the unopened public streets and rights-of-way hereinafter described; and

WHEREAS, the said owners and persons having an interest desire the hereinafter described portion of said street right-of-way to be vacated; and

WHEREAS, after such vacation, convenient means of ingress and egress to and from their property will be afforded to all the property owners in that tract or tracts of land embraced in the same maps or plats by the remaining streets and alleys dedicated by such maps or plats; and

NOW, THEREFORE, in consideration of the premises and in compliance with Section 35-2-54, Code of Alabama, 1975, the undersigned owners and persons having an interest therein do hereby declare to be vacated and abandoned to the abutting property owners the following described public street right-of-way in Lauderdale County, Alabama, to-wit:

SEE ATTACHED EXHIBIT "B"

The purpose of the execution of this declaration is to effect the vacation and abandonment of the above described portion of a public street right-of-way to the abutting property owners and to destroy the force and effect of any dedication by map, plat or otherwise, and to direct any and all rights of the public, including any rights which may have been acquired by prescription or otherwise, in that certain portion of a public street right-of-way hereby vacated.

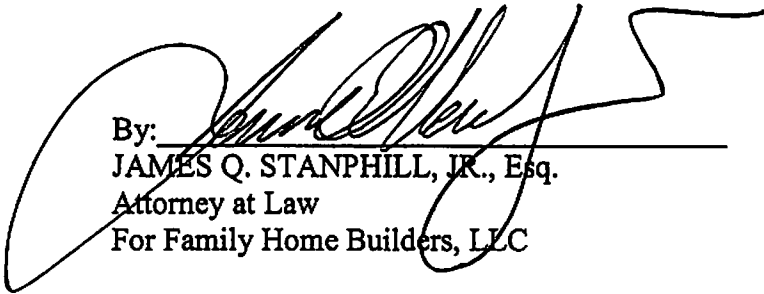
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That said portion of public street right-of-way lies outside any municipality but within Lauderdale County, Alabama.

A certified copy of a resolution evidencing the assent of the County Commissioners of Lauderdale County, Alabama, to the vacation of said portion of public street right-of-way is attached hereto and made a part hereof and marked "Exhibit "C".

IN WITNESS WHEREOF, the undersigned owners and persons having an interest have hereunto set their hands and seals on this 24th day of June, 2019.


FAMILY HOME BUILDERS, LLC.

By: 
JAMES Q. STANPHILL, JR., Esq.
Attorney at Law
For Family Home Builders, LLC

STATE OF ALABAMA
COUNTY OF LAUDERDALE

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that James Q. Stanphill, Jr., whose name is signed to the foregoing declaration as Attorney at Law for Family Home Builders, LLC, and who is known to me, acknowledged before me on this day, that, being informed the contents of the declaration, he, with full authority as such officer of the Corporation, has executed the same voluntarily on the day the same bears date.

Given under my hand and official seal, this 24th day of June, 2019.


Notary Public
My Commission Expires: 7/30/2022

Dec. 7.11.19
&

EXHIBIT "B"

**DESCRIPTION OF PORTION OF NANCE ROAD TO BE
CLOSED LOCATED IN SECTION 22, T-2-S, R-11-W
LAUDERDALE COUNTY, ALABAMA**

DESCRIPTION: Begin at the point where the centerline of Nance Road (40' Right of Way) intersects the East margin of Alabama Highway #157 (150' Right of Way); then run S 82°04'E For 327.0'; then run S 82°29'E for 164.6'; then run along a curve to the right having a radius of 64.0' for a centerline length of 87.5' to the Point of Ending on the NW margin of Winslow Drive (40' Right of Way).

I, E.M. Sparkman, a registered surveyor in the State of Alabama, hereby certify that this plat is true and correct.

E.M. Sparkman

E.M. Sparkman LS # 9687 1317 Mars Hill Road Florence, Al 35630
Ph. (256) 767-3906 Dated 6-24-19

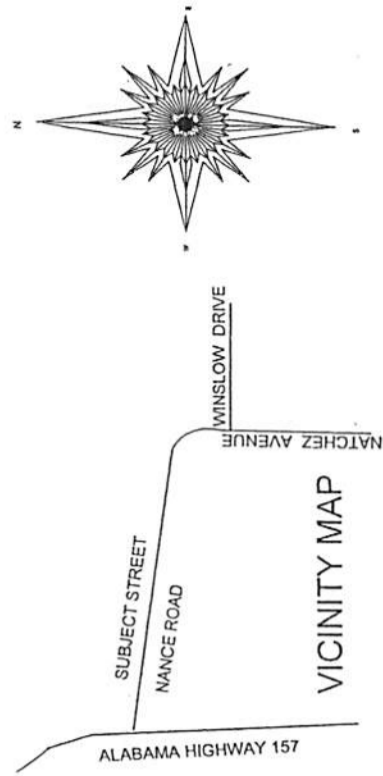
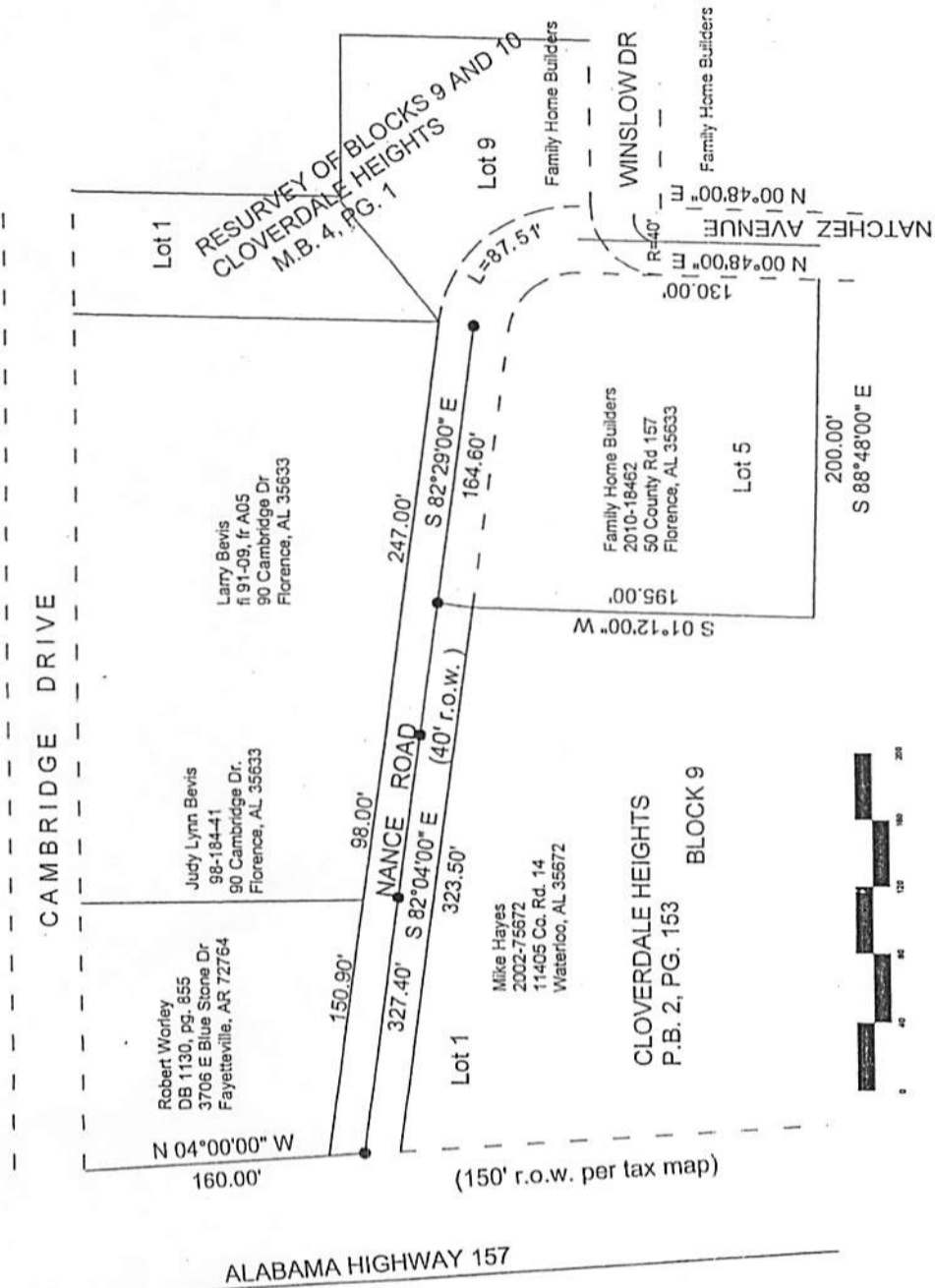


*Per 7.11.19
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EXHIBIT "B"

PLAT SHOWING THE PROPOSED
CLOSING OF NANCE ROAD
FROM EAST MARGIN OF ALABAMA
HIGHWAY 157 RUNNING EAST TO
WINSLOW DRIVE

SECTION 22, T-2-S, R-11-W,
LAUDERDALE COUNTY,
ALABAMA



I HEREBY STATE THAT ALL PARTS OF THIS SURVEY AND DRAWING HAVE BEEN COMPLETED IN ACCORDANCE WITH THE CURRENT REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF ALABAMA TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

LEGEND
 R.O.W.=RIGHT-OF-WAY
 P.O.B.=POINT OF BEGINNING
 P.O.C.=POINT OF COMMENCEMENT
 C.L.=CENTERLINE
 =LINE NOT TO SCALE
 =MONUMENT FOUND
 =IRON PIN SET, #9687
 =UTILITY POLE
 =OVERHEAD UTILITY
 =UNDERGROUND UTILITY
 =FENCE
 () =OF RECORD
 =SOIL BORE PP=POWER POLE
 =PERC TEST
 IPF=IRON PIN FOUND
 IPPF=IRON PIPE FOUND

BOUNDARY SURVEY
 SPARKMAN SURVEYING
 1317 MARS HILL ROAD
 FLORENCE, AL 35630
 (256) 762-2706

SCALE: 1" = 40'
 DATE: 10/10/18
 DATE OF FIELD WORK: 10/04/18
 JOB NAME: NANCE ROAD
 SOURCE OF INFORMATION: P.B. 7, PG. 202
 BASIS OF BEARINGS: DB 1, PG. 222

ED SPARKMAN, AL PLS 9687

E.M. Sparkman

RECEIVED
 JUN 24 2019
 LAUDERDALE COUNTY
 COMMISSION

Rec 7-11-19

STATE OF ALABAMA §

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, a previously approved request for and call of a special election will be held on August 27, 2019 for the following school taxes:

- 4 Mill Florence City School Tax
- 4 Mill Lauderdale County School Tax
- 5.2 Mill Countywide School Tax
- 1.8 Mill Countywide School Tax

NOW THEREFORE BE IT RESOLVED, by the Lauderdale County Commission, that any costs associated for the financial management of the special election and any necessary budget amendments are herein approved.

Done this the 8th day of July, 2019.

LAUDERDALE COUNTY COMMISSION



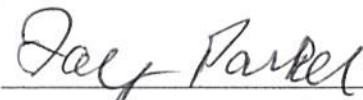
Danny Pettus, Chairman



Roger Garner, Commissioner



Brad Holmes, Commissioner

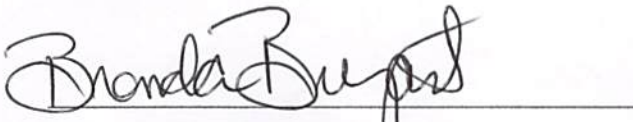


Fay Parker, Commissioner



Joe Hackworth, Commissioner

ATTEST:



Brenda Bryant, County Administrator

Rec 7.11.19
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**INSOLVENTS, ERRORS AND TAXES IN LITIGATION FOR 20 18 AND
UNCOLLECTED INSOLVENTS AND TAXES IN LITIGATION FOR PREVIOUS YEAR(S)**

THE STATE OF ALABAMA

Lauderdale County

BE IT REMEMBERED, That at the meeting of the Board of County Commissioners of said County, held on this 24th day of June, 20 19,

Danny Hendrix, Tax Collector of said County, made his report of "Insolvents", "Errors in Assessment" and "Taxes in Litigation" on taxes for the current year 20 18, as required by Code of Ala. 1975, Section 40-5-23. And after a careful and rigid examination of said reports by said Board, it was considered and adjudged that said collector be allowed credit on his final settlement with the Comptroller for the following amounts:

Insolvents: State Taxes—General	-----	\$ <u>20,387.95</u>
—Soldier	-----	\$ <u>8,155.18</u>
—School	-----	\$ <u>24,465.54</u>
Errors in Assessments: State Taxes—General	-----	\$ <u>47,880.35</u>
—Soldier	-----	\$ <u>19,152.14</u>
—School	-----	\$ <u>133,074.60</u>
Taxes in Litigation: State Taxes—General	-----	\$ <u>105.40</u>
—Soldier	-----	\$ <u>42.16</u>
—School	-----	\$ <u>126.48</u>

And said Collector has also made his report for final allowance of the uncollected balances of Insolvent Taxes for the previous year 20 16, as required by Code of Ala. 1975, Section 40-5-29; and the Board thereupon made the following allowances to said Collector of such Insolvent Taxes as he may have been unable to collect, as follows:

State Taxes—General	-----	\$ <u>182.60</u>
—Soldier	-----	\$ <u>73.04</u>
—School	-----	\$ <u>219.12</u>

And said Collector is also allowed credit for the following taxes in litigation for the previous year(s) which he has been unable to collect as follows:

	General	Soldier	School
<u>2017</u>	\$ <u>393.50</u>	\$ <u>157.40</u>	\$ <u>472.20</u>
<u>2016</u>	\$ <u>1.30</u>	\$ <u>52</u>	\$ <u>1.56</u>
<u>2015</u>	\$ <u>5.30</u>	\$ <u>2.12</u>	\$ <u>6.36</u>
<u>2014</u>	\$ <u>620.17</u>	\$ <u>248.07</u>	\$ <u>744.21</u>

Given under my hand this 24th day of June, 20 19

Danny Hendrix
Presiding Officer

See Code of Ala. 1975, Sections 40-5-23, 40-5-24 and 40-5-25 as to taxes of current year and Sections 40-5-26, 40-5-28 and 40-5-29 as to insolvent taxes and taxes in litigation of previous year(s).

Dec 7. 11. 19
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STATE OF ALABAMA §

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, the Florence/Lauderdale Farmer's Market Board of Directors has presented their Social Media Policy and Bylaws; and

NOW THEREFORE BE IT RESOLVED, by the Lauderdale County Commission, that the Florence/Lauderdale Farmer's Market Social Media Policy and Bylaws are herein accepted, approved and made a part of these minutes.

Done this the 8th day of July, 2019.

LAUDERDALE COUNTY COMMISSION



Danny Pettus, Chairman



Roger Garner, Commissioner



Brad Holmes, Commissioner



Fay Parker, Commissioner



Joe Hackworth, Commissioner

ATTEST:



Brenda Bryant, County Administrator

Per 7.11.19
§

Florence/Lauderdale Farmers Market Board of Directors Social Media Policy
(Approved 6/14/19)

Purpose:

The purpose of this policy is to establish guidelines for members of the Florence /Lauderdale Board of Directors (the "Board") utilizing social media or social networking platforms on behalf of the Florence/Lauderdale Farmers Market (the "Market"). This policy covers the conduct and expectations, audiences, definitions, standards and guidelines for those participating.

Definition:

Social media or social networking includes all forms of print and online publishing. At present, it includes local news media outlets, Facebook, and email, but intends to embrace all new social media environments that may become available in the future.

Authorized Users:

The Florence/Lauderdale Farmers Market social media pages are administered by the Lauderdale County Commission Office (the "County Commission"). The County Commission maintains Administrative Editorial Control and is authorized to remove any content that does not meet the rules and guidelines of the Social Media Policy.

The Farmers Market Board of Directors utilizes the outlets to promote the Market and educate the consumer about local produce, and ensures the use of social media maintains the brand, identity, integrity and reputation of the Market. The Board may appoint editors and moderator(s) to be added by the County Commission Office. A Board member using social media on behalf of the Market is considered to be a representative of the County and should conduct themselves as such. Failure to comply with policies and guidelines will result in the revocation of privileges.

Roles:

- **Market Manager (Editor):** *It is within the Market Manager's hired responsibilities to represent and communicate the Market to the media.*
 - Responsibilities
 - Responding to comments and messages promptly
 - Posting produce available on Market Days. This may be on the day of market or the day prior to. The manager should highlight popular/ in demand produce, bumper crops, new vendors, unusual/interesting items, etc. that will help bring consumers in.
 - Posting information/notices regarding Market policies or frequently asked questions.

- **Social Media Manager (Editor):** *The Social Media Manager will be very familiar with social media and how to use it for marketing purposes. The Manager should be able to create current graphics and write content that represents the Market well and relates to all audiences.*
 - Responsibilities
 - Responding to comments and messages promptly
 - Marketing Material:
 - Featuring Vendors
 - Recipes
 - Engagement Posts
 - Contests

*Rev 7.11.19
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- **Other Social Promotions**
 - **Keep the presence of the Farmers Market on social media by posting on a regular basis**
 - **Keep a social media calendar of events (eg. a Google Calendar) that is shared with the Market Manager and the Board of Directors**
- **Social Media Moderator (Moderator): *The Moderator should be familiar with social media, using it very often, and stay informed on what is going on at the Market.***
 - **Responsibilities**
 - **Help respond to comments and messages promptly**
 - **Monitor posts & comments**

Social media objectives:

- **Increase overall presence and awareness of the Market.**
- **Educate the consumer about local and seasonal produce, local farms, vendors, and what is available at the Market.**
- **Provide quick, accurate feedback to the community/consumer.**

Social Media use:

- **Respect the audience. Don't use ethnic slurs, personal insults, obscenity, or engage in any conduct that would not be acceptable representation of the Market. You should also show proper consideration for others' privacy and for topics that may be considered objectionable or inflammatory (like religion or politics). If you are in a virtual world (eg. Facebook LIVE) as a representative of the Market, please dress and behave accordingly.**
- **Each post will indicate the person making the post. This shall be done by simply putting the name of the poster at the end of each post (ie- "Fresh produce available today from 9a-4p! ~John Smith, Market Director)**
- **Be honest and transparent. Be the first to respond to your own mistake. If you choose to modify an earlier post, make it clear that you have done so.**
- **Conduct meaningful interactions and create value in conversation.**
- **Addressing negative comments. When responding to negative comments, address the concern and direct the person to someone who can solve the problem. Any vulgar or inflammatory language will be removed as soon as it is identified.**
- **Respect copyright. When sharing information, always link back to the source, where possible. The use of unlicensed graphics is prohibited by law. Be well informed about the usage of 'free' graphics.**
- **Efforts will be made to make sure photos used are of items sold at the Market or are photos that accurately depict items sold, or to be sold, at the Market.**
- **Privacy & disclosure procedure. It shall be the policy of this board not to disclose personal information or decisions by the board related to personnel or like matters. Moreover, no discussions by the board shall be made public until such time as a quorum of the board has met in an authorized meeting and a majority of the board has voted on the item in question.**
- **Vendors have the option to sign a photo release on their vendor agreement. Make sure you have their permission to use photographs of them and/or their merchandise.**
- **If you are unsure, do not post it.**

Rec 7.11.14
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Bylaws of the Florence / Lauderdale Farmers Market

Article I

Name, Form of Organization and Purpose

1.1 The name of the organization is Florence / Lauderdale Farmers Market

1.2 The Florence / Lauderdale Farmers Market is organized and under the direction of the Lauderdale County Commission and the City of Florence

1.3 Purpose

1.3.1 The market is open to producers and retailers who reside in Lauderdale County and surrounding counties within a 50 mile radius

1.3.2 The purpose of the market is to provide access to wholesome, locally grown produce to the consumers in the surrounding area.

Article II

Board of Directors

Size, Membership and Role

2.1 Size

2.1.1. The Board of Directors is composed of two representatives for the City of Florence, two representatives for Lauderdale County, and one member to represent both the County and the City, for a total of five members.

2.2 Membership

2.2.1 The Board consists of Producers, Community leaders, agribusiness managers and other individuals who can lend support to managing the market. Board members are appointed by the Florence City Council and the Lauderdale County Commission and receive no compensation for their service to the board.

2.2.2 Board members are appointed to a two year term.

2.3 The role of the Board

2.3.1. Establish policy concerning hours, days, and months of market operation

2.3.2 Determine who may sell at the market

2.3.3. Set fees for selling at the market

2.3.4. Make recommendations for selection of employees

2.3.5 Designate individuals who may act for the Board in an Emergency

2.3.5 Specify the responsibilities of the manager and the extent of the manager's authority

2.3.6 Maintain a presence on social media, networking outlets, and community outreach

2.4 Meetings

*Per 7.11.19
&*

2.4.1 The Board shall meet monthly during the market season at an agreed upon time and place.

2.4.2 Special meetings may be called with ample notification to all members of the Board.

2.4.3. Meetings should follow standard parliamentary procedure (Robert's Rules of Order) and documented by meeting minutes.

2.4.4 A quorum must be attended by a minimum of three Board members before motions can be made or passed.

2.4.5 There shall be three officers of the Board: Chair, Vice-Chair, and Secretary. Election of officers should be held bi-annually.

2.4.5.a. Duties of officers

2.4.5.a.1 The Chair should convene regularly scheduled board meetings, shall preside or designate another member to preside at each meeting, and communicate with the County Commission regarding board activities.

2.4.5.a.2. The Vice Chair assumes responsibility for the duties of other officers in their absence.

2.4.5.a.3. The Secretary shall be responsible for keeping records of Board actions, recording minutes of board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assure that records are kept and distributed to the County Commission

Approved 6/14/19

*Per 7.11.19
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LA-2019-1

BID ITEM:

"Various Printing Jobs"

OPENING:

Wednesday, July 3, 2019

DATE MAILED:

Tuesday, June 25, 2019

Revenue - Affidavit to Verify Exemption Cards	Reappraisal Business Cards - Melanie Henry	Reappraisal Business Cards - Danielle Wallace	Reappraisal Business Cards - Gene Robb	Reappraisal Business Cards - David Ezekiel	NO RESPONSE	LOW BID	NO BID
10,000 \$ 390 ⁰⁰	100 - 40 ⁰⁰ 500 - 59 ⁹⁵	100 \$ 40 ⁰⁰ 500 \$ 59 ⁹⁵	100 \$ 40 ⁰⁰ 500 \$ 59 ⁹⁵	100 \$ 40 ⁰⁰ 500 \$ 59 ⁹⁵			
10,000 - 429 ⁰⁰	100 \$ 24 ⁰⁰ 200 \$ 36 ⁰⁰	100 \$ 24 ⁰⁰ 200 \$ 36 ⁰⁰	100 \$ 24 ⁰⁰ 200 \$ 36 ⁰⁰	100 \$ 24 ⁰⁰ 200 \$ 36 ⁰⁰			

Data Pro
Attn: Joe Smith
2106-A West Ferry Way
Huntsville, AL 35801

First Impressions
459 James Road
Hampton Cove, AL 35763

Herald Printing
328 N. Pine Street
Florence, AL 35630

Printer & Stationers
113 N Court Street
Florence, AL 35630

Diversified Companies, LLC
Attn: John Dawson
3721 Powers Court
Chattanooga, TN 37416

IMS Enterprises
3115 Northington Ct
Florence, AL 35630

Rec 7.11.19
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