

## MINUTES

### ***Montevillo City Council Work Session***

**November 25, 2019**

**5:30 p.m. at City Hall**

**Mayor Hollie Cost, Council Member Rusty Nix, Council Member Tiffany Bunt, Council Member Willie Goldsmith, Council Member Jason Peterson, and Council Member Arthur Herbert were in attendance.**

Mayor Cost called the Work Session to order at 5:30 p.m. The Mayor noted she attended the National League of Cities Conference in San Antonio, Texas last week. At that conference, she was one of only 12 mayors nationwide invited to participate in a Mayoral Learning Exchange hosted by the Kettering Foundation. Among other things, they discussed the common challenge we all face encouraging active citizen participation in governance. One of the ideas they talked about was involving more citizens on various council committees and benefiting from their input early on in the decision-making process. She said she hopes to discuss this more with the Council in the coming weeks and months.

Council Member Herbert asked how to identify those citizens who may be interested in participating.

Mayor Cost suggested we reach out to those folks who have expressed opinions or concerns regarding related topics in the past and ask them to participate. She said it would be up to the committees to choose who they ask.

Council Member Bunt asked if there would be a limit to the number of people involved.

Mayor Cost suggested it be a relatively small number.

Council Member Bunt agreed, adding she would welcome the additional input on her committee.

Council Member Peterson said it is difficult to get members of the public interested in coming to meetings as it is.

Council member Nix noted we also have unfilled vacancies on several boards, including three spots on the Park & Rec Board.

Mayor Cost said she would love to see more people involved in decision making, allowing them more input than simply three minutes at a council meeting.

Council Member Herbert noted this would also help to generate a greater diversity of opinions.

Council Member Goldsmith said he could see how this would be beneficial for Code Enforcement and things like that.

Mayor Cost urge committee members to reach out to people and invite them to get involved.

Chief Brad Davis reported for the Fire Department. For November already, he said they responded to 3 fire calls, 55 EMS, 1 gas leak, 13 service calls, 14 canceled calls, and 3 false alarms, totaling 91 calls so far this month. In response to a question from Council Member Goldsmith, Chief Davis said the new job is going well and he is getting good support and team work from the volunteers and staff at the department.

Chief Jeremy Littleton presented the Police Department report:

Montevallo Police Department Stats

	January-19	February-19	March-19	April-19	May-19	June-19	July-19	August-19	September-19	October-19	November-19	December-19	Total
Total Reports	81	104	120	120	134	106	115	115	105	96	45		1141
Criminal Cases	3	27	17	30	55	50	42	33	15	30	10		312
Non-Criminal	3	5	7	5	0	3	4	4	8	8	4		51
Traffic Accidents	13	12	16	26	18	12	9	8	15	14	9		152
Traffic Citations	181	199	190	200	158	214	237	196	122	107	50		1854
DUI Arrests	7	4	3	6	7	8	8	3	2	4	2		54
Public Intox Arr	1	1	5	3	4	1	5	0	1	2	1		24
Alias Arrests	9	26	24	11	19	14	21	18	13	14	4		173
Juvenile Arrests	0	0	2	1	1	0	0	0	1	0	0		5
Misd Arrests	4	6	3	4	8	3	11	5	6	6	2		58
Felony Arrests	1	2	2	6	3	2	5	2	3	2	0		28
Drug Related	15	8	5	8	9	7	11	6	2	4	1		76
Total Arrest	35	47	42	39	49	34	61	34	28	32	19		420
Auto Thefts	0	2	0	0	0	0	0	0	1	1	0		4
Burglaries	1	1	3	3	1	2	4	3	2	3	0		23
Auto Recoveries	0	0	0	0	0	0	0	0	0	0	0		0
Auto Burglaries	1	2	0	1	1	2	0	0	1	2	0		10
Criminal Mischief	0	4	4	0	2	4	4	3	1	1	2		25
DV, Related	4	7	7	11	13	11	9	18	5	8	4		97
Assaults	2	5	1	5	2	3	1	2	7	4	2		34
Fraud/Forgery	0	2	2	0	4	2	5	3	2	5	1		26
Harass / Peck	2	2	7	11	11	4	5	3	2	1	3		51
Misc. Offenses	16	19	19	15	26	22	24	29	30	20	11		231
Robberies	0	0	0	0	0	0	2	0	0	0	0		2
Thefts / Attempts	11	1	9	9	4	6	9	9	5	12	3		78
Suicide Attempts	0	0	0	0	0	0	0	0	0	0	1		1
Suicides	0	0	0	0	0	0	0	0	0	0	0		0
Deaths	1	0	0	0	0	0	0	1	0	0	0		2

Karen Kiker  
2:35 PM  
11/21/2019



## Montevallo Police Department Code Enforcement Activity Report

Date:  
11/25/2019

Inspection Period  
11/18/2019

Inspection Period  
11/25/2019

### Inoperable Vehicle Inspections:

Inspected:  
1

Pending:

Closed:  
1

### Animal Complaint Inspections:

Inspected:  
2

Pending:  
2

Closed:

### Abandoned Building Inspections:

Inspected:  
2

Pending:  
1

Closed:  
1

### Property Inspections:

Inspected:  
3

Pending:  
2

Closed:  
1

### Miscellaneous Complaints:

Inspected:

Pending:

Closed:

Inspected:  
*[Signature]*

Total Inspections this Period:  
8

Total Inspections Year to Date:  
296



## Montevallo Police Department Code Enforcement Activity Report

### Inspections this Period:

### Inspections Pending Continued from Last Period:

- \* 51 Highway 205 - I got a report that the neighbors were quarling over the chickens running loose. I explained the owners of the chickens have until 22 November 2019 to either get rid of the chickens or to have them in a pen.
- \* 4600 Highway 119 - Cornerstone has not started the demolition work yet. Attempting to make contact.
- \* 1660 Ashville Road - Trash pile in back yard was due to be cleaned up by 30 October 2019, but as of 6 November 2019 it has not been cleaned up.
- \* 11/19/2019 - 4600 Highway 119 - Demolition complete - Debris needs to be hauled away and landscaping completed.
- \* 1660 Ashville Road - Tried to get someone to the front door. Appears to be uninhabited at this time. Left notice on front door. Added 30 days extension, expiring on 12/19/2019.
- \* 171 Oxford Circle - Property cleaned up and landscaped. Vehicles gone. Court on 11/20/2019.

### Cases Closed this Period:

- \* 171 Oxford Circle
- \* 4600 Highway 119

### Other Comments:

Council Member Herbert informed everyone that the Arbor Board met on the 19<sup>th</sup> and that they are working on Arbor Day for next year. They also worked on a tree replanting plan for Orr Park. Their next meeting is December 17, 5:30 p.m. at Parnell.

ValloCycle met on November 21<sup>st</sup>. We are close to having our newest bike racks from Commute Smart installed. Their December meeting has been canceled. The next Glow Ride is December 11<sup>th</sup>. Their next meeting is January 16<sup>th</sup>.

Council Member Herbert also mentioned that our new Sustainability Coordinator, Olivia Barone, participated in our most recent Sustainability Committee meeting. He also mentioned that we need to develop a traffic calming policy for the city, as Mr. Hamby described it.

Council Member Nix asked the committee to look at Evansville Circle. He said there are drainage issues on that road, and it appears to be too narrow.

The City Clerk said, with the Mayor's permission, he would have our City Engineer look into that.

Mr. Hamby said leaf and limb service is well underway. He also mentioned that we've received and are compacting a lot of plastic at the Recycling Center. One load was hauled off last week and we are still working on more. Christmas decorations will go up after Thanksgiving. They will all be up before the parade on Thursday.

Council Member Nix said there will not be a Park Board meeting in December. However, they will participate in the parade.

Shane Baugh, Director of Parks & Rec, said basketball starts next week. They have 20 home games this year. As a result, we should have a lot more people coming to town. The new trails at Shoal Creek Park are nearly complete. They are excellent for both walking and biking. He thanked Maggie Benson for helping to work on their webpage. He said they have a lot more traffic on their site now.

Council Member Nix said there will not be a Planning Commission meeting this month.

Council Member Bunt reported that the rescheduled ArtWalk last Saturday was very well attended. They had over 100 artists set up for the event. The k-12 schools are all closed this week. Dr. Stewart recently presented the State of the University Address. He was very complimentary of the city for its efforts to make our town look so good. He said that has helped them with their recruiting efforts.

Abigail Heuton, MJCC Junior Mayor, said they earned \$164 selling cotton candy at ArtWalk. They are planning a Christmas party for their members. They are also working on several events for the coming year, including more movies. They are also helping to gather donations of toys for SEA.

Savannah Kitchens presented the library report:



## Director's Notes

- We received two grants this month:
  - a minigrant from the American Library Association to support our upcoming Hour of Code program (Dec. 9 - 12 @ 3:45 pm)
  - a grant from IMLS (the Institute of Museum and Library Services) to receive a year's subscription to code club software and staff training (valued at \$4,500.00).
    - in related news: we're launching a Coding Club aimed at kids in grades 6 - 12. No prior coding knowledge or experience is required!
- We're getting ready for a full calendar of events in December.

Courtney Bennet, Director of Montevallo Main Street, reminded everyone that Small Business Saturday is November 30<sup>th</sup>. She encouraged everyone to support our local businesses. She also reminded everyone that the tree lighting ceremony and parade will be Thursday, December 5<sup>th</sup>. The Chamber Open House is December 12<sup>th</sup> from 5-7 p.m.

**Montevallo City Council Meeting**  
**November 25, 2019**  
**6:00 p.m. at City Hall**

**Mayor Hollie Cost, Council Member Rusty Nix, Council Member Tiffany Bunt, Council Member Willie Goldsmith, Council Member Jason Peterson, and Council Member Arthur Herbert were in attendance.**

**Pledge of Allegiance**

Mayor Cost called the meeting to order at 6:00 p.m.

**Approval and/or corrections of the minutes –11/12/19**

Council Member Herbert made a motion to approve the Minutes from November 12, 2019 as corrected. Council Member Peterson seconded. ALL AYES . . . MOTION APPROVED.

**Recognitions / Awards:** NONE

**Citizen Participation:**

Richard Kaster with the Montevallo American Legion Post introduced Roger Jefferson, their new post commander. Mr. Jefferson commented on how great our Veteran Banners look. He said he has heard from many veterans who think they are wonderful. He said it makes them feel truly welcome and appreciated in our community.

Vina Cartwell with Chilton Shelby Mental Health informed the Council their organizing is rebranding itself in January as the Central Alabama Wellness Center. She also asked the Council to allow them to use Orr Park for an event March 14<sup>th</sup> from 12-4:00 p.m.

Mayor Cost asked Ms. Benson to check to make certain that date is available.

**Committee Reports and Consideration of Bills:**

**Public Health & Safety** (Police, Fire, Code Enforcement, Housing Abatement)– Discussed earlier.

**Sustainability** (Streets & Sanitation, Recycling, Arbor & Beautification, ValloCycle, Environmental Preservation Initiatives) – Discussed earlier.

**Recreation, Preservation and Community Development** (Parks & Recreation, Golf Course, Youth Athletics, Trails, Planning & Zoning, Annexations,) – Discussed earlier.



**Education, Arts & Outreach** (Schools, UM, Boys & Girls Club, Library, American Village, Sister City Commission, Artwalk) – Discussed earlier.

**Finance, Economic Development & Tourism** (Finance, MDCD, IDB, Chamber, Historical Commission, Main Street) –

Debby Raymond informed the Council that business license renewals were mailed last week.

Council Member Peterson informed everyone the Finance Committee meeting for November would be canceled.

Council Member Goldsmith made a motion to approve payment of the bills. Council Member Bunt seconded. ALL AYES . . . MOTION APPROVED.

**Consent Agenda:** NONE

**New Business:**

Amendment of Animal Control Ordinance –

The Council discussed the following ordinance:

**Ordinance No \_\_\_\_\_**

**ORDINANCE AMENDING CHAPTER 4, ARTICLE II – ANIMAL CONTROL, TO INCLUDE THE FOLLOWING SECTIONS 4-29 – 4-32**

**Section 4-29 DUTY TO PROPERLY RESTRAIN DOGS ON PRIVATE AND COMMERCIAL PROPERTY**

It shall be acknowledged as the responsibility of every dog owner or owner of premises where dog is housed to keep the animal within effective, humane and hygienic restraint. It shall be unlawful for person responsible for any dog to fail to maintain dog under proper restraint as outlined in the following order. Negligent failure to provide or maintain effective restraint shall be deemed unlawful.

1. It shall always be the duty of every person having custody or control of a dog to physically restrain the dog when left unattended outdoors. The dog should be restrained such as to prevent the dog from leaving the premises of its owner or coming in contact with the public unsupervised.

2. Proper restraint will be defined as confinement within a fenced enclosure with adequate space for ease of movement and adequate exercise. Proper dimension should be at least 200 square feet for the first dog and at least an additional 100 square feet for each additional dog. Enclosure must be made of fencing meant for containing an animal (ie, chain link, wood or similar material). Fencing must be of sufficient height to prevent animal

from escaping. Enclosure must include at least 50% of the pen to be dry, clean, comfortable, shaded and safe for sleeping of dog(s).

3. The use of underground electric fencing systems, which are manufactured for the purpose of containing a dog, shall satisfy enclosure guidelines so long as the owner/guardian of the dog or property assures:

a. The underground electric fence system is maintained in working order so as not to cause pain or injury to animal.

b. The animal is properly trained in accordance with the function of the fencing system.

c. The animal is wearing a collar meant to function with underground electric fencing system which is properly fitted to the dog so as not to cause pain, discomfort or injury to the dog. This is to be determined by animal control officer or Licensed Veterinarian.

d. The perimeter of underground electric fence system is properly marked, visible to the dog and persons entering property.

e. Underground electric fence system shall prevent animal from maintain access within ten feet of public area or other private property.

f. Any dog kept in an electric fence system shall be spayed or neutered before being placed in the enclosure.

4. Underground electric fence system shall be unlawful enclosure for any animal deemed dangerous. Shall also be unlawful enclosure for any animal deemed handicapped or reasonably unable to defend itself from predators.

5. An animal that can bite or snap through fencing shall not be considered properly enclosed.

6. Multiple dogs that fight each other shall not be kept together in the same enclosure at any time, for any length of time.

7. Dogs may be restrained by means of a trolley system attached to a pulley on a cable provided the following requirements are met:

a. Trolley restraint shall be affixed in a manner that allows the dog free movement along the trolley, prevents the dog from becoming entangled, wrapped around any object and does not allow the leash to be shortened to allow for injury, strangling or restricting access to food, water and shelter.

b. The trolley restraint shall be of proper weight for the dog and shall be affixed to a properly fitted harness with a swivel attachment. The harness must be made of a suitable material other than metal or chain, and shall not cause damage or injury to the dog's skin. Choke collars, pinch collars, pinch collars and chains shall be deemed

unlawful type restraint for tethering a dog to a pulley system.

c. Only one dog shall be tethered to one trolley system.

d. There shall be a swivel attachment on both ends of the attachment to help prevent tangling of the tether.

e. The size and weight shall be of adequate size to restrain the dog but shall not be of excessive weight as determined by Montevallo Animal Control Officer considering the size, age, strength and health of the dog.

f. The length of the tether from the cable to the dog's harness shall allow access to reasonable exercise and shall always allow continuous access to clean water, adequate food and suitable shelter.

g. The length of the cable tether shall be of appropriate configuration to confine the dog to the owner's property, to prevent the tether from entangling in or extending over an object or edge that could cause injury to the dog.

h. Any dog restrained on a trolley must be of at least six months of age, of good health and must be spayed or neutered.

i. A dog may not be left on a tether more than twelve consecutive hours or overnight.

8. It shall be unlawful to tether a dog by means of rope, chain, cable or any restraint other than the trolley system described above at all times. It shall be unlawful to tether a dog to any stationary or movable object.

#### **Section 4-30 DUTY TO PROVIDE ADEQUATE SHELTER**

1. Any animal that is habitually kept outside or repeatedly left outside unattended shall be provided with structurally sound, moisture proof, wind proof shelter large enough to keep the dog reasonably clean and dry. A shelter which does not adequately protect the animal from temperature extremes or precipitation or which does not provide adequate ventilation and drainage shall not comply with this section. Adequate protection from temperature extremes shall be determined by Montevallo Animal Control officer and shall be determined based on breed, age, size, health, coat condition and medical condition of the animal. Generally, the inside of the shelter shall be above Forty degrees f and below Ninety degrees f.

2. Adequate bedding shall be kept in a hygienic manner to minimize the risk of the animal contracting disease, being injured or becoming infested with parasites.

3. Shelter for an animal shall be minimally defined as a structure having four sides in addition to a roof and floor with one side having an entrance. An Igloo type structure, manufactured for housing an animal shall also be appropriate. The structure shall be large enough for the animal to enter, stand, sit, lie down and turn around in a normal manner. A barrel, keg, drum, trash can or box shall not meet the requirements of adequate shelter. Transport carriers designed to transport an animal shall not be considered shelter.

4. Area surrounding shelter shall be maintained in a manner to remain clean, free of excrement, and have drainage adequate to maintain a dry floor and inside.

#### **Section 4-31 DUTY TO PROVIDE FOR ANIMAL HEALTH**

1. It shall be the duty of any animal guardian or owner of property where animal is contained to provide adequate clean, fresh potable water available to the animal continuously which is of adequate amount for the animal's size, age, breed, health and environment in which the animal is kept to prevent overheating or dehydration. The water shall be either free flowing or provided in a removable receptacle that is properly secured to prevent tipping, soiling or otherwise rendering it useless.

2. It shall be the duty of any animal guardian or owner of property where animal is contained to provide adequate fresh food in amounts sufficient to maintain adequate levels of nutrition suitable to the health of the animal based on size, age, health and physical condition. Food shall be kept in a container adequate to prevent molding, spillage, infestation by insects and to prevent food from being taken by wildlife such that the intended dog does not have access to adequate food.

#### **Section 4-32 DUTY TO LICENSE PETS**

1. All animals, six months of age or older, kept as domestic pets must be licensed annually through the City of Montevallo. Applications for pet license shall be made to the city clerk and must include current, valid proof of Rabies and Parvo Vaccination, Name and Address of Owner as well as age, breed, color, name, gender and whether the pet has been spayed or neutered. **Licenses shall be free of charge.**

2. License shall be renewed each year in the month of June. Any and all questions of compliance with this ordinance shall be determined by Montevallo Animal Control Officer, Licensed Veterinarian and Montevallo City Officials. Any person found guilty of non-compliance or violation of the ordinance set forth in this Chapter shall be liable for any and all costs incurred in the apprehension, detention, kenneling and medical treatment of any dog whose owner is in violation and shall be fined \$50.00 plus any costs for the first offense; \$100.00 plus any applicable costs for the second offense \$200.00 plus any applicable costs for third offense and may be jailed at the discretion of the municipal judge up to the limits of municipal jurisdiction for fourth and subsequent offense.

As described, Council Member Herbert said the purpose of these amendments is to address the issue with dogs being tethered and exposed to unsafe and unsanitary conditions. There is a local non-profit organization that has dog houses and pens available for people who cannot afford those things themselves.

Council Member Nix suggested that if the dog has adequate shelter and food, tethering should not be an issue. Also, he said he has a problem requiring all animals to be neutered or spade.

Council Member Herbert noted the requirement to be spade or neutered only applies to animals kept in an electric / invisible fence because the fence does not keep other animals from getting in, only your animals from getting in.

Council Member Nix asked how this would be enforced.

Mayor Cost said it would be enforced like the law we have is enforced now, through Code Enforcement and Animal Control.

Mr. Hamby noted that our current ordinance does not give us the authority we need to address many of the issuer we face. Animal Control responds to complaints first. If there is food, water and shelter available, there is nothing else we can do. If they see a violation, then the Police Department might get involved.

The Mayor said we will discuss this proposal further. She said we will get a group of citizens together to discuss the pros and cons of the plan.

Approval of Revised Employee Handbook – Mayor Cost asked the department heads to review the proposed handbook and be ready with their suggestions at the next Dept Head Meeting. The council will take this up on January 13<sup>th</sup>.

Approval of Records Disposition –



## Local Government Records Destruction Notice

To document the legal destruction of records according to your agency's Records Disposition Authority (RDA), send this completed form to the Alabama Department of Archives and History (ADAH) to receive your letter of eligibility. Records not covered by an approved RDA, or records created prior to 1900, may NOT be legally destroyed. For questions, contact the ADAH Archives Division at 334-242-4452. Please do not mail the form. Instead, email the destruction notice to [Becky.Hebert@archives.alabama.gov](mailto:Becky.Hebert@archives.alabama.gov). Electronic signatures are allowed.

<b>Date</b>	<b>Local Government</b>	<b>Department</b>	<b>Program Unit</b>	
<input type="text" value="11/12/2019"/>	<input type="text" value="City of Montevallo"/>	<input type="text" value="City Clerk's Office"/>	<input type="text"/>	
<b>First Name</b>	<b>Last Name</b>	<b>Job Title</b>	<b>Phone Number</b>	
<input type="text" value="Lisa"/>	<input type="text" value="Terrill"/>	<input type="text" value="Assisant City Clerk"/>	<input type="text" value="205-665-2555 x 111"/>	
<b>Email</b>	<b>Street</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<input type="text" value="lterrill@cityofmontevallo.com"/>	<input type="text" value="541 Main Street"/>	<input type="text" value="Montevallo"/>	<input type="text" value="AL"/>	<input type="text" value="35115"/>

Please list name, title, email, and phone number for any other individuals, not listed above, who need to be copied when sending the letter of eligibility.

Herman Lehman, City Clerk, [hlehman@cityofmontevallo.com](mailto:hlehman@cityofmontevallo.com), 205-665-2555x105 / Hollie C. Cost, Mayor, [hcost@cityofmontevallo.com](mailto:hcost@cityofmontevallo.com), 205-665-2555 x 107 / Maggie Benson, Mayor's Assistant, [mayorsoffice@cityofmontevallo.com](mailto:mayorsoffice@cityofmontevallo.com), 205-665-2555 x 109

<b>Select the manner in which records will be destroyed</b>	<b>Date of Intended Destruction</b>	<b>Select the retention schedule you are using to destroy records</b>
<input type="text" value="Shredding"/>	<input type="text" value="11/20/2019"/>	<input type="text" value="Municipalities"/>
<b>Total cubic feet of obsolete paper records destroyed?</b>	<b>Total bytes of obsolete electronic records destroyed?</b>	
<input type="text" value="98"/>	<input type="text"/>	

I hereby certify that the records to be destroyed are correctly represented below, that they are eligible for destruction according to the Records Disposition Authority approved by the Local Government Records Commission, that audit and Sunset Review requirements have been fully satisfied, and that the records are not required for any pending or imminent litigation.

<b>Signature of Authorizing Official</b>	<b>Printed Name of Authorizing Official</b>	<b>Title of Authorizing Official</b>
	<input type="text" value="Lisa Terrill"/>	<input type="text"/>
	(Signature may be digital but may not only be a typed name.)	*For Schools: Must be the Superintendent of Education

RDA Record #	Records Title As Shown on RDA	Date Span	Retention as shown on RDA	Date Audited	Volume
19.15b	Records Documenting Municipal Payrolls	1986-2016	Retain 2 years following audit	1967-2017	30
18.04	Routine Accounting Records	1986-2016	Retain 2 years following audit	1987-2017	34
18.03b	General Ledgers and Detailed year-end trail balances	1992-1995	Records created in or after 1975: Retain 10 years after the end of the fiscal year in which the record was created.	1993-1996	3
19.14a	Individual employee leave and attendance records (including time sheets)	1994-2007	Retain 2 years following the audit	1995-2008	3
18.03a	Routine Accounting Records	1997-2016	Retain 2 years following the audit	1998-2017	23
12.01	Building Inspection Files	2000-2010	Retain 7 years (Code of Alabama 1975, Section 6-5-221 through -227 [revised 2011])	2001-2011	3

*Hint: Place your cursor over any box to receive more specific instructions. Visit the Archives' website for updated information [http://www.archives.alabama.gov/officials/Local\\_Agencies.html](http://www.archives.alabama.gov/officials/Local_Agencies.html)*

What if I have many different types of records? Fill out the first page and then attach as a separate document an excel spreadsheet with RDA#, Records Title as Shown on RDA, Date Span, Retention as shown on RDA, Date Audited, and Volume.

RDA Record #	Records Title As Shown on RDA	Date Span	Retention as shown on RDA	Date Audited	Volume
19.09b	Unsuccessful application (received in response to specific job announcements)	2003-2005	Retain 3 years	N/A	2

*Hint: Place your cursor over any box to receive more specific instructions. Visit the Archives' website for updated information [http://www.archives.alabama.gov/officials/Local\\_Agencies.html](http://www.archives.alabama.gov/officials/Local_Agencies.html)*

What if I have many different types of records? Fill out the first page and then attach as a separate document an excel spreadsheet with RDA#, Records Title as Shown on RDA, Date Span, Retention as shown on RDA, Date Audited, and Volume.

Council Member Nix made a motion to authorize the disposition of the records. Council Member Bunt seconded. ALL AYES . . . MOTION APPROVED.

Council Member Nix said his plant has a boiler we may be able to destroy those records in. He said he would ask for permission and let us know.

**Old Business:**

Verizon Phone Contract – State Bid List –

Council Member Peterson said he check into this and it will save us a great deal of money. In fact, he found out that Shelby County had us paying twice for the same services. This change is something we need to make. He then made a motion to enter into this agreement for phone service with Verizon. Council Member Herbert seconded. ALL AYES . . . MOTION APPROVED.



Approve Walkability / Sidewalk priority list –

Council Member Herbert presented the committee’s recommendation as follows:

### City of Montevallo’s Walkability Priorities

#### Large projects:

1. Highway 25 connectivity
2. Connectivity from Moody Street to Corvette Way on the South side of Overland Road and Nabors Street.
3. Connectivity from Bloch Street to Wadsworth Street on the North side of Main Street/Highway 119.
4. Connectivity from Fire Station Number 1 to Pineview Road on the East side of Main Street/Alabama Highway 119.
5. Connectivity from Valley Street to Middle Street on the West side of Shelby Street.
6. Connectivity from Shelby Street to Stephens Park on the West side of Middle Street/County Road 10.
7. Connectivity from Overland Road to Shoal Creek Park on the West side of Alabama Highway 119.
8. Connectivity from Shelby Street to Middle Street on Alabama Street.

#### Small projects:

1. Sidewalk access to the CVS parking lot from Main Street/Alabama Highway 119.
2. Sidewalk access to the Regions parking lot from Main Street/Alabama Highway 119.
3. Crosswalk on Nabors Street/Overland Road crossing Main Street/Alabama Highway 119.
4. Crosswalk on Island Street crossing Middle Street/Alabama Highway 155.
5. Connectivity from Oak Street to Valley Street on the West side of Wadsworth Street.
6. Connectivity from Main Street/Alabama Highway 119 to Island Street on the West side of Vine Street including a Crosswalk on Vine Street crossing Island Street.
7. Crosswalk on Oak Street crossing Shelby Street.
8. Crosswalk on Valley Street crossing Shelby Street.
9. Connectivity from Main Street/Alabama Highway 119 to United States Postal Service on Vine Street.

These recommendations were based on the results of a detailed sidewalk survey. We divided the list into more affordable, short-term projects, and more costly, long-term projects.

The Mayor said we are having the small jobs priced out, and we are looking for potential grants to handle the larger projects.

Council Member Herbert made a motion to approve the priority list. Council Member Bunt seconded. ALL AYES . . . MOTION APPROVED.

Mayor Cost mentioned that we also have an updated paving list:

City of Montevallo Paving Project

Phase III ~ Dec 2019

Street or Route	Length	Width	Remarks	Total Cost
Montgomery Street and Davis Street	615	18		\$ 11,449.66
Highland				\$ 38,453.00
College Drive				\$ 74,466.00
Overland (Striping Only)				\$ 1,600.00

Paving Only Total == \$ 125,968.66

Notes:

Montevallo Water and Sewer Department will be responsible for supplying and placing riser:

Sidewalk and Ramp Cost == \$ 48,600.00

Grand Total == \$ 174,568.66

City of Montevallo Paving Project

Phase 4 ~ SUMMER 2020

Street or Route	Length	Width	Remarks	Total Cost
Oak Street: Hwy 119 to N. Boundary St.	1860	30		\$ 54,319.75
Back Parking Lot at the Tavern	100	60		\$ 4,256.00
Pineview Road	2668	22		\$ 57,138.93
Parkway Circle	2120	22		\$ 45,402.74
Meadow Road	930	22		\$ 19,917.24
Crestview Drive	2100	22		\$ 44,974.42

Paving Only Total == \$ 226,009.08

Notes:

Montevallo Water and Sewer Department will be responsible for supplying and placing risers

Sidewalk and Ramp Cost == \$ -

Grand Total == \$ 226,009.08

Council Member Nix pointed out that College Street is on the list because it is a city street.

The City Clerk informed the Council that Spire will be replacing the gas lines in Arden starting next week.

Mayor Cost asked the City Clerk to send the updated paving schedule to Spire to make certain there are no further conflicts with our plans. She said she would do the same with the Water Board.

**Board Appointments:**

Mayor Cost said we are still working on updating our list. We have several openings. We will bring those to the Council soon.

**Other Business:**

Council Member Nix made a motion to waive the vendor fees and allow Chilton Shelby Mental Health to use Orr Park as requested. Council Member Goldsmith seconded. ALL AYES . . .MOTION APPROVED.

Mayor Cost informed the Council that after decades of service to our city, Judge Green has resigned from our Municipal Court due to health reasons. His service is greatly appreciated and he will be missed. Our back-up judge, Victor Portella, has agreed to step up until we appoint a full-time replacement. Mayor Cost said she recommends the Council appoint Judge Portella, but realizes there may be others the Council would want to consider, as well. She urged them to send her their recommendations. We will vote on a replacement at an upcoming meeting.

Council Member Bunt presented the following proposal:

### **Simms House Renovation Request**

Funds in the amount of \$125,000 are being requested from MDCD for the purpose of renovating the Simms House on the University of Montevallo Campus. The post-renovation purpose of the Simms House is to provide a community-based location to house the UM Community Counseling Clinic and Thrive – Together Shelby County. Both entities work in collaboration to provide social, emotional, educational, childcare and work force development resources to citizens throughout the county. Additionally, these entities provide an on-site clinical experience for university students as required by their respective professional programs. University programs impacted include: early childhood education, family and child studies, counseling, exercise and nutrition sciences, social work and sociology. The economic development impact of this investment will be realized through a projected counseling program enrollment increase of 10-20 students and by providing a secure career pathway to families throughout Shelby County. These families will likely remain in Shelby County, secure a career and contribute positively to the economy. Providing an established location for the UM Counseling Clinic would enable the clinic to remain open well beyond the current operating hours, serving substantially more community members.

It is important to note that it appears as though the house does not need major renovations related to roofing, plumbing, electrical or HVAC. Specifically funds will be used to modify the existing building to include the following features:

- Reception area
- Classroom space for career development classes/doubles as meeting room
- Short-term child-care space (for use during counseling or class sessions only)
- 2 individual offices for Thrive Together (Director, Coaches)
- 3 offices for Counseling Clinic with observation windows
- 1 play therapy space
- Shared kitchenette
- 2 accessible restrooms
- One shared workspace that includes intern desk space
- Outdoor landscaping for open child play area and parking

Prior to renovations, an MOU would be developed between MDCD and UM indicating the desired length of time the building would be required for use for public purposes. While it is anticipated that the Counseling Clinic and Thrive Together will be long-standing and sustainable programs, if that is not the case for some reason, the Simms House would be expected to house other community outreach programs that include significant student engagement such as Falcon Scholars in Action, Montevallo Connection, Service Learning or Global and Community Outreach.

*Projected Renovation Budget*

\$150,000 - \$200,000 (foundation work, relocated walls, flooring, painting, restrooms, wiring for technology). Drawings will need to be drafted for a more concrete cost estimate. Additional funds are also available through the College of Education and Human Development.

*Timeline*

- December Start drafting renovation plans with architect
- January Art faculty studios prepared in 3D building, finalize renovation plans
- March Art faculty studios relocated to 3D building
- March-August Renovations proceed and are completed
- September 2020 Optimistic move-in date
- January 2021 Realistic move-in date

Council Member Bunt said the Education Committee recommends that the Council approve this request for the MDCD to fund this project with the stipulation that this facility be used for community-based projects for at least 10 years.

Council Member Nix asked if they considered locations that were not on the University campus.

Mayor Cost said they have looked at other sites. However, this is a joint project between various local entities and UM.

Council Member Bunt said the program won't be able to take advantage of the space until the current tenants move to the new Center for the Arts. Since the opening of that facility has been delayed, so has our potential use of this space.

Council Member Nix asked if Shelby County is funding any portion of this. Council Member Bunt said they have not been approached yet. The City Clerk pointed out that Thrive Together Shelby County is funded through the \$100,000 grant the City obtained from the Women's Fund of Greater Birmingham, and that Shelby County has agreed to fund that project \$20,000 year one and \$10,000 for years two and three.

Council Member Herbert said he thinks this is a good project and made a motion to approve the request to ask the MDCD to support this project, including the stipulation that the facility be used for community purposes for 10 years. Council Member Bunt seconded. Mayor Cost pointed out that she serves as the volunteer Chair for Thrive Together Shelby County. As such, she recused herself from the vote and ABSTAINED. Council Member Nix voted NAY. ALL OTHERS VOTED AYE . . . MOTION APPROVED.

Mayor Cost thanked the Council for supporting this project.

**Citizen Participation:**

H.G. McGaughy thanked the Mayor and Council for their efforts to honor our veterans. As pointed out earlier, he said the people in Montevallo are very pleased with the new Veterans Banners and think our town looks better than it ever has. He said Montevallo is the prettiest place in Alabama, maybe the entire U.S.

Mayor Cost thanked Mr. McGaughy, and thanked him for his service to our Nation.

There was a question from another citizen about the toys being collected for SEA. She asked if they could be used. Ms. Heuton said she would ask.

Council Member Nix asked about the request at the last meeting that Ms. Weldon track her mileage in order to establish a reimbursement rate. Mayor Cost informed the Council that is no longer necessary because, as mentioned at the last meeting, our ultimate goal was to provide her with a city vehicle, and we have done that.

Council Member Herbert asked that the proposal to increase the compensation for the Mayor and Council be placed on the next agenda.

There being no further business before the Council, Council Member Nix made a motion to adjourn. Council Member Peterson seconded. ALL AYES . . . MEETING ADJOURNED at 6:58 p.m.

Submitted by:

Herman Lehman  
City Clerk