

## **MINUTES**

### ***Montevallo City Council Work Session***

**November 22, 2021**

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

**Mayor Rusty Nix, Council Member David King, Council Member Lelia Mitchell, Council Member Kenneth Dukes, Council Member Sonya Swords, Council Member Martha Eisenberg – all Council Members were in attendance. Quorum present.**

**Work Session called to order at 5:30 p.m. by Mayor Rusty Nix.**

Mayor Nix called on Robyn James with M4A Area Council on Aging for a presentation on the Knollwood facility as a Center for Elder Justice in Shelby County. Opening November 30, 2021 for public inspection. It's a 16 bed facility. See Appendix 1.

#### **Discussion of New Business Items on Agenda**

- Bids for alarm communication equipment and monitoring services for City Hall and Parnell Memorial Library. ADT provided lowest quote for services..
- Highway Management Systems: striping of crosswalk for Highland Street/ Gate of University of Montevallo Campus. UM to provide flashing crosswalk signs.
- Ameri-Tek Document Solutions proposal to provide copier/ printer services for City Hall and Parnell Library.
- The Prewitt Group proposal to provide Insurance Services for City Employees
- ADECA grant application due November 30, 2021. Lt. Harrelson explained this grant would cover 100% of the cost / no match on grant funds / The grant is to fund the cost of system-wide body camera replacement.

#### **Mayor Rusty Nix called for Committee Reports:**

Council Member King called for the Police Department Report. Lt. Harrelson gave the report for Chief Littleton. He reported for this period the department had 41 Total Cases: 9 Traffic Accidents, 35 Traffic Citations, 14 Total Arrests, 1 Burglaries, 0 Auto Theft, 3 Domestic, 2 Fraud, and 1 Theft/Attempts. He read the report from Officer Wilder. Code Enforcement inspected 7 Cases from last period and Closed 4 Cases and has 3 still open. The Total Cases for the Year is 90. See Appendix 2.

Council Member King called on Chief Davis for the Fire Department report. Chief Davis reported there were 68 Calls the 1<sup>st</sup> half of November, 42 EMS, 8 Lift Assists, 4 Structure Fire, 1 Brush Fire, 1 Electrical Fire, 0 Vehicle Fires, 4 Fire Alarms, 4 MVC, 1 Assist Other Agency, 1 Assist Public. See Appendix 3.

Council Member King reported Planning and Zoning met Thursday, November 18<sup>th</sup> at 6:00 p.m. in Council Chambers and will meet again next month. The meeting in November was a Public Hearing and the case was tabled waiting on a opinion from legal counsel.

Mayor Nix called on Council Member Dukes for Sustainability. Council Member Dukes called on Shane Dunaway, Public Works Department. Shane reported Christmas decorations will be going up next week.

Council Member Dukes had no other reports at this time.

Mayor Nix called on Council Member Eisenberg for Parks and Recreation. Shane Baugh, Department Head, Parks and Recreation reported Basketball is in full swing, department is making repairs this time of year to get ready for Spring. He reported graffiti on rocks at Shoal Creek Park has been cleaned off and they are working on labor and material costs to accept bids for additional bathrooms at Stephens Park. Steve Gilbert has found a grant from the Shelby County Commission that would pay one half of the cost of the bathrooms and they are working together on the grant process. Grant application is due December 6, 2021.

***Montevallo City Council Meeting***

**November 22, 2021**

**6:00 p.m. at City Hall**

**Pledge of Allegiance**

**Meeting Called to Order – Mayor Rusty Nix called the meeting to order at 6:00 PM. Present: Council Member David King, Council Member Lelia Mitchell, Council Member Kenneth Dukes, Council Member Sonya Swords, Council Member Martha Eisenberg. Quorum present.**

**Approval and or corrections of the Minutes: 11.08.21 – Motion by Council Member Mitchell, second by Council Member Dukes, All Ayes, Motion passed.**

**Recognitions / Awards: None**

**Opportunities for Citizens to speak to the Council:**

Greg Reese, 1 Brookwood Drive, he advised he serves on the Parnell Memorial Library's Foundation Board and asked the Mayor and Council to appoint someone from the Library Board to serve on the Foundation Board. He also asked Mayor and Council to consider a full-time animal control officer.

Haley Hawkins, Development Director at Owens House Shelby County Children's Advocacy Center 22747 AL-25, Columbiana shared information asking for funding possibilities from ARPA Funding. The need for Center services is greater due to the pandemic. Lt. Harrelson spoke on behalf of the Police Department and Owens House about their services. Owens House interviews children that are victims of a crime. The organization has trained professionals to provide this assistance. Our Police Department relies heavily on Owens House for this assistance. See Appendix 4.

**Mayor Rusty Nix called for Committee Reports to be continued:**

Mayor Nix called on Council Member Mitchell for reports on Education, Arts, and Outreach. Council Member Mitchell called on Savannah Kitchens, Library Director. Savannah Kitchens presented her report for the Parnell Memorial Library. Savannah reported there are several events scheduled for the month: Mini Music, Letters to Santa, Senior Movie Night, Teen Advisory Board held their first meeting, still time to donate to the Food for Fines program to benefit Shelby Emergency Assistance. Library will be closed November 25-28, for Thanksgiving. See Appendix 5.

Council Member Mitchell called on Sarah Hogan, Program Director, Impact Montevallo, Sarah reported Impact is partnering / sponsoring with Montevallo Main Street on a coloring book and it should be ready next week. She continues to work with the Thriving Earth Exchange intern to determine how to quantify quality of life in Montevallo to work on business and citizen recruitment and engagement. Sarah reported Impact is working on Families in Need through the schools, Police Department, and local organizations to identify and assist those in need this holiday season. Sarah was proud to report Impact Montevallo was recognized nationally and has achieved Blue Ribbon Coalition status. They have invited Sarah to come to Washington, DC to speak and participate 2022 National Leadership Forum. See Appendix 6.

Council Member Mitchell called on Olivia Gilbert, Montevallo Junior City Council (MJCC) Junior Mayor. Olivia reported the MJCC is working on several service projects during the holidays: the annual toy drive to volunteer with Shelby Emergency Assistance. Olivia reported they are still working on the Skate Park project, the Youth Art Gallery, and Refresh Discount Card. She asked Council and attendees to consider nominating a young leader in Montevallo for Super Youth Saturday to be featured on their social media sites.

Council Member Michell reported Montevallo Schools Montevallo Schools will be closed November 22-26 for the Thanksgiving break. The University of Montevallo Thanksgiving break starts November 24. She reported a ribbon cutting was held on November 18 at the Michael E. Stephens College for Business and the Performing Arts Center. She reported the American Village will begin their annual Colonial Christmas Lunches and Tours December 6.

Mayor Nix called on Council Member Swords for reports on Finance, Economic Development & Tourism. Council Member Swords called on Adele Nelson, Executive Director, Montevallo Chamber of Commerce. Adele reported the Chamber held its Volunteer Appreciation Luncheon and it was well attended. She reported the Tinglewood Boat Races winners were officially announced and the winners received the actual wooden handmade boats they finished the race. The Chamber attended the Montevallo First Baptist Church Sanctuary Renovation celebration. The Montevallo Christmas Parade will be December 2<sup>nd</sup> and the Chamber's Christmas Open House will be December 9<sup>th</sup>, the Chamber After Hours will be held December 14<sup>th</sup> at UM Center of Arts. Official Tree Lighting will be on December 2. Emcee's for the Christmas parade are Dollar Bill Lawson and Steve Gilbert.

Council Member Swords called on Courtney Bennett, Executive Director, Montevallo Main Street. Courtney reported the Façade Improvement Grant Program projects have 9 of 10 completed. The Façade Grant Program has been in place since 2018 and to date Main Street has completed three rounds of projects with funds being donated by private citizens totaling \$99,334. She reported Small Business Saturday will be celebrated nationwide November 27. Holiday programs: Design Committee is hosting two Window Decorating Contests. Main Street's Annual Holiday Party will be December 7 from 5-7 pm at Bradford Real Estate. See Appendix 7.

Council Member Swords reported the Finance Committee will meet on December 1 at 5:30 pm in Council Chambers (moved due to holiday), MDCD will meet on December 13 at 1:00 pm.

**Public Health & Safety** (Police, Fire, Code Enforcement, Housing Abatement, Planning and Zoning) – reported during City Council Meeting. – Reported during City Council Work Session.

**Sustainability** (Streets & Sanitation, Recycling, Arbor & Beautification, ValloCycle, Environmental Preservation Initiatives, and Historical Commission) – Reported during City Council Work Session.

**Recreation, Preservation and Community Development** (Parks & Recreation, Youth Athletics, Trails, Annexations) – Reported during City Council Work Session.

**Education, Arts & Outreach** (Schools, Library UM, Boys & Girls Club, American Village, Sister City Commission, Artwalk, IMPACT) – Parnell Memorial Library, IMPACT, American Village, UM, and the Boys & Girls Club – Reported during City Council Meeting.

**Finance, Economic Development & Tourism** (Finance, MDCD, IDB, Chamber, Main Street) – Reported during City Council Meeting.

**Consent Agenda: Consideration of Bills**

Mayor Nix asked for a Motion to Pay the Bills. Council Member Dukes made a motion to pay the bills, second by Council Member Eisenberg, All Ayes. Motion passed.

**New Business:**

Recommendation to accept ADT Alarm Company’s proposal to install cellular alarm system monitoring interfaces and provide 24 hour monitoring services for the Fire and Security Systems at the Parnell Library and the Fire Alarm System at City Hall. 1 Year agreement in the Amount of \$1,797.48. Motion made by Council Member Eisenberg, Second by Council Member Mitchell, All Ayes, Motion Passed. See Appendix 8.

Recommendation to accept the quote from Highway Management Systems for the striping of a Pedestrian Crosswalk on Middle Street (County Hwy 10) near the Highland Street Gate to UM Campus in the amount of \$1,000. University of Montevallo to provide solar powered lighted Crosswalk signs. (Vendor Recommended by County Hwy Dept.) Motion made by Council Member Mitchell, Second by Council Member Eisenberg, All Ayes, Motion Passed.

Recommendation to accept quote from Ameri-Tek Document Solutions for providing Copier and Printer Service to the City of Montevallo for City Hall, Parnell Library and Fire Station 1. (Quote provided in Packet). Motion made by Council Member Eisenberg, Second by Council Member Mitchell, All Ayes, Motion Passed. See Appendix 9.

Recommendation to accept proposal from The Prewitt Group to provide Insurance Services for City Employees for Life, AD&D, Dental, Vision, Critical Illness, Accident, via the Equitable Company. Motion made by Council Member Dukes, Second by Eisenberg, All Ayes, Motion Passed. See Appendix 10.

Request for approval to apply for reimbursement grant from ADECA for the purchase of Police equipment. Grant Application Due November 30, 2021. This is 100% reimbursement based on awarded

amount for purchase. Motion Made by Council Member Eisenberg, Second by Council Member King, All Ayes, Motion Passed.

**Old Business:** None.

**Board Appointments:** Lonnie Layton to Park and Recreation Board - Term to Expire November 22, 2024. Motion made by Council Member Eisenberg, Second by Council Member King, All Ayes, Motion Passed. See Appendix 11.

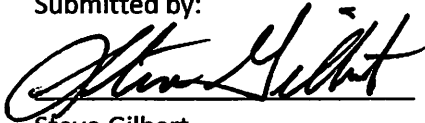
Joyce Lewis to the Parnell Memorial Library Board – Term to Expire November 22, 2025. Motion made by Council Member King, Second by Council Member Dukes, All Ayes, Motion Passed. See Appendix 12.

**Other Business:** Council Member Dukes made a request to adopt a resolution in honor of the service of Fire Fighter Matthew Durham that passed away recently.

**Citizen Participation:** None.

There being no further business before the Council, Mayor Rusty Nix called for a Motion to Adjourn, Motion to adjourn made by Council Member King, Second by Council Member Eisenberg, All Ayes. Meeting Adjourned at 6:33 p.m.

Submitted by:

A handwritten signature in black ink, appearing to read "Steve Gilbert", written over a horizontal line.

Steve Gilbert  
City Clerk / Treasurer

APPENDIX 1

# YOU'RE INVITED

to the Giving Tuesday

# OPEN HOUSE

for the

CENTER



## ELDER JUSTICE & ADVOCACY

**JUSTICE FOR ALL**

# GIVING TUESDAY

11.30.21



Scan to donate  
or go to  
[4allfoundation.org](https://4allfoundation.org)

The C4EJA mobilizes communities to prevent adult mistreatment so people can *live with dignity, security and independence as they age.*

**NOVEMBER 30, 2021 | DROP IN: 11AM - 2PM**  
**KNOWLWOOD ASSISTED LIVING FACILITY**

4804 HIGHWAY 25 | MONTEVALLO, AL 35115

Drop in and tour the new home for the **Center for Elder Justice & Advocacy**

*Refreshments provided*



ASSISTING ALL AGES AT ALL STAGES

*Serving Alabamians since 1989*



# Montevallo Police Department City Council Report

## APPENDIX 2

Date:

11/22/2021

### Patrol Report:

Total Calls:

NA

Burglaries:

1

Zone Checks:

NA

Total Cases:

41

Auto Burglaries:

0

School Patrols:

NA

Traffic Accidents:

9

Domestics:

3

Traffic Stops:

NA

Assaults:

0

Traffic Citations:

35

Fraud/Forgery:

2

Total Arrests:

14

Thefts/Attempts:

1

### Investigations (New Cases):

Felony Cases Pending:

Misdemeanor Cases Pending:

Felony Warrants:

Felony Cases Closed:

Misdemeanor Cases Closed:

Misdemeanor Warrants:

### School Resource Report:

Offense Reports:

Traffic Accident Reports:

Cases Pending:

Incident Reports:

Arrest Reports:

Cases Closed:

Additional Comments:



11/1/2021 - 11/15/2021

EMS- 42

Lift assist- 8

Structure Fire- 4

Brush Fire- 1

Electrical Fire - 1

Vehicle Fire-

Fire Alarm - 4

MVC- 4

Fuel Spill -

Assist other agency- 1

Assist Public- 1

Misc- 1

Total calls for 1st half of Nov- 68

Brad Davis

Fire Chief

City of Montevallo

Montevallo Fire & Rescue Service

541 Main Street

Montevallo, AL 35115

Office- 205-666-2555. Ext. 705



Email: haleyh@owenshouse.org

Cell: 972.730.6406

Office: 205.669.3333

**APPENDIX 4**

**Overview:** Owens House is the Shelby County Children's Advocacy Center (CAC). The CAC model is relatively new, with the inaugural agency opening its doors in Huntsville, Alabama in 1985. CACs were created with one mission in mind - to create a child-centered environment capable of mounting a coordinated response to allegations of child abuse. Owens House was founded in 1993 and was among the first five Child Advocacy Centers to emerge in the country. Since our inception, our breadth of services has changed, but our core mission remains - to equip Shelby County to protect, strengthen and restore children and vulnerable adults who have experienced abuse and trauma. Owens House offers an array of prevention and intervention services. These include elementary body safety education, adult-focused child sexual abuse prevention training, forensic interviews, family advocacy, multidisciplinary team coordination, and trauma-informed counseling. Our intervention services are available to any child or vulnerable adult in Shelby County who has experienced physical abuse, sexual abuse, commercial sexual exploitation, neglect, drug endangerment, or has been witness to a violent crime. And, given that child maltreatment knows no socioeconomic status, race, gender, religion, or zip code, we have not only the ability, but the duty, to advocate for any and all members of the Shelby County Community. Our vision is simple: to end child abuse and provide healing to those who have experienced trauma. But this can only be achieved through the collaborative efforts of our community.

**COVID-19 Impact:** Much like the rest of the world, our agency and community suffered mightily in the wake of the COVID-19 pandemic. Funding sources were cut, infection was rampant, and we were forced to adapt and find a means of providing services despite the risk to all involved. But these were not the most trying of challenges we faced amid the pandemic. We in the child services field were forced to confront the fact that many children were being left defenseless. Staying at home in a time of high economic and personal unrest led to an accompanying pandemic: stress. This chronic, collective stress left many children vulnerable to abuse and neglect. So now, as the nation begins the rebuilding process, we as an agency are left with decreased access to funds as we anticipate an estimated twenty percent increase in cases. While children were out of school, they lost access to mandated reporters and other trusted adults. This left many children with no safe outlet to disclose maltreatment. But, as the vaccine continues to allow for a return to normalcy, more cases will come to light, thus leading more children and families to our door.

**ARPA Eligibility:** According to the American Rescue Plan Act, which came into effect in March of 2021, local governments may use funds towards the promotion of public health, including behavioral health, and the alleviation of negative economic impacts incurred by individuals or entities amid the COVID-19 crisis.

From *Compliance and Reporting Guidance*, as provided by The Department of the Treasury:

## B. Statutory Eligible Uses

As a recipient of an SLFRF award, your organization has substantial discretion to use the award funds in the ways that best suit the needs of your constituents – as long as such use fits into one of the following four statutory categories:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.



U.S. DEPARTMENT OF THE TREASURY

prohibited. In addition, the Interim Final Rule clarifies certain uses of SLFRF funds outside the scope of eligible uses, including that recipients generally may not use SLFRF funds directly to service debt, satisfy a judgment or settlement, or contribute to a "rainy day" fund. Recipients should refer to Treasury's Interim Final Rule for more information on these restrictions.

2. **Eligible Costs Timeframe.** Your organization, as a recipient of an SLFRF award, may use SLFRF funds to cover eligible costs that your organization incurred during the period that begins on March 3, 2021 and ends on December 31, 2024, as long as the award funds for the obligations incurred by December 31, 2024 are expended by December 31, 2026. Costs for projects incurred by the recipient State, territorial, local, or Tribal government prior to March 3, 2021 are not eligible, as provided for in Treasury's Interim Final Rule.

Recipients may use SLFRF award funds to provide assistance to households, businesses, nonprofits, and individuals within the eligible use categories described in Treasury's Interim Final Rule for costs that those households, businesses, nonprofits, and individuals incurred prior to March 3, 2021. For example,

- a. **Public Health/Negative Economic Impacts:** Recipients may use SLFRF award funds to provide assistance to households, small businesses, and nonprofits – such as rent, mortgage, or utility assistance – for costs incurred by the household prior to March 3, 2021, provided that the recipient state, territorial, local or Tribal government did not incur the cost of providing such assistance prior to March 3, 2021.

From the *SLFRF Fact Sheet*, as provided by the Alabama League of Municipalities:

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
  - ✓ Mental health treatment
  - ✓ Substance misuse treatment
  - ✓ Other behavioral health services
  - ✓ Hotlines or warmlines
  - ✓ Crisis intervention
  - ✓ Services or outreach to promote access to health and social services

As previously mentioned, we provide behavioral healthcare services at no cost to children and vulnerable adults who have been abused in Shelby County, the need for which has increased in the wake of the pandemic. And, according to the U.S. Department of Health and Human Services, child advocacy centers classify as Level 1 emergency responders.

**A Note on the Public Purpose Doctrine:** It is pertinent to address the possibility for objection to allocating ARPA funds to Owens House in light of the Public Purpose Doctrine. According to an article pulled from the *Selected Readings for a Municipal Official*, a public purpose may generally be understood as having for its objective "...the promotion of public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within a given political division..." It is the firm belief of Owens House that we serve a public purpose by providing free-of-charge services that benefit the safety and well-being of every Shelby County community member through our mission of assessing, intervening, and preventing child and vulnerable adult abuse.

**How Owens House Plans to Use ARPA Funds:** Allow me to first say we at Owens House greatly appreciate your time and thoughtful consideration of supporting our cause. We believe that together we can mount a meaningful response to child abuse in Shelby County and hope you will join us in the fight to protect our children. If you were to so graciously allocate ARPA funds to our agency, these are the projects, services, and expenses they would cover:

- **Basic Needs Assistance.** At Owens House, we serve children and families from all different walks of life. Occasionally, this means we have clients in our care who require assistance fulfilling their basic food, shelter, and transportation needs. We provide assistance by giving them gas and grocery cards, as well as collaborating on housing solutions. ARPA funds would allow us the flexibility to meet each unique, pressing need of our families, ensuring they are cared for throughout their post-trauma healing process.
- **Mobilization of Care.** We, like many others, realized the importance of adapting our services to the technological realm in the time of the pandemic. Your ARPA funds would enable us to purchase portable forensic interview equipment, as well as higher grade technology, ensuring that no child misses their chance at justice and healing because of distance.
- **Facility Maintenance.** We are blessed to operate out of a home that looks just like any other, as it provides children with the comfort necessary to confront what is likely the most challenging story of their young lives. But, like any other home, we are in need of maintenance and repair. The ARPA funding would allow us to complete projects like redoing our floors and upping the security and sound-proofing measures of our interview room, ensuring a welcoming and safe environment for all who seek our care.
- **General Operation.** As previously mentioned, Owens House suffered significant cuts to our operating budget this fiscal year in the wake of the COVID crisis. This financial loss has coincided with significant organizational changes being made at our agency. Thus, we need to recoup the lost funds in order to maintain our general operations and have room in our budget for the hiring of a new executive director.

**Conclusion:** It has been my utmost pleasure to share the work of Owens House with you. I hope you will take all you have read into thoughtful consideration and allocate some of your municipality's ARPA

funding to us. Should you have any further inquiries I can be reached at [haleyh@owenshouse.org](mailto:haleyh@owenshouse.org). From the bottom of my heart, thank you!

Signed,

A handwritten signature in black ink, appearing to read 'Haley Hawkins', with a stylized, cursive script.

Haley Hawkins  
Development Director, Community Educator  
Owens House

# DIRECTOR'S NOTES

NOVEMBER 22, 2021

## APPENDIX 5

- We have several more events the rest of this month:
  - Mini Music at 10:00 on Tuesdays and Mr. Mac at 9:15 on Wednesdays on the patio as usual
  - We're in the middle of our Letters to Santa program, sponsored by the Montevallo Chamber of Commerce and the Montevallo branch of the US Postal Service. Until Dec. 13, bring your letter to Santa to the library in self-addressed envelope, and Santa will write you back!
  - Senior Movie is on Monday, November 29 at 1:00 pm
  - Our first meeting of the Teen Advisory Board was a success; lots of ideas were discussed for future programming. Our next meeting is Tuesday, January 18 at 6pm, and we welcome any middle or high school students to join us for pizza and drinks.
- There's still time to contribute to our Food for Fines program, benefitting Shelby Emergency Assistance; bring a nonperishable food item and we'll waive \$1 off your fines. This applies to Montevallo fines only. This program will run Nov. 1 - Nov. 24.
- The library will be closed Thursday, Nov. 25 - 28 for the Thanksgiving Holidays.

City Council Meeting  
November 22, 2021

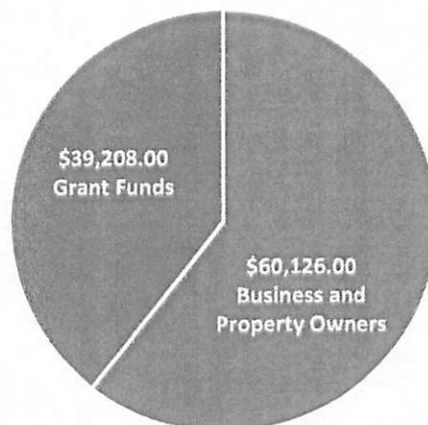
Ms. Sarah Hogan, program director provided the following report:

- **Coloring Book Project:** We are excited about the partnership with Montevallo Main Street to produce a Make Your Mark on Montevallo Main St Coloring Book featuring images of downtown Montevallo. We hope to have it produced and ready for sale for a minimum cost to make it available to all our families, which will make a unique one of a kind holiday gift.
- **Thriving Earth Exchange:** I continue to work with our Thriving Earth Exchange Program Intern from Duke University, Lauren, who is assisting in identifying scientist to work with Montevallo to help us develop quality of life assessments to identify strategies. She has interviewed 3 total which I hope will choose to work with us including two that have experience in municipal planning. One from California that works with the National Parks Service, one from New York that works for the Bloomberg Philanthropy and a New Hampshire Science and Public Health Official. I will be meeting with all three via Zoom to discuss the project further. It is our hope to quantify the quality of life in Montevallo to use as a resource to use for decision making, business and citizen recruitment and citizen engagement.
- **Families in Need:** Impact is working with the schools, the police department and local organizations to help families in need this holiday season. If you would like to assist, please reach out and I will let you. Also, if you are aware of a family that needs assistance, please let me know.
- **Blue Ribbon Coalition:** Congratulations, Impact Montevallo, on achieving Blue Ribbon Coalition status! We would like to extend the invitation to your coalition to participate in the Coalitions Ideas Fair Poster Presentation Session at the 2022 National Leadership Forum and share your successful strategies and outcomes with fellow Forum attendees.
- **Next Coalition Meeting: Tuesday, December 7 at 9:00 am**

### Façade Improvement Grant Program

- Round Three of our Façade Improvement Grants is nearly complete, with 9 out of 10 approved projects finished and grant funds disbursed. Thank you to Project Chair Julie Smitherman for her leadership in ensuring approved projects were completed at El Agave, Montevillo First Baptist Church, Team Lehman, Save My Cell/It's About Time, the Type Shop, Anderson Eye Care, The Art Studio, Provenance Church, and Blue Phrog Gallery. The final project to be disbursed will be Strand Coffeehouse when their business opens. At this point, Round Three of Façade Grants has resulted in a total amount of \$34,000 in private investment in the Main Street District. \$11,171 in Façade Grant funds were disbursed from Main Street, with the remaining \$22,829 invested by business and property owners.
  - As a reminder, our Façade Grant program has been in place since 2018, and to date we have completed three rounds of projects. Grant funds for this program were donated by private citizens.
  - In 2018, projects were completed at Czeskleba TV Service, Emma Gray, Hirano Ha Karate Dojo, The Strand building, Bradford Real Estate Group, the Hair Station, and the former Main Street Tavern building, resulting in \$36,498 in total improvements, including \$15,271 in grant funds disbursed.
  - In 2019, projects were completed at the Type Shop, Montevillo Makers, Happy's Variety Store, and University Investments, resulting in \$28,836 in total improvements, including \$12,766 in grant funds disbursed.
  - In summary, our Façade Grant program has resulted in \$99,334 in total private investment in the Main Street District to date. This figure includes \$39,208 in Façade Grant funds, plus \$60,126 from business and property owners. We would like to sincerely thank these individuals for investing in our downtown.
  - Applications for Round Four will be accepted sometime in 2022.

Façade Grant Program: 2018 - 2021  
TOTAL Private Funds Invested: \$99,334







### **Small Business Saturday**

- Small Business Saturday will be celebrated nationwide this Saturday, November 27. Several of our downtown businesses will offer sales and specials on that date, and we encourage you to shop Montevallo first as you work down your Christmas list. I'd like to thank Promotion Committee volunteers Adele Nelson and Jim McDonald for distributing "shop small swag" to businesses. On Saturday, Team Lehman will host an Iron Bowl Watch Party starting at 2 PM at their office at 620 Valley Street. They will raffle off a Yeti Cooler valued at nearly \$300, and will provide hot dogs and hamburgers. Czeskleba TV Service is providing a television for this event. I would like to extend each of you a personal invitation to the watch party and hope to see you there!

### **Upcoming Holidays**

- As you know, our Design Committee is pleased to host two Window Decorating Contests again this upcoming holiday season. We hope you will join us in encouraging our merchants to help make our downtown festive and inviting for shoppers. Business owners are invited to decorate their own windows. In addition, we have 16 student groups registered to decorate empty storefront windows. Windows will be judged at 4 pm on December 1st, and winners will be announced at the Tree Lighting Ceremony on December 2nd. Cash prizes will be awarded to the top 3 winners in each category.
- I would also like to extend to each of you a personal invitation to Main Street's Annual Holiday Party from 5-7 PM at 804 Main Street on Tuesday, December 7. We hold this annual event to recognize our volunteers and dues-paying supporters. We would love for you to have a chance to meet some of our wonderful volunteers who do so much to make our community a better place. They give selflessly of their time and talents to make their mark on downtown, and I know it would mean a lot for our city leaders to recognize them.

***Respectfully submitted,***

***Courtney Bennett, Executive Director***

APPENDIX 8

Powered by Experience.  
Driven by Excellence.™

**ADT** Commercial

**Proposal**

APPROVED  
11/22/21

\$ 1797.48  
CITY HALL & LIBRARY



Proposal prepared for:

**City of Montevallo**

Presented by:

**Eddie Menzel**

| 10/28/2021

Sales Agreement ID: 891247608

## Powered by Experience. Driven by Excellence.


















What helps make us an industry leader is plain and simple—we strive to deliver an outstanding customer experience at all points of interaction.

### Coverage across the US

We have a national footprint with 150 locations, 4,500+ employees, 300,000+ customer locations, and 4 monitoring and operations centers.



### Product and service offerings

- |   |  |
|---|--|
|  Access Control                           |  Intrusion Alarm Systems                       |
|  Alarm Monitoring                        |  Network Deployment & Management              |
|  Analytics & Reporting                   |  Risk Management Consulting Services          |
|  ATM & ITM                               |  Security-Only Networks                       |
|  eSuite <sup>SM</sup> Account Management |  Sprinkler Systems <i>(in select markets)</i> |
|  Fire Alarm Systems                      |  Structured Cabling                           |
|  Health & Nurse Call                     |  System Customization, Installation & Support |
|  Hosted & Managed Services               |  Video Solutions                              |
|  Integrated Solutions                    |  |

### Integrated system design and implementation offerings

- Managed broadband and MPLS
- Design-build engineering
- Wireless network security
- Tier 2 and Tier 3 support 24/7
- Network security
- Program and project management
- Data storage systems
- Security consulting and design assistance
- Cloud backup and disaster recovery
- Security network design assistance, implementation and management
- Structured cabling



Powered by Experience.  
Driven by Excellence.™

Thursday, October 28, 2021

**City of Montevallo**

541 Main St  
MONTEVALLO, AL 35115

Thank you for allowing us the opportunity to provide you with a proposal for your security system. I am pleased to propose a cost effective solution for your organization that will allow you to help mitigate your risks and reduce losses.

At ADT Commercial, we pride ourselves in providing our commercial customers with attentive service, proven security solutions, and the highest level of professional installation and monitoring.

I look forward to discussing this proposal with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

**Eddie Menzel**

/ EddieMenzel@adt.com

---

## Equipment and Investment Statement for: Fire Alarm Takeover

---

Site Information: City of Montevallo, 541 Main St, MONTEVALLO, AL 35115

### Theory of Operation:

Takeover Notifier NFS-320 Fire Alarm

Add cellular communicator for communication

test 15 horn/strobes-strobes, 4 pull stations, 2 smoke detectors, flow and tamper

train customer

Customer info: Steve Gilbert 205-665-2555 sgilbert@cityofmontevallo.com

Sales rep: Eddie Menzel 205-914-9382 eddiemenzel@adt.com

### Equipment List:

Quantity	Description
1	Napco Starlink Cellular Alarm Communicator; Fire; IP / Verizon LTE; Sole Path or Dual Path; Red Met

### Recurring Services:

Description	Amount
Monitoring	\$24.79
Service Plan	\$5.20
Signaling	\$20.00
<hr/>	
Sub Total Monthly Charge:	\$49.99

Summary of Charges for: Fire Alarm Takeover	
Installation Price	\$99.00
<hr/>	
Total Installation Price*	\$99.00
Total Monthly Recurring Services Charges*	\$49.99
	*Plus applicable tax

---

## Equipment and Investment Statement for: Fire Alarm Takeover

---

Site Information: Parnell Memorial Library, 277 Park Dr, MONTEVALLO, AL 35115

### Theory of Operation:

Takeover Notifier AFP-200 Fire Alarm

Add cellular communicator for communication

test 23 horn/strobes-strobes, 3 smoke detectors, flow and tamper

train customer

Customer info: Steve Gilbert 205-665-2555 [sgilbert@cityofmontevallo.com](mailto:sgilbert@cityofmontevallo.com)

Sales rep: Eddie Menzel 205-914-9382 [eddiemenzel@adt.com](mailto:eddiemenzel@adt.com)

### Equipment List:

Quantity	Description
1	Napco Starlink Cellular Alarm Communicator; Fire; IP / Verizon LTE; Sole Path or Dual Path; Red Met

### Recurring Services:

Description	Amount
Monitoring	\$24.79
Service Plan	\$5.20
Signaling	\$20.00
<hr/>	
Sub Total Monthly Charge:	\$49.99

Summary of Charges for: Fire Alarm Takeover	
Installation Price	\$99.00
<hr/>	
Total Installation Price*	\$99.00
Total Monthly Recurring Services Charges*	\$49.99
*Plus applicable tax	

---

## Equipment and Investment Statement for: Takeover Burglar Alarm

---

Site Information: Parnell Memorial Library, 277 Park Dr, MONTEVALLO, AL 35115

### Theory of Operation:

Takeover Power 832 PC5010 Burglar Alarm

Add cellular communicator for communication

test all 12 zones listed on panel door

train customer

Customer info: Steve Gilbert 205-665-2555 sgilbert@cityofmontevallo.com

Sales rep: Eddie Menzel 205-914-9382 eddiemenzel@adt.com

### Equipment List:

Quantity	Description
1	Verizon (LTE) Cell Alarm Communicator UL Commercial Burg

### Recurring Services:

Description	Amount
Monitoring	\$24.79
Service Plan	\$5.20
Signaling	\$20.00
<hr/>	
Sub Total Monthly Charge:	\$49.99

Summary of Charges for: Takeover Burglar Alarm	
Installation Price	\$99.00
<hr/>	
Total Installation Price*	\$99.00
Total Monthly Recurring Services Charges*	\$49.99
	*Plus applicable tax



## Investment Summary (Leased)

### Summary of Charges for: Fire Alarm Takeover

Installation Price \$99.00

Total Installation Price\* \$99.00

Total Monthly Recurring Services Charges\* \$49.99

\*Plus applicable tax

### Summary of Charges for: Fire Alarm Takeover

Installation Price \$99.00

Total Installation Price\* \$99.00

Total Monthly Recurring Services Charges\* \$49.99

\*Plus applicable tax

### Summary of Charges for: Takeover Burglar Alarm

Installation Price \$99.00

Total Installation Price\* \$99.00

Total Monthly Recurring Services Charges\* \$49.99

\*Plus applicable tax

### Total Leased Proposal Option

Installation Price \$297.00

Total Installation Price\* \$297.00

Total Monthly Recurring Services Charges\* \$149.97

\*Plus applicable tax

Total 1 Yr.

1797.48

Ball Systems  
Library  
& City Hall

## A new leader in commercial security, fire and life safety.

ADT Commercial has assembled top system integration talent to provide a holistic approach to the problems that you are facing now and must prepare for in the future. With a wide portfolio of offerings, we will deliver installation and service expertise for a fully customized commercial solution to meet the needs of your organization.

A simple security audit can determine if there are gaps in your current protection and help you manage those risks with a system designed to accommodate your specific needs.

### OUR GUIDING PRINCIPLES

#### Customers are Our True North

Our reputation is based on how we serve our customers.

#### Our People are the Difference

We strive to be the best technically-trained team in the business.

#### Dedicated to Commercial

We are 100% focused on our commercial customers.

#### One Ideal Partner

We are the premier holistic solutions partner—a full-service national company with nimble local delivery teams.

**800.799.1204**

[adt.com/commercial](http://adt.com/commercial)



**4,500+**  
Employees



**150**  
Locations

**ADT** Commercial

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# The Martin Service Company, LLC

1305 County Rd. 47/ Post Office Box 8  
Clanton, Alabama 35046  
Phone 888-294-6160 / Fax 205-280-0531

## Parnell Memorial Library Alarm Communications Upgrade

January 14, 2021

Attn: Savannah Kitchens

The Burglary alarm and the Fire alarm systems were designed to connect to the phone lines you used in the past. When the library switched to digital lines, the systems became unable to send alarm events. This is why the fire system is showing the trouble condition. The burglary system is doing it too but is less obnoxious.

For the burglar alarm system, we can install a cellular unit to communicate the signals to central station. The equipment and labor cost will be \$328.60. The monthly monitoring cost will be \$37.00. **\$444.00 YR**

The cellular communication unit for the fire system will cost \$546.13 including installation. The monthly monitoring will cost \$55.00. **\$660.00 YR**

These monitoring costs do include the cellular fees and monitoring costs. One line for the burglary system and two for the fire system, as required.

Please let me know if I can answer any questions.


Submitted by:  
Roy Martin  
205-688-6063

*Library Only*

874.73
660.00
444.00
<hr/>
\$1978.73
1 YEAR
<hr/>
Total

## Proposal #498 - Parnell Memorial Library

 Download (/proposals/view\_and\_accept.pdf?token=89e57374-9ace-463f-bff5-428ba874a855)

Scroll down to accept or decline this proposal. 




September 28, 2021

**Blackwater Technologies**  
202 Deer Run Ln  
Bremen, GA 30110

 Prepared By

- ▶ Tommy Watson
- ▶ twatson@blackwater-tech.com

 Prepared For

- ▶ Parnell Memorial Library
- ▶ 277 Park Dr Montevallo AL 35115
- ▶ Steve Gilbert
- ▶ Steve.Gilbert@cityofmontevallo.com
- ▶ --

Library Only  
1 YEAR Total

Total: \$1802.50

 Decline

 Accept

## Scope of Work:

This quotation is for the installation of cellular communicator/dialer and UL Listed Wireless Cellular Monitoring for fire and security. Each system will require a dialer and have a separate account for monitoring.

### Materials

Name	Manufacturer	Part No	Quantity	Unit price
SLE-LTEVI-FIRE	Starlink	SLE-LTEVI-FIRE	1	\$238.50
Cellular Monitoring- FA	Blackwater	CMFA	1	\$600.00
SLE-LTEV	STARLINK	SLE-LTEV	1	\$232.00
Cellular Monitoring- SEC	Blaackwater	CMSEC	1	\$312.00

Quantity	Unit Price	Total	
Fire Alarm Technician (labor)	4.0	105.0	\$420.00
Sub Total			\$1802.50
Sales Tax			0.000%
<b>Total Amount</b>			<b>\$1802.50</b>

#### Exclusions:

Sales Tax is excluded on quotation and will be added to invoice when billed if applicable.

#### Terms And Conditions:

Services are to be performed during normal business hours.

This proposal shall expire in 30 days and is subject to acceptance by Blackwater Technologies.

**Total: \$1802.50**

Decline

Accept





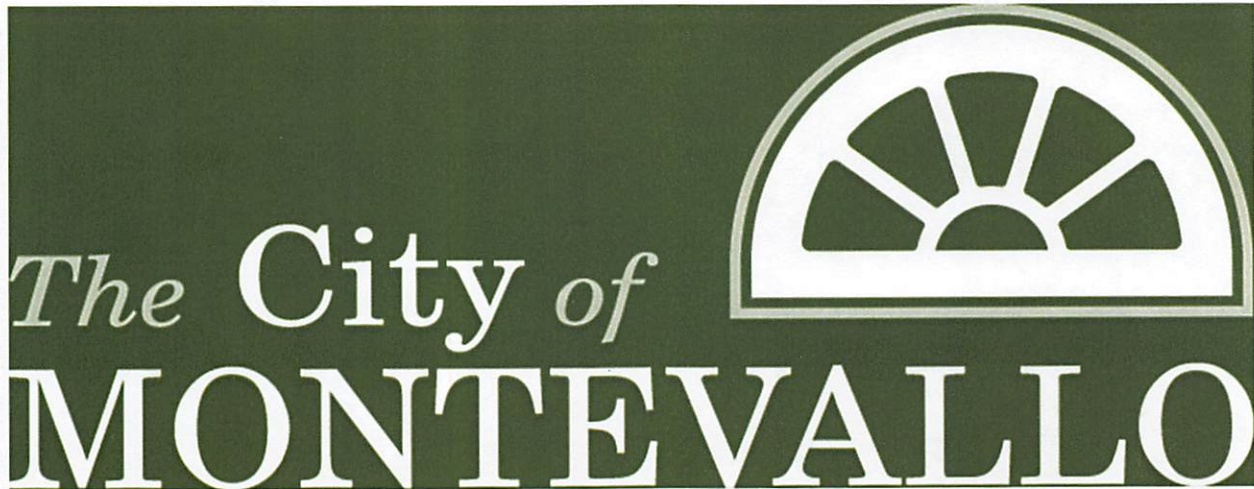
3240 Leeman Ferry Rd.  
Huntsville, AL 35801  
P (256) 895-6003  
F (256) 895-0036

6205 AL Hwy. 69  
Guntersville, AL 35976  
P (256) 571-9612  
F (256) 571-9614

1501B County Park Road  
Scottsboro, AL 35769  
P (256) 574-2300  
F (256) 571-9614

102 Oxmoor Rd. STE. 118  
Birmingham, AL 35209  
P (205) 856-9925  
F (205) 856-3694

## Proposal Prepared for:



The contents of this proposal are a confidential trade secret information and intended for the use of Montevallo City Hall only. The contents herein may not be reproduced without the specific written permission of Ameritek Document Solutions. This is a proposal only and informative in nature. Actual contract terms and conditions, as well as final pricing, will be submitted upon your request.

*APPROVED*  
*11/22/21*

*For: Steve Gilbert*

*By: Paige Martin*

**Date: 11/17/2021**

**APPENDIX 9**



3240 Leeman Ferry Rd.  
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## Letter from our Shareholders

Ameritek Document Solutions first opened its doors 25 years ago in Guntersville, AL. Since then, much has changed and evolved. Ameritek is a local, independently owned company that partners with its employees and customers to manage, maintain, and enhance business environments. We have been able to build long lasting relationships with our customers by holding ourselves to the highest standards of honesty, integrity, and accountability.

When Ameritek first opened its doors in 1996, the focus of the business was remanufacturing toner cartridges in a small office. We enjoyed great success during the first five years and decided to take on the Minolta line of copiers. Konica and Minolta merged in 2003, creating an excellent product and becoming the leading producer in the copier industry, Konica Minolta Business Systems.

Ameritek is now the largest independent Konica Minolta dealer in Alabama and the largest Konica Minolta printer dealer in the Southeast region. Our company has grown significantly over the past 23 years and now has offices located in Guntersville, Huntsville, Scottsboro, and Birmingham, AL, with more than 50 employees.

These dedicated, loyal people are our company’s greatest strength, just as our relationships with customers form our greatest success. Every member of Ameritek, strives to go beyond merely satisfying our customers. After all, it is our company’s motto to “Go the Extra Mile”!

We are extremely proud of the Ameritek team and invite you to partner with us. Together, we can experience evolving technology with powerful results.

Feel free to contact us directly to learn more about Ameritek Document Solutions.

Sincerely,

Craig Cheek  
President

256.895.6003  
ccheek@alabamacopier.com

Wesley Cantrell  
VP Operations

256.571.9612  
wescantrell@alabamacopier.com

David Fowler  
VP Sales

205.856.9925  
dfowler@alabamacopier.com





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## **Ameritek's Mission Statement**

To provide the highest quality product and reliable service at a fair price and grow our business through mutually beneficial relationships with our valued customers. We strive everyday to show our customers that doing business with Ameritek Document Solutions is different.

Our goal is to build a long-term relationship and become a trusted advisor. Ameritek Document Solutions will accomplish this goal with real, personal attention to the needs of each individual business. We will always conduct ourselves with integrity and professionalism recognizing that our success is directly dependent upon meeting and exceeding the customers' expectations for products and service and support. Whether you are a new, old or potential customer, WE VALUE YOUR BUSINESS and will do everything in our power to make your experience with Ameritek Document Solutions a positive one.

## **Paige's Customer Testimonials**

Paige is wonderful to work with and had exceptional knowledge in her field. She is very motivated, forward-thinking and has a hands-on approach to building relationships with her customers. I have enjoyed working alongside her on several occasions to better the technology for my employers.

*Deanne Gaynor, Business Office Manager*

Paige is a dedicated and tireless worker! Her desire for personal success along with her determination to serve and provide added value to others make her a driven and productive individual with the highest moral integrity!

*Kyle Mouille, Licensed Realtor*

Paige is a motivated, intelligent, and outgoing manager for Ameritek who has lots of knowledge in her field. She always has a positive attitude and goes beyond her role description to get the job done. I've worked with her for the past few years and she has provided invaluable support. I highly recommend working with Paige if you ever have the chance.

*Ryan Lee Arthur, Business Office Manager*



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P (205) 856-9925  
F (205) 856-3694

## Exceptional Service Guarantee

Ameritek realizes that it is a privilege to serve you and your business needs. Let's face it; anyone can sell you a piece of equipment. The real issue is what happens when there is a problem with that piece of equipment? We recognize the importance of support after implementation, and we are there when you need us! Ameritek's commitment to providing the best document management solutions goes well beyond the sale. We strive to continually ensure your satisfaction by proactively maintaining your document management systems.

Ameritek's exceptional service guarantee program is designed to ensure reliability, flexibility and peace of mind when it comes to your business' document management systems.

- **4-Hour On-Site Service:** Our average response time is *2.9 hours*. We under promise and over deliver on our response time, unlike some competitors that over promise and under deliver. We have 16 factory-trained technicians serving Northeast Alabama. Our service technicians continually further their knowledge by attending factory training as new models are released.
- **Remote Assistance:** Ameritek provides remote assistance for customers wanting to add print drivers, scan to email, create additional scan folders, etc. when a work station has been upgraded or replaced, new employees are acquired, network changes are made, etc.
- **Proactive Preventive Maintenance:** Ameritek has the software and systems in place to monitor equipment efficiency, report meter readings automatically, and alert the service department when supplies are low or service is needed. This allows us to keep the customer running without interruption in business by replenishing toner stock and replacing consumable parts at or before their expected life end, and most importantly, before problems occur.





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## Exceptional Service Guarantee (continued)

- **Loaner Equipment:** If your Ameritek-acquired equipment does not perform to manufacturers' standards or requires further evaluation at an Ameritek Service Facility, comparable loaner equipment will be provided at no additional charge.
- **Back-Up Service:** If at any time your equipment is not performing and you must complete a project, Ameritek approves the use of our equipment at one of our 4 locations as well as the use of a 'print for pay' service to complete a printing project in order to meet a deadline. (Preapproval is required by an Ameritek representative.) If you must use a 'print for pay' service, simply provide the bill for these services, and Ameritek will credit your monthly or quarterly maintenance account.
- **Replacement Warranty:** If we cannot maintain your Ameritek-acquired system in good working order, equipment will be replaced with comparable systems for up to 5 years from installation (3 years for used or refurbished systems). Customer must be under an Ameritek maintenance plan.
- **Factory-Trained & Certified Technicians:** Our service technicians continually further their knowledge by attending off-site training classes and online classes offer by the manufacturers. Each technician is only dispatched to work on equipment that they are trained and certified to work on.
- **Local Parts & Supply Inventory:** In an effort to keep your equipment and business running seamlessly, over a half million dollars of supplies and parts are kept in stock at all 4 of our local warehouses.
- **Extensive Operator Training:** Ameritek provides quality instruction on basic and advanced operations, troubleshooting, and maintenance, and gladly provides ongoing training for new users.

# AmeriCtek

DOCUMENT SOLUTIONS

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Proposed Solution(s) for: **Konica Minolta C360i**



- 36 pages per minute (BW & Color)
- Standard 100 Sheet Dual Scan Doc Feeder & scans up to 220 ipm
- Scan to email, USB & folder
- 2 x 500 sheet paper drawers which holds up to 12x18 + 150 sheet bypass tray = 1,150 sheet paper capacity (Fire Dept & Library)
- 4 x 500 sheet paper drawers + 150 sheet bypass tray = 2,150 sheet paper capacity (City Hall)
- Fax
- 150 bypass tray with the ability to print banners
- 10.1" Multi Touch Tilt Screen
- Bizhub Secure - 100% hard drive security
- AirPrint (print from iPhone, iPad, etc.)
- External key pad



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Birmingham, AL 35209  
P (205) 856-9925  
F (205) 856-3694

**Lease Option(s):**

Lease Type	Months	Payment
FMV – City Hall	36	\$170.57

**Maintenance Agreement(s) for copier:**

Meter Type	Covered Copies	Rate	Total	Excess Billing
B/W	0	0.0065	\$0.00	\$0.0065
Color	0	0.0395	\$0.00	\$0.0395

**Maintenance Agreement(s) for HP 404 printer (click rate TBD depending on model of printer):**

Meter Type	Covered Copies	Rate	Total	Excess Billing
B/W	0	0.019	\$0.00	\$0.019

**Service Agreement Includes:**

- All parts, labor, toner and service calls
- Excludes paper



David Murdock  
Life, Health and Benefits Brokerage  
Office: 205-933-9207  
Cell: 205-994-1006  
[dmurdock@prewitt.group](mailto:dmurdock@prewitt.group)

## APPENDIX 10

2146 Highland Avenue  
Birmingham, AL 35205  
[www.prewitt.group](http://www.prewitt.group)



- **Employer paid life and AD&D**

Sun Life annual total = \$3,813.48

Equitable annual total = \$2,468

- **Voluntary Life with Equitable saves employees** roughly \$1,000 annually or 32%

- **Dental Renewal rates with SunLife are:**

Employee Only	\$25.84
EE + SP	\$51.95
EE+ CH	\$79.40
Family	\$93.44

- **Equitable rates are:**

Employee Only	\$23.26
EE + SP	\$46.76
EE+ CH	\$71.46
Family	\$84.10

- **Vision renewal rates with Sun Life are:**

Employee Only	\$7.70
EE + 1	\$18.03
EE + 2 or more	\$22.96

- **Equitable vision rates are:**

Employee Only	\$6.32
EE + 1	\$13.53
EE + 2 or more	\$21.63

Both Dental and Vision plans are identical to current with deductibles, plan maximums, and benefits.

**Lonnie R. Layton**  
321 Union Drive  
Montevallo, Alabama 35115  
(205) 329-3663  
[LaytonLonnie99@gmail.com](mailto:LaytonLonnie99@gmail.com)

## APPENDIX 11

### PROFILE

Professional with more than 25 years of experience in the substance abuse treatment field. Proven performance in marketing/business development, coordinating training programs and improving employee relations through conflict resolution with referral sources and employees. Capable communicator and high-energy motivator. Exceed performance goals and customer service requirements. Diplomatic and tactful; skilled in effective interpersonal interaction. Extensive community outreach and networking. Computer literate with SalesForce, MS Office, Outlook, and PowerPoint.

Areas of experience include:

- Marketing and Business Development
- Contract Negotiations
- Training and Development
- Policies and Procedures
- Communication Skills
- Public Speaking at Various Conferences
- Training and Professional Development

### PROFESSIONAL EXPERIENCE

Bradford Health Services, Birmingham, Alabama  
**National Director of Business Development**  
**2018 to 2019**

Develop scalable marketing plans that are transferable to meet the needs of national, regional, and local business development team. Work with business development team to provide oversight and coaching on all business development functions and to identify opportunities to improve inquiries and admissions. Work with the business development team to create effective marketing strategies and to provide support and guidance for various campaign launches; Manage the day-to-day activities of twenty business development representatives in Alabama, Arkansas, Florida, Georgia, and Tennessee through SalesForce monitoring and weekly one-on-one conference calls. Plan and coordinate company-wide quarterly marketing meetings; and plan professional development, both locally and nationally

Bradford Health Services, Birmingham, Alabama  
**Marketing Training Coordinator**  
**2017 to 2018**

Developed training manual and protocols and implemented the training process for current employer; trained and provided continuous support for new business/marketing development representatives; developed reports to identify and link admissions to marketing efforts; conducted a weekly conference with each marketing representative; reviewed weekly calendars of each marketing representative to ensure effectiveness and diversification of marketing approach

Bradford Health Services, Birmingham, Alabama  
**Community Marketing Representative**  
**1997 to 2017**



Promote Bradford Health Services' programs to businesses, industries, private therapists, school systems, court systems and any other potential referral source. Develop and negotiate contracts between Bradford Health Services and various organizations. Provide community and professional trainings related to mental health and substance abuse issues. Communicate effectively with professionals at all levels, representing Bradford Health Services with a positive image. Instrumental member of team developing new training programs for current employer. Active public speaker, presenting at various conferences and workshops.

Bradford Health Services, Madison, Alabama

**Director of Crisis Response**

**1993 to 1997**

Managed intake offices for facility. Completed initial consultation on prospective patients entering treatment program. Worked as a liaison between potential patients and their employers. Negotiated initial payment arrangements with clients and organizations.

Father Martin's Ashley, Havre-de-Grace, Maryland

**Director of Crisis Response (Admissions department)**

**1992 to 1993**

Managed intake offices for facility. Completed initial consultation on prospective patients entering treatment program. Worked as a liaison between potential patients and their employers. Negotiated initial payment arrangements with clients and organizations. Traveled for public speaking arrangements.

Bradford Health Services, Birmingham, Alabama

**Crisis Response Director**

**1990 to 1992**

Began as a Patient Service Aid and Crisis Response Worker. Advanced to Marketing and Crisis Response Director (admissions department) for Montgomery Alabama, Nashville Tennessee, and Atlanta, Georgia offices. Worked as a "trouble-shooter" to re-direct struggling offices.

**EDUCATION**

SOUTHERN ILLINOIS UNIVERSITY, Carbondale, Illinois	1990
<b>Bachelor of Science, Health Education</b>	
COPIAH-LINCOLN JUNIOR COLLEGE, Wesson, Mississippi	1988
<b>Associate in Arts</b>	

**COMPUTER SKILLS**

Microsoft Word, PowerPoint, Outlook, Salesforce

**COMMUNITY SERVICE**

Montevallo Youth Football (Vice President); Montevallo Youth Athletic Association (Commissioner); Shelby County Coalition for Drug Free Community (Board Member); Shelby County Children's Policy Council (Board Member); Founding Member of Montevallo Youth Basketball League; Member of Dogwood Grove Baptist Church

To: Honorable Mayor Rusty Nix's

Ref: Library Board.

Date: November 19, 2021

From: Joyce Lewis

**APPENDIX 12**

---

Honorable Mayor Rusty Nix's;

I'm writing in behalf of the of position in serving on the Library Board. I have been a Community volunteer for many years. My experience in Public Relations and contributing to the community has been a rewarding experience.

Looking forward to hearing from you.

Respectfully'

  
Mrs. Joyce Lewis

Jl/jl/

- Mayor Rusty Niles