

MINUTES

Montevallo City Council Work Session

September 28, 2015

5:30 p.m. at City Hall

Mayor Hollie Cost, Council Member Sharon Gilbert, Council Member Jason Peterson, Council Member Rusty Nix, Council Member Dee Woodham and Council Member Willie Goldsmith were in attendance.

Mayor Cost called the Work Session to order at 5:30 p.m.

The Montevallo Court Magistrate, Ivy Krukowski, discussed a proposal for replacing the city's current court system with ETA Municipal Court Systems. Among other advantages, she said ETA will help us to go paperless because it directly interfaces with the E-ticket system. Importantly, the new system will not cost us any more per month than our current system, \$150 per month. The set up cost for the new system is \$4,500 but that includes transferring all of our old records into the new system. This would be a 3 year contract with a 30 day out.

Council Member Woodham asked if she had looked at other options as well.

Ms. Krukowski said she investigated a number of alternatives, including a version available through InCode, which was the most costly option of all. ETA offered the most advantages to our court.

Mayor Cost noted that one of her major goals at City Hall is to eliminate paper. She said this system would allow us to make a major step forward in that direction.

Ms. Krukowski said the system will let us scan in the old documents and get rid of them, as well.

Council Member Nix asked about back-up for the documents. The Mayor informed the council that our server is backed up every night. Eddie Ambrose with ETA assured the council that the safeguards for the data are reliable. Several of the largest cities in our state use ETA. In fact, over 100 communities in Alabama use ETA.

Next, Mayor Cost asked Chief Littleton for his report. Chief Littleton presented the following:

Code Enforcement Activity Report

September 14, 2015 – September 28, 2015

<u>Inoperable Vehicle Inspections</u>	- 0
Pending	- 1
Closed	- 0
<u>Animal Complaints Inspections</u>	- 0
Pending	- 0
Closed	- 0
<u>Abandoned Buildings/Houses</u>	- 0
Pending	- 23
Closed	- 0
<u>Un-Kept Property Inspections</u>	- 2
Pending	- 5
Closed	- 4
<u>Misc. Complaints</u>	- 0
Pending	- 0
Closed	- 0
<u>Total New Inspections This Period</u>	- 2
<u>Total Inspection Year To Date</u>	- 54

Inspections This Period

Unsafe structure removed from property. Neighbor complaint of some debris still left on property.

Complaint of debris dumped at vacant property on White St

Inspections Pending Continued from Last Period

Overgrown lots in Heritage Trace. Contacting owner to have lots cut.

Overgrown lot at vacant house on Salem Rd overgrown. Contacting owner to have area cut.

Contacting owner of abandoned vehicle on King St to have removed.

Over Grown Yard – Parkway Cir. Letter sent to Owner.

Ashville Rd – overgrown yard and two inoperable vehicles noted. Letter sent and returned.

Collection of Debris and Inoperable Vehicle Complaint on Crestview Dr.

Cases Closed this Period

Davilla St – mattresses and debris beside road removed.

Un-kept property complaint on Laurel Street. Weeds and large brush removed.

Overgrown property on Hwy 10 – yard cleared and cut by owners.

Debris on White St was limbs and yard debris. No trash. Home will be inspected for unsafe structure.

The structures on the abatement list were voted to be removed by the city council. Letters of the determination and the appeals process were mailed to the owners of the structures. The bid specifications are being created and will be posted.

Fire Chief Bill Reid reported that over the past two months their equipment has required a number of critical and costly repairs. In fact, the repair shop is still looking for replacement parts for our snorkel. The Fire Prevention Parade is Saturday at 10:00 a.m.

Brad Davis, Committee Chairman, reported that they reviewed the following bids for the thermal imaging cameras:

9/28/15

Montevallo Fire Dept.

Thermal Imaging Camera bid results-

Grant Amount \$22,050.00

- | | | |
|---|-------------|--------------------------------------|
| 1) Kenco Fire Equipment, Inc
Springfield, MO | \$18,567.00 | Bid does NOT meet bid specifications |
| 2) Nafeco
Decatur, AL | \$19,494.00 | Bid does NOT meet bid specifications |
| 3) Advanced Rescue Solutions
Northport, AL | \$21,300.00 | Bid does meet bid specifications. |
| 4) Emergency Equip Professionals
Pelham, AL | \$27,345.00 | Bid does meet bid specifications. |

The MFRS thermal imaging camera committee recommends going with the Advanced Rescue Solutions bid. They are a local company and have been willing to come down and demonstrate the camera and allow us to use their camera in some live fire exercises.

Mr. Davis reported that the committee determined that the lowest bidder did not meet the complete bid specifications because they did not refer to the product exceptions on the bid sheet itself. As a result, they recommend going with the bid from Advanced.

Chief Reid explained that the 3 local bidders came to Montevallo and demonstrated their products. The low bidder is from out of state and did not demonstrate their equipment. Advanced included on their bid sheet the exceptions.

Council Member Woodham asked the Chief if the low bidder met the specifications of the bid. He said they did not.

The Chief also noted that they will still have some additional money left over from the grant which can be used to purchase other equipment authorized under the grant.

Herschel Hale told the council he missed most of the council meeting over the summer because he was involved with setting up the Farmer's Market. He suggested we need to develop a plan to address the loss of trees at Orr Park. As old trees die, we need to replace them. Otherwise, we will end up with a park without any trees. He mentioned there is a federal grant which can be used to purchase replacement trees for city property. He said the match can be in-kind. He said the grant deadline is in October.

Mr. Hale also mentioned the property across from Perry Hall where the owner is stockpiling materials. He said the property is zoned AR and is within our scenic overlay.

Mayor Cost said we have had our building inspectors look into this issue. She said they told us that they are not in violation of our code.

Mr. Hale said that if they are not in violation of our code, we need to change the code.

Mayor Cost said the owners are aware that none of the trailers they have on the property can be kept there permanently. She also reminded Mr. Hale that the council had requested the Arbor & Beautification Board develop a tree replanting plan which includes a map identifying the proposed locations for the new trees.

Mr. Hale reported that we planted 58 trees last year. Their plan is to plant more trees in Orr Park. He mentioned, as well, that we need to look at taking down the pecan tree at the edge of the new City Hall parking lot. Unfortunately, anytime you have construction activity that close to an old tree it ends up dying in just a few years. Pecan trees are particularly fragile and were never intended to be ornamental trees. Even in a healthy tree, the limbs will easily break and fall.

Mayor Cost recommended that if we take down the pecan tree we need to replant several, appropriate trees in its place.

Kirk Hamby presented the report for Public Works. He noted that the leaf and vacuum trucks will be very busy, very soon. He reminded everyone to place their leaves at the curb and we will pick them up. He said his crews have been helping with the City Hall move and that he has been pleasantly surprised that the effort has not adversely impacted their work in other areas. Animal control reports are up in the Dailey Park neighborhood. Roadside litter issues have improved. Our landscape specialist is doing a good job on the Promenade and Main Street.

Shane Baugh reported that we had our 6th straight weekend of travel ball tournaments at the park. We also have softball tournaments booked for the coming months. We had our first group of campers at Shoal Creek Park. They all had a great time. Our soccer teams are doing well. Helena, Alabaster and Pelham are going to be in the same baseball league with us this year. That will increase the number of tournament here, as well.

Clay Arnall thanked the City Council for providing the funding for the new greens. He also thanked Shane Baugh and Kirk Hamby for everything that they and their crews have done to help improve the golf course. The new #8 and #12 greens look spectacular. The leftover sod from those projects was used by our crews to patch bad spots on #17, #6 and #16. The repaired spots on #17 are already taking root. The sod on #8 and #12 is doing well and we expect to have those greens reopened in several weeks. Our plan is to have those greens reopened in time for the big tournament on October 17th.

Montevallo City Council Meeting
September 28, 2015
6:00 p.m. at City Hall

Pledge of Allegiance

Meeting Call to Order: Mayor Cost called the regular meeting to order at 6:00 p.m. She noted that this will be our last meeting in the old City Hall. She said many great things have happened in this

building over the years, it has been home to many great leaders and it has served our city well. However, we are thrilled to be moving to our new City Hall. The Mayor reminded everyone that the formal dedication for the new facility will be Friday, October 9 at 4:00 p.m. and invited everyone to attend.

Approval and/or corrections of the minutes – 9/14/15 Council Member Peterson made a motion to approve the Minutes from September 14, 2015 as corrected. Council Member Nix seconded. ALL AYES . . . MOTION APPROVED.

Student Recognitions / Awards

Mayor Cost introduced the new Montevallo High School Principal, Brandon Turner.

Mr. Turner said he is excited to be at MHS and to be a part of our community. He said Montevallo is a truly special place.

Mr. Turner talked about the students he is recognizing and their achievements. He said these recognitions mean a lot to him because they honor students for their character, spirit and service. Students are nominated by their teachers. This month's awards went to:

9th Grade Student of the Month: Miriam Hernandez

10th Grade Student of the Month: Dalston Grisham

11th Grade Student of the Month: Parker Hamby

12th Grade Student of the Month: Brooke Patterson

Teacher of the Month: Lee Pastor

Support Staff of the Month: Lynne Hanson

Ms. Lewis at Montevallo Middle School commented on how wonderful their school looks as a result of the ongoing improvements. She thanked the Shelby County Board of Education and the City of Montevallo for everything they have done to improve the look of their school and the surrounding neighborhood. Ms. Lewis then recognized the following:

Students:

Antonio Thompson

Alyse Jones

Alex Castelazo

Trisstain Craig

Kavounte Britton

AnnaLauren Green

Rankin Allen

Teachers:

Before the parents and students left, Mayor Cost reminded everyone about the Mayor's Hometown Heroes Breakfast on October 9th. She also informed everyone that the President of the Junior City Council will be seated along with the Mayor and Council in the new City Hall.

Opportunities for citizens to speak to the Council

Billy Jones asked if the Council had made any determination yet about his son Billy's reinstatement of privileges at the golf course. Mayor Cost said they had come to a decision and would notify him shortly.

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, Historical Commission, Planning & Zoning, Annexations) – Discussed earlier.

Dwight Dellenger continued with the golf report. He said that this past month we had 882 rounds played at the course. This time last year, we had 875 rounds played. UM Olympics Day Tournament is October 9th. There is another tournament scheduled for Saturday the 10th and a big tournament scheduled for the 17th.

The City Clerk, who is responsible for the overall management of the Golf Course, reported the following:

Here are a few of the improvements we've made since taking over the Golf Course:

The Golf Course was paying \$123 per month for satellite TV – which included premium golf and sports channels. We were able to get that amount reduced to around \$103 per month and still keep all of the same premium golf and sports channels our customers enjoy. This saved us \$20 per month - \$240 per year.

The golf course was under contract with a credit card processing company which charged extremely high processing fees and also charged the course \$49 per month for the rental of a credit card machine. We have switched processing services at the same low rate we pay at City Hall and the Library and are cancelling the costly lease on the old credit card machine. Getting rid of the old machine alone will save us approximately \$600 per year. I estimate the reduced service fees will save us another \$1000 or more.

At the driving range, there has been an on-going problem of people paying \$5 for a bag of range balls, hitting only a portion of those balls at the range and then putting the remainder of the balls, along with our \$3.50 bag, into their golf bag in order to play with those balls on the course. Instead of buying more bags for the range balls, which appear to encourage theft, we have ordered baskets. Our hope is that the golfers will at least leave us the baskets – even if they continue to pilfer and play with our balls.

While under previous management, the golf course apparently ordered a large amount of a water-absorbing material to be used to improve the greens. Unfortunately, they bought a lot more of this material than was needed and we now have approximately 450 bags of the unneeded material filling our storage shed. (At \$7 per bag, that equates to \$3,150 of wasted money.) We looked into the possibility of returning the unused material but we were way beyond the supplier's 30 day return policy and, as such, are stuck with it. I suggest we send it to auction along with other surplus items.

We also discovered that the course was paying for advertisements in a variety of newspapers, magazines and other publications – including one in Georgia. Although we were contractually obligated to pay for these this year, we will be far more selective and targeted with our advertising dollars in the future – again, saving thousands in wasted money.

In fact, we learned that we were also paying for an internet-based Tee-time service. This seemed odd since our course does not reserve Tee-times . . . More wasted time and money.

Most significantly, when we took over operation of the course, approximately 9 golf carts were out of service, and had been for quite a while. We immediately met with the EZGO representative and told him we expected all of our carts still covered under warranty (which expires in October) to be repaired. Those carts which were beyond repair were to be traded back in and taken off our lease. EZGO was out the following week and began repairing carts. To date, EZGO has made thousands of dollars in repairs to our fleet. In fact, 11 of the carts have all new batteries – the most costly investment in older carts.

As a matter of fact, we currently have 7 carts with blinking red lights - #s 8,14,18,26,27,35 and 37. That means there is a problem with the batteries. In addition, #11 needs contacts, #9 - #10 & # 28 need batteries, #20 has steering issues, #13 needs a motor, battery & battery case, and #33 has steering problems. Our warranty does not expire until 10/19/15. EZGO has promised that they will have our fleet in as good of condition as possible before that time. While our cart fleet will certainly continue to need repairs beyond the warranty period, our hope is that existing fleet will continue to serve us well through the remainder of the existing lease term, which ends next October.

Moreover, because of these repairs, we expect the value of the carts – which we will own outright at that point – will be as much or more than they were valued earlier this year. As such, we should expect to receive the same or higher trade-in value for the carts in a likely new fleet lease or purchase than we would have received this year.

We also replaced a broken part on the golf carts' watering system. Without the \$180 part, previous management was purchasing numerous gallons of distilled water each week in order to keep the cart batteries filled. This was a tremendous waste of time and money, both in terms of the water and, more importantly, personnel.

It is important to note, as well, that we discovered upon takeover from prior management that a number of vendor accounts at the golf course were severely past-due. Upon discovery, we immediately paid those bills, which added up to several thousands of dollars. In addition, we learned that prior management used a barter system to trade rounds of golf and balls at the driving range for a variety of products and services – everything from purchasing used golf balls for the range to repairing the HVAC unit. While this was certainly a creative way to get what they needed to operate, it served to further obfuscate the seriousness of the course's financial

condition. While we are obligated to honor the deals that were made prior to our takeover, we have stopped this practice and running all of our purchases through our accounting system so we will know the true cost of operating the course.

In addition to the cost saving measures above, we've also made a number of physical improvements to the course which we hope will help to make the golf course more attractive to golfers and thus increase our revenues at the course.

Thanks to the council, the # 8 and #12 greens at the golf course have been professionally rebuilt. In addition, we were able to utilize the remaining sod from that project to repair a damaged area on the #17 green ourselves, with the added help of Shane Baugh and Shane Dunaway. What's more, Kirk was able to obtain additional sod for our City Hall project at no additional cost which we were able to use to repair the tee-box on hole #17.

Shane Baugh and his intern have also helped to clear brush and trim overgrown areas throughout the golf course helping to improve the overall beauty and playability of the course.

Thanks to the council, we were also able to purchase a zero-turn mower and greens mower for the course. This too has greatly improved our crew's ability to effectively and efficiently maintain the course. The golf course has come a long way in the past few months.

Janice Seaman, Chairperson of the Montevallo Historical Commission, reminded everyone that the Perry Hall Architectural Report will be presented at their meeting on October 6th at 6:30 p.m. at the library.

Education, Arts & Outreach (Schools, UM, Boys & Girls Club, Library, American Village, Sister City Commission, Artwalk, Middle School Grant) –

Council Member Gilbert reported that the Montevallo High School Band participated in a competition at Spain Park and ranked very high.

The Sister City Commission meeting is tomorrow night at 5:00. Mayor Cost added that guests from Echizen, our Sister City in Japan, will be here for the dedication of City Hall on October 9th.

Council Member Gilbert reminded everyone that Founder's Day is October 8th.

Allie Williams presented the library report:

1. We have started our youth literacy tutoring program again with Don Ratchford's Teaching of Reading Students from the University of Montevallo. We had 7 children register and we had enough tutors for everyone.
2. ESOL classes started back on September 24th. So far we have around 20 students. Jim and Linda Farris are volunteering their time to teach this class again.
3. The library is busy gearing up for fall programs.

Council Member Nix noted that the Montevallo Bulldogs are still undefeated at 6-0.

Chief Littleton informed everyone that Wednesday Lt. Tim Alexander will be honored as Officer of the Year. Lt. Alexander was able to rush and disarm an armed suspect as he was reloading. He did a great job and that is why he is being honored. Also, the Chief pointed out that Officer Holloway made a major drug arrest recently and recognized him for his good work, as well. The Chief also reminded everyone that October 6th is National Night Out and that we once again will be hosting activities in the parking lot in front of Lucky's.

Finance, Economic Development & Tourism (Finance, MDCD, IDB, Chamber) –

Council Member Woodham reminded everyone that the Finance Committee meeting is Wednesday at 4:30 p.m. She then pointed out some of the larger bills, including \$3,000 for electrical work at Perry Hall.

Debby Raymond reminded Department Heads that the fiscal year is coming to a close and all invoices need to be turned in ASAP.

Council Member Woodham reported on the MDCD. She noted that the plans for the Main Street revitalization are complete and that ALDOT is working to obtain some final approvals from property owners. They now expect the bids to be let in December with construction starting two months after that. Lighting upgrades at the new UM track are underway to better accommodate the center field. Lighting at Orr Park is complete. The Alabama Coach Company building has been leased to the Main Street Tavern. They should be relocated to that location after the first of the year.

Council Member Nix asked about the construction budget at City Hall. Mayor Cost informed the council that the project is coming in slightly under budget.

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

Consent Agenda: NONE

New Business

Thermal Imaging Bid Award – As discussed earlier, Mayor Cost noted that the recommendation of the Fire Department committee was to approve the Advanced Rescue Solutions bid of \$21,300. She asked Brad Davis if there was anything else the council needed to know about the bids. He said there was not. Council Member Goldsmith made a motion to accept the committee's recommendation and award the bid for the thermal imaging cameras to Advanced Rescue Solutions in the amount of \$21,300. Council Member Woodham seconded. ALL AYES . . . MOTION APPROVED.

Purchase of Fire Marshall Vehicle off State Bid List out of 2015-16 City Capital Reserve - \$29,438

Fire Marshall Brandon Broadhead recommended that the council approve the purchase of an F-250 truck off the State Bid List from Stivers Ford in the amount of approximately \$29,430. He said this truck will be large enough to pull their Children's Fire Safety Trailer. The funds for this are budgeted in the 2015-16 City Capital Reserve Account. Council Member Woodham made a motion to approve the request as stated. Council Member Goldsmith seconded. ALL AYES . . . MOTION APPROVED.

Support of UM Faculty Senate Resolution –

**Statement of Support:
Updating University of Montevallo's Policies Related to Discrimination,
Harassment, and Equal Opportunity**

We support updating University of Montevallo's policies to provide equal opportunities for students, faculty, and staff and protect against discrimination and harassment related to sexual orientation, gender identity, and gender expression.

Currently policy 01:100 prohibits harassment but not discrimination related to sexual orientation, and it does not include prohibitions of harassment or discrimination on the basis of gender identity or gender expression. Currently policy 01:120, which protects against bias-related acts of violence, intimidation, harassment, and/or discrimination, does not include protections against such acts on the basis of sexual orientation, gender identity, or gender expression.

It is in the best interest of the entire University of Montevallo community to have official policies prohibiting discrimination and harassment based on sexual orientation, gender identity, and gender expression. The nondiscrimination policies at Auburn University, University of Alabama at Birmingham, and University of Alabama in Tuscaloosa each list sexual orientation, gender identity, and gender expression. Leading companies in the region have also adopted more inclusive equal opportunity policies: Alabama Power, a Southern Company, lists sexual orientation, gender identity, and gender expression in their equal opportunity policy and both Regions Bank and EBSCO Industries, Inc. list sexual orientation and gender identity in their equal opportunity policies. Updating University of Montevallo's policies is essential for the recruitment and retention of the most qualified students, faculty, and staff.

(Group/Association/Committee)

(Name of President/Chair – Printed)

(President/Chair Signature)

(Date)

Council Member Peterson made a motion to approve the statement of support. Council Member Woodham seconded.

Council Member Nix questioned why the city was being asked to do this. The Mayor explained that UM is doing this to discourage discrimination on their campus and they are asking us to support them in that effort. Council Member Woodham said this sort of policy has been adopted by several large corporations.

The Mayor called for the vote. ALL AYES . . . MOTION APPROVED.

Purchase of 7 Additional Chairs for Council Chamber from City Reserve - \$1,540

The City Clerk explained that these would be for the Council Chamber and are the same as what we have in the conference room. We only need 7 chairs because we plan to use two chairs from the conference room. The cost is around \$1,540 and would be taken from the City Capital Reserve. Council Member Peterson made a motion to approve the purchase. Council Member Gilbert seconded. ALL AYES . . . MOTION APPROVED.

Old Business

Approval of IDB Lease at Shoal Creek Park

The City Clerk explained that the City Attorney is drafting the lease document. The terms of the lease include a 10 year lease with two 5 year options; \$500 per month rent; and a termination clause should the property not be developed as promised within a specific period of time. Council Member Nix made a motion to authorize the Mayor to enter into a lease with the IDB for an approximately 5 acre portion of the Shoal Creek Park property as previously described – 10 year term, two 5 year options; \$500 per month; with termination clause. Council Member Gilbert seconded. ALL AYES . . . MOTION APPROVED.

Mayor Cost commented on how excited the council is to have such an innovative venture coming to Montevallo.

Board Appointments

Design Review Committee (Historic District & Urban Core) –

Kevin Hughes
HG McGaughy
Jim Day
Pam Phagan
Janice Seaman

Council Member Nix made a motion to appoint Kevin Hughes, HG McGaughy, Jim Day, Pam Phagan and Janice Seaman to the Design Review Committee. This committee is to serve as both the Design Review Committee for the Downtown Historic District and the Urban Core. Council Member Woodham seconded. ALL AYES . . . MOTION APPROVED.

Other Business

Mayor Cost informed the council that the family of J.A. Brown recently presented us with a check for \$25,000 which is to be used for facade and other improvements in our historic downtown.

ETA proposal – Council Member Goldsmith made a motion to authorize the court clerk / magistrate to enter into an agreement with ETA Municipal Court System on the terms and conditions as previously described. Council Member Nix seconded. ALL AYES . . . MOTION APPROVED.

Citizen Participation

Janet Seaman informed everyone that the Brown Family also asked that in lieu of flowers people wishing to honor J.A. Brown send a donation to the Montevallo Historical Commission. The funds received are to be used to support the city's efforts to improve Main Street. We all need to thank them for that, as well.

Ms. Seaman also informed the council that her garden club would like to help with an anti-litter campaign. She said their first project is to create a new anti-litter sign for the city. She said they would work with the city to install the signs and obtain ALDOT approval as needed.

There being no further business before the council, Council Member Nix made a motion to adjourn. Council Member Woodham seconded. ALL AYES . . . MEETING ADJOURNED at 6:49 p.m.

Submitted by:

Herman Lehman
City Clerk