

**MONTEVALLO DEVELOPMENT COOPERATIVE DISTRICT
BOARD OF DIRECTORS MEETING
Parnell Memorial Library
Minutes**

**Regular Meeting
September 9, 2019
1:00 p.m.**

Members Present: Dee Woodham, Reed Prince, Mary Ellen Heuton
Staff Present: Sharman Brooks, Susan Hayes, Trey Gauntt
Others Present: Jason Peterson, Montevallo City Council; Coty Jones, University of Montevallo

The meeting was called to order at 1:00 pm by Chairman Woodham. Ms. Heuton, Mr. Prince, and Chairman Woodham were in attendance creating a quorum. A notice for this meeting was posted on August 26, 2019.

The Board discussed moving the regularly scheduled monthly meeting to the second Monday of each month at 1:00 pm to be held in the Parnell Room at the Parnell Memorial Library beginning October 14, 2019.

Mr. Gauntt stated the National Cemetery had begun construction on a scenic overlook as a place of reflection and solemnity. The use of the grounds are open to the public yet are quite restrictive as to use. He requested the Board consider allocating \$15,002 toward the project. Mr. Prince made a motion to allocate \$15,002 for the overlook project. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed the demolition of the former City Hall and Police Department. The city received a bid for \$62,000 for the demo and removal of debris. Mr. Prince made a motion to approve \$62,000 for the demolition and debris removal of the former City Hall and Police Department. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed the Phase 3 paving project funding possibilities. Mr. Prince made a motion to move \$6,500 from contingency funds, \$100,000 from partnership funds, and \$54,187.06 from way finding funds to Phase 3 paving funding. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

Mr. Gauntt discussed the schedule for the Arts Center completion and how it would affect the Phase 3 paving project. The curb and gutter work for Boundary and Oak Streets has begun. Mr. Gauntt suggested the Board move forward with the remaining paving minus College, Highland and Oak and hold those for the completion of the Arts Center. He further discussed the new

pavement on Nabors has been cut and patched by the water and sewer board along with Highland. He suggested the water and sewer department be contacted about potential line replacement prior to new pavement going in.

Ms. Heuton made a motion to change the source funding for the Highway 25 crosswalk project to excess funding and allocate the existing \$75,025 from bond funds for Phase 3 paving project. The motion was seconded by Mr. Prince. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

Ms. Heuton made a motion to reduce building purchase funds (line 29) from \$100,000 to fund the \$62,000 for demolition of City Hall and \$15,002 for the cemetery overlook project leaving a balance of \$22,998 to be moved to Phase 3 paving. The motion was seconded by Mr. Prince. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

Mr. Gauntt presented the Board with a layout for fifteen additional parking spaces at King and Nabors Street. He suggested the installation of 5 ADA ramps and additional sidewalks in the city rights-of-way estimated at \$32,600. The Board suggested adding benches, two trees, and a trash receptacle. The funding for the project was requested as 50% University and 50% MDCD. Mr. Prince made a motion to approve \$17,500 of funding for the additional parking project including 5 ADA ramps, 125' or so of sidewalk, two trees, 2 benches, and a trash receptacle in the triangle of Nabors and King Streets. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed clean-up of the bond fund allocation schedule. Ms. Heuton made a motion to move \$0.52 from the Main Street Road Project and \$949.62 from the Crosswalk Improvement Hwy 10 to the Phase III and Sidewalk project. The motion was seconded by Mr. Prince. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed property insurance coverage. Mr. Prince made a motion to approve up to \$11,400 and allow Mr. Prince to purchase property insurance coverage and D&O coverage for the Board. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

Ms. Hayes informed the Board the audit closeout schedule would be shorter than usual this year. Invoices will be needed no later than October 5 for all September work. The audit must be approved during the December meeting due to of the non-profit segment of RSM being sold. The Board discussed the need for a new contract once the company change was complete.

Mr. Prince made a motion to enter into executive session for an estimated 15 minutes to discuss property holdings with the intent to take action after returning to regular session. The motion

was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed the property where Bicentennial Park sits. It is currently a part of the Coach Company building legal description. The Board will move forward with separating the park area from the legal description of the Coach Company Building and have it included in the Highway 119 right of way area. Mr. Prince stated he would discuss the Coach Company property appraisal with the current tenant.

The Board discussed the Bicentennial Park water usage. The Main Street Tavern has been paying for irrigation used for the park for the last 18 months. Mr. Prince made a motion to approve reimbursement to the Main Street Tavern in the amount of \$566.16 from rental income funds. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

There being no further business, Ms. Heuton made a motion to adjourn. The motion was seconded by Mr. Prince and by a unanimous vote of three (3-0), with Chairman Woodham, Ms. Heuton and Mr. Prince voting in favor, the meeting of September 9, 2019 was adjourned at 2:56 p.m.

Regina Ashmore
Recording Secretary

Dee Woodham, Chairman
Montevallo Development Cooperative District