

MINUTES

Montevallo City Council Work Session

January 14, 2013

6:30 p.m. at City Hall

Mayor Hollie Cost, Council Member Rusty Nix, Council Member Willie Goldsmith, Council Member Sharon Gilbert and Council Member Don Hughes were in attendance. Council Member Dee Woodham was absent.

Mayor Cost called the work session to order at 6:30 p.m. She reminded the council of the awards being presented that night, but said they would be presented during the official council meeting at 7:00 p.m. The Mayor noted corrections to the Minutes. She then asked Acting Police Chief Jeremy Littleton to present his report.

City Council Meeting January 14, 2013

We purchased a 2008 Ford Crown Victoria in mint condition to replace the truck that was sold to the city shop. We paid \$9,000.00 for the car and will spend an additional \$2,000.00 to have it equipped. We should have approximately \$11,000.00 in the car after everything is installed.

All equipment has been ordered to outfit the rest of our patrol cars with computers and we are waiting for the equipment to come in and be installed. It has taken a little more time due to the holidays.

Chris Fulmer has our radio conversion 95% complete and should be finished within the next couple of weeks.

We are almost complete with our cleanup inside the police department. We should then be able to concentrate our efforts on necessary building maintenance.

Sergeant Alexander and I spoke with the LOT group at the middle school last week and really enjoyed the topics we discussed with them.

Sergeant Alexander and I were invited to observe a lockdown drill that the middle school conducted a couple of weeks ago and give our input. We were very impressed with the details of the plan and the efficiency it was conducted with. The middle school staff did a great job with their planning.

We are still conducting increased patrols in our schools and are working on improving our relationship with students and school personnel.

Calls for service: 480 for December 6084 for 2012

Arrest: 20 Misdemeanor 1 Felony

Traffic Citations: 109

Accidents: 14

Open felony cases for investigations: 16
Open misdemeanor cases for investigations: 6

I would like to thank Mayor Cost and the City Council for giving me the opportunity to be the new leader of our police department. I am also grateful that they have the confidence in me to move our department forward. I cannot express the gratitude I have for all of the support I have received over the past couple of months and will work as hard as I possibly can not to disappoint anyone. We have a great group of people working at our police department and I appreciate everything they do for our city. With their help, I know we can make our department the best it has ever been. I am very passionate about our city and department and have very high expectations for our future. My goals are to become more involved with our community and introduce programs that further promote Montevallo's reputation as a safe, attractive community that encourages businesses and families to make it their permanent home.

Mayor Cost said she talked to the new MES Principal and she was very complimentary of our police officers and our efforts at her school.

Council Member Goldsmith asked Mike Terry to present his report. Mr. Terry presented the following:

Memorandum

Date: January 11, 2013

To: Mayor Hollie Cost
Montevallo City Council

From: Micheal Terry, C.B.O., Zoning Enforcement Officer

RE: Activity Report for December 7, 2012-January 11, 2013

Attached you will find a spreadsheet showing the action taken on various zoning related issues for the months of December through January

During this time, I continue checking business license's to ensure all businesses are operating under a current business license. Public Works and I are spending extra time on surveillance tapes at the Recycling Center in an attempt to catch violators.

I must say that I have been very impressed with the attitude and cooperation of the Citizens of Montevallo. They are very responsive when it comes to addressing code deficiencies, and very amiable when discussing business license issues. It has made my responsibilities easier and has greatly improved my blood pressure.

Please call or email me anytime if you are in need of additional information, or have an issue that I need to address. Thank you for your assistance and consideration in these matters.

CODE ENFORCEMENT SUMMATION December,7- January, 11, 2013

Unkempt Yard Inspections.....	4
Closed.....	0
Auto Tags/ Junked Cars Inspection.....	11
Closed.....	3
Business Licenses Obtained.....	2
Inventory of Abandoned Houses/Buildings...	14
Closed.....	2
Total Inspections.....	34

**City of Montevillo
Zoning Enforcement**

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
				Report to the City Council	
				Prepared by Micheal Terry, C.B.O.	
				December 7, 2012- January 11, 2013	
7/27/2011	330 Evansville Circle	Property not tenurable	1/4/2013	Met with owner who continues to work on the house. It no longer poses an imminent danger to the neighborhood.	Pending
8/11/2011	Crown Royal Apartments Overland Rd.	Condition of apartment maintenance	12/27/2012	Met with owner who stated he hoped to have the unfinished apartments completed and all the graffiti covered this year.	Pending
3/14/2012	426 Sanford Street	Unfinished house to be demolished.	12/12/2012	Met with owner who is anxious to have the City or someone demolished the house.	Pending

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
4/8/2012	Waller Street	1 Junk car in front yard	1/3/2013	Met with aunt of the owner, and left an inspection report stating the vehicle will be impounded in 15 days.	Pending
7/11/2012	Cherokee Street	Condition of apartment maintenance	12/19/2012	New owner continues to make property improvements.	Pending
8/8/2012	Heritage Trace Subdivision	Unkempt lots	12/19/2012	Work on lot maintenance ongoing.	Pending
10/31/2012	23 Brand Street	Abandoned house.	1/10/2013	Met with owner who stated the house is currently in Probate Court. Once it is out, the house will be demolished.	Pending
9/4/2012	Samford Street	Accessory Building	12/19/2012	Received complaints that a U-Haul business of the lot. Talked with the owner's representative and explained that area is not zoned for business and the U-Haul trucks have been removed.	Closed

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
10/24/2012	1887 Hwy 119	Fire damaged duplex	12/19/2012	Duplex being reconstructed.	Closed
10/18/2012	130 Patriot Point	Untagged auto.	1/2/2013	Left inspection report stating the van will be impounded in 15 days if left untagged.	Pending
10/24/2012	Evansville Circle	Abandoned house.	1/3/2013	House has been demolished	Closed
11/17/2012	1745 Asheville Road	Condemned ext. conc. stair	1/3/2013	Tagged off stair way to disallow access	Pending
11/27/2012	Hwy 25	Checked for business licenses.	12/26/2012	License has not been procured. Turned over to RDS.	Pending
12/6/2012	171 Commerce Street	Abandoned house/unkcpt yard	1/9/2013	Garage in process of being demolished.	Pending

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
12/9/2012	161 Commerce Street	Abandoned house/unkept yard	1/8/2013	Garage in process of being demolished	Pending
10/24/2012	Evansville Cir.	Abandoned house	12/21/2012	The owner called and stated he was going to have it torn down. It has since been torn down.	Closed
12/7/2013	735 Morgan Street	2 auto's w/o current tags	1/3/2013	Spoke with owner and he is in the process of obtaining tags.	Pending
12/11/2012	Rearda Lane	Auto w/o/ current tag left on cur-de- sac	12/20/2012	Returned and the vehicle was gone.	Closed
12/12/2012	Hidden Forest Subdivision	Condition of lot on Patriot Park	12/20/2012	Contacted owner who cleaned it up.	Closed
12/12/12	Recycling Center			Checked surveillance tape. No violations were noted.	

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status	
12/14/2012	Cobblestone Cove	Auto w/o current tag		Left inspection report. Went back on 12/18/2012 auto was gone.	Closed	
12/14/2012	Cobblestone Cove	Auto w/o current tag.		Left inspection report. Went back on 12/20/2012 auto was gone.	Closed	
12/14/2012				Research for business license.		
12/18/2012				Research for business license.		
12/19/2012	Samford Street			Received complaints about U-Haul business being operated off lot. Contacted owner	Closed	

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
12/20/2012	141 Hillcrest	Business being operated out of home.	1/11/2013	Contacted owners who stated that they were not operating a business, they just kept their equipment at home behind a fenced back yard.	Closed
12/26/2012				Worked business license for RDS.	
12/27/2012	1170 Plowman Street	Auto w/o current tag.		Left inspection report. Went back on 12/18/2012 auto was gone.	Closed
1/3/2013	645 Main Street	Inspected rear of building.		Spoke w/ owner of building who was totally unresponsive to any clean-up or repairs. Stated it was the City's responsibility.	Pending
1/3/2013				Checked business license.	
1/3/2013	Hedgegrow	Auto w/o current tag.		Left inspection report.	Pending
1/9/2013	141 Wilson Drive	Auto w/o current tag.		Left inspection report.	Pending

Initial Date	Property Address	Issue(s)	Date	Action Taken	Status
1/9/2013	181 Wilson Drive	Auto w/o current tag		Left inspection report.	Pending
1/9/2013	106 Tecumseh	Basketball goal left in street.	1/10/2013	Left copy of ordinance, went back the next day it was moved.	Closed

Council Member Hughes asked about business licenses for rental property owners. He wanted to know when they are delinquent. Debby Raymond explained they are delinquent after this month. Council Member Hughes said we need to make certain everyone is paying their fees, which is \$50 per unit.

Chief Bill Reid reported on recent activities at the Fire Department. He informed the council that the cab & chassis for Rescue 21 is ordered. As far as our grant is concerned, we may hear something around the first of March, but may not know anything final until May.

The Chief said they are finalizing the draft of the Emergency Preparedness Plan. He said they will let the Police Department review the plan and provide their input before submitting it to the council.

The Chief reported that Rescue 20 has problems with its fuel injection system. Ford recommends they all be replaced at a cost of approximately \$3,200. He said the snorkel truck also needs repair, but that cost is minimal.

The Chief said they ran around 950-1000 calls last year.

The County Commission is including municipalities in funding this year. We should receive around \$6,000. Council Member Goldsmith said that was good because it would cover the cost of our unexpected repairs.

David Belk reported that his crews have been busy lately repairing potholes, etc.

Herschel Hale reminded everyone that Arbor Day is Saturday, February 23. He said they have purchased the trees for the event and are nearly ready.

Council Member Nix informed the council that Mr. Belk is obtaining bids from cleaning crews for the Recreation Building. Mr. Belk said the crew that was cleaning the center resigned last week and that we are making plans to replace them. Council Member Nix said we need to do something because we had group which rented the building recently and had to clean it up before they could use it. He said he thinks everyone will agree that it is worth increasing our rental rates to cover a cleaning crew to ensure these types of problems do not occur. Mr. Belk agreed and said he is working on a recommendation for the council. Council Member Nix said the Park Board supports that effort. Mayor Cost suggested the council could approve that at the next meeting.

Council Member Nix reminded everyone that the Golf Board meeting is Tuesday night at 4:00 p.m. at City Hall. He also reminded everyone that the Youth Athletics Association is holding baseball registration on 1/25, 2/2 and 2/8.

The Historical Commission meets in February. He said we should know by then if we have been approved for our downtown historic district. Debby Raymond informed the council that she heard from the State Historical Commission that they are having us adjust our submission to account for the removal of the bus terminal building at the old Alabama Coach Company site. She said the application should be resubmitted in March. She said she filed our annual report with the State on Friday.

Council Member Nix reported that the Planning Commission is still reviewing the Residential Leased / Rental Property Code. He said they will resume their discussions at their February meeting.

Allie Williams provided the following library report:

Education, Arts & Outreach Committee

Montevallo Elementary

Montevallo Elementary School re-opened on January 3. Dr. Allison Campbell is the new principal. The Mayor and Council attended a welcome reception for Dr. Campbell tonight.

Montevallo Middle School

I will speak to the LOT class on Friday regarding leadership. Mayor Cost will speak to the class on January 30th. The LOT students will attend the City Council meeting in March.

Montevallo High School

MHS has added a boys and girls soccer team. The Winter Dance will be held on January 25th. The Montevallo Day of Pageants will be held on Saturday, February 16.

UM

UM Homecoming/College Night will be February 4 – 9. On February 16, the UM basketball game will be televised. The game starts at 11:00 a.m. The weekend of February 15-16 is also Family Day. There will be a variety of activities all weekend which include a bonfire and pep rally.

Montevallo Boys and Girls Club

The Boys and Girls Club will start an 8-week soccer program with the UM Lady Falcons next week.

Thirty-two (32) children have signed up for music lessons (piano, guitar or violin) at UM starting in February.

The Torch Club at MMS is doing a breakfast food drive for SEA this month. Barrels are located at Lucky's and Piggly Wiggly. Council members are invited to drop something in the bins or bring them by the Club.

The Mayor reminded everyone that Council Member Woodham was absent because she is representing the city, along with Tim Alexander, at a meeting at Indian Springs to discuss school safety. On her behalf, the City Clerk read the following Finance Report which Council Member Woodham provided:

Finance discussion:

Next finance committee is 1-30th at 4:30 at City Hall. We will discuss purchase of insurance to protect sales tax revenue against a natural disaster, December financials, and maybe the Arts Council proposal.

MDCD is continuing to accept proposals for restaurants in old Coach Co. building.

Sales tax revenue was up relative to last year for the month of December by approximately \$12,000.

The Mayor introduced Mr. Vincent Chiaramonte, the MMS LOT sponsor. Mr. Chiaramonte informed the council about the extensive activities and educational fieldtrips LOT members have been involved in so far this year, including visiting the Aldrich Coal Mine Museum last week, which they all thought was awesome!

Montevallo City Council Meeting
January 14, 2013
7:30 p.m. at City Hall

Mayor Hollie Cost, Council Member Rusty Nix, Council Member Willie Goldsmith, Council Member Sharon Gilbert and Council Member Don Hughes were in attendance. Council Member Dee Woodham was absent.

Meeting Call to Order – Mayor Cost called the meeting to order at 7:00 p.m.

Mayor Cost then made a presentation to Kaelyn Martin, Abby Smith, Georgia Hughes, Emily Kornegay, and their teachers from MMS, Tina Hughes & Betsy Moore, in recognition of their sincere efforts to help raise money for St. Jude Children’s Research Hospital. She said we honor their dedication and service.

Approval and/or corrections of the minutes – Council Member Nix made a motion to approve the Minutes from December 17, 2012 as corrected. Council Member Gilbert seconded. Council Member Hughes abstained. ALL OTHERS VOTED AYE . . . MOTION APPROVED.

Opportunities for citizens to speak to the Council – Thomas Lilly addressed the council to reiterate his support for Jeremy Littleton as the next Police Chief.

Mr. Fochtman addressed the council and suggested the city consider stocking Shoal Creek with Rainbow Trout. He said we once had trout in that creek and that the temperature and purity of the water is ideal for trout. He suggested that an annual trout fishing event in the creek would be a tremendous draw. He also suggested the city consider allowing people to canoe and kayak in the creek. Mayor Cost said we have considered adding a canoe trail along the creek. She invited Mr. Fox to attend the next Park & Recreation Board meeting to share his ideas with them. Council Member Nix said Park Board meetings are held on the 3rd Tuesday of the month at the Senior Center. Mr. Fox noted that if we could gain access to the creek further down near the farm that would be even better. Council Member Hughes said that fortunately the effluent from our treatment plant which flows into the creek is clean. He said we also have springs in the area we need to protect with fences if people are going to be fishing along the creek.

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.

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

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

Council Member Goldsmith made a motion to approve payment of the bills as presented. Council Member Nix seconded. Council Member Hughes abstained. ALL OTHERS VOTED AYE . . . MOTION APPROVED.

Consent Agenda: NONE

New Business:

Recommendation from Public Health & Safety Committee regarding appointment of new Police Chief – Council Member Goldsmith made a motion, as recommended by the Public Health & Safety Committee, that Jeremy Littleton be made Police Chief. Council Member Gilbert seconded.

As part of the discussion, Mayor Cost thanked the Committee for their efforts and said she felt they had selected the right man for the job.

Council Member Hughes said he has talked with the Acting Chief about his ideas and procedures. He said the Chief is planning to eat lunch at the schools on a regular basis and will meet regularly with the UM Police Chief. He said he supports this recommendation 100%.

Council Member Nix noted the committee reviewed 36 applications from all over the US. He said Jeremy's qualification stood out –especially his 12 years of experience in our city. He knows our city, our people, and our trouble spots.

Mayor Cost said his level of professionalism is unmatched. She also noted that people are literally stopping her in the streets to tell her how wonderful Jeremy is and to voice their support for him as Chief.

Council Member Hughes said that, importantly as well, he is working on finalizing his college degree and hopes to soon be working toward a Master's Degree. He said it is very important for someone in his position to stay current. He also asked that the disaster plan the Fire Department is working on be reviewed by the Police Chief. Chief Reid said, as he mentioned before, that the draft plan will be ready on Friday and Chief Littleton will get a copy for his review and comment at that time.

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

Council Member Hughes also noted that he had discussed with the Chief the importance of wearing a uniform.

Chief Littleton thanked the mayor and council for their support. He said he was grateful for all the support he received from the community and from his officers. He said we have a good team of people working at our Police Department.

Vincent Chiaramonte, MMS LOT Teacher – Discussed earlier. However, Mr. Chiaramonte added that his students visited American Village, attended the Mayor's Breakfast, toured Orr Park, went to the Shelby County Fire Training Facility and many other places. He said they are also looking forward to their mock council meeting coming up.

Mayor Cost noted that Mr. Chiaramonte will also be representing Montevallo on our trip to Echizen Town, Japan this summer.

2013 Beautification Month Resolution –

Council Member Gilbert made a motion to adopt the resolution. Council Member Nix seconded. ALL AYES . . . MOTION APPROVED.

Resolution 01142013-202

A resolution designating April 2013 as “Montevallo Beautification Month”

WHEREAS, the Montevallo Arbor and Beautification Board invites all citizens, businesses and property owners of Montevallo to beautify our city by sponsoring or volunteering in a variety of creative cleanup, beautification and community improvement activities during the month of April; and

WHEREAS, sponsors and volunteers can make a visible difference in Montevallo and in their communities, as well as create a new sense of hometown pride and accomplishment, setting an example that can help change attitudes about littering and even prevent litter in the first place; and

WHEREAS, it is fitting and proper that the Montevallo City Council recognize the efforts of the Arbor and Beautification Board by designating the month of April 2013 as "Montevallo Beautification Month."

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTEVALLO, ALABAMA AS FOLLOWS:

Section 1. That the Council hereby goes on record as designating April 2013 as "Montevallo Beautification Month."

Section 2. That this Resolution shall take effect from and after its adoption.

ADOPTED AND APPROVED THIS 14th DAY OF JANUARY, 2013.

Signed

Attest

Hollie C. Cost
Mayor

Herman F. Lehman, III
City Clerk

Serve Pro Proposal – Council Member Nix made a motion to approve the contract with Serve Pro with the \$4,800 to be paid from the 10% of the 1 cent tax reserve account. ALL AYES . . . MOTION APPROVED.

Set New Meeting Time – Mayor Cost proposed changing the council meeting times from 6:30 p.m. work session and 7:00 p.m. meeting to 5:30 p.m. and 6:00 p.m. respectively. She said the public should still be able to attend the meeting without any undue hardship.

Council Member Nix said he was fine with trying the new times but wanted to make certain they could switch back if it presented a hardship. He said it can be difficult for people who work in Birmingham to fight the traffic on I-65 and get back to Montevallo in time for a 6:30 meeting. Mayor Cost agreed.

Council Member Hughes said he disagrees with the time change. He said the council is here to serve the public. He said the time was set many years ago in order to allow regular, working people the opportunity to attend the meetings. He said that before they did not have a work session at the beginning of the council meeting. He said his same concerns apply to the Water Board, which meets during the day. He said working people are not able to attend their meetings.

Mayor Cost agreed with his concerns, but said she felt the proposed start times would provide everyone ample time to get to the meeting. If not, the council can change it back, as stipulated before.

Council Member Nix made a motion to approve the change in meeting times from 6:30 p.m. work session and 7:00 p.m. meeting to 5:30 p.m. and 6:00 p.m. respectively. Council Member Goldsmith seconded. Council Member Hughes voted NO. ALL OTHERS VOTED AYE . . . MOTION APPROVED.

Mayor Cost stressed again that the council can revisit this issue if it ever becomes a problem.

Council Member Hughes noted that the message sign project spearheaded by Mr. Bice would be an excellent way to get information on things like this out to the public. Mayor Cost said we need to make certain it is on our website and in the Chamber Chatter.

Council Member Hughes updated the council on the progress of the message sign. He said once Mr. Bice gets a letter of approval from ALDOT he will ask the Shelby County Board of Education to approve the project.

Severe Weather Preparedness Sales Tax Holiday Ordinance –

Council Member Goldsmith made a motion to suspend the rules and leave the regular order of business. Council Member Nix seconded. Mayor Cost, Council Member Nix, Council Member Goldsmith, Council Member Gilbert and Council Member Hughes VOTED AYE . . . MOTION APPROVED.

Council Member Hughers made a motion to adopt the following ordinance exempting “covered” items from municipal sales and use tax the weekend of February 22-24, 2013. Council Member Gilbert seconded. Mayor Cost, Council Member Nix, Council Member Goldsmith, Council Member Gilbert and Council Member Hughes VOTED AYE . . . MOTION APPROVED.

Ordinance No. 01142013-300

AN ORDINANCE OF THE CITY OF MONTEVALLO, ALABAMA TO EXEMPT CERTAIN “COVERED ITEMS” FROM THE MUNICIPAL SALES & USE TAX FRIDAY FEBRUARY 22, 2013, THROUGH SUNDAY, FEBRUARY. 24, 2013, AS AUTHORIZED BY ACT 2012-256, GENERALLY REFERRED TO AS THE STATE SEVERE WEATHER PREPAREDNESS SALES TAX HOLIDAY LEGISLATION

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTEVALLO, ALABAMA AS FOLLOWS:

Section 1. In conformity with the provisions of Act 2012-256 enacted by the Alabama Legislature during the 2012 Regular Session providing for a State Sales Tax Holiday, the City of Montevallo, Alabama exempts “covered items” from municipal sales and use tax during the same period, beginning at 12:01 a.m. on Friday, February 22, 2013 and ending at twelve midnight the following Sunday, February, 24, 2013, *and on the last full weekend of February each year thereafter until rescinded.*

Section 2. This ordinance shall be subject to all terms, conditions, definitions, time periods, and rules as provided by Act 2012-256.

Section 3. The City Clerk is hereby authorized and directed to certify a copy of this ordinance under the seal of the City of Montevallo, Alabama, and to forward said certified copy to the Alabama Department of Revenue to be recorded and posted on the Department website.

Section 4. This ordinance shall become effective on January 14, 2013.
ADOPTED AND APPROVED THIS 14 DAY OF JANUARY, 2013.

Mayor
ATTEST:

City Clerk

Council Member Nix made a motion to return to the regular order of business. Council Member Hughes seconded. Mayor Cost, Council Member Nix, Council Member Goldsmith, Council Member Gilbert and Council Member Hughes VOTED AYE . . . MOTION APPROVED.

Police Dept – Declaration of Surplus Equipment – Per the Police Chief, approval was requested for the disposition of the following items. These items were determined to have no salvage value.

CITY OF MONTEVALLO
AUTHORIZATION FOR MOVEMENT OR REMOVAL OF CITY OF MONTEVALLO
PROPERTY

INSTRUCTIONS: Maintain completed form in City Hall. Provide Copy of completed form to person moving or removing property.
REFERENCE: City of Montevallo Fixed Asset and Inventory Policy

Date: 01-14-2013
TO WHOM IT MAY CONCERN:

Mayor & Council | _____
 Name of Individual Title

is authorized to () move () remove the following equipment:

Description	Asset Label #	Serial #
1 Staples Office Chair (Brown)	001062	NA
2		
3		
4		
5		

This authorization is valid for movement or removal of the above described property under the following conditions:

Move/Removal Date:
Scheduled Return Date:
Location Moved/ Removed From:
Location Moved to: (address)
Purpose of Equipment Relocation: <u>Disposal</u>

Custodian of Equipment: _____
 Employee Date

AUTHORIZED BY: J. [Signature] 01-11-2013
 Department Head Date

**CITY OF MONTEVALLO
 AUTHORIZATION FOR MOVEMENT OR REMOVAL OF CITY OF MONTEVALLO
 PROPERTY**

INSTRUCTIONS: Maintain completed form in City Hall. Provide Copy of completed form to person moving or removing property.

REFERENCE: City of Montevallo Fixed Asset and Inventory Policy

Date: 1-14-2013

TO WHOM IT MAY CONCERN:

Mayor & Council
 Name of Individual Title

is authorized to () move () remove the following equipment:

	Description	Asset Label #	Serial #
1	Galls 900 Jump Box	000818	Unknown
2	IO Gear GCS84A KVM Switch	000263	01-29003886530
3	Dell Optiplex G420 ^{Desktop} _{note book}	000822	Unknown
4	MPA Python II 970546		PPT54600781
5	Bolen 4.5 HP 22" cut Lawn Mower ^{Model 11A284025}	000654	1C173K80429

This authorization is valid for movement or removal of the above described property under the following conditions:

Move/Removal Date: Declared Surplus

Scheduled Return Date: _____

Location Moved/ Removed From: _____

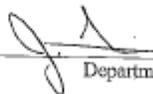
Location Moved to: (address) _____

Purpose of Equipment Relocation: _____

Custodian of Equipment:

 Employee Date

AUTHORIZED BY:


 Department Head

1-10-2013
 Date

**CITY OF MONTEVALLO
 AUTHORIZATION FOR MOVEMENT OR REMOVAL OF CITY OF MONTEVALLO
 PROPERTY**

INSTRUCTIONS: Maintain completed form in City Hall. Provide Copy of completed form to person moving or removing property.

REFERENCE: City of Montevallo Fixed Asset and Inventory Policy

Date: 1-14-2013

TO WHOM IT MAY CONCERN:

Mayor & Council _____
 Name of Individual Title

is authorized to () move () remove the following equipment:

	Description	Asset Label #	Serial #
1	Dell Optiplex Gx620 ^{Desktop PC} Computer	000822	2874769861
2	Shop Vac 6 Gal Wet + Dry Vac	000958	Unknown
3	Simplex 100 Model 1605-9101	000022	B18912715
4	Old Green Computer Unknown make & model	000005	0725500429400918
5			

This authorization is valid for movement or removal of the above described property under the following conditions:

Move/Removal Date: <u>Declared Surplus</u>
Scheduled Return Date:
Location Moved/ Removed From:
Location Moved to: (address)
Purpose of Equipment Relocation:

Custodian of Equipment:

 Employee Date

AUTHORIZED BY:



Department Head

1-10-2013

Date

Council Member Goldsmith made a motion to approve the request. Council Member Hughes seconded. ALL AYES . . . MOTION APPROVED.

Approval of Architect for City Hall Improvements - Mayor Cost noted she has received proposals from 2 architects, which were independently recommended to us, to help us address the physical problems we are having at City Hall. She pointed out that City Hall is the face of Montevallo. It is an important part of what people see and think about our City. If our roof is leaking and everything looks bad, that leaves a lasting, negative impression.

Council Member Hughes agreed that we need to address City Hall but suggested the Police Department needed to be included, as well. The Mayor informed him it will be.

Council Member Hughes said we need to keep in mind this would be a capital expense and would not come from the General Fund.

Of the two proposals, Mayor Cost recommended we use Turner Batson because their fees are cheaper on the front-end and because they are already deeply involved in other projects in Montevallo and, as such, they understand our overall goals and objectives. Council Member Hughes made a motion to authorize the mayor to contract with Turner Batson as described. Council Member Gilbert seconded. ALL AYES . . . MOTION APPROVED.

Council Member Hughes reiterated that the roof leaks and other problems at City Hall are very serious and need to be addressed quickly.

LGS Telephone Franchising Agreement – Debby Raymond explained that she is still researching the company's efforts with other municipalities. The council put this item off to the next meeting.

Set Date for Strategic Planning Workshop – The Mayor said she would like to schedule this meeting for February and will get back to the council with a proposed date and time.

Old Business:

Mayor's Administrative Appointment to Planning Commission – No activity.

Mayor's Representative on Planning Commission – No activity.

Emergency Policy – Discussed earlier.

Residential Leased / Rental Property Code – Discussed earlier.

Board Appointments: NONE Mayor said she intends to post opening on website.

Other Business

Shelby One Presentation – The Mayor asked the Finance Committee make a recommendation on this proposal at their next meeting.

The Mayor discussed some recent personnel changes at City Hall. She informed the council that Donna Waldrop has resigned and that she appointed Cindy Holsombeck to replace her on an emergency basis. She said there will also be some future changes which she will discuss with the council at a future date.

Council Member Hughes noted there is some out-of-service equipment being stored at the City Shop which he thinks needs to be sold.

Citizen Participation: NONE

There being no other business before the council, hearing no opposition, they mayor declared the meeting ADJOURNED at 7:57 p.m.

Submitted by:

Herman Lehman
City Clerk