

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

**Regular Meeting
August 29, 2016
4:00 p.m.**

Members Present: Dee Woodham, Reed Prince, DeAnna Smith
Staff Present: Chad Scroggins, Regina L Ashmore, Susan Hayes
Others Present: Mary Ellen Heuton, University of Montevallo; Sherry Vallides and Janice Seaman, Historic Commission

The meeting was called to order at 4:03 pm by Chairman Woodham.

Chairman Woodham asked the Board to consider joining the International Town & Gown Association (ITGA). A reduced membership fee of \$400 gives access to their resource center, one conference and newsletters. ITGA is the premier resource for addressing challenges, emerging issues and opportunities between and amongst institutions of higher education and the communities in which they reside. Their mission statement is to strengthen town/gown partnerships by providing a network of professionals and resources, identifying and sharing leading practices, innovative solutions and professional development opportunities for municipal and university communities. Ms. Smith stated Kelly Holmes would be a prime UM representative. Chairman Woodham asked the county and city to consider who would participate in the partnership opportunity to allow the greatest benefits from this resource.

Chairman Woodham asked Ms. Hayes to provide an update on the audit. Ms. Hayes stated the bid was awarded to RSM at the August 17, 2016 special called meeting. There were no new developments of note to the budget.

Mr. Prince stated the Main Street Tavern was rated #3 by the Birmingham Business Journal as the best restaurant for southern food. He further reported the HVAC concerns were addressed. It appeared the control had a protective cover which prevented the device from monitoring the actual temperature in the room. The cover was removed and the problem has corrected itself.

Chairman Woodham asked for the list of surplus furniture. Mr. Prince stated he has not completed the list at this time. Chairman Woodham stated she would like to give the partners an opportunity to view the list before disposal to give one last right of refusal. Mr. Prince stated he would prefer any income produced from the disposal of surplus furniture be deposited into the maintenance budget for the Coach Company Building. All members agreed.

Chairman Woodham stated the Board should consider public parking signage similar to the industry standard blue sign with the capital letter P and parking written on them for the McDonald's and Regions overflow sites. Perhaps the city would consider installing a similar one for the Victory Building. She also suggested the Board consider a temporary or collapsible

sign for special events. Mr. Prince stated the county highway department should be able to produce the desired signage. Chairman Woodham stated she would have Mr. Gauntt look at the agreements with both parties to ensure the Board complies.

Chairman Woodham stated the Main Street project is scheduled for the September 30, 2016 bid letting followed by the Middle Street project in November. The work is estimated to take eighteen to twenty-four months. She further stated the Main Street Alabama representative suggested there be a primary contact for merchants and citizens to report issues during this construction process. The information should be readily available; posted on the web with a contact phone number.

Chairman Woodham introduced Ms. Smith's replacement at the University of Montevallo. Mary Ellen Heuton has filled the position of Chief Financial Officer since Ms. Smith vacated it for a teaching position.

Chairman Woodham stated the University of Montevallo on Main Park committee should strive to coordinate construction with the Main Street paving project. Mr. Gauntt suggested the plans be completed no later than the end of Oct. The Committee intends for the county to remove the hardscape, cutting costs significantly. Ms. Seaman stated one bid for construction was \$130K. She further stated the committee members have divided proposed aspects and are researching ways to reduce cost. The committee would like to work the park in phases with a goal to finalize just before the city's centennial celebration.

Chairman Woodham asked Mr. Prince for guidance on the Shoal Creek Park Restroom Building. If the grant is awarded; where should the city start, how do they get plans drawn up? The ADECA grant application was for \$100K for a trailhead, porch, and pavilion. Mr. Prince stated the entire project would have to be similar to a bid project, that in-kind work was not allowed. Mr. Scroggins stated the county could assist with the design of the building but not construction. Ms. Seaman asked if the paperwork for the barn demolitions had been submitted to the Alabama State Historical Commission. Chairman Woodham stated she had submitted the engineers report stating the structure was unsafe. Ms. Seaman informed the board the Mahler family is the historic connection for the property; their 1940's renovation not the Perry family connection.

Mr. Prince made a motion to approve the minutes of the August 17, 2016 special called meeting. The motion was seconded by Chairman Woodham. The motion was approved with a two to zero vote, with Ms. Smith abstaining.

Mr. Prince made a motion to approve the minutes of the July 25, 2016 regular meeting. The motion was seconded by Ms. Smith. The motion was approved by all with a three to zero vote.

Mr. Prince made a motion to adjourn the meeting. The motion was seconded by Chairman Woodham. The motion was approved by all with a three to zero vote.

There being no other business, the meeting adjourned at 4:34 pm.