

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

**Regular Meeting
November 18, 2019
1:00 p.m.**

Members Present: Dee Woodham, Reed Prince, Mary Ellen Heuton
Staff Present: Sharman Brooks, Regina Ashmore, Trey Gauntt
Others Present: Steve Gilbert; Hollie Cost, Mayor; Nancy Wilstach; Maggie Benson,
Rusty Nix, Tiffany Bunt, Jason Peterson

The meeting was called to order at 12:58 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 September 18, 2019. The next regularly scheduled meeting will be December 16, 2019 @ 1:00 pm.

Ms. Heuton made a motion to approve the amended minutes of August 5, September 9, and October 14, 2019. 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 the survey work for the Bicentennial Park. The park will become a part of right of way effectively removing the park property from the Coach Company lot. Mr. Prince made a motion to approve up to \$3000 for the surveying work and legal fees from the rental revenue enterprise account. The motion was seconded by Chairman Woodham. 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. Nix volunteered to lead efforts to potentially create a new water meter at the Park, separate from the Coach Co. building.

Ms. Heuton made a motion to approve \$2601 from the enterprise fund to Preston Bolt for legal bills associated with the Coach Company lot. 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 the bond funds that must be spent by March 2020 or the Board could trigger some additional bookkeeping issues. There are several questions about the bond funds and timing of expenditures the Board would like to have clarified by the bond attorney. The Board will hold a special called meeting on Monday, November 25th at 1:00pm at the Parnell Memorial Library in the Parnell Room to discuss the items further.

The Board discussed several outstanding projects. The gas company is replacing several lines in Arden subdivision which will delay paving those streets. Phase 3 includes College, Davis, Highland, Oak, Montgomery, the Tavern lot, and striping on Overland for an estimated \$184,500. Phase 4 includes King-Island parking, sidewalks, handicap ramps and landscaping. The Shoal Creek Park Mahler bridge project has a remaining balance of \$10,000 allocated for kiosks. The wayfinding signage, former City Hall and Police department building demolition have not been completed, but are expected to be completed by March 2020.

Ms. Heuton made a motion to approve the lighted archway at the Owls Cove rear entryway, as requested by Main Street. 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 recommended the Board make preparations for an ADA transition plan that is required by all entities desiring to obtain grant funding. Mr. Prince made a motion to approve up to \$18,100 to Sain Engineering for an ADA transition plan. 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.

Mayor Cost requested the Board to consider the renovation of Sims House for the Thrive Together program which serves single women obtain job skills and provide necessary child care during the training process. The potential site would also house the Community Counseling Clinic and future workforce development initiatives. The project is estimated at \$125,000; the Mayor is seeking feedback from the Board on the potential impact on the community and how to better serve the citizens.

Mr. Gauntt stated that he has requested the final billing for the Main Street project from ALDOT but has not received a response. He requested the Mayor reach out to the director of ALDOT as well for finalization documents.

Mr. Gauntt stated the railroad company is currently reviewing the final plans for the Highway 25 crosswalk project. He estimates the work to include two weeks of work outside the railway. The project will require a secondary contract for the work inside the railroad right of way for an estimated \$75,000.

Mr. Nix requested the Board consider Daily Park as a potential project. The park is in need a restroom facility and ADA compliant play equipment. He estimates the cost at approximately \$225,000. Mr. Gauntt suggested the park be upgraded in phases such as phase 1 adding a restroom facility and phase 2 for playground equipment and offered to provide an estimate for both the work to be completed in house and contracted out.

Mr. Nix further requested the Board consider the joint high school tennis and basketball court relocation which would require property purchase and upgrade. There is a vacant lot between Jacks and the housing projects that could be the new location.

Mr. Gilbert updated the Board on the Montevallo Business Development Center. After discussions with 58, Inc. the property on Island was deemed insufficient. He is actively searching for another viable option and will update the Board as needed. He also informed the Board the lighting had been installed in the alley behind Owls Cove.

There being no further business, Mr. Prince made a motion to adjourn. The motion was seconded by Ms. Heuton and by a unanimous vote of three (3-0), with Chairman Woodham, Ms. Heuton and Mr. Prince voting in favor, the meeting of November 18, 2019 was adjourned at 2:11 p.m.

Regina Ashmore
Recording Secretary

Dee Woodham, Chairman
Montevallo Development Cooperative District