

# **PRE-COMMISSION WORK SESSION**

**January 24, 2023**

## **For Commission Approval**

*All Items appearing have been approved by the County Attorney and County Manager unless otherwise designated.*

### **PUBLIC WORKS, COMMUNITY SERVICES & INTER - GOVERNMENTAL RELATIONS COMMITTEE**

#### **BOARD OF EQUALIZATION**

*No items submitted.*

#### **ENVIRONMENTAL SERVICES**

*No items submitted.*

#### **GENERAL RETIREMENT SYSTEM OF JEFFERSON COUNTY**

*No items submitted.*

#### **HUMAN RESOURCES**

1. **Employment Agreement - Director of Human Resources/Chief Human Resources Officer**  
Employment Agreement with Melody Banks to serve as Director of Human Resources

#### **COMPLIANCE OFFICE**

*No items submitted.*

#### **PERSONNEL BOARD OF JEFFERSON COUNTY**

*No items submitted.*

#### **DISTRICT 1 REPORT/OTHER BUSINESS**

1. **Infrastructure Improvement Initiatives - Midfield Board of Education**  
Infrastructure Grant Agreement - Midfield Board of Education  

<i>Contract Term:</i>	<i>January 26, 2023 - January 26, 2024</i>
<i>Original Budget:</i>	<i>\$ 2,186,863.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 1,586,863.00</i>
<i>Requested Amount:</i>	<i>\$ 100,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 1,486,863.00</i>
<i>30 Day Cancellation:</i>	<i>N/A</i>
2. **Resolution-Infrastructure/Community Grant use of fund source**

## COMMUNITY DEVELOPMENT & HEALTH SERVICES COMMITTEE

### COOPER GREEN MERCY HEALTH SERVICES

*No items submitted.*

### CORONER

1. **Richard Allan Scientific - Tissue Processor Agreement**

Agreement with Richard Allan Scientific for Tissue Processor Maintenance

<i>Contract Term:</i>	<i>January 15, 2023 - January 14, 2024</i>
<i>Original Budget:</i>	<i>\$65,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$28,524.84</i>
<i>Requested Amount:</i>	<i>\$8,193.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$20,331.84</i>
<i>30 Day Cancellation:</i>	<i>No</i>

### DEPARTMENT OF COMMUNITY SERVICES

1. **ClasTran FY 2023**

This agreement is for continued transportation services to and from the senior centers along with a bank of fifty (50) group field trips per year to be allocated to the centers by the Jefferson County Senior Services.

<i>Contract Term:</i>	<i>10/1/2022-9/30/2023</i>
<i>Original Budget:</i>	<i>\$401,000</i>
<i>Current Remaining Budget:</i>	<i>\$401,000</i>
<i>Requested Amount:</i>	<i>\$401,000</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$0.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

2. **Cooperation Agreement Jefferson County Housing Authority (CD22-03F-CW-JCH)**

Resolution authorizing the Commission president to execute this Cooperation Agreement between Jefferson County, Alabama and the Jefferson County Housing Authority associated with various parks improvements. This project is from Program Year 2022.

<i>Contract Term:</i>	<i>Upon Execution -1/26/2999</i>
<i>30 Day Cancellation:</i>	<i>YES</i>

3. **Cooperation Agreement Center Point Community Center (CD22-03E-M01-CPCC)**

Resolution authorizing the Commission president to execute this Cooperation Agreement between Jefferson County, Alabama and the City of Center Point associated with construction activities at the Center Point Community Center. This project is from Program Year 2022.

<i>Contract Term:</i>	<i>Upon Execution -1/26/2999</i>
<i>30 Day Cancellation:</i>	<i>YES</i>

### DEPARTMENT OF WORKFORCE DEVELOPMENT

*No items submitted.*

## DISTRICT ATTORNEY

### 1. **District Attorney Birmingham - Appointed Staff Salary Adjustment**

Resolution to adjust salaries for the DA Appointed Clerk and Confidential Secretary - Birmingham Division.

## FAMILY COURT

*No items submitted.*

## SHERIFF

*No items submitted.*

## YOUTH DETENTION

### 1. **Ryan's Hope Foundation**

Ryan's Hope Foundation will promote mental, physical, and emotional health and welfare to the residents of the Jefferson County Youth Detention

<i>Contract Term:</i>	<i>1 year Dec 01, 2022 - Sep 30, 2023</i>
<i>Original Budget:</i>	<i>\$613,882.00</i>
<i>Current Remaining Budget:</i>	<i>\$324,088.00</i>
<i>Requested Amount:</i>	<i>\$14,500.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$309,588.18</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

## DISTRICT 2 REPORT/OTHER BUSINESS

### 1. **Community Grant- Birmingham Urban League**

Community Grant to assist the Birmingham Urban League with its community-based initiatives designed to improve/enrich the lives of Jefferson County residents.

<i>Contract Term:</i>	<i>1/26/23 Thru 1/24/24</i>
<i>Original Budget:</i>	<i>\$2,000,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$1,288,171.44</i>
<i>Requested Amount:</i>	<i>\$ 250,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$1,038,171.44</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

### 2. **Community Grant - Nadyne G Johnson Foundation**

Community Grant to assist Nadyne G Johnson Foundation with its Spring Break Film Camp that will benefit Jefferson County youth.

<i>Contract Term:</i>	<i>1/26/23 thru 1/25/24</i>
<i>Original Budget:</i>	<i>\$300,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 87,220.00</i>
<i>Requested Amount:</i>	<i>\$ 3,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 84,220.00</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

3. **Community Grant - Central Alabama Caribbean American Organization**

Community Grant to assist Central Alabama Caribbean American Organization in its efforts to share the rich Caribbean culture with local Jefferson County communities.

<i>Contract Term:</i>	<i>1/26/23 thru 1/25/24</i>
<i>Original Budget:</i>	<i>\$300,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 84,220.00</i>
<i>Requested Amount:</i>	<i>\$ 2,500.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 81,720.00</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

4. **Community Grant - Council Presidents Advisory Board (CPAB)**

Community Grant to assist Council Presidents Advisory Board (CPAB) with its programs that benefit youth, promote self-care, mental health, social media and safety awareness as well as career preparation.

<i>Contract Term:</i>	<i>1/26/23 thru 1/25/24</i>
<i>Original Budget:</i>	<i>\$300,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 81,720.00</i>
<i>Requested Amount:</i>	<i>\$ 8,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 73,720.00</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

5. **Community Grant - The CoachSafely Foundation**

Community Grant to assist CoachSafely Foundation with its program to train 1000 youth sport coaches with safety training that will benefit up to 15,000 Jefferson County youth.

<i>Contract Term:</i>	<i>1/26/23 thru 1/25/24</i>
<i>Original Budget:</i>	<i>\$300,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 73,720.00</i>
<i>Requested Amount:</i>	<i>\$ 5,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 68,720.00</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

6. **Community Grant - Consumer Financial Education Foundation of America, Inc**

Community Grant to assist Consumer Financial Education Foundation of America with its efforts to provide financial education to Jefferson County residents.

<i>Contract Term:</i>	<i>2/9/23 thru 2/8/24</i>
<i>Original Budget:</i>	<i>\$300,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 68,720.00</i>
<i>Requested Amount:</i>	<i>\$ 5,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 63,720.00</i>
<i>30 Day Cancellation:</i>	<i>NO</i>

# ADMINISTRATIVE, & INFRASTRUCTURE COMMITTEE

## ROADS & TRANSPORTATION

1. **East Lawson-Sweetwater SSO Abatement, payment for Tract 55**  
Tract 55, East Lawson-Sweetwater SSO Abatement. Payment for 0.011acres of sanitary sewer easement and 0.160 acres of temporary construction easement.
  
2. **MOU with Jefferson County Soil and Water Conservation Foundation**  
The Roads & Transportation Department plans to establish a Memorandum of Understanding (MOU) with the Jefferson County Soil and Water Conservation Foundation, Inc. (Foundation) to provide electronic collection and paper shredding events during FY2023. These events will be held to promote and facilitate the proper disposal of electronics and wastepaper, thereby preventing these materials to be carried by storm water into the surface waters of the County.  
  

<i>Contract Term:</i>	<i>1 Year</i>
<i>Original Budget:</i>	<i>\$1,277,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$1,026,900.40</i>
<i>Requested Amount:</i>	<i>\$ 15,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$1,011,900.40</i>
<i>30-Day Cancellation:</i>	<i>YES</i>
  
3. **East Lawson-Sweetwater SSO Abatement Project, Tract 13**  
Tract 13, East Lawson-Sweetwater SSO Abatement Project. Payment for 0.122 acres for a Temporary Construction Easement.
  
4. **Bell Hill Road Project, payment for Tract 1**  
Tract 1, Bell Hill Road Project. Payment for 0.372 acres of road ROW and 0.049 acres of TCE.
  
5. **Caldwell Mill Road Bridge Replacement/Widening Utility Funding Agreement**  
Utility Funding Agreement with ALDOT for the bridge replacement and widening of Caldwell Mill Road from Heatherwood Drive to Acton Road in Jefferson County and Shelby County, Project No. STPBH-5939(200). The Agreement amount is in the amount of Two Million Dollars and No Cents (\$2,000,000.00). This agreement between Jefferson County and the Alabama Department of Transportation allows Jefferson County to receive 80% of federal funds (\$1,600,000.00) to reimburse certain utilities for relocation costs.  
  

<i>Contract Term:</i>	<i>Years</i>
<i>Original Budget:</i>	<i>\$45,001,981.17</i>
<i>Current Remaining Budget:</i>	<i>\$17,535,202.56</i>
<i>Requested Amount:</i>	<i>\$ 2,000,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$15,535,202.27</i>
<i>30-Day Cancellation:</i>	<i>YES</i>
  
6. **NCL Government Capital Lease Agreement**  
Agreement for Tax-Exempt Lease/Purchase of Eight (8) Tri-axle Dump Trucks, Tow (2) Enclosed Trailers, One (1) Rear Loader Brush Truck, Two (2) Self Propelled Brooms, Tow (2) Herbicide Trucks, One (1) Motor Grader and One (1) Limb Loader front with Crows Nest. 3-Year Lease to Purchase – total contract \$3,656,433.72 – 3 equal payments of \$1,390,105.56 beginning Jan 25, 2024, ending January 25, 2026.  
  

<i>Contract Term:</i>	<i>3 Years</i>
<i>Original Budget:</i>	<i>\$45,001,981.17</i>
<i>Current Remaining Budget:</i>	<i>\$18,925,307.83</i>

<i>Total Lease Amount:</i>	<i>\$ 3,656,433.72</i>
<i>Requested Amount:</i>	<i>\$ 1,390,105.56</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$17,535,202.27</i>
<i>30-Day Cancellation:</i>	<i>YES</i>

7. **2021 AMP02 Irondale 21st Street and 2nd Avenue SSO Abatement Project Tract 45. Permission to Condemn.**  
Tract 45, 2021 AMP02 Irondale 21st Street and 2nd Avenue SSO Abatement Project. Permission to Condemn Resolution.
8. **2020 AMP01 Powder Plant Road/I-459 Pump Station Elimination, Payment for Tract 13.**  
Payment for Tract 13, 2020 AMP01 Powder Plant Road/I-459 Pump Station Elimination, Payment for the purchase of 0.064 acres of sanitary sewer easement and 0.053 acres of temporary construction easement.
9. **Bell Hill Road, Tract 33 resolution for execution of sales agreement**  
Tract 33, Bell Hill Road. Resolution for execution of sales agreement.

## COUNTY ATTORNEY

1. **Claim of Reginald Evans**  
Resolution to deny property damage claim of Reginald Evans
2. **Claim of Phillip Scott**  
Resolution to deny property damage claim of Phillip Scott.
3. **Claim of Sedric Lanard Glanton**  
Resolution to deny personal Injury Claim of Sedric Lanard Glanton
4. **Claim of Roger Roper**  
Resolution to deny property damage claim of Roger Roper
5. **Claim of Willie Turner**  
Resolution to deny property damage claim of Willie Turner
6. **Claim of Shaundrica Moore**  
Resolution to deny personal injury claim of Shaundrica Moore
7. **Claim of Jimmie Lee Garrett**  
Resolution to deny claim of Jimmie Lee Garrett
8. Minutes from the Commission Meeting January 12, 2023

## COUNTY MANAGER

1. **Film Birmingham Partnership Agreement**  
Agreement designating Film Birmingham, the designated local film office for the Alabama Film Office, as the primary point of contact for entities desiring to film in Jefferson County. Instead of coordinating with each municipality and the county individually, an entity will make a single registration with Film Birmingham, who will then coordinate with any necessary local entities to ensure a seamless, streamlined experience for production companies and better planning and cooperation.
2. **Resolution to Update Investment Committee**

Resolution to update investment committee.

3. **ARPA - BJCC - Amendment 1**

Amendment to alter language concerning advanced payments for compliance purposes. No additional funds.

**PUBLIC INFORMATION OFFICE**

*No items submitted.*

**DISTRICT 3 REPORT/OTHER BUSINESS**

1. **Community Grant Angel's Hope**

Community Grant Angel's Hope

<i>Contract Term:</i>	<i>One Year</i>
<i>Original Budget:</i>	<i>300,000.00</i>
<i>Current Remaining Budget:</i>	<i>274,250.00</i>
<i>Requested Amount:</i>	<i>5,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>269,250.00</i>
<i>30 Day Cancellation:</i>	<i>N/A</i>

2. **Community Grant Shady Grove Volunteer Fire Dept**

Community Grant Shady Grove Volunteer Fire Dept.

<i>Contract Term:</i>	<i>One Year</i>
<i>Original Budget:</i>	<i>300,000.00</i>
<i>Current Remaining Budget:</i>	<i>269,250.00</i>
<i>Requested Amount:</i>	<i>16,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>253,250.00</i>
<i>30 Day Cancellation:</i>	<i>N/A</i>

3. **Community Grant (Infrastructure) -Civil Air Patrol**

Community grant Infrastructure Civil Air Patrol Flight Simulator

<i>Contract Term:</i>	<i>1/23/2020-1/23/2021</i>
<i>Original Budget:</i>	<i>\$877,060.00</i>
<i>Current Remaining Budget:</i>	<i>\$800,764.00</i>
<i>Requested Amount:</i>	<i>\$14,281.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$786,483.00</i>
<i>30 Day Cancellation:</i>	<i>n/a</i>

## **FINANCE, JUDICIAL, EMERGENCY MANAGEMENT & DEVELOPMENT AND GENERAL SERVICES COMMITTEE**

### **FINANCE**

1. **Encumbrance Reports**  
Resolution authorizing the approval of the Encumbrance Report for the week of 12/29/22 - 1/4/23 and 1/5/23 - 1/11/23.
2. **Purchasing Agenda Report**  
Resolution authorizing the approval of the Purchasing Agenda Report for the week of 12/29/22 - 1/4/23 and 1/5/23 - 1/11/23.
3. **Purchasing Exceptions Report**  
Resolution authorizing the approval of the Purchasing Exceptions Report for the week of 12/29/22 - 1/4/23 and 1/5/23 - 1/11/23.
4. **Procurement Card - Regions Bank**  
Regions Bank Purchasing Statement Closing Date 12.31.2022 for Ratification.
5. **Procurement Card - Jefferson Credit Union**  
Jefferson Credit Union Visa Statement Closing Date 01.03.2023 for Ratification
6. **Unusual Demand Report**  
Unusual Demand Report

### **BUDGET MANAGEMENT OFFICE**

1.

#### **MULTIPLE STAFF DEVELOPMENT**

##### **Development Services**

Rosalynne Butts	975.00
Columbus Sanders	
Noel Nichols	
HBAA QCI Stormwater Continued ED Class	
Irondale, AL -January 18, 2023	

##### **District Attorney Bessemer**

Anthony Williams	2,125.00
Cynthia Carter	
Michelle Kizziah	
Lori Frasure	
La'Keisha Matthews	
Alabama DA Conference	
Hoover, AL -January 17-20, 2023	

##### **Finance**

Malinda Parker	3,690.77
Natasha Kathiany	3,690.77
Whelmina Stubblefield	3,690.77



Robert Juneau GFOA Accounting Academy Newport Beach, CA -February 26, 2023-March 3, 2023	3,690.77
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Malinda Parker Angela Dixon ACCMA Conference Birmingham, AL -January 25-27, 2023	450.00
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**Revenue**

David Steelman	528.13
Joan Moffett	510.72
CGEI: Overview of County Government Prattville AL -February 1-2, 2023	

**Tax Assessor Bessemer**

Barbara Henderson	1,769.86
Charles Winston	1,791.18
AATA Conference Mobile, AL -February 12-15, 2023	

**Youth Detention**

Morris Clarke	2,380.00
Velvious Goodloe Juan Sepulveda Prinsetta Teague Leadership Institute for First Line and New Supervisors Hoover, AL -February 6-10, 2023	

**INDIVIDUAL STAFF DEVELOPMENT**

**Budget Management Office**

Lene Wormley	2,275.26
GFOA Conference Portland, OR -May 20-24, 2023	

**Commission District 1**

LaShunda Scales	355.00
NACO Legislative Conference Washington, DC – February 10-14, 2023	

Gregory Jones	434.00
NACO Legislative Conference Washington, DC – February 10-15, 2023	

**Development Services**

Dayla Baugh	225.00
Alabama City County Management Association Hoover, AL -January 25-27, 2023	

Lucius Thomas	185.00
Asbestos Inspector Refresher Course Tuscaloosa, AL -February 9, 2023	

**Environmental Services**

David Denard NACWA Conference Sonoma, CA -February 12-18, 2023	3,428.20
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**General Services**

Tiffany Owens CGEI: Ethics of County Officials and Employees Montgomery, AL -May 24-25, 2023	185.00
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Trisha Hill CGEI: Overview of County Government; General Accounting; Personnel Administration Montgomery, AL -February 1-2, 2023; March 15-16, 2023; April 26-27, 2023	555.00
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**Revenue**

Joan Moffet Tax Audit Hammond, LA -February 5-10, 2023	1,585.17
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Wanda Sanders GFOAA Conference Birmingham, AL -February 8-10, 2023	350.00
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**Youth Detention**

Monique T. Grier Professional Development Academy Online Birmingham, AL -January 9, 2023-March 10, 2023	995.00
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**FOR INFORMATION ONLY**

**Emergency Management Agency**

James Coker	1,084.40
Chris Tate	1,032.90
Federal Legislative Conference Washington, DC -February 12-16, 2023	

**Personnel Board**

LaTrenda Hardy UA Health & Social Services Fair Tuscaloosa, AL -February 8, 2023	250.00
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LaTrenda Hardy UAB Diversity Meet-up Birmingham, AL -January 26, 2023	150.00
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**Sheriff**

William Pharr	1,061.95
Jordan Reid	1,028.95
Active Shooter Response Level 1 Train-The-Trainer Fairhope, AL -January 22-27, 2023	

2. **Budget Agenda**

For Information Only. No additional funds required.

A) EMA - Increase revenues and expenditures to record auction proceeds.

B) EMA Increase revenues and expenditures to record a reimbursement from the City of Birmingham.

This is an increase to the amount approved on 1/12/23, that was keyed incorrectly (amount was \$3,729.85-\$3,396.97), this is to record the difference. -

**BOARD OF REGISTRARS**

1. **Precinct location change - Precinct 5220 to Vestavia Civic Center**

**CIRCUIT CLERK**

*No items submitted.*

**DEVELOPMENT SERVICES**

1. **B-22-0008**

Resolution authorizing and approving the liquor application submitted by Pathway Legacies LLC d/b/a Carson Village Convenience, requesting approval of a transfer of a (050) Retail Beer (Off Premises Only) and a (070) Retail Table Wine (Off Premises Only) license on Parcel ID# 1300112000006000 in Sec 11, Twp 16, Range 2W. Zoned C-1 (Commercial). (Site Location: 408 Carson Road North, Birmingham, AL 35215) (CARSON VILLAGE)

**EMERGENCY MANAGEMENT AGENCY**

*No items submitted.*

**GENERAL SERVICES**

1. **Brawco, Inc. - 2121 Building Rehabilitation - Phase 4 Parking Deck Repairs**

Contract for Phase 4 of the 2121 building rehabilitation project to repair the parking deck.

<i>Contract Term:</i>	<i>3 years</i>
<i>Original Budget:</i>	<i>\$46,566,334.60</i>
<i>Current Remaining Budget:</i>	<i>\$38,005,580.84</i>
<i>Requested Amount:</i>	<i>\$4,100,373.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>33,905,207.84</i>
<i>30 Day Cancellation:</i>	<i>No. Termination as provided in Article 14 of AIA</i>
<i>Document A201-2017.</i>	

**LAW LIBRARY**

*No items submitted.*

**PROBATE COURT**

*No items submitted.*

## REVENUE

*No items submitted.*

## STATE COURTS

*No items submitted.*

## TAX ASSESSOR

### 1. **Salary Adjustment - Appointed Administrative Clerk**

Resolution to to increase the salary of the Appointed Administrative Clerk by 6% to \$83,231 effective January 1, 2023.

## TAX COLLECTOR

*No items submitted.*

## TREASURER

*No items submitted.*

## DISTRICT 4 REPORT/OTHER BUSINESS

### 1. **JCRIII Grant - Glennwood Fire District**

Infrastructure Grant to assist Glennwood Fire with the purchase of SCBAs

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget:</i>	<i>\$2,000,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$952,079.00</i>
<i>Requested Amount:</i>	<i>\$50,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$902,079.00</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>

**INFORMATION TECHNOLOGY & ECONOMIC DEVELOPMENT COMMITTEE**

**ECONOMIC DEVELOPMENT**

*No items submitted.*

**INFORMATION TECHNOLOGY**

*No items submitted.*

**DISTRICT 5 REPORT/OTHER BUSINESS**

*No items submitted.*