# PRE-COMMISSION WORK SESSION July 11, 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**

- ALDOT MB-01 Permit at AL Highway 7 Amendment Required MB-01 Permit with the Alabama Department of Transportation to construct sanitary sewer facilities inside ALDOT Right-of-Way along AL Highway 7 in the City of Birmingham
- 2. ALDOT CMAQ-3715(264) City Form No. 3 Agreement Greensprings Hwy Streetscape Ph II Reimbursable Agreement with the City of Birmingham required by the Alabama Department of Transportation for the adjustment of sanitary sewer manholes to accommodate their roadway work.

# **GENERAL RETIREMENT SYSTEM OF JEFFERSON COUNTY**

No items submitted

### **HUMAN RESOURCES**

1. **Employment Agreement - Deputy Director of Youth Detention- Juan Sepulveda** Employment Agreement for Juan Sepulveda to continue to serve as Deputy Director of Youth Detention.

# **COMPLIANCE OFFICE**

No items submitted

### PERSONNEL BOARD OF JEFFERSON COUNTY

No items submitted

# **DISTRICT 1 REPORT/OTHER BUSINESS**

1. Community Grant - Kommunity Koncepts - Community Bridge Initiatives

Contract Term:	July 13, 2023-July 13, 2024
Original Budget:	300,000.00
Current Remaining Budget:	92,363.64
Requested Amount:	60,000.00
Remaining Budget after Requested Amount:	32,253.64
30 Day Cancellation:	Per contract term

# 2. Community Grant - The Ballard House - 60th Anniversary of The Civil Rights Movement

Contract Term:	July 13, 2023-July 13, 2024
Original Budget:	300,000.00
Current Remaining Budget:	32,363.64
Requested Amount:	10,000.00
Remaining Budget after Requested Amount:	22,253.64
30 Day Cancellation:	Per contract term

# COMMUNITY DEVELOPMENT & HEALTH SERVICES COMMITTEE

# **COOPER GREEN MERCY HEALTH SERVICES**

No items submitted

# CORONER

No items submitted

# DEPARTMENT OF COMMUNITY SERVICES

1. The Bridges at Hastings

Resolution authorizing the Commission President to sign the Preliminary Award Letter to The Bridges at Hastings, Ltd.

2. Sentell Engineering, Inc. - JeffCo Housing Authority Park Improvement Project (CD22-03-CW-JCH)

Resolution authorizing an Agreement between Jefferson County, Alabama and Sentell Engineering, Inc., for engineering design services related to the Jefferson County Housing Authority Park Improvement Project (CD22-03-CW-JCH). The fee for these services shall not exceed \$32,274.00 and will be paid from the CDBG Program Year 2022 funds.

Contract Term:	Upon Execution-July 13, 2024
Original Budget:	\$304,279.00
Current Remaining Budget:	\$304,279.00
Requested Amount:	\$32,274.00
Remaining Budget after Requested Amount:	\$272,005.00
30 Day Cancellation:	YES

# DEPARTMENT OF WORKFORCE DEVELOPMENT

No items submitted

# **DISTRICT ATTORNEY**

#### 1. Deputy District Attorney Salary Agreement - Tierra Campbell (Birmingham)

Resolution authorizing to pay specified annual compensation for the Birmingham and Bessemer District Attorneys and their Deputies. This is the payroll request for one Deputy District Attorney. The Deputy District Attorney will start with the office on 06/16/2023

Contract Term:	n/a
Original Budget:	\$3,875,000.00
Current Remaining Budget:	\$3,875,000.00
Requested Amount:	\$ 37, 460.80
Remaining Budget after Requested Amount:	\$
30 day Cancellation:	n/a

2. Assistant District Attorney Salary Agreement - Johnathan Brown (Bessemer Division) Salary Contract for an Assistant District Attorney that will start on July 3, 2023

Contract Term:	N/A
Original Budget:	
Current Remaining Budget:	
Requested Amount:	\$59,828.56

Remaining Budget after Requested Amount: 30 Day Cancellation:

# **FAMILY COURT**

### 1. PCH Hotels & Resorts INC./Renaissance Hotel

Rental of program space and catering for training event for approximately 75 people to include staff and community/education partners.

N/A

Contract Term:	NET 30
Original Budget:	\$85,000.00
Current Remaining Budget:	\$73,338.19
Requested Amount:	\$10,125.00
Remaining Budget after Requested Amount:	\$63,213.19
30 Day Cancellation:	Yes

# SHERIFF

No items submitted

# YOUTH DETENTION

### 1. The Mandt System

The Mandt System will provide a comprehensive refresher course.

Contract Term:	2 months July 25, 2023 - September 30, 2023
Original Budget:	\$60,000.00
Current Remaining Budget:	\$35,152.77
Requested Amount:	\$5840.00
Remaining Budget after Requested Amount:	\$29,312.77
30 Day Cancellation:	Yes

# **DISTRICT 2 REPORT/OTHER BUSINESS**

### 1. Community Grant - The Birmingham Folk Festival

Community Grant to assist The Birmingham Folk Festival with it's annual folk festival which will be held May 6, 2024 at Avondale Amphitheater.

Contract Term:	7/13/2023 - 6/22/2024
Original Budget:	\$300,000.00
Current Remaining Budget:	\$ 1,647.59
Requested Amount:	\$ 1,000.00
Remaining Budget after Requested Amount:	\$ 647.59
30 Day Cancellation:	NO

### 2. Community Grant - Children's Village Inc.

Community Grant to assist Children's Village Inc with renovations to the Boys Housing Unit and to assist with other programing needs for the oraganization.

Contract Term:	7/13/23 - 6/8/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 566,704.44
Requested Amount:	\$ 50,000.00
Remaining Budget after Requested Amount:	\$ 516,704.44
30 Day Cancellation:	NO

#### 3. Community Grant - The Children's Policy Cooperative of Jefferson County

Community Grant to assist The Children's Policy Cooperative of Jefferson County with its project to provide books for Jefferson County youth when they visit the Jefferson County Family Court.

Contract Term:	7/13/23 - 5/11/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 516,704.44
Requested Amount:	\$ 6,640.00
Remaining Budget after Requested Amount:	\$ 510,064.44
30 Day Cancellation:	NO

#### 4. Community Grant - Birmingham Jefferson County Transit Authority (BJCTA)

Community Grant to assist the BJCTA with its Bus Wrapping Campaign to provide recognition and visibility of minority-owned women owned businesses in Jefferson County.

Contract Term:	7/13/23 - 5/25/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 516,704.44
Requested Amount:	\$ 16,000.00
Remaining Budget after Requested Amount:	\$ 500,704.44
30 Day Cancellation:	NO

#### 5. Community Grant - Encore School of Arts and Theatre, Inc

Community Grant to assist Encore School of Arts and Theatre Inc with its program designed to educate Jefferson County youth about the theater and arts.

Contract Term:	7/13/23 - 7/11/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 500,704.44
Requested Amount:	\$ 6,500.00
Remaining Budget after Requested Amount:	\$ 494,204.44
30 Day Cancellation:	NO

### 6. Community Grant - Birmingham United Neighborhoods, Inc

Community Grant to assist Birmingham United Neighborhoods Inc with its Magic City Blight Busters project which will purchase equipment to clean up Birmingham and Jefferson County neighborhoods.

Contract Term:	7/13/23 - 6/8/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 494,204.44
Requested Amount:	\$ 45,000.00
Remaining Budget after Requested Amount:	\$ 449,204.44
30 Day Cancellation:	NO

#### 7. Community Grant - Birmingham Black Nurses Association Inc

Community Grant to assist Birmingham Black Nurses Association, Inc with the hosting of its annual The Future of Nursing scholarship luncheon which will be held in Jefferson County.

Contract Term:	7/13/23 - 6/8/24
Original Budget:	\$1,366,650.00
Current Remaining Budget:	\$ 449,204.44
Requested Amount:	\$ 2,000.00
Remaining Budget after Requested Amount:	\$ 447,204.44
30 Day Cancellation:	NO

# **ADMINISTRATIVE, & INFRASTRUCTURE COMMITTEE**

### **ROADS & TRANSPORTATION**

### 1. Carson Road ROW Agreement - Contract Land Staff

Professional Services Agreement for Right-of-Way Services to include appraisals, reviews, negotiations, acquisitions, relocations, and condemnation preparations in relation to the Carson Road Improvements Project, Project JCP-37-18-429

Contract Term:	1 Year
Original Budget:	\$56,400,402.97
Current Remaining Budget:	\$ 6,478,200.89
Requested Amount:	\$ 400,000.00
Remaining Budget after Requested Amount:	\$ 6,078,200.89
30 Day Cancellation:	Yes

- Caldwell Mill Road, Tract 5 Pay Resolution Tract 5, Caldwell Mill Road, Tract 5. Pay Resolution for 0.475 acres of Right of Way.
- North Chalkville Road Project No. 37-20-007, Payment for Tract 23 Tract 23, North Chalkville Road Project No. 37-20-007. Payment for 0.04 acres of ROW and 0.003 acres of TCE.
- North Chalkville Road Project No. 37-20-007 Payment for Tract 18 Tract 18, North Chalkville Road Project No. 37-20-007. Payment for 0.01 acres of temporary construction easement.
- 5. North Chalkville Road Project No. 37-20-007 Payment for Tract 24 Tract 24, North Chalkville Road Project No. 37-20-007. Payment for 0.03 acres of TCE.
- 6. **Burrow Drive and Franklin Lane, Vacation of Right-of-Way** Burrow Drive and Franklin Lane, The adjoining property owners have requested that the Right-of-Way of Burrow Drive and Franklin Lane be vacated.

#### 7. City of Birmingham - Signals on Cahaba River Rd and Acton Rd

Roads and Transportation desires to enter into an Intergovernmental Agreement with the City of Birmingham for the purpose of the jpint operation and maintenance of traffic signals located at the intersection of Cahaba River Road and Acton Road. The County will be responsible for the ownership and maintenance of the signals and the City of Birmingham will continue to provide electrical power to these signals as required for operation.

8. Agreement to Collect Data from Weather Stations at City Fire Stations - City of Birmingham

The Jefferson County Commission is working to develop updated watershed models to evaluate future flooding potential throughout the County. The County plans to install weather stations at five Birmingham Fire Stations to collect data, including rainfall amount and intensity, temperature, barometric pressure, humidity, wind speed and direction. This work will be in conjunction with Project# 3722007 Jefferson County Watershed Modeling, and will be performed by the consultant.

9. Rebuild Alabama FY23 Contractor Report

The State of Alabama has enacted to levy an additional excise tax on gasoline and diesel fuel by the Alabama Act 2019-2 the act to be known as the Rebuild Alabama Act, and the act requires Jefferson County to adopt a County Rebuild Alabama Transportation Plan reflecting the planned use of all monies collected under the act and allocated to Jefferson County for maintenance, improvement and construction of roads contractor report for FY23.

### **COUNTY ATTORNEY**

- 1. **Claim-Michael Chad Vernon** Resolution to deny the claim of Michael Chad Vernon.
- 2. Claim Morgan Brasher Resolution to deny the property damage claim of Morgan Brasher.
- 3. Claim Robin Hatcher Resolution to deny the property damage claim of Robin Hatcher.
- Claim Michael Parker Resolution to deny the property damage claim of Michael Parker.
- 5. **Claim Scott Lawrence** Resolution to deny the property damage claim of Scott Lawrence.
- 6. Minutes from the Commission Meeting June 22, 2023

## **COUNTY MANAGER**

#### 1. Change Agents Training - Continuous Improvement Program - Amendment 1

Amendment to extend contract duration and expand scope of work to include onsite training in lean concepts and continuous improvement for "The JeffCo Way" initiative.

Contract Term:	1/18/23-9/30/2024
Estimated Amount (FY 24):	\$125,000

### 2. ARPA - EMS Upgrades - Forestdale Fire District

Beneficiary agreement to provide for ambulance equipment for the Forestdale Fire District.

Ambulance Equipment:

\$129,285.24 (paid directly to vendors by the County) \$129,285.24

# Total Award:

### 3. ARPA - EMS Upgrades - City of Leeds

Beneficiary agreement to provide for ambulance and equipment, and medical supplies for the City of Fairfield.

Ambulance and Equipment:

Vehicle Striping for Ambulances: Medical Supplies: Total Award: \$345,877.52 (paid directly to vendors by the County) \$6,200 (paid as advance) \$7,598.13 (paid as advance) \$359,675.65

### 4. ARPA - Non-Profit Beneficiary Program Expansion - Beneficiary Agreements

Resolution authorizing Commission President to execute 11 beneficiary agreements totaling \$180,000 for ARPA Non-Profit Revenue Loss Program Expansion. Funds ranging from \$5,000 to \$30,000 will be distributed to eligible non-profits in housing, homelessness, senior services, zoos, economic development, historical preservation, museums, parks, art and cultural programs, libraries and child care that demonstrated actual revenue loss between 2019 and 2020.

# PUBLIC INFORMATION OFFICE

No items submitted

## **DISTRICT 3 REPORT/OTHER BUSINESS**

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

# FINANCE

### 1. Unusual Demand Report

2. Encumbrance Reports

Resolution authorizing the approval of the Encumbrance Report(s) for the week of 6/08/23 - 6/14/23, 6/15/23 - 6/21/23

3. Purchasing Agenda Report

Resolution authorizing the approval of the Purchasing Report(s) for the week of 6/08/23 - 6/14/23, 6/15/23 - 6/21/23

 Purchasing Exceptions Report Resolution authorizing the approval of the Exception Report(s) for the week of 6/08/23 - 6/14/23, 6/15/23 - 6/21/23

# **BUDGET MANAGEMENT OFFICE**

1.

### MULTIPLE STAFF DEVELOPMENT

Revenue Shelley Raia Joan Moffett Tax Audit Columbia, SC – July 23-28, 23	1,233.74 1,781.97
Roads and Transportation George Chapman* Matthew Columbus** Stephen Meadow*** ASCE/APWA Conference Orange Beach, AL - *July 11-14, 2023 **July 12-14, 2023 ***July 12-15, 2023	2,578.22 2,229.87 1,928.82
<b>Tax Assessor Birmingham</b> Leticia Parker Angela Head AAAO Conference Orange Beach, AL – August 1-4, 2023	2,478.82 3,063.90
<b>Treasurer</b> Wilma Thornton Patrice Skinner CGAT Fund Accounting Tuscaloosa, AL – July 19, 2023	231.48 231.55
Youth Detention Monique Grier Brandi Alexander Juan Sepulveda American Correction Assn. Conference	2,531.56 2,750.80 2,666.76

Philadelphia, PA – August 9-14, 2023

# **INDIVIDUAL STAFF DEVELOPMENT**

Board of Equalization Lisa Meuse ESRI Conference San Diego, CA – July 6-14, 2023	3,934.25
Karen Wadlington AAAO Conference Orange Beach, AL – July 30 – August 4, 2023	3,173.84
<b>Coroner</b> William Yates Advanced Medicolegal Symposium Las Vegas, NV – July 16-21, 2023	2,222.95
<b>District Attorney Bessemer</b> Lakeisha Matthews NBPA Conference Chicago, IL – August 13-18, 2023	1,908.34
Environmental Services Sophia Hepburn CPA Bundle Online Class Online - Various	2,299.00
Family Court Dan Sudd NAGIA Summit Atlanta, GA – September 5-9, 2023	300.00
Revenue Charles Bell Tax Audit Bradenton, FL & Auburn, AL – July 15-21, 2023	2,184.88
Joan Moffett Tax Audit Lake Charles, LA & Gulfport, MI – June 25-30, 2023	2,061.51
David Steelman Motor Fuel Conference Savannah, GA – June 25-27, 2023	1,537.60
Wanda Sanders GFOAA Summer Conference Orange Beach, AL – August 8-11, 2023	1,614.57
<b>Tax Assessor Bessemer</b> Belinda Madden AAAO Conference Orange Beach, AL – July 30-August 3, 2023	2,484.67

**Youth Detention** Monique Grier NACO Conference Austin, TX – July 20-25, 2023

2,803.45

### FOR INFORMATION ONLY

<b>Personnel Board</b> Pete Blank PSHRA Conference San Diego, CA – October 1-5, 2023	2,256.65
Cynthia Holiness GFOAA Summer Conference Orange Beach, AL – August 8-11, 2023	1,605.92

#### 2. Budget Agenda

A) County Attorney-Increase funds for contractual services. Additional Funds Required.B.) Roads and Transportation – Increase funds for paving supplies. Additional Funds Required.

## **BOARD OF REGISTRARS**

No items submitted

## **CIRCUIT CLERK**

No items submitted

### **DEVELOPMENT SERVICES**

#### 1. **Z-23-0017**

Mark Lee & Kelly McAuley, owners; Mark McAuley, agent requests a change of zoning from I-3 (Industrial) to A-1 (Agriculture) for residential use. Parcel ID# 080009000039009 in Section 09 Twp 15 Range 2 W. (Case Only: 2501 Creel Road, Morris, 35116)(41 acres +/-)

P&Z Recommendation: Approval

#### 2. **Z-23-0016**

Justin Warren & Robert Nicholas, owners; Justin Warren, agent requests a change of zoning from C-1 (Commercial), C-2 (Outdoor Amusement), C-3 (Commercial) I-1 (Light Industrial) & A-1(Agriculture) to A-1 (Agriculture) to remove split zoning for residential use and C-2 (Outdoor Amusement) for an existing campground. Lots 1 & 2 of Legacy Subdivision. Parcel ID#s 1800250000071000 & 1800250000071001 in Section 25 Twp 17 Range 7 W. (Case Only: 1238 &1395 Shortown Branch Road, Bessemer, 35023 )(45.

### **EMERGENCY MANAGEMENT AGENCY**

No items submitted

### **GENERAL SERVICES**

1. Move & Store, LLC dba New Latitude Moving & Storage - Election Equipment Delivery (Primary Vendor)

Contract with Primary Awarded Vendor for election equipment moving services.

Contract Term:3 yearsOriginal Budget:\$1,015,347.00Current Remaining Budget:\$414,247.93Requested Amount:\$810,000.00 (\$270,000/year)Remaining Budget after Requested Amount:\$144,247.93 (FY23)30 Day Cancellation:No; Termination with 30-day written notice from theCounty or 50-day written notice from the Contractor.

# 2. Armstrong Transfer and Storage Co., Inc. - Election Equipment Delivery (Secondary Vendor)

Contract with 1 of 2 Secondary Awarded Vendors for election equipment moving services.

Contract Term:	3 years	
Original Budget:	\$1,015,347.00	
Current Remaining Budget:	\$414,247.93	
Requested Amount:	\$810,000.00 (\$270,000/year)	
Remaining Budget after Requested Amount:	\$144,247.93 (FY23)	
30 Day Cancellation:	No; Termination with 30-day written notice from the	
County or 50-day written notice from the Contractor.		

### 3. Coleman Worldwide Moving, LLC -- Election Equipment Delivery (Secondary Vendor)

Contract with 1 of 2 Secondary Awarded Vendors for election equipment moving services.

Contract Term:	3 years	
Original Budget:	\$1,015,347.00	
Current Remaining Budget:	\$414,247.93	
Requested Amount:	\$810,000.00 (\$270,000/year)	
Remaining Budget after Requested Amount:	\$144,247.93 (FY23)	
30 Day Cancellation:	No; Termination with 30-day written notice from the	
County or 50-day written notice from the Contractor.		

### 4. Municipal Election Services Agreement - Helena

Resolution to acknowledge a Municipal Election Services Agreement with the City of Helena in the amount of \$3,060.00 (revenue generating agreement) to allow election services for an election occurring on August 23, 2022, and if required a runoff election will occur on September 20, 2022.

# LAW LIBRARY

No items submitted

# **PROBATE COURT**

No items submitted

# REVENUE

No items submitted

# **STATE COURT**

No items submitted

# TAX ASSESSOR

No items submitted

# TAX COLLECTOR

No items submitted

### TREASURER

No items submitted

# **DISTRICT 4 REPORT/OTHER BUSINESS**

### 1. Community Grant - City of Irondale

Community Grant to assist the City of Irondale with the Cahaba River Trail Extension and Karl Daly road work and entrance beautification

Contract Term:	Per Agreement
Original Budget:	\$300,000.00
Current Remaining Budget:	\$45,200.00
Requested Amount:	\$5,000.00
Remaining Budget after Requested Amount:	\$40,200.00
30 Day Cancellation:	Per Agreement

### 2. Community Grant - Trussville City Schools

Community Grant to assist the Trussville City Schools Athletics Program with athletic equipment.

Contract Term:	Per Agreement
Original Budget:	\$300,000.00
Current Remaining Budget:	\$72,700.00
Requested Amount:	\$5,000.00
Remaining Budget after Requested Amount:	\$67,700.00
30 Day Cancellation:	Per Agreement

### 3. Community Grant - City of Kimberly

Community Grant to assist the Kimberly Senior Center with special programs and events throughout the year.

Contract Term:	Per Agreement
Original Budget:	\$300.000.00
Current Remaining Budget:	\$30,200.00
Requested Amount:	\$2,000.00
Remaining Budget after Requested Amount:	\$28,200.00
30 Day Cancellation:	Per Agreement

#### 4. Community Grant - City of Warrior

Community Grant to assist the Warrior Senior Center with special programs and events throughout the year.

Contract Term:	Per Agreement
Original Budget:	\$300,000.00
Current Remaining Budget:	\$28,200.00
Requested Amount:	\$2,000.00
Remaining Budget after Requested Amount:	\$26,200.00
30 Day Cancellation:	Per Agreement

# INFORMATION TECHNOLOGY & ECONOMIC DEVELOPMENT COMMITTEE

# ECONOMIC DEVELOPMENT

No items submitted

# **INFORMATION TECHNOLOGY**

No items submitted

# **DISTRICT 5 REPORT/OTHER BUSINESS**