



# CITY OF LEEDS, ALABAMA

## REGULAR COUNCIL MEETING AGENDA

Leeds Civic Center Meeting Room -1000 Park Drive, Leeds, Alabama 35094

**December 16, 2019 @ 6:00 PM**

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### CALL COUNCIL MEETING TO ORDER

### ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

### APPROVE COUNCIL MINUTES

- [1.](#) Minutes from 12/02/2019 Meeting

### REPORTS OF STANDING COMMITTEES OR SPECIAL BOARDS:

2. Finance Committee Report - Linda Miller
3. Public Safety Committee Report - Kenneth Washington
4. Public Works Committee Report - Ryan Bell

### REPORTS OF OFFICERS:

- [5.](#) Mayor's Report - Mayor David Miller
- [6.](#) Police Department - Chief Atkinson
7. Fire Department - Chief Parsons
- [8.](#) Library - Director Carden
  - Snapshot of library accomplishments in FY 18/19
  - Alabama Public Library 2018 Survey
  - Alabama Public Library 2019 Survey
9. Municipal Court - Magistrate Roberts
- [10.](#) Development Services Department - Zoning Administrator Watson
11. Public Works Department - Public Works Director Warren

### OLD BUSINESS:

12. None

### NEW BUSINESS:

- [13.](#) Ordinance 2019-12-01 Consider Establishing Post-Construction Best Management Practices for Permanent Storm Water Control Structures (Budget Neutral)
- [14.](#) Resolution 2019-12-02 Consider Adoption and Ratification of Monthly City Expenditures/Payables
- [15.](#) Resolution 2019-12-03 Consider Authorizing and Approving Library Collection Development Grant (Budgeted Item)

16. Resolution 2019-12-04 Consider Authorizing and Approving Supplemental Insurance Benefits for City Career Firefighters

Alabama First Respondents Benefit Program - Mandated by State Law - Budget Adjustment  
(No New Funds Requested - General Fund)

**PUBLIC COMMENTS**

*All comments are to be limited to 2 minutes*

**ADJOURNMENT**

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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 205-699-2585.

**Item Attachment Documents:**

1. Minutes from 12/02/2019 Meeting



# CITY OF LEEDS, ALABAMA

## REGULAR COUNCIL MEETING MINUTES

Leeds Civic Center Meeting Room -1000 Park Drive, Leeds, Alabama 35094

December 02, 2019 @ 6:00 PM

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### CALL COUNCIL MEETING TO ORDER

Mayor David Miller called the meeting to order at 6:05 pm.

### ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

#### PRESENT

Mayor David Miller  
Council member Eric Turner  
Council member Johnny Dutton  
Council member Linda Miller  
Council member Ryan Bell  
Council member Kenneth Washington

#### INVOCATION

Council member Eric Turner

#### PLEDGE OF ALLEGIANCE

Mayor David Miller

### PUBLIC HEARING

1. Amendment 772 Hearing

No one was present. There was no Public Comment, and the matter was referred to Council.

Public Hearing closed at 6:07 pm.

### APPROVE COUNCIL MINUTES

2. Minutes from 11/22/2019 Meeting

Motion to approve November 22, 2019 minutes as presented made by Council member Turner, Seconded by Council member Bell. Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington

### REPORTS OF STANDING COMMITTEES OR SPECIAL BOARDS:

3. Finance Committee Report - Linda Miller

No Report.

4. Public Safety Committee Report - Kenneth Washington  
No Report.
5. Public Works Committee Report- Ryan Bell  
Council member Bell introduced two (2) seniors working on their Senior project for school. They plan to clean up the small playground area and small ball fields located adjacent to tennis courts. Also, Council member Bell recognized Zoning Administrator Watson and Public Works Director Warren for their fast response to an issue.

#### **REPORTS OF OFFICERS:**

6. Mayor's Report - Mayor David Miller  
Stated that Buc-ee's has an estimated opening in 11-12 months.
7. Police Department - Chief Atkinson  
No Report.
8. Fire Department - Chief Parsons  
No Report.
9. Library - Director Carden  
Today was a busy day as it was the first day working with Grant Program at Leeds City Schools.
10. Municipal Court - Magistrate Roberts  
No Report.
11. Development Services - Zoning Administrator Watson  
Reported that the Personnel Board of Jefferson County has allowed the City to hire four (4) interns from the High School starting next year. The School will make the recommendations.
12. Public Works Department - Public Works Director Warren  
Reported that our bucket truck will be here next week. Over time, this will be a great savings to the City.

#### **OLD BUSINESS:**

There was no Old Business for discussion.

#### **NEW BUSINESS:**

13. Resolution 19-001051 Confirming Report of Costs and Creating Weed Lien on 0 Clairmont Drive  
Motion made by Council member Bell, Seconded by Council member Dutton.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington
14. Resolution 2019-12-01 Consider Use and Granting of Public Funds and Things of Value in Aid to a Private Entity Pursuant to Amendment 772 of the Alabama Constitution (Budgeted)  
Motion made by Council member Turner, Seconded by Council member Bell.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington

**PUBLIC COMMENTS**

Josh Sigler (works for United Way) made presentation to Council looking for support.

**ADJOURNMENT**

Motion to adjourn made by Council member Turner, Seconded by Council member Miller.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller,  
Council member Bell, Council member Washington

The meeting was adjourned at 6:25 pm.

\_\_\_\_\_  
David Miller, Mayor

ATTEST:

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

**Item Attachment Documents:**

5. Mayor's Report - Mayor David Miller

# PROCLAMATION

WHEREAS, the economic, environmental, and aesthetic welfare of the people of Alabama is largely dependent on the trees and forestlands of the state; and

WHEREAS, everyone in the City of Leeds benefits either directly or indirectly from trees and forestlands; and

WHEREAS, trees provide jobs, products, wildlife habitat, and recreational opportunities; and

WHEREAS, trees provide oxygen, help purify the air, play an important role in the water cycle, help neutralize waste water, stabilize the soil, and

WHEREAS, trees are an invaluable physical and psychological addition to the city, provide shade, cool the air, reduce noise levels and glare; and

WHEREAS, trees are an economic asset to the city, attract tourism, increase property values, enhance shopping patterns; and

WHEREAS, the care and management of trees by people through planning, planting, maintenance, timely removal and replacement benefits our city; and

WHEREAS, well-maintained city trees benefit present and future generations,

NOW, THEREFORE, I David Miller, Mayor of the City of Leeds, do hereby proclaim the week of February 23-29, 2020 as Arbor Week and encourage each citizen to participate in tree planting activities during the week.

IN WITNESS THEREOF, I have hereunto set my hand and  
Caused the seal of the City of  
To be affixed in the City of  
On this the \_\_\_\_\_ of December 2019.

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Mayor

# PROCLAMATION

WHEREAS, the economic, environmental, and aesthetic welfare of the people of Alabama is largely dependent on the trees and forestlands of the state; and

WHEREAS, everyone in the City of Leeds benefits either directly or indirectly from trees and forestlands; and

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WHEREAS, trees are an economic asset to the city, attract tourism, increase property values, enhance shopping patterns; and

WHEREAS, the care and management of trees by people through planning, planting, maintenance, timely removal and replacement benefits our city; and

WHEREAS, well-maintained city trees benefit present and future generations,

NOW, THEREFORE, I David Miller, Mayor of the City of Leeds, do hereby proclaim the week of November 25, 2019 as Leeds Arbor Day and encourage each citizen to participate in tree planting activities on this day.

IN WITNESS THEREOF, I have hereunto set my hand and  
On this the 25th of November 2019.

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Mayor

**Item Attachment Documents:**

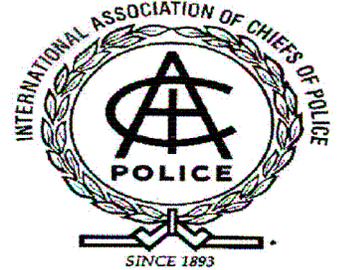
6. Police Department - Chief Atkinson



J ATKINSON  
CHIEF OF POLICE

THE CITY OF LEEDS  
LEEDS POLICE DEPARTMENT

1040 PARK DRIVE  
LEEDS, ALABAMA 35094-2213  
BUS: (205) 699-2581  
FAX: (205) 702-6556



DAVID MILLER  
MAYOR

DATE: December 10, 2019

Mayor and Council:

The following is a summary of the Police Department activities for the month of November and the 2019 year-to-date totals.

**Police Department Activity Summary**

Category	*Calls Answered	Accidents Investigated	All Reports	Traffic Stops	Traffic Citations	Warning Citations	Non-Traffic Citations	Misd. Arrests	Felony Arrests	Warrants Served
Nov 2019	785	42	199	275	202	109	2	27	5	55
2019 YTD	8646	418	2058	3192	2567	1367	53	295	103	763
Nov 2018	635	62	174	240	144	122	0	19	3	41
2018 YTD	9343	417	2219	2303	1540	1108	36	248	81	598
Category	*Officer Assists	*Public Assists	Court Hours	Training Hours	Shifts Worked	Miles Driven	Dispatch CFS	Business Cks/Card		
Nov 2019	326	287	41	16	223	17,060	1596	199		
2019 YTD	3639	3168	374	358	2617	198,982	17758	2579		
Nov 2018	341	263	18	78	247	17,079	1520			
2018 YTD	3392	3687	298	521	2430	161,366	18637			

\*Calls answered, Officer Assists and Public Assists equal all calls.

**Jail Expenses**

**Prisoner Transportation**

<b>No. of Inmate Days</b>	117	<b>Nov 2019</b>	<b>Miles =</b>	1,374.6	<b>Nov 2019</b>	<b>Hours =</b>	47.0
<b>Nov Expenses</b>	\$3,802.50	<b>2019 YTD</b>	<b>Miles =</b>	16,876.5	<b>2019 YTD</b>	<b>Hours =</b>	601.0
<b>2019 YTD</b>	\$69,127.50						
<b>2018 Total</b>	\$71,490.00	<b>2018 Total</b>	<b>Miles =</b>	18,862.0	<b>2018 Total</b>	<b>Hours =</b>	481.5

**False Alarms**

False Alarms	Burglary Business	Burglary Residence	Robbery Business	Robbery Residence	Totals	Chargeable	
Nov 2019	19	16	2	0	37	37	
2019 YTD	240	194	13	0	447	447	
2018 Total	311	164	4	0	479	476	

**Assigned Cases**

<b>Statistics for Leeds, Alabama</b>	<b>Homicide</b>	<b>Rape</b>	<b>Robbery</b>	<b>Assault</b>	<b>Burglary</b>	<b>Felony Theft</b>	<b>MVT</b>
Nov 2019	0	1	2	1	2	7	0
2019 YTD	1	7	13	19	33	91	28
Cases Cleared YTD	1	6	7	17	15	48	13
Nov 2018	0	1	0	1	3	6	2
2018 YTD	0	10	5	18	67	100	19

Respectfully Submitted,

Lt. J E Loebler

**Item Attachment Documents:**

8. Library - Director Carden  
Snapshot of library accomplishments in FY 18/19  
Alabama Public Library 2018 Survey  
Alabama Public Library 2019 Survey

# Leeds Jane Culbreth Library

## Fiscal Year Report Snapshot

October 1, 2018 - September 30, 2019

**40%**

COMPUTER  
USAGE

**30%**

DIGITAL  
CHECK OUTS

**20%**

PHYSICAL  
CHECK OUTS



### TOP 10 LIBRARY

Exactly **72,570 items** were checked out at Leeds Jane Culbreth Library.

This equates to each library employee physically checking out **9,000 items** to library visitors.

### E-BOOKS & MORE

Leeds citizens have checked out **over 10,000** e-books, downloadable audio-books, movies, television, and music from Libby or Hoopla Digital.



### COMMUNITY DRIVEN

An average of 3500 people visited Leeds Jane Culbreth Library each month.

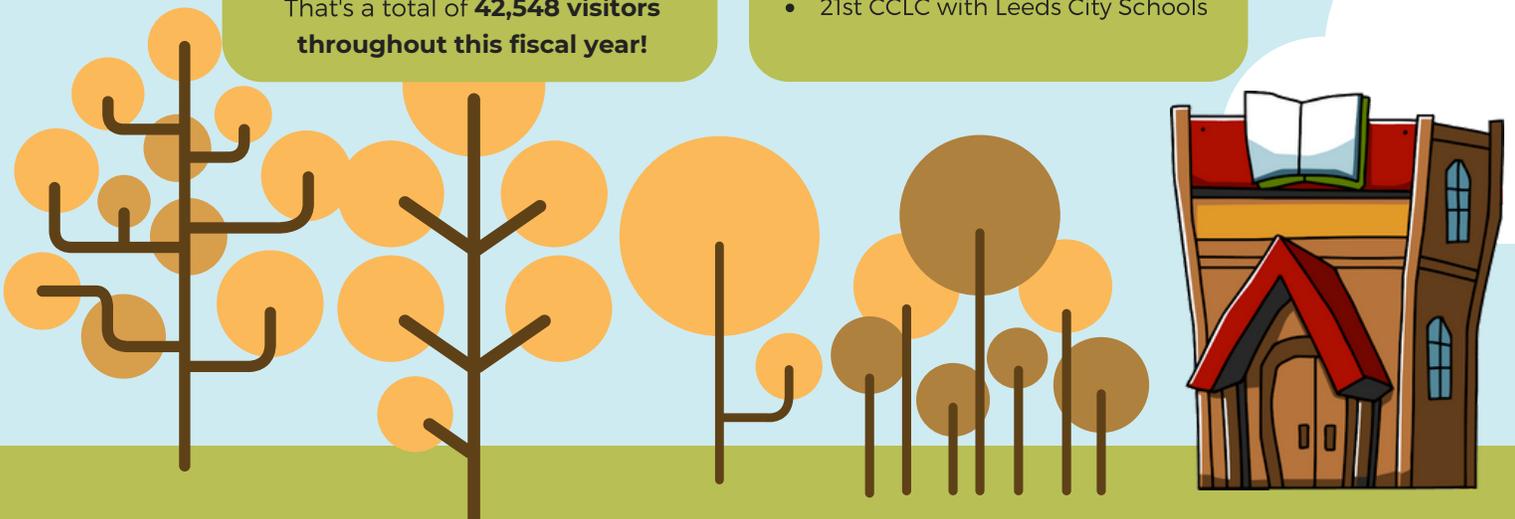


That's a total of **42,548 visitors** throughout this fiscal year!

### OVER \$100,000 AWARDED

Leeds Jane Culbreth Library was awarded 3 federal grants since October 2018.

- LSTA 2019 - Children's Nonfiction
- LSTA 2020 - Adult Nonfiction
- 21st CCLC with Leeds City Schools



# Leeds Jane Culbreth Library

## 2019 Alabama Public Library Survey

### Library Identification (1.1 - 1.16)

**Date Due: December 15, 2019**

1.1	FSCS ID	AL0101
1.2	Fiscal Year of Report	October 1,2018 - September 30, 2019
1.3	Name of library	LEEDS - JANE CULBRETH LIBRARY

### Street Address

1.4	Street Address	8104 PARKWAY DRIVE
1.5	City	LEEDS
1.6	County	JEFFERSON
1.7	Zip Code	35094

### Mailing Address

1.8	Mailing Address	8104 PARKWAY DRIVE
1.9	City	LEEDS
1.10	Zip Code	35094
1.11	Phone number	(205) 699-5962
1.12	FAX Number	(205) 699-6843
1.13	Administrative E-mail Address	melanie.carden@leedslibrary.com
1.14	Librarian (Last name, First name)	Carden, Melanie
1.15	Person Completing Form	Carden, Melanie
1.16	Total Hours Open Per Week	47

### Service Outlets (2.1 - 2.8)

**Date Due: December 15, 2019**

2.1	Number of Central Libraries	1
2.2	Number of Branch Libraries	0
2.3	Number of Bookmobiles	0
2.4	Books-by-Mail	1
2.5	Other Service Outlets	0
2.6	Systems (Enter Number of Members)	0
2.7	Library System Member (Enter Name of System)	Jefferson County Library Cooperative
2.8	Does your library have a legally established Foundation/Friends Group with a 501(c)3 status	No

### Library Staff (3.1 - 3.7)

**Date Due: December 15, 2019**

3.1	Number of full time equivalent paid librarians with ALA-MLS Degree (To calculate, add hours a week worked and divide by 40)	2
3.2	Number of full time equivalent paid employees in a Librarian position without an ALA-MLS Degree (To calculate, add hours a week worked and divide by 40)	3
3.3	<b>Total full time equivalent Librarians (3.1 + 3.2)</b>	<b>5.00</b>

3.4	Number of all other full time equivalent paid staff (To calculate, add hours a week worked and divide by 40)	1.35
3.5	<b>Total full time equivalent Paid Employees (3.3 + 3.4)</b>	6.35
3.6	Number of volunteer hours worked	312
3.7	Number of bilingual employees on the public library staff	0

### Public Service Hours (4.1 - 4.5)

**Date Due: December 15, 2019**

4.1	Total Annual Public Service Hours for Main Library	2,312
4.2	Total Annual Public Service Hours (ALL Branch Libraries)	0
4.3	Total Annual Public Service Hours for Bookmobile(s) <b>(Do not include transportation time)</b>	0
4.4	<b>Total Public Service Hours per year (4.1 + 4.2 + 4.3)</b>	2,312
4.5	Was the MAIN library closed for more than one week due to a NATURAL disaster?	No

### Services (5.1 - 5.34)

**Date Due: December 15, 2019**

#### Users

5.1a	Number of Preschool (birth to age 5) Registered Users	25
5.1b	Number of Children (age 6 to 11) Registered Users	602
5.1c	Number of Young Adult (age 12 to 18) Registered Users	469
5.1d	Number of Adult (age 19 and up) Registered Users	3,540
5.1e	<b>Number of Registered Users (5.1a + 5.1b + 5.1c + 5.1d)</b>	4,636
5.2	Total number of library visits	42,548

#### Annual Circulation and Electronic Collection Use

5.3a	Adult, Book Circulation	18,750
5.3b	YA, Book Circulation	1,999
5.3c	Juvenile, Book Circulation	27,561
5.4	<b>Total Book Circulation (5.3a + 5.3b + 5.3c)</b>	48,310
5.5a	Adult, Electronic Material Circulation	9,916
5.5b	YA, Electronic Material Circulation	N/A
5.5c	Juvenile, Electronic Material Circulation	N/A
5.6	<b>Total Electronic Material Circulation (5.5a + 5.5b + 5.5c)</b>	9,916
5.7a	Adult, Other Physical Material Circulation	16,914
5.7b	YA, Other Physical Material Circulation	97
5.7c	Juvenile, Other Physical Material Circulation	7,249
5.8	<b>Total Other Physical Material Circulation (5.7a + 5.7b + 5.7c)</b>	24,260
5.9	<b>Total Circulation of Adult materials (5.3a + 5.5a + 5.7a)</b>	45,580
5.10	<b>Total Circulation of YA Materials (5.3b + 5.5b + 5.7b)</b>	2,096
5.11	<b>Total Circulation of Juvenile Materials (5.3c + 5.5c + 5.7c)</b>	34,810
5.12	<b>Total Circulation of Physical Items (5.4 + 5.8)</b>	72,570
5.13	Successful Retrieval of Electronic Information	7,935
5.14	<b>Total Electronic Content Use (5.6 + 5.13)</b>	17,851
5.15	<b>Total Circulation of Materials (5.4 + 5.6 + 5.8)</b>	82,486
5.16	<b>Total Collection Use (5.6 + 5.12 + 5.13)</b>	90,421

#### Reference

5.17 Total Number of Reference Transactions 37,584

**Interlibrary Loans**

5.18 Inter-Library Loans Provided To Other Libraries 5,908

5.19 Inter-Library Loans Received From Other Libraries 12,354

**Program Attendance**

5.20a All Adult Programs 127

5.20b All YA Programs 27

5.20c All Juvenile Programs 267

5.21 **TOTAL Library Programs (5.20a + 5.20b + 5.20c)** 421

5.22a Adult Program Attendance 3,219

5.22b YA Program Attendance 462

5.22c Juvenile Program Attendance 6,443

5.23 **TOTAL Library Program Attendance (5.22a + 5.22b + 5.22c)** 10,124

5.24 TOTAL Number of Non-English Language Programs Offered IN or OUTSIDE the Public Library Facility 3

**Automated Services**

5.25 Type of Internet Connection Metro Ethernet

5.26 Internet Speed (Megabits per second) 17

5.27 Number of Computers Used by General Public 10

5.28 Annual number of uses (sessions) of Public Internet Computers 7,970

5.29 Does the library filter public use internet connections? Yes

5.30 Does your library apply for E-rate? Yes

5.31 Does the library have an integrated system for circulation, cataloging and public access catalog? Yes

5.32 Name of system's commercial vendor for circulation system/automation system Innovative Interfaces, Inc.

5.33 Wireless Sessions Annually N/A

5.34 Website Visits 4,264

**Library Collection (6.1 - 6.11)**

**Date Due: December 15, 2019**

**Book Volumes**

6.1 Total Book Volumes in print format 27,442

**Electronic Materials**

6.2 Audio Downloadable Units 19,291

6.3 Video Downloadable Units 0

6.4 Total number of E-Books 47,960

6.5 Electronic Collections provided by State Library Agency 61

6.6 Electronic Collections provided by Reporting Library/Other Cooperative Agreement 1

6.7 **Automatically total (6.5 + 6.6)** 62

**Audio Physical Units**

6.8 Total Audio Physical Units 1,171

**Video Physical Units**

6.9 Total Video Physical Units 3,611

**Other**

6.10 Current Print Serial Subscriptions 27

6.11 Total Other materials not counted above 28

### Library Operating Income (7.1 - 7.15)

**Date Due: December 15, 2019**

**Local Government Income (Include all local income appropriated to the library and/or paid directly by local government for the benefit of the library.)**

7.1	Name of City or Town	Leeds, Alabama
7.2	Library Income provided	\$416,857
7.3	Name of County	N/A
7.4	Library Income provided	N/A
7.5	<b>Total Local Government Income (7.2 + 7.4)</b>	<b>\$416,857</b>

#### State Aid Income

7.6	Received directly from APLS	Yes
7.7	Received directly from a System	Yes
7.8	Total State Aid	\$7,811

#### Federal Income

7.9	LSTA funds received in reporting FY	\$8,750
7.10	Other Federal funds received in reporting FY	\$0
7.11	<b>Total Federal Funds received (7.9 + 7.10)</b>	<b>\$8,750</b>

#### Other Library Income

7.12	Total Other Income not reported above	\$11,330
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#### Grand Total Library Operating Income

7.13	<b>Grand Total Operating Income for Reporting FY (7.5 + 7.8 + 7.11 + 7.12)</b>	<b>\$444,748</b>
7.14	Balance brought forward from previous FY	\$0
7.15	<b>Total Operating Funds Available (7.13 + 7.14)</b>	<b>\$444,748</b>

### Library Operating Expenditures (8.1 - 8.56)

**Date Due: December 15, 2019**

**Remember to include all expenditures from available funds whether from appropriations or funds paid directly by local government for the benefit of the library.**

#### Personnel

##### LOCAL PERSONNEL EXPENDITURES

8.1	Local Expenditures: Salaries	\$273,857
8.2	Local Expenditures: Benefits	\$80,558
8.3	<b>Total Local Expenditures (8.1 + 8.2)</b>	<b>\$354,415</b>

##### STATE PERSONNEL EXPENDITURES

8.4	State Aid Expenditures: Salaries	\$1,770
8.5	State Aid Expenditures: Benefits	\$0
8.6	<b>Total State Aid Expenditures (8.4 + 8.5)</b>	<b>\$1,770</b>

##### FEDERAL PERSONNEL EXPENDITURES

8.7	Federal Expenditures: Salaries	\$0
8.8	Federal Expenditures: Benefits	\$0
8.9	<b>Total Federal Expenditures (8.7 + 8.8)</b>	<b>\$0</b>

##### OTHER PERSONNEL EXPENDITURES

8.10	Other Funds Expenditures: Salaries	\$0
8.11	Other Funds Expenditures: Benefits	\$0
8.12	<b>Total Other Funds Expenditures (8.10 + 8.11)</b>	<b>\$0</b>
<b>TOTAL PERSONNEL EXPENDITURES</b>		
8.13	<b>Total Salary Expenditures (8.1 + 8.4 + 8.7 + 8.10)</b>	<b>\$275,627</b>
8.14	<b>Total Benefits Expenditures (8.2 + 8.5 + 8.8 + 8.11)</b>	<b>\$80,558</b>
8.15	<b>Total Personnel Expenditures (8.13 + 8.14)</b>	<b>\$356,185</b>
<b>Collection Expenditures</b>		
<b>LOCAL COLLECTION EXPENDITURES</b>		
8.16	Local Expenditures: Print Materials	\$15,219
8.17	Local Expenditures: Electronic Materials / Downloads	\$2,000
8.18	Local Expenditures: Audio Physical Units	\$1,600
8.19	Local Expenditures: Video Physical Units	\$2,479
8.20	Local Expenditures: Other Collection Expenditures Not Reported Above	\$0
8.21	<b>Total Local Expenditures Audio, Video, Other (8.18 + 8.19 + 8.20)</b>	<b>\$4,079</b>
8.22	<b>Total Local Expenditures (8.16 + 8.17 + 8.21)</b>	<b>\$21,298</b>
<b>STATE COLLECTION EXPENDITURES</b>		
8.23	State Aid Expenditures: Print Materials	\$1,508
8.24	State Aid Expenditures: Electronic Materials / Downloads	\$0
8.25	State Aid Expenditures: Audio Physical Units	\$0
8.26	State Aid Expenditures: Video Physical Units	\$0
8.27	State Aid Expenditures: Other Collection Expenditures Not Reported Above	\$0
8.28	<b>Total State Audio, Video, and Other (8.25 + 8.26 + 8.27)</b>	<b>\$0</b>
8.29	<b>Total State Aid Funds (8.23 + 8.24 + 8.28)</b>	<b>\$1,508</b>
<b>FEDERAL COLLECTION EXPENDITURES</b>		
8.30	Federal Expenditures: Print Materials	\$6,663
8.31	Federal Expenditures: Electronic Materials / Downloads	\$0
8.32	Federal Expenditures: Audio Physical Units	\$0
8.33	Federal Expenditures: Video Physical Units	\$1,337
8.34	Federal Expenditures: Other Collection Expenditures Not Reported Above	\$750
8.35	<b>Total Federal Expenditures Audio, Video and Other (8.32 + 8.33 + 8.34)</b>	<b>\$2,087</b>
8.36	<b>Total Federal Expenditures (8.30 + 8.31 + 8.35)</b>	<b>\$8,750</b>
<b>OTHER COLLECTION EXPENDITURES</b>		
8.37	Other Funds Expenditures: Print Materials	\$0
8.38	Other Funds Expenditures: Electronic Materials / Downloads	\$0
8.39	Other Funds Expenditures: Audio Physical Units	\$0
8.40	Other Funds Expenditures: Video Physical Units	\$0
8.41	Other Funds Expenditures: Other Collection Expenditures Not Reported Above	\$0
8.42	<b>Total Other Expenditures Audio, Video, and Other (8.39 + 8.40 + 8.41)</b>	<b>\$0</b>
8.43	<b>Total Other Funds collection Expenditures (8.37 + 8.38 + 8.42)</b>	<b>\$0</b>
<b>TOTAL COLLECTION EXPENDITURES</b>		

8.44	Total Print Materials (8.16 + 8.23 + 8.30 + 8.37)	\$23,390
8.45	Total Electronic Materials / Downloads (8.17 + 8.24 + 8.31 + 8.38)	\$2,000
8.46	Total Audio Physical Units (8.18 + 8.25 + 8.32 + 8.39)	\$1,600
8.47	Total Video Physical Units (8.19 + 8.26 + 8.33 + 8.40)	\$3,816
8.48	Total Other Library Materials (8.20 + 8.27 + 8.34 + 8.41)	\$750
8.49	Total Audio, Video, and Other (8.21 + 8.28 + 8.35 + 8.42)	\$6,166
8.50	Total Collection (8.44 + 8.45 + 8.49)	\$31,556

### Expenditures for Library Operations

#### LOCAL LIBRARY OPERATIONS EXPENDITURES

8.51	Local Expenditures: Library Operation and Maintenance	\$68,237
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#### STATE LIBRARY OPERATIONS EXPENDITURES

8.52	State Aid Expenditures: Library Operation and Maintenance	\$7,320
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#### FEDERAL LIBRARY OPERATIONS EXPENDITURES

8.53	Federal Expenditures: Library Operation and Maintenance	\$750
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#### OTHER LIBRARY OPERATIONS EXPENDITURES

8.54	Other Expenditures: Library Operation and Maintenance	\$0
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#### TOTAL LIBRARY OPERATIONS EXPENDITURES

8.55	Total Expenditures Library Operations and Maintenance (8.51 + 8.52 + 8.53 + 8.54)	\$76,307
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### Grand Total Library Expenditures

8.56	Grand Total Library Operating Expenditures (8.15 + 8.50 + 8.55)	\$464,048
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### Capital Income (9.1 - 9.5)

#### Date Due: December 15, 2019

9.1	Local Government Capital Revenue	\$0
9.2	State Government Capital Revenue	\$0
9.3	Federal Government Capital Revenue	\$0
9.4	Other Capital Revenue	\$0
9.5	Total Capital Revenue (9.1 + 9.2 + 9.3 + 9.4)	\$0

### Capital Expenditures (10.1 - 10.5)

#### Date Due: December 15, 2019

10.1	Capital Expenditures: Construction	\$0
10.2	Capital Expenditures: Furnishings for new building, addition or renovation	\$0
10.3	Capital Expenditures: Electronic Equipment for new building, addition or renovation	\$0
10.4	Capital Expenditures: Site acquisition and other capital not listed above	\$0
10.5	Total Capital Expenditures (10.1 + 10.2 + 10.3 + 10.4)	\$0

### Library Director's Salary Survey (11.1 - 11.5)

#### Date Due: December 15, 2019

11.1	Current Library Director's Annual Salary	\$54,413
11.2	Average number of hours director works per week (*new question)	40
11.3	Library Director provided a retirement program?	Yes

- 11.4 Library Director provided health insurance? Yes
- 11.5 Number of years reporting librarian has served as Director of this reporting library 3

## Library Board (12.1 - 12.8)

**Date Due: December 15, 2019**

Please make sure all board members are listed with their own personal contact information. Do not use the library's contact information. To add members, click the Add Group button at the bottom of the page.

- |      |                                       |                            |
|------|---------------------------------------|----------------------------|
| 12.1 | Chairman or Trustee                   | Chairman                   |
| 12.2 | Board Members Name                    | Michael Woodall            |
| 12.3 | Mailing Address                       | 6601 Marie Circle          |
| 12.4 | City                                  | Leeds                      |
| 12.5 | Zip Code                              | 35094                      |
| 12.6 | Phone Number                          | (205) 699-2964             |
| 12.7 | E-mail Address                        | mikewoodall@windstream.net |
| 12.8 | Terms of service (Example: 2017-2020) | 2017-2020                  |
| 12.1 | Chairman or Trustee                   | Trustee                    |
| 12.2 | Board Members Name                    | Stephen Reese              |
| 12.3 | Mailing Address                       | 7815 Laura Street          |
| 12.4 | City                                  | Leeds                      |
| 12.5 | Zip Code                              | 35094                      |
| 12.6 | Phone Number                          | (205) 352-3313             |
| 12.7 | E-mail Address                        | lreese@briarwood.org       |
| 12.8 | Terms of service (Example: 2017-2020) | 2017-2020                  |
| 12.1 | Chairman or Trustee                   | Trustee                    |
| 12.2 | Board Members Name                    | Mary Anne Moseley          |
| 12.3 | Mailing Address                       | 6615 Julia Circle          |
| 12.4 | City                                  | Leeds                      |
| 12.5 | Zip Code                              | 35094                      |
| 12.6 | Phone Number                          | (205) 699-6246             |
| 12.7 | E-mail Address                        | alphonzob@aol.com          |
| 12.8 | Terms of service (Example: 2017-2020) | 2017-2020                  |
| 12.1 | Chairman or Trustee                   | Trustee                    |
| 12.2 | Board Members Name                    | Vicky Dean                 |
| 12.3 | Mailing Address                       | 1009 Kings Forest Drive    |
| 12.4 | City                                  | Leeds                      |
| 12.5 | Zip Code                              | 35094                      |
| 12.6 | Phone Number                          | (205) 919-7380             |
| 12.7 | E-mail Address                        | vdean11846@yahoo.com       |
| 12.8 | Terms of service (Example: 2017-2020) | 2019-2023                  |
| 12.1 | Chairman or Trustee                   | Trustee                    |
| 12.2 | Board Members Name                    | Terri Leigh Gibson         |
| 12.3 | Mailing Address                       | 7 Turnberry Place          |
| 12.4 | City                                  | Birmingham                 |
| 12.5 | Zip Code                              | 35242                      |
| 12.6 | Phone Number                          | (205) 994-4643             |
| 12.7 | E-mail Address                        | tgibson5384@gmail.com      |

**Library Outlet Information (13.1 - 13.13)****Date Due: December 15, 2019**

Make sure all outlets (main library, branches, bookmobiles, etc.) are listed. To add outlets, click the Add Group button at the bottom of the page.

13.1	Outlet Type Code	CE
13.2	Name of Outlet	LEEDS - JANE CULBRETH LIBRARY
13.3	Street Address	8104 PARKWAY DRIVE
13.4	Mailing Address	8104 Parkway Drive
13.5	City	LEEDS
13.6	County	JEFFERSON
13.7	Zip Code	35094
13.8	Area Code and Phone Number	(205) 699-5962
13.9	Librarian Name (Last name, First name)	Carden, Melanie
13.10	Total Usable Square Feet Available in Outlet	5000
13.11	Number of Bookmobiles in Outlet Record	0
13.12	Public Service Hours Per Year	2,312
13.13	Number of Weeks Library is Open	50

**For State Use Only (14.1 - 14.7)****Date Due: December 15, 2019**

14.1	Interlibrary Relationship	ME
14.2	Legal Basis Code	CI
14.3	Administrative Structure Code	SO
14.4	FSCS Public Library Definition	Y
14.5	Geographic Code	CI1
14.6	Population of the Legal Service Area (same as State Aid Population as set by APLS for the reporting year).	12,031
14.7	Legal Service Area Boundary Change	N

# Leeds Jane Culbreth Library

## 2018 Alabama Public Library Survey

### Library Identification (1.1 - 1.16)

**Date Due: December 15, 2018**

1.1	FSCS ID	AL0101
1.2	Fiscal Year of Report	October 1,2017 - September 30, 2018
1.3	Name of library	LEEDS - JANE CULBRETH LIBRARY

### Street Address

1.4	Street Address	8104 PARKWAY DRIVE
1.5	City	LEEDS
1.6	County	JEFFERSON
1.7	Zip Code	35094

### Mailing Address

1.8	Mailing Address	8104 PARKWAY DRIVE
1.9	City	LEEDS
1.10	Zip Code	35094
1.11	Phone number	(205) 699-5962
1.12	FAX Number	(205) 699-6843
1.13	Administrative E-mail Address	mcarden@bham.lib.al.us
1.14	Librarian (Last name, First name)	Carden, Melanie
1.15	Person Completing Form	Melanie Carden
1.16	Total Hours Open Per Week	47

### Service Outlets (2.1 - 2.8)

**Date Due: December 15, 2018**

2.1	Number of Central Libraries	1
2.2	Number of Branch Libraries	0
2.3	Number of Bookmobiles	0
2.4	Books-by-Mail	1
2.5	Other Service Outlets	0
2.6	Systems (Enter Number of Members)	0
2.7	Library System Member (Enter Name of System)	Jefferson County Library Cooperative
2.8	Does your library have a legally established Foundation with a 501(c)3 status	No

### Library Staff (3.1 - 3.7)

**Date Due: December 15, 2018**

3.1	Number of full time equivalent paid librarians with ALA-MLS Degree (To calculate, add hours a week worked and divide by 40)	2
3.2	Number of full time equivalent paid employees in a Librarian position without an ALA-MLS Degree (To calculate, add hours a week worked and divide by 40)	3
3.3	<b>Total full time equivalent Librarians (3.1 + 3.2)</b>	5.00

3.4	Number of all other full time equivalent paid staff (To calculate, add hours a week worked and divide by 40)	2.3
3.5	<b>Total full time equivalent Paid Employees (3.3 + 3.4)</b>	7.30
3.6	Number of volunteer hours worked	312
3.7	Number of bilingual employees on the public library staff	0

### Public Service Hours (4.1 - 4.5)

**Date Due: December 15, 2018**

4.1	Total Annual Public Service Hours for Main Library	2,312
4.2	Total Annual Public Service Hours (ALL Branch Libraries)	0
4.3	Total Annual Public Service Hours for Bookmobile(s) <b>(Do not include transportation time)</b>	0
4.4	<b>Total Public Service Hours per year (4.1 + 4.2 + 4.3)</b>	2,312
4.5	Was the MAIN library closed for more than one week due to a NATURAL disaster?	No

### Services (5.1 - 5.34)

**Date Due: December 15, 2018**

#### Users

5.1a	Number of Preschool (birth to age 5) Registered Users	27
5.1b	Number of Children (age 6 to 11) Registered Users	635
5.1c	Number of Young Adult (age 12 to 18) Registered Users	491
5.1d	Number of Adult (age 19 and up) Registered Users	3,854
5.1e	<b>Number of Registered Users (5.1a + 5.1b + 5.1c + 5.1d)</b>	5,007
5.2	Total number of library visits	45,950

#### Annual Circulation and Electronic Collection Use

5.3a	Adult, Book Circulation	17,004
5.3b	YA, Book Circulation	1,656
5.3c	Juvenile, Book Circulation	22,001
5.4	<b>Total Book Circulation (5.3a + 5.3b + 5.3c)</b>	40,661
5.5a	Adult, Electronic Material Circulation	7,611
5.5b	YA, Electronic Material Circulation	0
5.5c	Juvenile, Electronic Material Circulation	0
5.6	<b>Total Electronic Material Circulation (5.5a + 5.5b + 5.5c)</b>	7,611
5.7a	Adult, Other Physical Material Circulation	14,586
5.7b	YA, Other Physical Material Circulation	132
5.7c	Juvenile, Other Physical Material Circulation	5,532
5.8	<b>Total Other Physical Material Circulation (5.7a + 5.7b + 5.7c)</b>	20,250
5.9	<b>Total Circulation of Adult materials (5.3a + 5.5a + 5.7a)</b>	39,201
5.10	<b>Total Circulation of YA Materials (5.3b + 5.5b + 5.7b)</b>	1,788
5.11	<b>Total Circulation of Juvenile Materials (5.3c + 5.5c + 5.7c)</b>	27,533
5.12	<b>Total Circulation of Physical Items (5.4 + 5.8)</b>	60,911
5.13	Successful Retrieval of Electronic Information	29,986
5.14	<b>Total Electronic Content Use (5.6 + 5.13)</b>	37,597
5.15	<b>Total Circulation of Materials (5.4 + 5.6 + 5.8)</b>	68,522
5.16	<b>Total Collection Use (5.6 + 5.12 + 5.13)</b>	98,508

#### Reference

5.17 Total Number of Reference Transactions 36,900

### Interlibrary Loans

5.18 Inter-Library Loans Provided To Other Libraries 6,504

5.19 Inter-Library Loans Received From Other Libraries 11,266

### Program Attendance

5.20a All Adult Programs 76

5.20b All YA Programs 22

5.20c All Juvenile Programs 293

5.21 **TOTAL Library Programs (5.20a + 5.20b + 5.20c)** 391

5.22a Adult Program Attendance 919

5.22b YA Program Attendance 124

5.22c Juvenile Program Attendance 8,730

5.23 **TOTAL Library Program Attendance (5.22a + 5.22b + 5.22c)** 9,773

5.24 TOTAL Number of Non-English Language Programs Offered IN or OUTSIDE the Public Library Facility 5

### Automated Services

5.25 Type of Internet Connection Metro Ethernet

5.26 Internet Speed (Megabits per second) 17

5.27 Number of Computers Used by General Public 10

5.28 Annual number of uses (sessions) of Public Internet Computers 5,694

5.29 Does the library filter public use internet connections? Yes

5.30 Does your library apply for E-rate? Yes

5.31 Does the library have an integrated system for circulation, cataloging and public access catalog? Yes

5.32 Name of system's commercial vendor for circulation system/automation system Innovative Interfaces, Inc.

5.33 Wireless Sessions Annually N/A

5.34 Website Visits (\*New Question) N/A

## Library Collection (6.1 - 6.11)

**Date Due: December 15, 2018**

### Book Volumes

6.1 Total Book Volumes in print format 29,566

### Electronic Materials

6.2 Audio Downloadable Units 22,962

6.3 Video Downloadable Units 0

6.4 E-Books 59,698

6.5 Electronic Collections provided by State Library Agency 61

6.6 Electronic Collections provided by Reporting Library/Other Cooperative Agreement 1

6.7 **Automatically total (6.5 + 6.6)** 62

### Audio Physical Units

6.8 Total Audio Physical Units 1,202

### Video Physical Units

6.9 Total Video Physical Units 3,697

### Other

6.10 Current Print Serial Subscriptions 29

**Library Operating Income (7.1 - 7.15)****Date Due: December 15, 2018****Local Government Income (Include all local income appropriated to the library and/or paid directly by local government for the benefit of the library.)**

7.1	Name of City or Town	Leeds, Alabama
7.2	Library Income provided	\$434,499
7.3	Name of County	Jefferson
7.4	Library Income provided	\$0
7.5	<b>Total Local Government Income (7.2 + 7.4)</b>	\$434,499

**State Aid Income**

7.6	Received directly from APLS	No
7.7	Received directly from a System	Yes
7.8	Total State Aid	\$7,566

**Federal Income**

7.9	LSTA funds received in reporting FY	\$0
7.10	Other Federal funds received in reporting FY	\$0
7.11	<b>Total Federal Funds received (7.9 + 7.10)</b>	\$0

**Other Library Income**

7.12	Total Other Income	\$14,858
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**Grand Total Library Operating Income**

7.13	<b>Grand Total Operating Income for Reporting FY (7.5 + 7.8 + 7.11 + 7.12)</b>	\$456,923
7.14	Balance brought forward from previous FY	\$0
7.15	<b>Total Operating Funds Available (7.13 + 7.14)</b>	\$456,923

**Library Operating Expenditures (8.1 - 8.56)****Date Due: December 15, 2018****Remember to include all expenditures from available funds whether from appropriations or funds paid directly by local government for the benefit of the library.****Personnel****LOCAL PERSONNEL EXPENDITURES**

8.1	Local Expenditures: Salaries	\$260,000
8.2	Local Expenditures: Benefits	\$49,805
8.3	<b>Total Local Expenditures (8.1 + 8.2)</b>	\$309,805

**STATE PERSONNEL EXPENDITURES**

8.4	State Aid Expenditures: Salaries	\$725
8.5	State Aid Expenditures: Benefits	\$0
8.6	<b>Total State Aid Expenditures (8.4 + 8.5)</b>	\$725

**FEDERAL PERSONNEL EXPENDITURES**

8.7	Federal Expenditures: Salaries	\$0
8.8	Federal Expenditures: Benefits	\$0
8.9	<b>Total Federal Expenditures (8.7 + 8.8)</b>	\$0

**OTHER PERSONNEL EXPENDITURES**

8.10	Other Funds Expenditures: Salaries	\$0
8.11	Other Funds Expenditures: Benefits	\$0
8.12	<b>Total Other Funds Expenditures (8.10 + 8.11)</b>	\$0
<b>TOTAL PERSONNEL EXPENDITURES</b>		
8.13	<b>Total Salary Expenditures (8.1 + 8.4 + 8.7 + 8.10)</b>	\$260,725
8.14	<b>Total Benefits Expenditures (8.2 + 8.5 + 8.8 + 8.11)</b>	\$49,805
8.15	<b>Total Personnel Expenditures (8.13 + 8.14)</b>	\$310,530
<b>Collection Expenditures</b>		
<b>LOCAL COLLECTION EXPENDITURES</b>		
8.16	Local Expenditures: Print Materials	\$12,872
8.17	Local Expenditures: Electronic Materials / Downloads	\$940
8.18	Local Expenditures: Audio Physical Units	\$1,062
8.19	Local Expenditures: Video Physical Units	\$3,582
8.20	Local Expenditures: Other	\$0
8.21	<b>Total Local Expenditures Audio, Video, Other (8.18 + 8.19 + 8.20)</b>	\$4,644
8.22	<b>Total Local Expenditures (8.16 + 8.17 + 8.21)</b>	\$18,456
<b>STATE COLLECTION EXPENDITURES</b>		
8.23	State Aid Expenditures: Print Materials	\$1,453
8.24	State Aid Expenditures: Electronic Materials / Downloads	\$0
8.25	State Aid Expenditures: Audio Physical Units	\$0
8.26	State Aid Expenditures: Video Physical Units	\$50
8.27	State Aid Expenditures: Other Nonbook	\$0
8.28	<b>Total State Audio, Video, and Other (8.25 + 8.26 + 8.27)</b>	\$50
8.29	<b>Total State Aid Funds (8.23 + 8.24 + 8.28)</b>	\$1,503
<b>FEDERAL COLLECTION EXPENDITURES</b>		
8.30	Federal Expenditures: Print Materials	\$0
8.31	Federal Expenditures: Electronic Materials / Downloads	\$0
8.32	Federal Expenditures: Audio Physical Units	\$0
8.33	Federal Expenditures: Video Physical Units	\$0
8.34	Federal Expenditures: Other Nonbook	\$0
8.35	<b>Total Federal Expenditures Audio, Video and Other (8.32 + 8.33 + 8.34)</b>	\$0
8.36	<b>Total Federal Expenditures (8.30 + 8.31 + 8.35)</b>	\$0
<b>OTHER COLLECTION EXPENDITURES</b>		
8.37	Other Funds Expenditures: Print Materials	\$0
8.38	Other Funds Expenditures: Electronic Materials / Downloads	\$0
8.39	Other Funds Expenditures: Audio Physical Units	\$0
8.40	Other Funds Expenditures: Video Physical Units	\$0
8.41	Other Funds Expenditures: Other Nonbook	\$0
8.42	<b>Total Other Expenditures Audio, Video, and Other (8.39 + 8.40 + 8.41)</b>	\$0
8.43	<b>Total Other Funds collection Expenditures (8.37 + 8.38 + 8.42)</b>	\$0
<b>TOTAL COLLECTION EXPENDITURES</b>		
8.44	<b>Total Print Materials (8.16 + 8.23 + 8.30 + 8.37)</b>	\$14,325
8.45	<b>Total Electronic Materials / Downloads (8.17 + 8.24 + 8.31 + 8.38)</b>	\$940
8.46	<b>Total Audio Physical Units (8.18 + 8.25 + 8.32 + 8.39)</b>	\$1,062
8.47	<b>Total Video Physical Units (8.19 + 8.26 + 8.33 + 8.40)</b>	\$3,632

8.48	Total Other Library Materials (8.20 + 8.27 + 8.34 + 8.41)	\$0
8.49	Total Audio, Video, and Other (8.21 + 8.28 + 8.35 + 8.42)	\$4,694
8.50	Total Collection (8.44 + 8.45 + 8.49)	\$19,959

### Expenditures for Library Operations

#### LOCAL LIBRARY OPERATIONS EXPENDITURES

8.51	Local Expenditures: Library Operation and Maintenance	\$62,000
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#### STATE LIBRARY OPERATIONS EXPENDITURES

8.52	State Aid Expenditures: Library Operation and Maintenance	\$5,338
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#### FEDERAL LIBRARY OPERATIONS EXPENDITURES

8.53	Federal Expenditures: Library Operation and Maintenance	\$0
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#### OTHER LIBRARY OPERATIONS EXPENDITURES

8.54	Other Expenditures: Library Operation and Maintenance	\$0
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#### TOTAL LIBRARY OPERATIONS EXPENDITURES

8.55	Total Expenditures Library Operations and Maintenance (8.51 + 8.52 + 8.53 + 8.54)	\$67,338
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### Grand Total Library Expenditures

8.56	Grand Total Library Operating Expenditures (8.15 + 8.50 + 8.55)	\$397,827
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### Capital Income (9.1 - 9.5)

#### Date Due: December 15, 2018

9.1	Local Government Capital Revenue	\$0
9.2	State Government Capital Revenue	0
9.3	Federal Government Capital Revenue	0
9.4	Other Capital Revenue	0
9.5	Total Capital Revenue (9.1 + 9.2 + 9.3 + 9.4)	\$0

### Capital Expenditures (10.1 - 10.5)

#### Date Due: December 15, 2018

10.1	Capital Expenditures: Construction	\$0
10.2	Capital Expenditures: Furnishings for new building, addition or renovation	0
10.3	Capital Expenditures: Electronic Equipment for new building, addition or renovation	0
10.4	Capital Expenditures: Site acquisition and other capital not listed above	0
10.5	Total Capital Expenditures (10.1 + 10.2 + 10.3 + 10.4)	\$0

### Library Director's Salary Survey (11.1 - 11.5)

#### Date Due: December 15, 2018

11.1	Current Library Director's Annual Salary	\$48,152
11.2	Average number of hours director works per week (*new question)	40
11.3	Library Director provided a retirement program?	Yes
11.4	Library Director provided health insurance?	Yes
11.5	Number of years reporting librarian has served as Director of this reporting library	2

### Library Board (12.1 - 12.8)

Please make sure all board members are listed with their own personal contact information. Do not use the library's contact information. To add members, click the Add Group button at the bottom of the page.

- 12.1 Chairman or Trustee Chairman
- 12.2 Board Members Name Michael Woodall
- 12.3 Mailing Address 6601 Marie Circle
- 12.4 City Leeds
- 12.5 Zip Code 35094
- 12.6 Phone Number (205) 699-2964
- 12.7 E-mail Address mikewoodall@windstream.net
- 12.8 Terms of service (Example: 2017-2020) 2017-2020
- 12.1 Chairman or Trustee Trustee
- 12.2 Board Members Name Stephen Reese
- 12.3 Mailing Address 7815 Laura Street
- 12.4 City Leeds
- 12.5 Zip Code 35094
- 12.6 Phone Number (205) 352-3313
- 12.7 E-mail Address lreese@briarwood.org
- 12.8 Terms of service (Example: 2017-2020) 2017-2020
- 12.1 Chairman or Trustee Trustee
- 12.2 Board Members Name Mary Anne Moseley
- 12.3 Mailing Address 6615 Julia Circle
- 12.4 City Leeds
- 12.5 Zip Code 35094
- 12.6 Phone Number (205) 699-6246
- 12.7 E-mail Address alphonzob@aol.com
- 12.8 Terms of service (Example: 2017-2020) 2017-2020
- 12.1 Chairman or Trustee Trustee
- 12.2 Board Members Name Vicky Dean
- 12.3 Mailing Address 1009 Kings Forest Drive
- 12.4 City Leeds
- 12.5 Zip Code 35094
- 12.6 Phone Number (205) 919-7380
- 12.7 E-mail Address vdean11846@yahoo.com
- 12.8 Terms of service (Example: 2017-2020) 2016-2019
- 12.1 Chairman or Trustee Trustee
- 12.2 Board Members Name Terri Leigh Gibson
- 12.3 Mailing Address 7 Turnberry Place
- 12.4 City Birmingham
- 12.5 Zip Code 35242
- 12.6 Phone Number (205) 994-4643
- 12.7 E-mail Address tgibson5384@gmail.com
- 12.8 Terms of service (Example: 2017-2020) 2016-2020

**Library Outlet Information (13.1 - 13.13)**

Make sure all outlets (main library, branches, bookmobiles, etc.) are listed. To add outlets, click the Add Group button at the bottom of the page.

13.1	Outlet Type Code	CE
13.2	Name of Outlet	LEEDS - JANE CULBRETH LIBRARY
13.3	Street Address	8104 PARKWAY DRIVE
13.4	Mailing Address	8104 Parkway Drive
13.5	City	LEEDS
13.6	County	JEFFERSON
13.7	Zip Code	35094
13.8	Area Code and Phone Number	(205) 699-5962
13.9	Librarian Name (Last name, First name)	Carden, Melanie
13.10	Total Usable Square Feet Available in Outlet	5000
13.11	Number of Bookmobiles in Outlet Record	0
13.12	Public Service Hours Per Year	2,312
13.13	Number of Weeks Library is Open	50

### For State Use Only (14.1 - 14.7)

**Date Due: December 15, 2018**

14.1	Interlibrary Relationship	ME
14.2	Legal Basis Code	CI
14.3	Administrative Structure Code	SO
14.4	FSCS Public Library Definition	Y
14.5	Geographic Code	C11
14.6	Population of the Legal Service Area (same as State Aid Population as set by APLS for the reporting year).	11,940
14.7	Legal Service Area Boundary Change	N

**Item Attachment Documents:**

10. Development Services Department - Zoning Administrator Watson

## Department Hours- OT

32

11/19/19 to 12/02/19

Department	OT	COM	PDC	FDC	Totals
	181:18	7:25	4:00	91:00	283:43
FINANCE	4:32				4:32
FIRE	52:00			91:00	143:00
LIBRARY	2:45	4:55			7:40
P&R	3:14				3:14
POLICE	106:36		4:00		110:36
STREET	12:11	2:30			14:41

**Item Attachment Documents:**

13. Ordinance 2019-12-01 Consider Establishing Post-Construction Best Management Practices for Permanent Storm Water Control Structures (Budget Neutral)

## ORDINANCE NO. 2019-12-01

### STORMWATER MANAGEMENT POST-CONSTRUCTION ORDINANCE

#### SUMMARY: AN ORDINANCE ESTABLISHING POST-CONSTRUCTION BEST MANAGEMENT PRACTICES FOR PERMANENT STORMWATER CONTROL STRUCTURES

THE PUBLIC GOOD REQUIRING IT, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA AS FOLLOWS:

**WHEREAS**, the City of Leeds operates under the requirements of the Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) Permit ALR040047; and

**WHEREAS**, this permit authorizes stormwater discharges from regulated small municipal separate storm sewer systems (MS4s); and

**WHEREAS**, the City of Leeds must be compliant with the ADEM NPDES Permit by developing, implementing, and enforcing a program to address post-construction stormwater management; and

**WHEREAS**, the City of Leeds finds it necessary to enact an ordinance to address and enforce post-construction stormwater management standards on Qualifying Sites to prevent or minimize water quality impacts and ensure that the volume and velocity of pre-construction stormwater runoff is not exceeded for the life of the property's use to the maximum extent practical (MEP)

Be it Ordained as follows:

#### Section 1 DEFINITIONS

For the purposes of this ordinance, the following words and terms shall have the meaning assigned to them in this section.

*Best Management Practices (BMPs)* –activities, prohibitions of practices, maintenance procedures and management practices designed to prevent or reduce the pollution of waters to the MS4. BMPs also include treatment systems, operating procedures, and practices to control facility site runoff, spillage or leaks, sludge or water disposal, or drainage from raw material storage.

*Green Infrastructure* – Systems and practices that use or mimic natural processes to infiltrate, promote evapotranspiration (the return of water to the atmosphere either through evaporation or by plants), or reuse stormwater or runoff on the site where it is generated.

*Hydrology* –the physical characteristics of stormwater discharge, including the magnitude, duration, frequency, and timing of discharge.

*Low Impact Development (LID)* –An approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness, to create functional and appealing site drainage that treats stormwater as a resource rather than a waste product. *Non-structural BMPs* –may include, but not be limited to the following: preservation of open spaces and vegetation, establishment of

conservation easements, establishment of buffers along streams and other waters, maintenance of vegetation, BMP inspection and maintenance, and planning for future development or redevelopment.

*Qualifying Site* –any new development site or re-development site that results in land disturbance and implements Structural and/or Non-structural BMPs.

*Structural BMPs* –may include, but not be limited to the following: detention/retention devices, check dams, drainage swales, lined ditches, infiltration basins, porous pavement, outlet protection, velocity dissipation devices, slope protection, constructed wetlands, rain gardens, catch basin inserts, vegetated filter strips, and rain barrels.

**Section 2  
ADMINISTRATION**

The provisions of this ordinance shall be administered by a municipal official or employee who is a qualified credentialed professional (QCP), such other municipal official or municipal employee who has had sufficient experience with BMP design, or an individual or agency contracted by the City to provide such service.

**Section 3  
POST-CONSTRUCTION BMP DESIGN**

**Section 3.1 Design Standards**

The post-construction BMPs for Qualifying Sites, which may include a combination of structural BMPs and/or non-structural BMPs, must be designed to ensure that the volume and velocity of preconstruction stormwater runoff, to the maximum extent practicable, is not exceeded.

Landowners and developers must develop and maintain best management practices to ensure, to the maximum extent practicable, that post-construction hydrology mimics pre-construction hydrology of the site. A 25-year, 24-hour rain event shall be the basis for the design and implementation of post- construction BMPs.

The current City of Leeds Subdivision and Development Regulations details acceptable design criteria meeting the requirement of the current NPDES Permit No. ALS000011 and shall be the basis for the design and implementation of post-construction BMPs.

**Section 3.2 Design References**

By reference in this Section, the City adopts the following as design references to meet the design standards:

- a) The latest version of the “Alabama Handbook for Erosion Control, Sedimentation Control, and Stormwater Management on Construction Sites and Urban Areas”, Volumes 1 and 2.
- b) The latest version of the “Low Impact Development Handbook for the State of Alabama”.
- c) Any stormwater design manual approved by the City that meets the design requirement of this ordinance.

**Section 4 APPLICATION REQUIREMENTS**

As part of the Land Disturbance Application, all Qualifying Sites shall include the following components:

**Section 4.1 Post-Construction BMP Design Description**

Structural BMPs and/or non-structural BMPs that meet the design standards for Qualifying Sites found in Section 3.1 of this ordinance will be submitted to the City for review and approval. Submittal of a post-construction BMP plan, for approval by the City, must be included as an integral part of the site- plan approval process.

Changes to design of any structural or non-structural BMPs should be submitted to the City as a Revision. All Revisions must be submitted and stamped by a design professional, reviewed for compliance, and approved prior to construction. All approved plans and Revisions will remain in the project address folder and serve as “as-built” certification once the Certificate of Occupancy/Completion is issued.

**Section 4.2 Post-Construction BMP Inspection Plan Description**

The City shall perform or require the performance of an inspection by the developer/owner/operator at least once per year to confirm proper function of BMPs, require corrective actions to poorly functioning or inadequately maintained BMPs, and require record keeping of maintenance activities, inspections, and corrective actions. Records of these inspections shall be made available to ADEM upon request and copies shall be provided to the City on an annual basis. The minimum documentation requirements for inspections are as follows:

- a) Facility type;
- b) Inspection date;
- c) Name and signature of qualified inspector;
- d) Site location;
- e) Owner information (name, address, phone number, and email);
- f) Checklist of BMP’s that must be inspected and required condition of BMP’s to ensure proper functioning. Description of the existing stormwater BMP condition that may include the quality of: vegetation and soils, inlet and outlet channels and structures, embankments, slopes, and safety benches; permeable paving; spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures;
- g) Photographic documentation of all critical stormwater BMP components;
- h) Specific maintenance items or violations to be addressed by the responsible party of the stormwater control or BMPs; and
- i) Maintenance agreements for long-term BMP operations and maintenance.

**Section 4.3 Post-Construction BMP Operation and Maintenance Plan Description**

A BMP Operation and Maintenance Plan shall be a part of the plan review process and an executed copy shall be placed in the project address folder and the MS4 Post-Construction folder. The plan shall identify the necessary reoccurring maintenance and operational activities and schedule of those activities necessary to ensure that the BMPs continue to meet the original design intent and standards of this ordinance. The Operation and Maintenance Plan shall also designate the party that is responsible and funding mechanism necessary to implement the Plan.

One or more of the following shall be applicable (as determined by the City) to establish the responsible party for long term operation and maintenance:

- a) The developer’s signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another party.
- b) Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance.
- c) Written conditions in projection conditions, covenants, and restrictions for residential properties assigning maintenance responsibilities to a homeowner’s association or other appropriate group for maintenance of structural and treatment control management practices.
- d) Any other legally enforceable agreement that assigns permanent responsibility for maintenance.

**Section 5  
ENFORCEMENT AND ABATEMENT**

If the responsible party fails or refuses to meet design, operation, or maintenance standards required by this ordinance, the City, after reasonable notice, may correct a violation of the design standards, operations, or maintenance needs by performing all necessary work to place the measures in proper working condition. In the event the BMPs become a danger to public safety or public health, which includes water quality, the City shall notify in writing the responsible party for changes to design, operation, maintenance, and repairs of the BMP. Upon receipt of that notice, the responsible party shall have 14 calendar days, or such additional time as the City shall determine to be reasonably necessary to complete the actions, to make changes to design, operation, maintenance, and repairs of the measures in an approved manner. In the event corrective action is not undertaken within that time, the City may take necessary corrective action. The cost of any action by the City under this Section shall be billed to the responsible party. If the responsible party refuses to pay the bill, the City is entitled to bring an action against the responsible party to pay, file a lien against the property, or both. Costs shall include interest, collection fees, and reasonable attorney fees. The City shall also have the authority to issue a Stop Work Order on any other components of the development to ensure that the BMPs are properly installed and maintained.

**Section 6  
MISCELLANEOUS**

**Section 6.1 Notices**

Whenever the City is required or permitted to:

- a) Give a notice to any party, such notice must be in writing; or
- b) Deliver a document to any party; such notice or document may be delivered by personal delivery, certified mail (return receipt requested), registered mail (return receipt requested) or a generally recognized overnight carrier, to the address of such party which is in the records of the City or is otherwise known to the City.

**Section 6.2 References**

Whenever a Section is referred to in this ordinance, unless the context clearly indicates the contrary, such reference shall be to a section of this ordinance.

**Section 6.3 Severability**

The provisions of this ordinance are severable. If any part of this ordinance is determined by a court of law to be invalid, unenforceable or unconstitutional, such determination shall not affect any other part of this ordinance.

**Section 6.4 Captions**

The captions of Sections and sections are for the purpose of reference only, and such captions shall not affect the meaning of any provision of this ordinance.

**Section 6.5 Ultimate Responsibility**

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore, this ordinance does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

This Ordinance shall become effective upon its passage, execution and publication as provided by law.

**ADOPTED AND APPROVED** at a regular meeting of the City Council of the City of Leeds, Alabama on this the 16<sup>th</sup> day of December 2019

**CITY OF LEEDS, ALABAMA**

\_\_\_\_\_  
David Miller, Mayor

\_\_\_\_\_  
DATE

**ATTEST:**

**AYES:** \_\_\_\_\_  
**NAYS:** \_\_\_\_\_  
**ABSENT FROM VOTING:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

As the City Clerk of the City of Leeds, I hereby certify that the above Ordinance was duly adopted by the City Council of the City of Leeds at a special called meeting held on the 16th day of December 2019.

\_\_\_\_\_  
City Clerk

**Item Attachment Documents:**

14. Resolution 2019-12-02 Consider Adoption and Ratification of Monthly City Expenditures/Payables

# CITY OF LEEDS

## RESOLUTION NO.: 2019-12-02

### RESOLUTION IN ADOPTION AND RATIFICATION OF MONTHLY CITY PAYABLES/EXPENITURES

**WHEREAS**, although the Council approves a City budget and the related expenditures on an annual basis, the Council also has made it a practice to review and to ratify those expenditures; and

**WHEREAS**, in order to improve accountability and transparency, the Finance Committee has recommended that the review and ratification procedure occur on a monthly basis; and

**WHEREAS**, the City staff and the City Council has considered the attached monthly City expenditures and considers the approval and/or the ratification of those items to be just, authorized, and in the best interest of the City.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Leeds that:

1. The Recitals above are true, correct and included herein as if fully set forth.
2. The attached list of City expenditures is hereby ratified and approved for the month ending November 30, 2019.
3. The Mayor and staff shall have the full authority to do those things, perform those functions, make such decisions, and to sign necessary documentation in order to carry out and fully complete the actions so authorized herein.

**ADOPTED and APPROVED** at a regular meeting of the City Council of the City of Leeds, Alabama on this the 16<sup>th</sup> day of December 2019

**CITY OF LEEDS, ALABAMA**

\_\_\_\_\_  
David Miller, Mayor

\_\_\_\_\_  
DATE

**ATTEST:**

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

In my capacity as the City Clerk of the City of Leeds, hereby certify that the above Resolution was duly adopted by the City Council of the City of Leeds at a regular meeting held on the 16th day of December 2019.

\_\_\_\_\_  
City Clerk

City of Leeds-Debt Service

EXPENSE DETAIL

November 2019

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>09-4716 PLEDGED REVENUES</b>								
	Beginning Balance							225,864.38
11/15/2019	Bill	DS-1001005673	No	3151-REGIONS CORPORATE TRUST	LEEDS TAXABLE GENERAL OBLIGATION SERIES 2018 WARRANTS	Accounts Payable (A/P)	225,864.38	451,728.76
<b>Total for 09-4716 PLEDGED REVENUES</b>							<b>\$225,864.38</b>	
<b>09-6100 BOND FEES</b>								
	Beginning Balance							2,295.63
11/30/2019	Bill	DEBT-INV 75190	No	2331- REGIONS CORP TRUST OPERATIONS	LEEDS PEBA EDUCATIONAL FACILITIES REVENUE SERIES 2015 Bl# 7362	Accounts Payable (A/P)	3,406.25	5,701.88
<b>Total for 09-6100 BOND FEES</b>							<b>\$3,406.25</b>	
<b>09-6200 GEN OBLIG PRINCIPAL RET</b>								
	Beginning Balance							21,250.00
11/15/2019	Bill	DS-1041014383	No	3152-REGIONS CORPORATE TRUST	LESS EXCESS FUNDS	Accounts Payable (A/P)	-1,454.70	19,795.30
11/15/2019	Bill	DS-1041014383	No	3152-REGIONS CORPORATE TRUST	LEEDS GENERAL OBLIGATION SERIES 2017A WARRANTS	Accounts Payable (A/P)	21,666.67	41,461.97
<b>Total for 09-6200 GEN OBLIG PRINCIPAL RET</b>							<b>\$20,211.97</b>	
<b>09-6202 GEN OBLIG INTEREST</b>								
	Beginning Balance							12,592.71
11/15/2019	Bill	DS-1041014383	No	3152-REGIONS CORPORATE TRUST	LESS EXCESS FUNDS	Accounts Payable (A/P)	-1,454.70	11,138.01
11/15/2019	Bill	DS-1041014383	No	3152-REGIONS CORPORATE TRUST	LEEDS GENERAL OBLIGATION SERIES 2017A WARRANTS	Accounts Payable (A/P)	12,167.71	23,305.72
<b>Total for 09-6202 GEN OBLIG INTEREST</b>							<b>\$10,713.01</b>	
<b>09-6999 Account Transfer</b>								
	Beginning Balance							-47,093.29
11/20/2019	Sales Receipt	3761	No	18558 - CITY OF LEEDS - DEBT REDUCTION	NOV 2019 TRANSFER	Undeposited Funds	-11,290.74	-58,384.03
<b>Total for 09-6999 Account Transfer</b>							<b>\$ - 11,290.74</b>	
<b>19-6507 19-6507 Primary School Constr.- Long Term Debt</b>								
	Beginning Balance							33,333.33
11/15/2019	Bill	DS-1001001075	No	68- REGIONS CORPORATE TRUST	Primary School Constr.- Long Term Debt	Accounts Payable (A/P)	33,333.33	66,666.66
<b>Total for 19-6507 19-6507 Primary School Constr.- Long Term Debt</b>							<b>\$33,333.33</b>	
<b>19-6508 19-6508 Primary School Constr.-Long Term Interest</b>								
	Beginning Balance							35,473.44
11/15/2019	Bill	DS-1001001075	No	68- REGIONS CORPORATE TRUST	Primary School Constr.-Long Term Interest	Accounts Payable (A/P)	35,473.44	70,946.88
<b>Total for 19-6508 19-6508 Primary School Constr.-Long Term Interest</b>							<b>\$35,473.44</b>	
<b>26-6300 26-6300 Fire-Long Term Debt-Fire Truck</b>								
	Beginning Balance							47,093.29
<b>Total for 26-6300 26-6300 Fire-Long Term Debt-Fire Truck</b>								
<b>40-6300 40-6300 Parks Long Term Debt Prin Retirement</b>								
	Beginning Balance							17,133.02
11/15/2019	Bill	DS-1041014392	No	3153-REGIONS CORPORATE TRUST	LEEDS GENERAL OBLIGATION SERIES 2017B WARRANTS	Accounts Payable (A/P)	15,438.14	32,571.16
<b>Total for 40-6300 40-6300 Parks Long Term Debt Prin Retirement</b>							<b>\$15,438.14</b>	

# City of Leeds-Gas Taxes

## EXPENSE DETAIL

November 2019

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07-4000 Seven Cent Expenses								
07-4200 ELECTRICAL UTILITIES								
Beginning Balance								
11/15/2019	Bill	7C-OCT 2019	No	111-ALABAMA POWER		Accounts Payable (A/P)	13,503.64	26,831.98
<b>Total for 07-4200 ELECTRICAL UTILITIES</b>							<b>\$13,503.64</b>	
07-4510 7 CT RPR & MTC - STREETS								
Beginning Balance								
<b>Total for 07-4510 7 CT RPR &amp; MTC - STREETS</b>								49,988.42
<b>Total for 07-4000 Seven Cent Expenses</b>							<b>\$13,503.64</b>	

# City of Leeds - General Fund

## EXPENSE DETAIL

November 2019

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>01-4000 Admin Exp</b>						
<b>01-4001 Salaries &amp; Wages</b>						
						17,157.10
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	8,373.82	25,530.92
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	8,539.96	34,070.88
<b>Total for 01-4001 Salaries &amp; Wages</b>					<b>\$16,913.78</b>	
<b>01-4002 Payroll Taxes</b>						
						1,239.43
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	603.86	1,843.29
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	616.72	2,460.01
<b>Total for 01-4002 Payroll Taxes</b>					<b>\$1,220.58</b>	
<b>01-4004 Health Insurance</b>						
						1,374.00
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-343.50	1,030.50
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	ADMINISTRATION & REVENUE	00-2010 Accounts Payable	2,061.00	3,091.50
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-343.50	2,748.00
<b>Total for 01-4004 Health Insurance</b>					<b>\$1,374.00</b>	
<b>01-4005 Retiree Health Insurance Prem.</b>						
						5,320.00
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	RETIREEES	00-2010 Accounts Payable	5,310.00	10,630.00
<b>Total for 01-4005 Retiree Health Insurance Prem.</b>					<b>\$5,310.00</b>	
<b>01-4006 Retirement</b>						
						2,273.09
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.53
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.73
<b>Total for 01-4006 Retirement</b>					<b>\$1,809.64</b>	
<b>01-4015 EE Life &amp; Disability Ins</b>						
						-13.83
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	10.27	-3.56
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	15.98	12.42
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	29.05
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	10.27	39.32
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	10.27	49.59
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	15.98	65.57
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	15.98	81.55
<b>Total for 01-4015 EE Life &amp; Disability Ins</b>					<b>\$95.38</b>	
<b>01-4100 Insurance - General</b>						
						914.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	100.00	1,014.00
<b>Total for 01-4100 Insurance - General</b>					<b>\$100.00</b>	
<b>01-4200 Electrical Utilities</b>						
						519.92
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	394.22	914.14

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						44
<b>Total for 01-4200 Electrical Utilities</b>					<b>\$394.22</b>	
01-4201 Internet						
Beginning Balance						
						5,978.80
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,760.00	7,738.80
11/15/2019	Bill	2997-UNITI FIBER /dba/ CONTACT NETWORK/INLINE	CITY HALL; PD/COURTS; DEVELOPMENT SERVICES; FD	00-2010 Accounts Payable	4,218.80	11,957.60
<b>Total for 01-4201 Internet</b>					<b>\$5,978.80</b>	
01-4202 Telephone						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	317.09	317.09
<b>Total for 01-4202 Telephone</b>					<b>\$317.09</b>	
01-4203 Cell / Wireless Services						
Beginning Balance						
						-40.11
11/05/2019	Sales Receipt	CITY OF LEEDS - GENERAL FUND		00-1299 Undeposited Funds	-40.11	-80.22
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	196.00	115.78
<b>Total for 01-4203 Cell / Wireless Services</b>					<b>\$155.89</b>	
01-4204 Gas Utilities						
Beginning Balance						
						30.89
11/15/2019	Bill	122-SPIRE INC	CITY HALL & RECORDS BLDG	00-2010 Accounts Payable	31.24	62.13
11/30/2019	Bill	122-SPIRE INC	CITY HALL & RECORDS BLDG	00-2010 Accounts Payable	46.31	108.44
<b>Total for 01-4204 Gas Utilities</b>					<b>\$77.55</b>	
01-4206 Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	39.61	39.61
<b>Total for 01-4206 Water Utilities</b>					<b>\$39.61</b>	
01-4208 Sewer Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	43.19	43.19
<b>Total for 01-4208 Sewer Utilities</b>					<b>\$43.19</b>	
01-4212 Storm Water Fee						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	691.88	691.88
<b>Total for 01-4212 Storm Water Fee</b>					<b>\$691.88</b>	
01-4304 Copier & Printer Mtc						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	183.16	183.16
<b>Total for 01-4304 Copier &amp; Printer Mtc</b>					<b>\$183.16</b>	
01-4306 Department Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	4,331.94	4,331.94
<b>Total for 01-4306 Department Supplies</b>					<b>\$4,331.94</b>	
01-4308 PR Advertising						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	118.80	118.80
<b>Total for 01-4308 PR Advertising</b>					<b>\$118.80</b>	
01-4314 Subscriptions						
Beginning Balance						
						9,434.38
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	906.43	10,340.81
11/15/2019	Bill	CORPORATE BUSINESS SOLUTIONS	75% OF DISCOUNTED IMPLEMENTATION FEE FOR PAYROLL/HRIS SERVICES	00-2010 Accounts Payable	1,815.00	12,155.81
<b>Total for 01-4314 Subscriptions</b>					<b>\$2,721.43</b>	
01-4316 Dues & Fees						
Beginning Balance						
						794.50
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	296.25	1,090.75
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	525.75	1,616.50
<b>Total for 01-4316 Dues &amp; Fees</b>					<b>\$822.00</b>	
01-4320 Postage						
Beginning Balance						
						27.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	178.50	205.50
11/15/2019	Bill	PURCHASE POWER	ACCOUNT# 800-9090-1005-8498	00-2010 Accounts Payable	75.00	280.50
<b>Total for 01-4320 Postage</b>					<b>\$253.50</b>	
01-4324 Computer Software						
Beginning Balance						
						1,400.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	311.56	1,711.56
<b>Total for 01-4324 Computer Software</b>					<b>\$311.56</b>	
01-4326 Computer Hardware						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	436.49	436.49
11/30/2019	Bill	2687 CDW GOVERNMENT	INVOICE TWK0501	00-2010 Accounts Payable	134.05	570.54

DATE	TRANSACTION NAME TYPE	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
					45
<b>Total for 01-4326 Computer Hardware</b>				<b>\$570.54</b>	
01-4328 Server Support					
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	7,697.75	7,697.75
<b>Total for 01-4328 Server Support</b>				<b>\$7,697.75</b>	
01-4330 Education & Training					
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	855.00	855.00
<b>Total for 01-4330 Education &amp; Training</b>				<b>\$855.00</b>	
01-4332 Travel					
Beginning Balance					121.07
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	523.09	644.16
<b>Total for 01-4332 Travel</b>				<b>\$523.09</b>	
01-4400 Contract Services					
Beginning Balance					10,329.47
11/13/2019	Sales Receipt	STATE OF ALABAMA DEPARTMENT OF REVENUE	00-1299 Undeposited Funds	3,173.04	13,502.51
11/15/2019	Bill	2193-LANEY'S	OCT 2019 SR LUNCHES	1,840.00	15,342.51
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	1,302.26	16,644.77
11/30/2019	Bill	2193-LANEY'S	NOVEMBER LUNCHES	1,644.00	18,288.77
11/30/2019	Bill	1184-EMPLOYEE ASSISTANCE SERVICES	NOV 2019	253.00	18,541.77
<b>Total for 01-4400 Contract Services</b>				<b>\$8,212.30</b>	
01-4402 Attorney/Legal					
Beginning Balance					21,400.00
11/15/2019	Bill	2823-BRUNSON, BARNETT & SHERRER PC	00-2010 Accounts Payable	20,780.00	42,180.00
<b>Total for 01-4402 Attorney/Legal</b>				<b>\$20,780.00</b>	
01-4404 Auditing/Accounting					
Beginning Balance					15,886.72
11/15/2019	Bill	1238-BMSS - BARFIELD MURPHY SHANK & SMITH	BALANCE OWED FROM AUG 2019 INVOICE	2,901.00	18,787.72
11/30/2019	Bill	1238-BMSS - BARFIELD MURPHY SHANK & SMITH		13,792.00	32,579.72
<b>Total for 01-4404 Auditing/Accounting</b>				<b>\$16,693.00</b>	
01-4500 Repair & Maint Auto					
Beginning Balance					42.99
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	47.23	90.22
<b>Total for 01-4500 Repair &amp; Maint Auto</b>				<b>\$47.23</b>	
01-4508 Repair & MTC - General					
Beginning Balance					225.00
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	2,897.91	3,122.91
11/15/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	CITY HALL RECORDS ROOM	15,303.18	18,426.09
11/15/2019	Bill	319-TRI-COUNTY ROOFING & SIDING	REMOVED HVAC UNIT FROM ROOF & REPLACED METAL ROOFING PANELS	1,750.00	20,176.09
11/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	CITY HALL FLAG LIGHT	368.00	20,544.09
<b>Total for 01-4508 Repair &amp; MTC - General</b>				<b>\$20,319.09</b>	
01-4520 Fuel Expense - Auto					
Beginning Balance					28.17
<b>Total for 01-4520 Fuel Expense - Auto</b>					
01-4702 Economic Redevelopment					
Beginning Balance					1,808.33
11/15/2019	Bill	597-LEEDS CHAMBER OF COMMERCE	00-2010 Accounts Payable	1,808.33	3,616.66
<b>Total for 01-4702 Economic Redevelopment</b>				<b>\$1,808.33</b>	
01-5011 City Prosecutor					
Beginning Balance					7,000.00
11/30/2019	Bill	2120-BARNES & BARNES LAW FIRM PC	PROSECUTOR & APPEALS	7,000.00	14,000.00
<b>Total for 01-5011 City Prosecutor</b>				<b>\$7,000.00</b>	
01-7720 772 Grant Agreement					
Beginning Balance					222,137.00
11/30/2019	Bill	ANN'S NEW LIFE CENTER	RESOLUTION 2019-11-01	2,500.00	224,637.00
<b>Total for 01-7720 772 Grant Agreement</b>				<b>\$2,500.00</b>	
<b>Total for 01-4000 Admin Exp</b>				<b>\$130,270.33</b>	
10-4000 Mayor					

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						46
10-4202		Mayor-Telephone				
		Beginning Balance				104.97
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	104.97	209.94
<b>Total for 10-4202 Mayor-Telephone</b>					<b>\$104.97</b>	
10-4203		Mayor-Cell/Wireless Services				
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	154.58	154.58
<b>Total for 10-4203 Mayor-Cell/Wireless Services</b>					<b>\$154.58</b>	
10-4300		Mayor-Office Supplies				
		Beginning Balance				16.19
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	35.12	51.31
<b>Total for 10-4300 Mayor-Office Supplies</b>					<b>\$35.12</b>	
10-6702		Mayor-City Projects				
		Beginning Balance				2,500.00
<b>Total for 10-6702 Mayor-City Projects</b>						
<b>Total for 10-4000 Mayor</b>					<b>\$294.67</b>	
11-4000		Court Exp				
11-4001		Court-Salaries & Wages				
		Beginning Balance				12,272.24
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	5,556.17	17,828.41
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	6,513.42	24,341.83
<b>Total for 11-4001 Court-Salaries &amp; Wages</b>					<b>\$12,069.59</b>	
11-4002		Court-Payroll Taxes				
		Beginning Balance				914.60
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	412.39	1,326.99
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	486.50	1,813.49
<b>Total for 11-4002 Court-Payroll Taxes</b>					<b>\$898.89</b>	
11-4004		Court-Health Insurance				
		Beginning Balance				1,353.00
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-15.00	1,338.00
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	COURT	00-2010 Accounts Payable	1,383.00	2,721.00
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-15.00	2,706.00
<b>Total for 11-4004 Court-Health Insurance</b>					<b>\$1,353.00</b>	
11-4006		Court-Retirement				
		Beginning Balance				2,273.09
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.53
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.73
<b>Total for 11-4006 Court-Retirement</b>					<b>\$1,809.64</b>	
11-4015		Court-EE Life & Disability Ins				
		Beginning Balance				45.86
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	22.93	68.79
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	22.93	91.72
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	108.35
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	22.93	131.28
<b>Total for 11-4015 Court-EE Life &amp; Disability Ins</b>					<b>\$85.42</b>	
11-4200		Court-Electrical Utilities				
		Beginning Balance				1,182.26
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	865.84	2,048.10
<b>Total for 11-4200 Court-Electrical Utilities</b>					<b>\$865.84</b>	

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						47
11-4202	Court-Telephone Expense					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	148.25	148.25
<b>Total for 11-4202 Court-Telephone Expense</b>					<b>\$148.25</b>	
11-4203	Court-Cell / Wireless Services					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	209.47	209.47
<b>Total for 11-4203 Court-Cell / Wireless Services</b>					<b>\$209.47</b>	
11-4204	Court-Gas Utilities					
	Beginning Balance					14.15
11/15/2019	Bill	122-SPIRE INC	COURTS	00-2010 Accounts Payable	13.41	27.56
11/30/2019	Bill	122-SPIRE INC	COURT	00-2010 Accounts Payable	30.56	58.12
<b>Total for 11-4204 Court-Gas Utilities</b>					<b>\$43.97</b>	
11-4206	Court-Water Utilities					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	44.26	44.26
<b>Total for 11-4206 Court-Water Utilities</b>					<b>\$44.26</b>	
11-4208	Court-Sewer Utilities					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	69.72	69.72
<b>Total for 11-4208 Court-Sewer Utilities</b>					<b>\$69.72</b>	
11-4304	Court-Copier & Printer Mtc					
	Beginning Balance					122.20
<b>Total for 11-4304 Court-Copier &amp; Printer Mtc</b>						
11-4306	Court-Department Supplies					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	50.95	50.95
<b>Total for 11-4306 Court-Department Supplies</b>					<b>\$50.95</b>	
11-4316	Court-Dues & Fees					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	34.34	34.34
<b>Total for 11-4316 Court-Dues &amp; Fees</b>					<b>\$34.34</b>	
11-4400	Court-Contract Services					
	Beginning Balance					360.35
<b>Total for 11-4400 Court-Contract Services</b>						
11-4520	Court-Fuel Expense - Auto					
	Beginning Balance					51.38
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	22.00	73.38
11/15/2019	Bill	3021-JOY MOMAN	MILEAGE FOR SEPT & OCT	00-2010 Accounts Payable	81.20	154.58
11/30/2019	Bill	1770-WEX BANK	COURT	00-2010 Accounts Payable	26.57	181.15
<b>Total for 11-4520 Court-Fuel Expense - Auto</b>					<b>\$129.77</b>	
11-5000	Court-Govt Agencies Monthly Report Fees					
11/15/2019	Bill	329-FINANCE DEPT-COMPTROLLER'S OFFICE	OCT 2019	00-2010 Accounts Payable	9,433.34	9,433.34
11/15/2019	Bill	1459-ST CLAIR COUNTY DISTRICT ATTORNEY'S OFFICE	OCT 2019-BAIL BOND FEES	00-2010 Accounts Payable	98.32	9,531.66
11/15/2019	Bill	1201-JEFFERSON COUNTY DISTRICT ATTORNEY'S OFFICE	OCT 2019 BAIL BOND FEES	00-2010 Accounts Payable	94.50	9,626.16
11/15/2019	Bill	1459-ST CLAIR COUNTY DISTRICT ATTORNEY'S OFFICE	OCT 2019 SOLICITOR FUND	00-2010 Accounts Payable	52.47	9,678.63
11/15/2019	Bill	2038-CIRCUIT CLERKS' JUDICIAL ADMINISTRATION FUND JEFF CO	OCT 2019	00-2010 Accounts Payable	334.94	10,013.57
11/15/2019	Bill	2040-CIRCUIT CLERKS' JUDICIAL ADMIN FUND ST CLAIR CO	OCT 2019	00-2010 Accounts Payable	12.33	10,025.90
11/15/2019	Bill	2042-PRESIDING CIRCUIT JUDGES' JUDICIAL ADMIN FUND ST CLAIR	OCT 2019	00-2010 Accounts Payable	12.33	10,038.23
11/15/2019	Bill	2041-PRESIDING CIRCUIT JUDGES' JUDICIAL ADMIN FUND JEFF CO	OCT 2019	00-2010 Accounts Payable	329.94	10,368.17
11/15/2019	Bill	1201-JEFFERSON COUNTY DISTRICT ATTORNEY'S OFFICE	OCT 2019 SOLICITOR FUND	00-2010 Accounts Payable	2,142.50	12,510.67
11/15/2019	Bill	2119-STONE LAW FIRM	OCT 2019 PUBLIC DEFENDER	00-2010 Accounts Payable	2,405.00	14,915.67
11/15/2019	Bill	109-ALABAMA PEACE OFFICERS ANNUITY & BENEFIT FUND	OCT 2019	00-2010 Accounts Payable	850.00	15,765.67
11/15/2019	Bill	95-ALABAMA CRIME VICTIMS COMPENSATION COMMISSION	OCT 2019	00-2010 Accounts Payable	531.00	16,296.67
11/15/2019	Bill	1404- CITIZENSHIP TRUST FUND	OCT 2019	00-2010 Accounts Payable	150.00	16,446.67
11/15/2019	Bill	2020-STATE JUDICIAL ADMIN FUND	OCT 2019	00-2010 Accounts Payable	1,440.12	17,886.79
11/15/2019	Bill	3085-ALABAMA LAW ENFORCEMENT AGENCY (ALEA)	OCT 2019-HIGHWAY TRAFFIC SAFETY FUND	00-2010 Accounts Payable	60.00	17,946.79
11/15/2019	Bill	3085-ALABAMA LAW ENFORCEMENT AGENCY (ALEA)	OCT 2019-ALABAMA INTERLOCK INDIGENT FUND	00-2010 Accounts Payable	34.00	17,980.79
<b>Total for 11-5000 Court-Govt Agencies Monthly Report Fees</b>					<b>\$17,980.79</b>	
11-5002	Court-Restitution					
11/15/2019	Bill	PAULETTE PAYNE	MC18-730	00-2010 Accounts Payable	200.00	200.00
<b>Total for 11-5002 Court-Restitution</b>					<b>\$200.00</b>	

DATE	TRANSACTION NAME TYPE	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
					48
11-5010	Court-Municipal Judge				
	Beginning Balance				2,500.00
11/30/2019	Bill	2943-CLIFTON S PRICE, III	NOV 2019	00-2010 Accounts Payable	2,500.00
					5,000.00
	<b>Total for 11-5010 Court-Municipal Judge</b>				<b>\$2,500.00</b>
11-6998	Court to Court Transfer				
11/15/2019	Bill	REGIONS-LEEDS MUNICIPAL COURT CORRECTIONS	OCT 2019: COPY, CORRECTIONS FUND, MONITORING FEE, WARRANT RECALL FEE, WRIT FEE	00-2010 Accounts Payable	7,198.32
					7,198.32
11/15/2019	Bill	REGIONS-LEEDS MUNICIPAL JUDICIAL ADMINISTRATIVE FUND	OCT 2019 TRANSFERS	00-2010 Accounts Payable	1,835.86
					9,034.18
11/15/2019	Bill	REGIONS-LEEDS MUNICIPAL COURT MAGISTRATE TRAINING & EDUCATION FUND	OCT 2019	00-2010 Accounts Payable	307.50
					9,341.68
	<b>Total for 11-6998 Court to Court Transfer</b>				<b>\$9,341.68</b>
11-6999	Court to GF Transfer				
	Beginning Balance				-32,904.33
11/15/2019	Bill	66-CITY OF LEEDS - GENERAL FUND	OCT 2019 COLLECTIONS	00-2010 Accounts Payable	26,746.00
					-6,158.33
	<b>Total for 11-6999 Court to GF Transfer</b>				<b>\$26,746.00</b>
	<b>Total for 11-4000 Court Exp</b>				<b>\$74,581.58</b>
12-4000	Cemetery Exp				
11/30/2019	Bill	1503-RAM LANDSCAPING	SHILOH CEMETERY 11/18/2019 - 11/25/2019	00-2010 Accounts Payable	550.00
					550.00
11/30/2019	Bill	1503-RAM LANDSCAPING	CEDAR GROVE CEMETERY 11/19/2019 - 11/26/2019	00-2010 Accounts Payable	1,980.00
					2,530.00
	<b>Total for 12-4000 Cemetery Exp</b>				<b>\$2,530.00</b>
12-4206	Cemetery-Water Utilities				
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	90.06
					90.06
	<b>Total for 12-4206 Cemetery-Water Utilities</b>				<b>\$90.06</b>
12-4306	Cemetery-Department Supplies				
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	47.76
					47.76
	<b>Total for 12-4306 Cemetery-Department Supplies</b>				<b>\$47.76</b>
12-4400	Cemetery-Contract Services				
	Beginning Balance				7,530.00
11/15/2019	Bill	1503-RAM LANDSCAPING	SHILOH	00-2010 Accounts Payable	825.00
					8,355.00
11/15/2019	Bill	1503-RAM LANDSCAPING	CEDAR GROVE	00-2010 Accounts Payable	2,940.00
					11,295.00
	<b>Total for 12-4400 Cemetery-Contract Services</b>				<b>\$3,765.00</b>
	<b>Total for 12-4000 Cemetery Exp with subs</b>				<b>\$6,432.82</b>
13-4000	Council				
13-4001	Council-Salaries & Wages				
	Beginning Balance				6,050.00
	<b>Total for 13-4001 Council-Salaries &amp; Wages</b>				
13-4002	Council-Payroll Taxes				
	Beginning Balance				468.28
	<b>Total for 13-4002 Council-Payroll Taxes</b>				
	<b>Total for 13-4000 Council</b>				
16-4000	Sr Citizens				
16-4306	Sr Citizens-Department Supplies				
	Beginning Balance				25.92
11/15/2019	Bill	163-ALINDA YARBROUGH	WAL-MART	00-2010 Accounts Payable	70.36
					96.28
	<b>Total for 16-4306 Sr Citizens-Department Supplies</b>				<b>\$70.36</b>
16-4400	Sr Citizens-Contract Services				
	Beginning Balance				440.00
11/15/2019	Bill	2710-PAUL ZUCKERMAN	OCTOBER EXERCISE	00-2010 Accounts Payable	400.00
					840.00
11/15/2019	Bill	3149-PATRICIA KELLY		00-2010 Accounts Payable	80.00
					920.00
11/30/2019	Bill	2710-PAUL ZUCKERMAN	NOVEMBER CLASS	00-2010 Accounts Payable	480.00
					1,400.00
	<b>Total for 16-4400 Sr Citizens-Contract Services</b>				<b>\$960.00</b>
	<b>Total for 16-4000 Sr Citizens</b>				<b>\$1,030.36</b>
19-4000	City Projects				
19-6102	Parks & Paving-City Projects				
	Beginning Balance				237,389.00
	<b>Total for 19-6102 Parks &amp; Paving-City Projects</b>				
19-6304	Hwy 78/Pres St-Engineering				
	Beginning Balance				12,306.25
11/15/2019	Bill	389-GOODWYN, MILLS & CAWOOD INC	ALDOT PROJECT NO. STPAA-0004(543) US 78 IMPROVEMENTS FROM PRESIDENT ST TO PARK DR	00-2010 Accounts Payable	22,334.25
					34,640.50

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11/30/2019	Bill	389-GOODWYN, MILLS & CAWOOD INC	CBHM160054 LEEDS HWY 78 DRIVE TRAFFIC SIGNAL WARRANT STUDY	00-2010 Accounts Payable	2,000.00	36,640.50
11/30/2019	Bill	389-GOODWYN, MILLS & CAWOOD INC	CBHM160055 LEEDS PRESIDENT STREET TRAFFIC SIGNAL WARRANT STUDY DESIGN	00-2010 Accounts Payable	2,000.00	38,640.50
<b>Total for 19-6304 Hwy 78/Pres St-Engineering</b>					<b>\$26,334.25</b>	
19-6702 Main St AI-City Projects						
Beginning Balance						
						9,660.21
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	INVOICE 2019-800	00-2010 Accounts Payable	1,729.00	11,389.21
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	INVOICE 2019-725	00-2010 Accounts Payable	1,987.50	13,376.71
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	1,650.00	15,026.71
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	660.00	15,686.71
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	900.00	16,586.71
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8347 RAILROAD AVE PARKING LOT PROJECT-PHASE II	00-2010 Accounts Payable	18,011.25	34,597.96
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8052 PARKWAY DR PARKING LOT PROJECT-PHASE II	00-2010 Accounts Payable	19,051.25	53,649.21
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8347 RAILROAD AV PARKING LOT PROJECT-SITE PREPARATION	00-2010 Accounts Payable	25,468.75	79,117.96
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8052 PARKWAY DR PARKING LOT PROJECT-SITE PREPARATION	00-2010 Accounts Payable	28,191.76	107,309.72
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8347 RAILROAD AVE PARKING LOT PROJECT-LAND CLEARING/DEBRIS REMOVAL	00-2010 Accounts Payable	23,603.75	130,913.47
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT FOR 8052 PARKWAY DR PARKING LOT PROJECT-LAND CLEARING/DEBRIS REMOVAL	00-2010 Accounts Payable	20,880.00	151,793.47
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29808	00-2010 Accounts Payable	1,156.96	152,950.43
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29685	00-2010 Accounts Payable	685.96	153,636.39
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29618	00-2010 Accounts Payable	887.69	154,524.08
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29599	00-2010 Accounts Payable	225.04	154,749.12
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29590	00-2010 Accounts Payable	1,203.32	155,952.44
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29547	00-2010 Accounts Payable	230.58	156,183.02
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29498	00-2010 Accounts Payable	1,165.39	157,348.41
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29393	00-2010 Accounts Payable	1,201.56	158,549.97
11/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	REIMBURSEMENT-INVOICE 29269	00-2010 Accounts Payable	200.69	158,750.66
<b>Total for 19-6702 Main St AI-City Projects</b>					<b>\$149,090.45</b>	
<b>Total for 19-4000 City Projects</b>					<b>\$175,424.70</b>	
22-4000 Police Exp						
22-4001 Police-Salaries & Wages						
Beginning Balance						
						118,600.08
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	61,291.22	179,891.30
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	61,405.58	241,296.88
<b>Total for 22-4001 Police-Salaries &amp; Wages</b>					<b>\$122,696.80</b>	
22-4002 Police-Payroll Taxes						
Beginning Balance						
						8,847.48
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,577.84	13,425.32
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,586.70	18,012.02
<b>Total for 22-4002 Police-Payroll Taxes</b>					<b>\$9,164.54</b>	
22-4004 Police-Health Insurance						
Beginning Balance						
						15,949.00
11/08/2019	Expense	PBS		00-1122 General Fund Checking	-1,747.50	14,201.50

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						50
				Accounts:Payroll Acct-Servis 1st-1427		
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	PD	00-2010 Accounts Payable	19,444.00	33,645.50
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-1,747.50	31,898.00
<b>Total for 22-4004 Police-Health Insurance</b>					<b>\$15,949.00</b>	
22-4006 Police-Retirement						
Beginning Balance						13,111.45
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	7,347.00	20,458.45
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	7,536.12	27,994.57
<b>Total for 22-4006 Police-Retirement</b>					<b>\$14,883.12</b>	
22-4012 Police-Uniforms						
Beginning Balance						881.93
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	254.76	1,136.69
<b>Total for 22-4012 Police-Uniforms</b>					<b>\$254.76</b>	
22-4014 Police-Other Benefits						
Beginning Balance						690.00
<b>Total for 22-4014 Police-Other Benefits</b>						
22-4015 Police-EE Life & Disability Ins						
Beginning Balance						436.92
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	235.31	672.23
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	235.31	907.54
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	924.17
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	235.31	1,159.48
<b>Total for 22-4015 Police-EE Life &amp; Disability Ins</b>					<b>\$722.56</b>	
22-4018 Police-Employment Expense						
Beginning Balance						50.00
11/15/2019	Bill	JESSE SPRAYBERRY	POLYGRAPH & INTERVIEW-JOSEPH DEWAYNE McLAUGHLIN	00-2010 Accounts Payable	150.00	200.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	540.00	740.00
11/15/2019	Bill	JESSE SPRAYBERRY	POLYGRAPH & INTERVIEW-NIYASMINE JALEXUS MORGAN	00-2010 Accounts Payable	150.00	890.00
<b>Total for 22-4018 Police-Employment Expense</b>					<b>\$840.00</b>	
22-4200 Police-Electrical Utilities						
Beginning Balance						1,182.26
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	134.21	1,316.47
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	865.85	2,182.32
<b>Total for 22-4200 Police-Electrical Utilities</b>					<b>\$1,000.06</b>	
22-4202 Police-Telephone						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	618.93	618.93
<b>Total for 22-4202 Police-Telephone</b>					<b>\$618.93</b>	
22-4203 Police-Cell / Wireless Services						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,034.42	1,034.42
<b>Total for 22-4203 Police-Cell / Wireless Services</b>					<b>\$1,034.42</b>	
22-4204 Police-Gas Utilities						
Beginning Balance						14.15
11/15/2019	Bill	122-SPIRE INC	PD	00-2010 Accounts Payable	13.41	27.56
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	8.52	36.08
11/30/2019	Bill	122-SPIRE INC	PD	00-2010 Accounts Payable	30.56	66.64
<b>Total for 22-4204 Police-Gas Utilities</b>					<b>\$52.49</b>	
22-4206 Police-Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	44.26	44.26
<b>Total for 22-4206 Police-Water Utilities</b>					<b>\$44.26</b>	
22-4208 Police-Sewer Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	69.72	69.72
<b>Total for 22-4208 Police-Sewer Utilities</b>					<b>\$69.72</b>	
22-4300 Police-Office Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	145.78	145.78
<b>Total for 22-4300 Police-Office Supplies</b>					<b>\$145.78</b>	
22-4304 Police-Copier & Printer Mtc						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	163.77	163.77
<b>Total for 22-4304 Police-Copier &amp; Printer Mtc</b>					<b>\$163.77</b>	
22-4306 Police-Department Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	597.98	597.98
<b>Total for 22-4306 Police-Department Supplies</b>					<b>\$597.98</b>	
22-4314 Police-Subscriptions						
Beginning Balance						
						690.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2,980.00	3,670.00
<b>Total for 22-4314 Police-Subscriptions</b>					<b>\$2,980.00</b>	
22-4332 Police-Travel						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	20.00	20.00
11/15/2019	Bill	MARK STILTS	MILEAGE (118 MILES) FOR DRAGER RECERT CLASS @ JSU (ANNISTON) ON 11/05/2019	00-2010 Accounts Payable	68.44	88.44
<b>Total for 22-4332 Police-Travel</b>					<b>\$88.44</b>	
22-4400 Police-Contract Services						
Beginning Balance						
						1,412.01
<b>Total for 22-4400 Police-Contract Services</b>						
22-4412 Police-Community Program						
Beginning Balance						
						4,262.69
<b>Total for 22-4412 Police-Community Program</b>						
22-4420 Police-Jail Expense						
11/15/2019	Bill	2649-ST CLAIR COUNTY JAIL	OCT 2019 JAIL REPORT	00-2010 Accounts Payable	10,042.50	10,042.50
<b>Total for 22-4420 Police-Jail Expense</b>					<b>\$10,042.50</b>	
22-4500 Police-Repair & Maint Auto						
Beginning Balance						
						118.99
11/05/2019	Journal Entry		2019 payout	-Split-	-1,226.26	-1,107.27
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2,515.94	1,408.67
<b>Total for 22-4500 Police-Repair &amp; Maint Auto</b>					<b>\$1,289.68</b>	
22-4508 Police-Repair & MTC - Buildings						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	31.75	31.75
<b>Total for 22-4508 Police-Repair &amp; MTC - Buildings</b>					<b>\$31.75</b>	
22-4514 Police-Firing Range						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2,000.00	2,000.00
<b>Total for 22-4514 Police-Firing Range</b>					<b>\$2,000.00</b>	
22-4520 Police-Fuel Expense - Auto						
Beginning Balance						
						4,763.62
11/30/2019	Bill	1770-WEX BANK	PD	00-2010 Accounts Payable	4,445.96	9,209.58
<b>Total for 22-4520 Police-Fuel Expense - Auto</b>					<b>\$4,445.96</b>	
<b>Total for 22-4000 Police Exp</b>					<b>\$189,116.52</b>	
26-4000 Fire Exp						
26-4001 Fire-Salaries & Wages						
Beginning Balance						
						112,195.37
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	57,677.33	169,872.70
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	60,003.14	229,875.84
<b>Total for 26-4001 Fire-Salaries &amp; Wages</b>					<b>\$117,680.47</b>	
26-4002 Fire-Payroll Taxes						
Beginning Balance						
						8,173.64
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,208.76	12,382.40
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,388.78	16,771.18
<b>Total for 26-4002 Fire-Payroll Taxes</b>					<b>\$8,597.54</b>	
26-4004 Fire-Health Insurance						
Beginning Balance						
						17,571.00
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-2,449.50	15,121.50
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	FD	00-2010 Accounts Payable	24,992.00	40,113.50

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-2,449.50	37,664.00
<b>Total for 26-4004 Fire-Health Insurance</b>					<b>\$20,093.00</b>	
26-4006 Fire-Retirement						
Beginning Balance						
						13,111.44
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	7,347.00	20,458.44
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	7,536.12	27,994.56
<b>Total for 26-4006 Fire-Retirement</b>					<b>\$14,883.12</b>	
26-4012 Fire-Uniforms						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	273.41	273.41
<b>Total for 26-4012 Fire-Uniforms</b>					<b>\$273.41</b>	
26-4015 Fire-EE Life & Disability Ins						
Beginning Balance						
						601.70
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	209.81	811.51
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	241.71	1,053.22
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	218.60	1,271.82
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	1,288.45
<b>Total for 26-4015 Fire-EE Life &amp; Disability Ins</b>					<b>\$686.75</b>	
26-4018 Fire-Employment Expense						
Beginning Balance						
						130.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	8.72	138.72
11/30/2019	Bill	2106-ST VINCENTS OCCUPATIONAL		00-2010 Accounts Payable	46.00	184.72
<b>Total for 26-4018 Fire-Employment Expense</b>					<b>\$54.72</b>	
26-4200 Fire-Electrical Utilities						
Beginning Balance						
						2,287.87
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	134.20	2,422.07
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	1,665.35	4,087.42
<b>Total for 26-4200 Fire-Electrical Utilities</b>					<b>\$1,799.55</b>	
26-4202 Fire-Cell / Wireless Services						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	369.13	369.13
<b>Total for 26-4202 Fire-Cell / Wireless Services</b>					<b>\$369.13</b>	
26-4203 Fire-Telephone						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	247.12	247.12
<b>Total for 26-4203 Fire-Telephone</b>					<b>\$247.12</b>	
26-4204 Fire-Gas Utilities						
Beginning Balance						
						129.99
11/15/2019	Bill	122-SPIRE INC	FD	00-2010 Accounts Payable	128.44	258.43
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	8.52	266.95
11/30/2019	Bill	122-SPIRE INC	STATION 1, STATION 2 & LANE DRIVE STATION	00-2010 Accounts Payable	693.68	960.63
<b>Total for 26-4204 Fire-Gas Utilities</b>					<b>\$830.64</b>	
26-4206 Fire-Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	199.31	199.31
<b>Total for 26-4206 Fire-Water Utilities</b>					<b>\$199.31</b>	
26-4208 Fire-Sewer Utilites						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	152.76	152.76
<b>Total for 26-4208 Fire-Sewer Utilites</b>					<b>\$152.76</b>	
26-4306 Fire-Department Supplies						
Beginning Balance						
						313.58
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	719.97	1,033.55
<b>Total for 26-4306 Fire-Department Supplies</b>					<b>\$719.97</b>	
26-4316 Fire-Dues & Fees						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	865.00	865.00
<b>Total for 26-4316 Fire-Dues &amp; Fees</b>					<b>\$865.00</b>	
26-4330 Fire-Education & Training						
Beginning Balance						
						4,120.00
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,504.96	5,624.96
<b>Total for 26-4330 Fire-Education &amp; Training</b>					<b>\$1,504.96</b>	
26-4332 Fire-Travel						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	36.00	36.00
<b>Total for 26-4332 Fire-Travel</b>					<b>\$36.00</b>	

DATE	TRANSACTION NAME TYPE	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
					53
26-4400	Fire-Contract Services				
	Beginning Balance				5,369.02
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	96.08	5,465.10
<b>Total for 26-4400 Fire-Contract Services</b>				<b>\$96.08</b>	
26-4412	Fire-Community Programs				
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	107.96	107.96
<b>Total for 26-4412 Fire-Community Programs</b>				<b>\$107.96</b>	
26-4500	Fire-Repair & Maint Auto				
	Beginning Balance				39.79
11/15/2019	Bill	SOUTHERN VINTAGE FIRE APPARATUS ASSOC (SVFAA)	APPARATUS STORAGE FOR 1 YEAR	00-2010 Accounts Payable	1,200.00
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	4,802.85	6,042.64
<b>Total for 26-4500 Fire-Repair &amp; Maint Auto</b>				<b>\$6,002.85</b>	
26-4508	Fire-Repair & MTC - Building				
	Beginning Balance				88.93
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	419.17	508.10
<b>Total for 26-4508 Fire-Repair &amp; MTC - Building</b>				<b>\$419.17</b>	
26-4520	Fire-Fuel Expense - Auto				
	Beginning Balance				2,254.20
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	28.60	2,282.80
11/30/2019	Bill	1770-WEX BANK	FD	00-2010 Accounts Payable	2,106.72
<b>Total for 26-4520 Fire-Fuel Expense - Auto</b>				<b>\$2,135.32</b>	
26-4530	Fire-Department Tools				
	Beginning Balance				551.34
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	39.97	591.31
<b>Total for 26-4530 Fire-Department Tools</b>				<b>\$39.97</b>	
26-4540	Fire-Medical Supplies				
	Beginning Balance				148.30
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	5,007.30	5,155.60
<b>Total for 26-4540 Fire-Medical Supplies</b>				<b>\$5,007.30</b>	
26-4602	Fire-Rent - Fire Hydrants				
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	2,112.90	2,112.90
<b>Total for 26-4602 Fire-Rent - Fire Hydrants</b>				<b>\$2,112.90</b>	
<b>Total for 26-4000 Fire Exp</b>				<b>\$184,915.00</b>	
33-4000	Depot				
33-4200	Depot-Electrical Utilities				
	Beginning Balance				450.87
11/15/2019	Bill	111-ALABAMA POWER	00-2010 Accounts Payable	260.18	711.05
<b>Total for 33-4200 Depot-Electrical Utilities</b>				<b>\$260.18</b>	
33-4206	Depot-Water Utilities				
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	18.67	18.67
<b>Total for 33-4206 Depot-Water Utilities</b>				<b>\$18.67</b>	
<b>Total for 33-4000 Depot</b>				<b>\$278.85</b>	
34-4000	Visitor's Center				
34-4200	Visitor's Center-Electrical Utilities				
	Beginning Balance				331.26
11/15/2019	Bill	111-ALABAMA POWER	00-2010 Accounts Payable	95.36	426.62
<b>Total for 34-4200 Visitor's Center-Electrical Utilities</b>				<b>\$95.36</b>	
34-4204	Visitor's Center-Gas Utilities				
	Beginning Balance				14.39
11/15/2019	Bill	122-SPIRE INC	CHAMBER	00-2010 Accounts Payable	8.30
11/30/2019	Bill	122-SPIRE INC	CHAMBER	00-2010 Accounts Payable	61.84
<b>Total for 34-4204 Visitor's Center-Gas Utilities</b>				<b>\$70.14</b>	
34-4206	Visitor's Center-Water Utilities				
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	18.67	18.67
<b>Total for 34-4206 Visitor's Center-Water Utilities</b>				<b>\$18.67</b>	
34-4208	Visitor's Center-Sewer Utilities				
11/15/2019	Bill	3119-CARD SERVICES (8365)	00-2010 Accounts Payable	28.19	28.19
<b>Total for 34-4208 Visitor's Center-Sewer Utilities</b>				<b>\$28.19</b>	
34-4400	Visitor's Center-Contract Services				
	Beginning Balance				492.71

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						54
<b>Total for 34-4400 Visitor's Center-Contract Services</b>						
34-4508	Visitor's Center-Repair & MTC - Building					
11/15/2019	Bill	1332-K&K CONSTRUCTION INC		00-2010 Accounts Payable	17,547.23	17,547.23
<b>Total for 34-4508 Visitor's Center-Repair &amp; MTC - Building</b>						<b>\$17,547.23</b>
<b>Total for 34-4000 Visitor's Center</b>						<b>\$17,759.59</b>
40-4000	Parks Exp					
40-4001	Parks-Salaries & Wages					
	Beginning Balance					4,614.37
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	2,324.32	6,938.69
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	2,196.13	9,134.82
<b>Total for 40-4001 Parks-Salaries &amp; Wages</b>						<b>\$4,520.45</b>
40-4002	Parks-Payroll Taxes					
	Beginning Balance					357.16
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	179.90	537.06
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	169.98	707.04
<b>Total for 40-4002 Parks-Payroll Taxes</b>						<b>\$349.88</b>
40-4006	Parks-Retirement					
	Beginning Balance					2,273.09
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.53
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.73
<b>Total for 40-4006 Parks-Retirement</b>						<b>\$1,809.64</b>
40-4015	Parks-Ee Life & Disability Ins					
	Beginning Balance					17.46
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	8.73	26.19
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	42.82
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	8.73	51.55
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	8.73	60.28
<b>Total for 40-4015 Parks-Ee Life &amp; Disability Ins</b>						<b>\$42.82</b>
40-4200	Parks-Electrical Utilities					
	Beginning Balance					7,066.55
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	6,004.51	13,071.06
<b>Total for 40-4200 Parks-Electrical Utilities</b>						<b>\$6,004.51</b>
40-4203	Parks-Telephone					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	29.96	29.96
<b>Total for 40-4203 Parks-Telephone</b>						<b>\$29.96</b>
40-4204	Parks-Gas Utilities					
	Beginning Balance					66.33
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	53.35	119.68
11/15/2019	Bill	122-SPIRE INC	CIVIC CENTER	00-2010 Accounts Payable	64.76	184.44
11/30/2019	Bill	122-SPIRE INC	CIVIC CENTER	00-2010 Accounts Payable	221.04	405.48
<b>Total for 40-4204 Parks-Gas Utilities</b>						<b>\$339.15</b>
40-4206	Parks-Water Utilites					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	975.26	975.26
<b>Total for 40-4206 Parks-Water Utilites</b>						<b>\$975.26</b>
40-4208	Parks-Sewer Utilites					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	91.13	91.13
<b>Total for 40-4208 Parks-Sewer Utilites</b>						<b>\$91.13</b>
40-4306	Parks-Department Supplies					
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	785.50	785.50
<b>Total for 40-4306 Parks-Department Supplies</b>						<b>\$785.50</b>
40-4400	Parks-Contract Services					
	Beginning Balance					6,382.21
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,234.00	7,616.21
<b>Total for 40-4400 Parks-Contract Services</b>						<b>\$1,234.00</b>

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						55
40-4414 Parks-Downtown Beautification						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	92.16	92.16
11/30/2019	Bill	ALABAMA POWER CO-JOINT USE & REVENUE REPORTING		00-2010 Accounts Payable	789.75	881.91
11/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC		00-2010 Accounts Payable	214.87	1,096.78
<b>Total for 40-4414 Parks-Downtown Beautification</b>					<b>\$1,096.78</b>	
40-4416 Parks-Tree Commission						
11/30/2019	Bill	2718-SITEONE LANDSCAPE SUPPLY LLC		00-2010 Accounts Payable	81.50	81.50
<b>Total for 40-4416 Parks-Tree Commission</b>					<b>\$81.50</b>	
40-4500 Parks-Repair & MTC - Auto						
11/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC		00-2010 Accounts Payable	50.00	50.00
<b>Total for 40-4500 Parks-Repair &amp; MTC - Auto</b>					<b>\$50.00</b>	
40-4508 Parks-Repair & MTC - Building						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	220.48	220.48
<b>Total for 40-4508 Parks-Repair &amp; MTC - Building</b>					<b>\$220.48</b>	
<b>Total for 40-4000 Parks Exp</b>					<b>\$17,631.06</b>	
50-4000 Development Exp						
50-4001 Development-Salaries & Wages						
Beginning Balance						11,852.94
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	6,417.38	18,270.32
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	5,426.47	23,696.79
<b>Total for 50-4001 Development-Salaries &amp; Wages</b>					<b>\$11,843.85</b>	
50-4002 Development-Payroll Taxes						
Beginning Balance						884.73
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	480.36	1,365.09
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	403.67	1,768.76
<b>Total for 50-4002 Development-Payroll Taxes</b>					<b>\$884.03</b>	
50-4004 Development-Health Insurance						
Beginning Balance						1,717.50
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-171.75	1,545.75
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	DEVELOPMENT SERVICES	00-2010 Accounts Payable	2,061.00	3,606.75
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-171.75	3,435.00
<b>Total for 50-4004 Development-Health Insurance</b>					<b>\$1,717.50</b>	
50-4006 Development-Retirement						
Beginning Balance						2,273.09
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.53
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.73
<b>Total for 50-4006 Development-Retirement</b>					<b>\$1,809.64</b>	
50-4012 Development-Uniforms						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	492.89	492.89
<b>Total for 50-4012 Development-Uniforms</b>					<b>\$492.89</b>	
50-4015 Development-Ee Life & Disability Ins						
Beginning Balance						58.16
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	29.08	87.24
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	29.08	116.32
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	132.95
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	29.08	162.03
<b>Total for 50-4015 Development-Ee Life &amp; Disability Ins</b>					<b>\$103.87</b>	
50-4131 Development-Const. Ind. Craft Train						
11/15/2019	Bill	2930-CRAFT TRAINING FUND	APRIL 2019	00-2010 Accounts Payable	197.00	197.00

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						56
11/15/2019	Bill	2930-CRAFT TRAINING FUND	JUNE 2019	00-2010 Accounts Payable	157.00	354.00
11/15/2019	Bill	2930-CRAFT TRAINING FUND	AUGUST 2019	00-2010 Accounts Payable	678.00	1,032.00
11/15/2019	Bill	2930-CRAFT TRAINING FUND	JULY 2019	00-2010 Accounts Payable	4.00	1,036.00
11/15/2019	Bill	2930-CRAFT TRAINING FUND	SEPT 2019	00-2010 Accounts Payable	1.00	1,037.00
<b>Total for 50-4131 Development-Const. Ind. Craft Train</b>					<b>\$1,037.00</b>	
50-4200 Development-Electrical Utilities						
Beginning Balance						
						226.10
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	120.35	346.45
<b>Total for 50-4200 Development-Electrical Utilities</b>					<b>\$120.35</b>	
50-4202 Development-Telephone						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	95.46	95.46
<b>Total for 50-4202 Development-Telephone</b>					<b>\$95.46</b>	
50-4203 Development-Cell / Wireless Services						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	184.34	184.34
<b>Total for 50-4203 Development-Cell / Wireless Services</b>					<b>\$184.34</b>	
50-4206 Development-Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	18.91	18.91
<b>Total for 50-4206 Development-Water Utilities</b>					<b>\$18.91</b>	
50-4208 Development-Sewer Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	27.90	27.90
<b>Total for 50-4208 Development-Sewer Utilities</b>					<b>\$27.90</b>	
50-4300 Development-Office Supplies						
Beginning Balance						
						56.03
<b>Total for 50-4300 Development-Office Supplies</b>						
50-4303 Development-Copier & Printer Mtc						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	312.94	312.94
<b>Total for 50-4303 Development-Copier &amp; Printer Mtc</b>					<b>\$312.94</b>	
50-4306 Development-Department Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	6.49	6.49
11/30/2019	Bill	1053-THREADS INC		00-2010 Accounts Payable	60.00	66.49
<b>Total for 50-4306 Development-Department Supplies</b>					<b>\$66.49</b>	
50-4324 Development-Computer Software						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	85.94	85.94
<b>Total for 50-4324 Development-Computer Software</b>					<b>\$85.94</b>	
50-4326 Development-Computer Hardware						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	737.18	737.18
<b>Total for 50-4326 Development-Computer Hardware</b>					<b>\$737.18</b>	
50-4332 Development-Travel						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	70.33	70.33
<b>Total for 50-4332 Development-Travel</b>					<b>\$70.33</b>	
50-4400 Development-Contract Services						
Beginning Balance						
						492.71
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	179.00	671.71
<b>Total for 50-4400 Development-Contract Services</b>					<b>\$179.00</b>	
50-4406 Development-Engineer Services						
Beginning Balance						
						919.67
<b>Total for 50-4406 Development-Engineer Services</b>						
50-4412 Development-Community Programs						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	7,988.18	7,988.18
<b>Total for 50-4412 Development-Community Programs</b>					<b>\$7,988.18</b>	
50-4500 Development-Repair & Maint Auto						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	519.78	519.78
<b>Total for 50-4500 Development-Repair &amp; Maint Auto</b>					<b>\$519.78</b>	
50-4520 Development-Fuel Expense - Auto						
Beginning Balance						
						257.37
11/30/2019	Bill	1770-WEX BANK	DEVELOPMENT SERVICES	00-2010 Accounts Payable	161.63	419.00
<b>Total for 50-4520 Development-Fuel Expense - Auto</b>					<b>\$161.63</b>	
50-6500 Development-Taxes & Recording Fees						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	73.49	73.49
<b>Total for 50-6500 Development-Taxes &amp; Recording Fees</b>					<b>\$73.49</b>	
<b>Total for 50-4000 Development Exp</b>					<b>\$28,530.70</b>	
51-4000 Storm Water Exp						
51-4412 Storm Water - Community Programs						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	301.00	301.00
<b>Total for 51-4412 Storm Water - Community Programs</b>					<b>\$301.00</b>	

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Total for 51-4000 Storm Water Exp</b>					<b>\$301.00</b>	
70-4000 Library						
70-4001 Library-Salaries & Wages						
Beginning Balance						18,316.14
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	9,348.13	27,664.27
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	8,978.16	36,642.43
<b>Total for 70-4001 Library-Salaries &amp; Wages</b>					<b>\$18,326.29</b>	
70-4002 Library-Payroll Taxes						
Beginning Balance						1,382.43
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	705.91	2,088.34
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	677.29	2,765.63
<b>Total for 70-4002 Library-Payroll Taxes</b>					<b>\$1,383.20</b>	
70-4004 Library-Health Insurance						
Beginning Balance						2,609.50
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-186.75	2,422.75
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	LIBRARY	00-2010 Accounts Payable	2,983.00	5,405.75
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-186.75	5,219.00
<b>Total for 70-4004 Library-Health Insurance</b>					<b>\$2,609.50</b>	
70-4006 Library-Retirement						
Beginning Balance						2,273.10
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.54
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.74
<b>Total for 70-4006 Library-Retirement</b>					<b>\$1,809.64</b>	
70-4015 Library-Ee Life & Disability Ins						
Beginning Balance						77.74
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	38.87	116.61
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	38.87	155.48
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.63	172.11
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	38.87	210.98
<b>Total for 70-4015 Library-Ee Life &amp; Disability Ins</b>					<b>\$133.24</b>	
70-4200 Library-Electrical Utilities						
Beginning Balance						1,013.94
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	674.74	1,688.68
<b>Total for 70-4200 Library-Electrical Utilities</b>					<b>\$674.74</b>	
70-4203 Library-Cell / Wireless Services						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	52.51	52.51
<b>Total for 70-4203 Library-Cell / Wireless Services</b>					<b>\$52.51</b>	
70-4204 Library-Gas Utilities						
Beginning Balance						15.62
11/15/2019	Bill	122-SPIRE INC	LIBRARY	00-2010 Accounts Payable	15.62	31.24
11/30/2019	Bill	122-SPIRE INC	LIBRARY	00-2010 Accounts Payable	15.63	46.87
<b>Total for 70-4204 Library-Gas Utilities</b>					<b>\$31.25</b>	
70-4206 Library-Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	18.67	18.67
<b>Total for 70-4206 Library-Water Utilities</b>					<b>\$18.67</b>	
70-4208 Library-Sewer Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	60.50	60.50
<b>Total for 70-4208 Library-Sewer Utilities</b>					<b>\$60.50</b>	
70-4300 Library-Office Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	157.85	157.85

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						58
<b>Total for 70-4300 Library-Office Supplies</b>					<b>\$157.85</b>	
70-4306 Library-Department Supplies						
Beginning Balance						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	61.14	482.58
11/30/2019	Bill	821-QUILL LLC		00-2010 Accounts Payable	21.59	543.72
11/30/2019	Bill	821-QUILL LLC		00-2010 Accounts Payable	183.63	565.31
<b>Total for 70-4306 Library-Department Supplies</b>					<b>\$266.36</b>	
70-4314 Library-Subscriptions						
11/30/2019	Bill	1241-EBSCO		00-2010 Accounts Payable	1,503.71	1,503.71
<b>Total for 70-4314 Library-Subscriptions</b>					<b>\$1,503.71</b>	
70-4316 Library-Dues & Fees						
Beginning Balance						
<b>Total for 70-4316 Library-Dues &amp; Fees</b>						374.00
70-4326 Library-Computer Hardware						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	314.96	314.96
<b>Total for 70-4326 Library-Computer Hardware</b>					<b>\$314.96</b>	
70-4330 Library-Education & Training						
Beginning Balance						
<b>Total for 70-4330 Library-Education &amp; Training</b>						49.00
70-4332 Library-Travel						
11/30/2019	Bill	2829-VIRGINIA EDWARDS		00-2010 Accounts Payable	431.48	431.48
<b>Total for 70-4332 Library-Travel</b>					<b>\$431.48</b>	
70-4350 Library-Books - Juvenile						
Beginning Balance						
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40997998	00-2010 Accounts Payable	48.08	249.19
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N21T5SHL	00-2010 Accounts Payable	25.61	297.27
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40844850	00-2010 Accounts Payable	45.06	322.88
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N29BT6HL	00-2010 Accounts Payable	18.95	367.94
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	O# N3LF40HL	00-2010 Accounts Payable	10.93	386.89
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40728852	00-2010 Accounts Payable	16.61	397.82
<b>Total for 70-4350 Library-Books - Juvenile</b>					<b>\$165.24</b>	414.43
70-4352 Library-Books - Adult						
Beginning Balance						
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N22VHXHL	00-2010 Accounts Payable	22.13	302.81
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N3LF40HL	00-2010 Accounts Payable	68.23	324.94
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N3LF40HL	00-2010 Accounts Payable	18.02	393.17
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N21T5SHL	00-2010 Accounts Payable	19.61	411.19
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N29BT6HL	00-2010 Accounts Payable	20.43	430.80
11/15/2019	Bill	176-CENTER POINT LARGE PRINT	INVOICE 1728321	00-2010 Accounts Payable	88.68	451.23
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38693970	00-2010 Accounts Payable	17.96	539.91
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38693997	00-2010 Accounts Payable	177.93	557.87
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N3LF40HL	00-2010 Accounts Payable	16.90	735.80
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38720005	00-2010 Accounts Payable	14.96	752.70
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38720013	00-2010 Accounts Payable	33.30	767.66
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40855401	00-2010 Accounts Payable	12.47	800.96
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40997996	00-2010 Accounts Payable	42.66	813.43
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38614363	00-2010 Accounts Payable	20.53	856.09
11/15/2019	Bill	1749-AMAZON	TRANSACTION 40717317	00-2010 Accounts Payable	12.77	876.62
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N3BPSSHHL	00-2010 Accounts Payable	22.71	889.39
11/15/2019	Bill	476-INGRAM LIBRARY SERVICES	OE# N3PJ0THL	00-2010 Accounts Payable	22.70	912.10
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38720019	00-2010 Accounts Payable	59.31	934.80
11/30/2019	Bill	176-CENTER POINT LARGE PRINT		00-2010 Accounts Payable	88.68	994.11
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	35.42	1,082.79
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	17.05	1,118.21
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	17.94	1,135.26
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	13.20	1,153.20
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	22.71	1,166.40
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	19.70	1,189.11
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	51.18	1,199.11
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	15.48	1,208.81
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	20.53	1,259.99
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	20.53	1,275.47
<b>Total for 70-4352 Library-Books - Adult</b>					<b>\$993.19</b>	1,296.00
70-4354 Library-Audio/Video						
Beginning Balance						
11/15/2019	Bill	693-MICROMARKETING LLC	ORDER 465166	00-2010 Accounts Payable	49.58	1,019.06
11/15/2019	Bill	693-MICROMARKETING LLC	ORDER 465166	00-2010 Accounts Payable	151.68	1,068.64

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	21.15	1,241.47
<b>Total for 70-4354 Library-Audio/Video</b>					<b>\$222.41</b>	
70-4356 Library-Jeff Co Library System						
Beginning Balance						
						3,742.11
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38614353	00-2010 Accounts Payable	14.70	3,756.81
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38614352	00-2010 Accounts Payable	13.56	3,770.37
11/15/2019	Bill	1704a-DELL FINANCIAL SERVICES	CONTRACT# 001-8881491-016	00-2010 Accounts Payable	53.49	3,823.86
11/15/2019	Bill	1704a-DELL FINANCIAL SERVICES	CONTRACT# 001-8881491-015	00-2010 Accounts Payable	177.58	4,001.44
11/15/2019	Bill	519-JEFFERSON COUNTY LIBRARY CO-OP	JCLC MEMBER SERVICES FEES-1ST QTR (OCT-DEC 2019)	00-2010 Accounts Payable	3,434.91	7,436.35
11/15/2019	Bill	519-JEFFERSON COUNTY LIBRARY CO-OP	PC SOFTWARE INSTALLED ON LIBRARY'S COMPUTERS-1ST QTR (OCT-DEC 2019)	00-2010 Accounts Payable	177.41	7,613.76
11/15/2019	Bill	519-JEFFERSON COUNTY LIBRARY CO-OP	LEEDS FY2019-2020 COMPRISE-1ST QTR (OCT-DEC 2019)	00-2010 Accounts Payable	217.37	7,831.13
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	348.11	8,179.24
11/15/2019	Bill	2997-UNITI FIBER /dba/ CONTACT NETWORK/INLINE	LIBRARY	00-2010 Accounts Payable	1,054.70	9,233.94
11/15/2019	Bill	1749-AMAZON	TRANSACTION 38657517	00-2010 Accounts Payable	179.08	9,413.02
11/15/2019	Bill	519-JEFFERSON COUNTY LIBRARY CO-OP	RECEIPT PRINTER PAPER	00-2010 Accounts Payable	32.00	9,445.02
11/30/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	234.92	9,679.94
11/30/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	189.38	9,869.32
<b>Total for 70-4356 Library-Jeff Co Library System</b>					<b>\$6,127.21</b>	
70-4400 Library-Contract Services						
Beginning Balance						
						720.71
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	21.28	741.99
<b>Total for 70-4400 Library-Contract Services</b>					<b>\$21.28</b>	
70-4412 Library-Community Programs						
Beginning Balance						
						140.17
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,366.32	1,506.49
<b>Total for 70-4412 Library-Community Programs</b>					<b>\$1,366.32</b>	
70-4508 Library-Repair & MTC						
Beginning Balance						
						269.70
11/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC		00-2010 Accounts Payable	145.25	414.95
<b>Total for 70-4508 Library-Repair &amp; MTC</b>					<b>\$145.25</b>	
70-4600 Library-Rent - Building						
Beginning Balance						
						1,000.00
11/30/2019	Bill	631-FRANK W LITTLE - LIBRARY RENT	NOV 2019 RENT	00-2010 Accounts Payable	1,000.00	2,000.00
<b>Total for 70-4600 Library-Rent - Building</b>					<b>\$1,000.00</b>	
70-4601 LIBRARY EXPENSES						
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	23.29	23.29
11/30/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	620.79	644.08
<b>Total for 70-4601 LIBRARY EXPENSES</b>					<b>\$644.08</b>	
<b>Total for 70-4000 Library</b>					<b>\$38,458.88</b>	
80-4000 Streets						
11/15/2019	Bill	122-SPIRE INC	PUBLIC WORKS	00-2010 Accounts Payable	63.64	63.64
<b>Total for 80-4000 Streets</b>					<b>\$63.64</b>	
80-4001 Streets-Salaries & Wages						
Beginning Balance						
						32,709.94
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	16,344.38	49,054.32
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	16,111.08	65,165.40
<b>Total for 80-4001 Streets-Salaries &amp; Wages</b>					<b>\$32,455.46</b>	
80-4002 Streets-Payroll Taxes						
Beginning Balance						
						2,470.24
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	1,234.34	3,704.58
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	1,216.23	4,920.81
<b>Total for 80-4002 Streets-Payroll Taxes</b>					<b>\$2,450.57</b>	
80-4004 Streets-Health Insurance						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						60
						5,983.30
						5,761.75
11/08/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-221.75	5,761.75
11/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD	PUBLIC WORKS	00-2010 Accounts Payable	6,888.00	12,649.75
11/22/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-221.75	12,428.00
<b>Total for 80-4004 Streets-Health Insurance</b>					<b>\$6,444.50</b>	
80-4006 Streets-Retirement						
						2,273.10
11/08/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	915.44	3,188.54
11/25/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	894.20	4,082.74
<b>Total for 80-4006 Streets-Retirement</b>					<b>\$1,809.64</b>	
80-4012 Streets-Uniforms						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	590.80	590.80
<b>Total for 80-4012 Streets-Uniforms</b>					<b>\$590.80</b>	
80-4015 Streets-Ee Life & Disability Ins						
						214.16
11/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	81.75	295.91
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	81.75	377.66
11/30/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.64	394.30
11/30/2019	Bill	2725b-MUTUAL OF OMAHA		00-2010 Accounts Payable	81.75	476.05
<b>Total for 80-4015 Streets-Ee Life &amp; Disability Ins</b>					<b>\$261.89</b>	
80-4018 Streets-Employment Expense						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	230.00	230.00
<b>Total for 80-4018 Streets-Employment Expense</b>					<b>\$230.00</b>	
80-4200 Streets-Electrical Utilities						
						720.49
11/15/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	338.01	1,058.50
<b>Total for 80-4200 Streets-Electrical Utilities</b>					<b>\$338.01</b>	
80-4202 Streets-Telephone						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	183.48	183.48
<b>Total for 80-4202 Streets-Telephone</b>					<b>\$183.48</b>	
80-4203 Streets-Cell / Wireless Services						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	105.86	105.86
<b>Total for 80-4203 Streets-Cell / Wireless Services</b>					<b>\$105.86</b>	
80-4204 Streets-Gas Utilities						
						62.25
11/30/2019	Bill	122-SPIRE INC	SHOP & RECYCLING	00-2010 Accounts Payable	65.73	127.98
<b>Total for 80-4204 Streets-Gas Utilities</b>					<b>\$65.73</b>	
80-4206 Streets-Water Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	228.92	228.92
<b>Total for 80-4206 Streets-Water Utilities</b>					<b>\$228.92</b>	
80-4208 Streets-Sewer Utilities						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	106.73	106.73
<b>Total for 80-4208 Streets-Sewer Utilities</b>					<b>\$106.73</b>	
80-4304 Streets-Copier & Printer Mtc						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2.85	2.85
<b>Total for 80-4304 Streets-Copier &amp; Printer Mtc</b>					<b>\$2.85</b>	
80-4306 Streets-Department Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	4,341.18	4,341.18
<b>Total for 80-4306 Streets-Department Supplies</b>					<b>\$4,341.18</b>	
80-4400 Streets-Contract Services						
						834.71
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2,420.10	3,254.81
<b>Total for 80-4400 Streets-Contract Services</b>					<b>\$2,420.10</b>	
80-4500 Streets-Repair & Maint Auto						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	338.68	338.68
<b>Total for 80-4500 Streets-Repair &amp; Maint Auto</b>					<b>\$338.68</b>	
80-4508 Streets-Repair & MTC - Building						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						61
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	9.98	9.98
11/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC		00-2010 Accounts Payable	334.39	344.37
<b>Total for 80-4508 Streets-Repair &amp; MTC - Building</b>					<b>\$344.37</b>	
80-4510 Streets-Repair & MTC - Streets						
11/15/2019	Bill	985-STONE & SONS ELECTRICAL CONTRACTORS INC		00-2010 Accounts Payable	236.78	236.78
11/15/2019	Bill	985-STONE & SONS ELECTRICAL CONTRACTORS INC		00-2010 Accounts Payable	114.28	351.06
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2,056.60	2,407.66
<b>Total for 80-4510 Streets-Repair &amp; MTC - Streets</b>					<b>\$2,407.66</b>	
80-4516 Streets-Repair & MTC - Grounds						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	19.99	19.99
<b>Total for 80-4516 Streets-Repair &amp; MTC - Grounds</b>					<b>\$19.99</b>	
80-4520 Streets-Fuel Expense - Auto						
Beginning Balance						1,441.80
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	315.49	1,757.29
11/30/2019	Bill	1770-WEX BANK	PUBLIC WORKS	00-2010 Accounts Payable	1,340.68	3,097.97
<b>Total for 80-4520 Streets-Fuel Expense - Auto</b>					<b>\$1,656.17</b>	
80-4530 Streets-Department Tools						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	919.30	919.30
<b>Total for 80-4530 Streets-Department Tools</b>					<b>\$919.30</b>	
80-4604 Streets-Equipment Rent/Lease						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	148.45	148.45
<b>Total for 80-4604 Streets-Equipment Rent/Lease</b>					<b>\$148.45</b>	
80-6704 Streets-Asset Purchase						
11/22/2019	Bill	ALTEC NUECO	2015 FORD F550 AT40G; VIN# 1FDUF5HT1FED32905	00-2010 Accounts Payable	74,000.00	74,000.00
<b>Total for 80-6704 Streets-Asset Purchase</b>					<b>\$74,000.00</b>	
<b>Total for 80-4000 Streets with subs</b>					<b>\$131,933.98</b>	
83-4000 Solid Waste Exp						
83-4210 Solid Waste-Disposal Fee						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	7,209.24	7,209.24
<b>Total for 83-4210 Solid Waste-Disposal Fee</b>					<b>\$7,209.24</b>	
83-4300 Solid Waste-Department Supplies						
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	180.00	180.00
<b>Total for 83-4300 Solid Waste-Department Supplies</b>					<b>\$180.00</b>	
83-4502 Solid Waste-Repair & MTC -Auto						
Beginning Balance						39.96
11/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,544.00	1,583.96
<b>Total for 83-4502 Solid Waste-Repair &amp; MTC -Auto</b>					<b>\$1,544.00</b>	
83-4520 Solid Waste-Fuel Expense-Solid Waste						
Beginning Balance						1,429.35
11/30/2019	Bill	1770-WEX BANK	SOLID WASTE FUEL	00-2010 Accounts Payable	1,442.08	2,871.43
<b>Total for 83-4520 Solid Waste-Fuel Expense-Solid Waste</b>					<b>\$1,442.08</b>	
<b>Total for 83-4000 Solid Waste Exp</b>					<b>\$10,375.32</b>	

**Item Attachment Documents:**

15. Resolution 2019-12-03 Consider Authorizing and Approving Library Collection Development Grant (Budgeted Item)

# CITY OF LEEDS

## RESOLUTION NO.: 2019-12-03

### AUTHORIZING AND APPROVING LIBRARY COLLECTION DEVELOPMENT GRANT

**WHEREAS**, the Leeds Jane Culbreth Library received the attached notice and grant agreement providing for an award of up to \$20,000.00 regarding project #20-4-14 subject to a local match amount of \$5000.00; and

**WHEREAS**, the funds to be received are part of the Collection Development program of the Alabama Public Library Service and are to be used generally for Library Materials; and

**WHEREAS**, receipt of the subject Grant is due to be approved by the City Council.

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

1. The above Recitals are true and correct and included herein as if fully set forth.
2. The City Council hereby finds it to be in the best interest of the City to authorize and approve the attached Grant for the benefit of the Leeds Jane Culbreth Library which shall include the allocation and approval for a monetary match to be expended in the amount for \$5000.00.
3. The Mayor, City staff, and City Attorneys shall have the full authority to do those things, perform those functions, and to sign necessary documentation in order to carry out the actions so authorized herein.

**APPROVED AND ADOPTED** at a regular meeting of the City Council of the City of Leeds, Alabama on this the 16<sup>th</sup> day of December, 2019.

<b>AYES:</b>	_____
<b>NAYS:</b>	_____
<b>ABSENT FROM VOTING:</b>	_____
<b>ABSTAIN:</b>	_____

**CITY OF LEEDS, ALABAMA**

\_\_\_\_\_  
David Miller, Mayor

\_\_\_\_\_  
DATE

**ATTEST:**

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

In my capacity as the City Clerk of the City of Leeds, hereby certify that the above Resolution was duly adopted by the City Council of the City of Leeds at a regular meeting held on the 16th day of December, 2019.

\_\_\_\_\_  
City Clerk

Deadline: April 8, 2019

**ALABAMA PUBLIC LIBRARY SERVICE**  
**FY2020 LSTA COLLECTION DEVELOPMENT GRANT APPLICATION**  
**INSTRUCTIONS AND EVALUATION CRITERIA ON PAGES 9 - 14**

Library name (Where a system is administering a member's project, enter both the system and member name) <b>LEEDS JANE CULBRETH LIBRARY</b>		E-mail address of project administrator <b>MCARDEN@BHAM.LIB.AL.US</b>
Library address <b>8104 PARKWAY DRIVE</b>	City / County <b>LEEDS / JEFFERSON, ST. CLAIR &amp; SHELBY</b>	Zip Code <b>35094</b>
Project administrator <b>MELANIE CARDEN, DIRECTOR</b>	Phone number <b>(205) 699 -5962</b>	FAX number <b>(205) 699 -6843</b>

**A. GRANT PROGRAM:** (Select one of the programs below.)

**GENERAL:**

	PROGRAM	LSTA AWARD CAP	LOCAL MATCH
<input checked="" type="checkbox"/>	Collection Development	\$20,000	\$5,000 (25% of LSTA)**

**SMALL LIBRARY DEVELOPMENT (Population 10,000 or less):**

	PROGRAM	LSTA AWARD CAP	LOCAL MATCH
<input type="checkbox"/>	Collection Development (SLD)	\$10,000	\$2,500 (25% of LSTA)**

**B. BUDGET SUMMARY:** Complete the Budget Summary table using the amounts from the budget detail tables in Section G. (Budget Information). **\*\*Project personnel salaries may comprise up to 25% of match. Round all figures to the nearest dollar.**

BUDGET CATEGORY	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
Salaries		\$	\$
Travel	\$	\$	\$
Equipment	\$	\$	\$
Supplies	\$750.00	\$250.00	\$1,000.00
Contractual	\$	\$	\$
Library Materials	\$14,250.00	\$4,750.00	\$19,000.00
<b>GRAND TOTALS</b>	<b>\$15,000.00</b>	<b>\$5,000.00</b>	<b>\$20,000.00</b>

**C. POPULATION INFORMATION:** Enter the name of the county or counties served, the age(s) of the targeted group(s), and the estimated number of persons to be served by this project.

1. Name of county or counties served: JEFFERSON, ST. CLAIR, & SHELBY.
2. Age(s) of the targeted group(s):  All ages  0-5  6-12  13-17  18-25  
 26-49  50-59  60-69  70+
3. Estimated total number of persons to be served by this project: 5,000

[This is not necessarily your entire service population. Use your patron statistics as a guide if you are targeting a specific group.]

**D. DISTRICT INFORMATION:** Enter the number(s) for each specified district.  
[Go to [Find My Legislator](#) and enter your address or 9-digit zip code and click “Go”.]

1. Congressional District(s): 6th
2. State House District(s): 45th
3. State Senate District(s): 15th

**E. PROJECT SUMMARY:** Give a brief description of the project including project purpose and objectives. Limit response to 150 words or less.

Leeds Jane Culbreth Library would like to update the adult nonfiction printed collection so it may better serve library users aged 13 and above. Currently, 74% of the adult nonfiction collection consists of printed materials that are over ten years old and have not circulated within two years. Our goal is to purchase updated biographies and nonfiction printed materials that would anticipate the needs of middle school students, high school students, and curious adults. These new items could offer multiple opportunities for library users to pursue lifelong learning, keep abreast of new ideas, improve occupational performance, and become better informed citizens. We plan to highlight the new collection through book displays, online promotions, and hosting a variety of educational programs throughout the 2020 calendar year.

**F. PROJECT NARRATIVE:** **[IMPORTANT:** The narrative should be clear, succinct, persuasive and written for evaluators who may not be familiar with your library or with the technical aspects of your project.]

**1. Library Users and Need:**

a. Who are the current or future library users this project will benefit? (Select all that apply.)

<input checked="" type="checkbox"/> Adults	<input checked="" type="checkbox"/> People living below poverty level
<input type="checkbox"/> Children	<input type="checkbox"/> Rural
<input type="checkbox"/> Disabled	<input checked="" type="checkbox"/> Seniors
<input type="checkbox"/> English as a Second Language (ESL)	<input checked="" type="checkbox"/> Teens
<input type="checkbox"/> Families	<input checked="" type="checkbox"/> Unemployed
<input type="checkbox"/> Institutionalized	<input type="checkbox"/> Other (Please describe: )

b. Describe how the need for this project was determined and the extent of the current problem(s) for the users. [Include demographic information about the targeted group(s) and how the project will be of benefit to them (i.e. What is the percentage of each of the selected users in your community? What is the unemployment rate in the area? What is the percentage of students who participate in and/or are eligible for reduced lunches? What is the percentage of persons who have completed high school? What is the state of the local economy? Have businesses closed resulting in a loss of revenue?)]

[QuickFacts Alabama](#)

[FactFinder Alabama](#)

[CensusViewer](#)

[Kids Count Data Center Alabama](#)

[AL Free/Reduced Lunch](#)

The importance of Leeds Jane Culbreth Library can be seen through the amount of foot traffic, memberships, and circulation every month. An average of 3,000 people visits the library each month. Approximately 43% of the 12,000 citizens of Leeds, Alabama, have an active library card account and these cardholders check out over 5,000 physical items on a monthly basis. To continue being a necessary resource for our community, Leeds Jane Culbreth Library understands the need to improve the printed collection of biographies and nonfiction materials for our general library users. For example, library staff members are unable to simply walk to our shelves to locate printed materials on topics such as climate change, LGBTQ history, "fake news" identification, cyber-attack protection, or various biographies. Those unavailable books must be requested from other branches within Jefferson County Library Cooperative or through Interlibrary Loan using WorldCat.org. This procedure can have a lengthy wait time and can be discouraging to those in need of these printed resources.

Our library visitors view Leeds Jane Culbreth Library as a place to find free resources for educational, vocational, and entertainment purposes. According to the United States Census Bureau, 88.3% of persons age 25 years and older obtained a high school diploma or higher; however, less than 28% of those citizens have obtained a Bachelor's degree or higher. Approximately 37% of the Leeds population, age 16 years and older, are not an employed member of the labor force. Many of our library visitors utilize the public computers for job searching and updating resumes due to the fact that 14.3% of households are without a computer and 25.9% of households are without broadband internet. The per capita income is approximately \$29,236 and the median household income is \$62,773. Also, over 12% of the local citizens are under the poverty level and 48.28% of students enrolled in the Leeds City School system participate in the Free/Reduced lunch program, according to the most recent statistics from Alabama State Department of Education.

Therefore, Leeds Jane Culbreth Library would like to update our adult nonfiction and biography collections as many of the books are outdated and no longer relevant to our 21st century society. Our goal is to continue assisting a community in need, but our municipality's revenue cannot keep up with the demand. The City of Leeds earmarks \$7,000.00 each fiscal year for all printed books for our Adult and Young Adult readers. This budget equates to a combined monthly amount of \$583.00 for Adult and Young Adult printed materials, or \$291.50 per department each month. According to city officials, this lack of funding is in direct relation to the amount of deficit experienced from a lack of city revenue. The City of Leeds is working towards various projects to increase tax revenue, but 40% of the storefronts along the downtown portion of Parkway Drive have been vacant for a number of years. Furthermore, a property tax millage increase, which would have introduced a new stream of revenue to our municipality, was voted down by local citizens in January 2019. Unfortunately, the revenue stream is not available to support such a large-scale community investment for Leeds, Alabama.

**2. Intended Outcomes:**

a. Select up to **three** intended outcomes for your project from the choices below:

<p><b>INTENDED OUTCOMES (CIVIC ENGAGEMENT):</b>  <i>(Improve user engagement through their library that furthers the common or community good; OR Improve users' ability to engage in their community)</i></p> <p><input checked="" type="checkbox"/> Improve users' ability to participate in community conversations around topics of concern</p> <p><input type="checkbox"/> Improve users' ability to participate in their community</p>
<p><b>INTENDED OUTCOMES (EMPLOYMENT &amp; ECONOMIC DEVELOPMENT):</b> <i>(Improve users' ability to apply information that furthers the status of their jobs and/or business)</i></p> <p><input type="checkbox"/> Improve users' ability to use and apply business resources</p>

<input checked="" type="checkbox"/> Improve users' ability to use resources and apply information for employment support
<p><b>INTENDED OUTCOMES (HUMAN SERVICES):</b>  <i>(Improve users' ability to apply information that furthers their personal, family or household circumstances)</i></p> <input type="checkbox"/> Improve users' ability to apply information that furthers their parenting and family skills <input type="checkbox"/> Improve users' ability to apply information that furthers their personal, family, or household finances <input type="checkbox"/> Improve users' ability to apply information that furthers their personal or family health & wellness
<p><b>INTENDED OUTCOMES (INFORMATION ACCESS):</b> <i>(Improve access to information)</i></p> <input type="checkbox"/> Improve users' ability to discover information <input checked="" type="checkbox"/> Improve users' ability to obtain information resources
<p><b>INTENDED OUTCOMES (INSTITUTIONAL CAPACITY):</b> <i>(Add, improve or update a library function or operation in order to further its effectiveness)</i></p> <input type="checkbox"/> Improve library operations <input type="checkbox"/> Improve the library workforce <input type="checkbox"/> Improve the library's physical and technological infrastructure
<p><b>INTENDED OUTCOMES (LIFELONG LEARNING):</b> <i>(Improve users' knowledge or abilities beyond basic access to information)</i></p> <input type="checkbox"/> Improve users' formal education <input type="checkbox"/> Improve users' general knowledge and skills

b. Why were these outcomes selected for this project? (Be specific.)

**IMPROVE USERS' ABILITY TO PARTICIPATE IN COMMUNITY CONVERSATIONS AROUND TOPICS OF CONCERN:** We hope to add printed resources that will cover a variety of topics to expand our library users' scope of the world around them and strengthen their critical thinking skills. Our "Current Events Café" program will be geared towards our adult library users and will occur on a bi-monthly basis. This program series will highlight a variety of domestic and/or international issues covered in daily news reports, such as cybersecurity, immigration and human rights, gun control/responsible gun ownership, and the science of climate change. Our goal is to offer such a program that will provide information from both sides of the issue and allow the participants to have a civil discussion amongst the group.

**IMPROVE USERS' ABILITY TO USE RESOURCES AND APPLY INFORMATION FOR EMPLOYMENT SUPPORT:** A vast number of our regular library users are in search of employment and on what skills he/she will need to be hired in the 21<sup>st</sup> century. We would conduct a 4 - 6 week

workshop entitled "Let's Get to Work" that will walk our participants through updating their basic computer skills, applying for a job online, building a resume, how to prepare for an interview, and most practice interviews that would be critiqued. As we conduct these workshops, we would promote the updated printed materials that support that week's lesson. At the end of each 4 - 6 week workshop, participants would receive a certificate of completion and would gain a professional reference from our Library Director.

**IMPROVE USERS' ABILITY TO OBTAIN INFORMATION RESOURCES:** As we add more relevant printed resources to our circulating Adult nonfiction collection, we will remove the outdated material. Furthermore, the library staff will help draw attention to the new additions through daily interactions with our library users and a variety of book displays. Our "Current Events Café" and "Let's Get to Work" programs will be geared towards our targeted group and showcase topics found within our updated nonfiction collection.

**3. Goals and Activities:**

a. How does the proposed project support your library's mission and goals of your five-year plan? (Include specific goals and objectives, if possible.)

By updating the adult nonfiction collection and coordinating educational programming to highlight the collection, Leeds Jane Culbreth Library will be supporting the two most important objectives found in Leeds Jane Culbreth Library's Five Year Plan. These two objectives state that the library will "assemble, make available and maintain print and non-print materials in organized collections which will provide information and recreation for citizens of all ages in the community" and "support educational, civic, and cultural activities of community groups and organizations." Furthermore, the mission of the Leeds Jane Culbreth Library is to provide the community with materials and programs to meet its ever-changing needs for lifelong learning, cultural enrichment, information, and entertainment. At the project's conclusion, we hope to house materials that will inform the general public about topics and issues within today's society, such as "fake news" identification or cyberattack protection, which are imperative needs of our community.

b. How does the proposed project support Goal #2 of the [APLS LSTA Five-Year Plan](#) (i.e. "Support library programs, services, collections and partnerships that promote learning and literacy; serve children, youth, adults and families, including underserved populations; and enhance education, civic engagement, cultural opportunities and economic vitality of Alabama and its residents")?

Along with modernizing the information found in our adult nonfiction collection, our monthly program series will promote topics such as computer literacy and resume-building workshops. These topics would be particularly helpful to the Leeds community as 37% of the Leeds population age 16 years and older are not an employed member of the labor force, according to the U.S. Census. We believe this unemployment rate correlates with the over 12% of the local citizens who are under the poverty level. Since the majority of employers require online application submissions, this becomes an obstacle for our regular library users as many suffer from computer illiteracy, 14.3% of households do not have a computer within the home, and 25.9% of households are without broadband internet. Therefore "Current Events Café" and "Let's Get To Work" programs will encourage our library users to become better informed citizens in today's society and/or become more confident members of today's workforce.

c. Describe how you will accomplish your goals for the project. What specific activities will be involved?

Leeds Jane Culbreth Library has a goal of assembling and offering library materials in organized collections which will provide useful information to our library users. By updating our adult nonfiction collection and biographies, the library will become more relevant to our community at large. We are compiling a list of high interest categories for readers aged 13 and up, as well as a list of popular titles

that would be essential for a robust collection. We plan to have a master list of titles by the end of September 2019. 69

#### 4. Project Planning:

- a. Describe the planning for this project. Provide a timeline that includes planning and implementation. **REMEMBER:** funds are not available before **October 1, 2019** and request for final payment must be requested by **June 15, 2020**.

AUGUST 2019: Compile list of printed books for the adult nonfiction collection and biographies. Once list has been reviewed by Library Director and Library Board of Trustees, we will order the books and processing materials.

SEPTEMBER/OCTOBER 2019: As books arrive, our Catalog Librarian will use the processing materials to prepare the books for circulation. The Library Director will create flyers, posters, email blasts, social media posts, and notify our local newspaper regarding the new adult nonfiction and biographies and that "Current Events Café" and "Let's Get to Work" programs will begin in 2020. The Circulation staff will be ready to shelve the books as they are processed.

NOVEMBER/DECEMBER 2019: The Library Director will coordinate a program schedule and guest speakers for "Current Events Café" throughout the 2020 calendar year. Also, the Library Director will develop the "Let's Get to Work" program curriculum and begin to take reservations of library users to participate in the first 4-6 week workshop in January.

JANUARY/MARCH/MAY/JULY/SEPTEMBER 2020: The "Let's Get to Work" 4-6 week program will begin the first Friday of January, March, May, July, and September 2020. Registered participants for "Let's Get to Work" will learn computer basic skills, resume building tips/tricks, how to dress in interview-appropriate attire, and prepare for an interview. We will highlight printed non-fiction materials in each session and encourage the participants to check them out to continue learning on their own time. Furthermore, we will guide the participants through the various online resources available through Alabama Virtual Library, such as resume assistance from Homework Help Alabama or test preparation programs from Learning Express. At the end of each of the 4-6 week programs, the registered participants will schedule a mock interview with the Library Director or fellow business members of the Leeds Chamber of Commerce. Each interviewee will be given constructive criticism at the end of the mock interview, plus a professional reference from the Library Director and a certification of completion of the "Let's Get to Work" program.

FEBRUARY/APRIL/JUNE/AUGUST/OCTOBER 2020: The bi-monthly "Current Events Café" program will be conducted in the library's meeting room for one hour. Each program will provide light snacks for those in attendance. We will cover topics that coincide with national awareness months and/or international and domestic topics of concern. Our "fake news" identification program will be scheduled for February 2020. We will discuss climate change in April 2020, in honor of Earth Day. To bring awareness to National Safety Month in June 2020, we will tackle ways to protect ourselves and humanity. We will incorporate discussions about human rights and various humanitarian efforts to reduce the amount of unintentional injury and death in our communities and beyond. National Suicide Awareness week is conducted in August 2020; therefore, our topic that month will cover mental health issues, signs of substance abuse and how to help those who need assistance. In October 2020, we will cover how to be safe online, protecting your identity, and identifying various "phishing" schemes since the holiday season will be near.

- b. Provide a list of the project personnel, their duties for this project and qualifications as they relate to the project.

Melanie Carden, Library Director - Masters of Library and Information Studies; collection development, ordering of materials from book vendors, marketing and promotion of educational

programs associated with the nonfiction collection update, liaison to Leeds City Clerk and Council regarding LSTA grant funds

Patrick Sessions, Catalog Librarian - Masters of Library and Information Studies; cataloging and processing of materials

- c. Will there be institutional partners? What role will each of the partners play? [Complete Section J. (Partnering Libraries or Agencies) and include a letter of support from each partner.]

Tobin M. Cataldo, Executive Director of Jefferson County Library Cooperative, has supplied a letter of support. Their role will include assisting in promoting the LSTA grant, how Leeds Jane Culbreth Library will utilize the funds, and how it will improve the shared collection within the Public Libraries of Jefferson County.

- d. How will the targeted audience participate in or use this project? How will you publicize this project?

We aim to allow our library users to guide us in the types of topics that need to be added to our nonfiction collection. We will create printed flyers that detail our "Current Events Café" and "Let's Get to Work" programs that will be posted in the library. We will create Facebook and Instagram posts that describe the "Current Events Café" and "Let's Get to Work" programs. We will post the events on our library website and send articles to Leeds Tribune. We will present the programs at our bi-weekly city council meetings, which will also be on public record. We will announce these events at our monthly Chamber of Commerce luncheon.

- e. Who will provide the required local match?

The City of Leeds

- f. What will happen to the project after the funding period has ended? How will the library sustain the expanded services for library users? Will additional local funding be requested from your governmental municipality in the future based on the results of this project?

After the funding period has ended, we will continue purchasing nonfiction printed materials to ensure that our collection will remain relevant. We will evaluate the response to the "Current Events Café" and "Let's Get to Work" program to determine whether to continue offering them in the future.

### 3. Evaluation:

- a. How will you document and measure the success of this project in meeting the needs identified in #1 and the intended outcomes in #2? (i.e. number of materials circulated, number of program participants, test scores, patron feedback, etc.)

Leeds Jane Culbreth Library will prepare a report to gather data that will show how our library is currently used by evaluating the amount of people entering the library building, attending programs, asking adult reference questions, and how many items related to adult nonfiction or biographies are requested from other Jefferson County Library Cooperative locations. Additionally, we will gather feedback on how library users utilize our current collection. From this baseline report, we can gather monthly activity reports and quarterly patron feedback forms to evaluate our progress.

- b. Describe the methods that will be used to gather information and determine whether or not the library has achieved the project goals (i.e. surveys, interviews, observation, usage/circulation statistics, etc.).

Leeds Jane Culbreth Library will prepare an online survey to gather data on how our current adult nonfiction collection and biographies are used among our library users. We would like to understand our user's ability to locate necessary information for research and general knowledge inquiries. Paired with the circulation statistics from 2018 and 2019, we will create goals for the type

of increases we would like to see by the end of 2020. Two additional surveys will be submitted to library users: one in the middle of the project timeline (May 2020) and one at the end of the project timeline (November 2020). From those results, we hope to gather a response on how the updated adult nonfiction and biographies have been used and if they have helped create a dialog between our targeted group regarding issues and topics within their daily lives.

- c. How will you illustrate whether the project reached or moved toward the intended outcomes? What changes are expected in the target audience’s behavior, attitudes, skills, knowledge, status or life condition?

Leeds Jane Culbreth Library plans to see a high circulation of adult nonfiction and biographies. We are expecting more usage from those who attend the "Current Events Café" program and "Let's Get to Work" program. We believe that those who attend the "Current Events Café" will continue to check out materials regarding current events and have thoughtful discussions with fellow citizens and family members. Also, we believe that those who complete the 4-6 week "Let's Get to Work" program will gain the communication and basic occupational skills needed to acquire employment and, in turn, lower the overall poverty rate for Leeds, Alabama.

**G. BUDGET INFORMATION:** Enter the totals for each category in Section B. (Budget Summary) on page 1. **Round all figures to the nearest dollar.** (Attach additional pages if needed.)

- 1. Salaries: Project-related salaries may be used for 25% of required local match amount.

PROJECT-RELATED TASKS	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
TOTALS		\$	\$

- 2. Travel: All LSTA eligible travel must be directly related to furthering the purpose of the project.

TRIPS FROM/TO	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
TOTALS	\$	\$	\$

- 3. Equipment: Describe all equipment (including hardware and software) to be purchased for the project. **[NOTE: If an individual item costs \$5,000 or more, its technical specifications must be attached to the signature page.]**

EQUIPMENT ITEMS	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>TOTALS</b>	\$	\$	\$

4. Supplies: Include all supplies to be purchased for the project.

SUPPLY ITEMS	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
Barcode Labels - 1000/pkg	\$150.00	\$50.00	\$200.00
Label Protectors - 250/roll	\$60.00	\$20.00	\$80.00
Bookplates - 102/pkg	\$110.00	\$30.00	\$140.00
Book Covers - variety	\$370.00	\$130.00	\$500.00
	\$	\$	\$
<b>TOTALS</b>	\$750.00	\$250.00	\$1,000.00

5. Contractual: Contractual includes services from a company or agency, such as training.

SERVICES PROVIDED	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>TOTALS</b>	\$	\$	\$

6. Library Materials: List by subject and format categories. Costs may include preprocessing packets.

MATERIAL TYPES	LSTA FUNDS	LOCAL MATCH	TOTAL FUNDS
Nonfiction Books - regular print	\$7,500.00	\$2,500.00	\$10,000.00
Nonfiction Books - large print	\$1,500.00	\$500.00	\$2,000.00
Biographies - regular print	\$3,750.00	\$1,250.00	\$5,000.00
Biographies - large print	\$1,500.00	\$500.00	\$2,000.00
	\$	\$	\$
<b>TOTALS</b>	\$14,250.00	\$4,750.00	\$19,000.00

**H. CHILDREN'S INTERNET PROTECTION ACT:** All applicants must answer the following question:

Will federal funds be used in this project 1) to purchase computers used by a public library or a public school library to access the Internet or 2) to pay for direct costs associated with a public library or a public school library accessing the Internet?

Yes       No

**I. COLLECTION DEVELOPMENT:**

Enter the regular **local funds** for library materials in FY2017 and FY2018, and enter the projected regular local funds for library materials for FY2019 and FY2020.

FY2017: \$12,000.00      FY2018: \$12,000.00      FY2019: \$12,000.00      FY2020: \$12,000.00

Present collection size (use the materials definitions used for your annual APLS statistical report):

**Printed book volumes:** 29566      **Audio/visual materials:** 4899      **E-materials:** 22962 (shared-JCLC)

**J. LETTERS FROM SYSTEM OR NETWORK DIRECTORS:** Required only for members of public library systems and/or cooperative library networks (see the instructions).

—Check this box to indicate that copies of the letter(s) if required above have been attached to the signature page.

**K. PARTNERING LIBRARIES OR AGENCIES:** If you are partnering with one or more libraries or agencies, enter the number below. If not, skip this section.

Number	Type or Kind	Number	Type or Kind
	Public Libraries		Academic/College
	Schools		Other

List all partnering agencies, including the name, address and phone number of each:  
(Attach additional pages if needed.)

Name	Address	Phone Number
		(    )    -
		(    )    -
		(    )    -
		(    )    -
		(    )    -

Attach their endorsement letters to the signature page.

—Check this box to indicate that copies of the letter(s) if required above have been attached to the signature page.

If applicable, (1) show how cash-sharing arrangements and formulas were developed, and (2) show the anticipated budget expenditures by each library or agency:

**L. STATE AID COMPLIANCE CHECKLIST:**

- Current State Aid contract on file at APLS
- Current by-laws on file at APLS
- Current policy and procedures manual on file at APLS
- Current list of Board of Trustees on file at APLS
- Current Five-Year Plan on file at APLS
- Current statistical report on file at APLS
- Current audit or financial statement on file at APLS

- M. AUTHORIZATION OF REQUEST:** We, the undersigned, (1) understand the conditions and requirements set forth in the “Federal Public Library Programs” section of the Alabama Public Library Service Administrative Code effective January 24, 2019, (2) on behalf of the state agency or city and/or county governments which support this library, agree to adhere to them, and (3) certify that this application has been approved by the Board of Trustees of the Library or, if a library agency or department, by the appropriate governing authority. We understand the following conditions:
- Failure to include required information in the application or failure to submit any required attachments with the signed signature page of the application may cause the application to not be funded.
  - To be **on time** the application(s) must be submitted **by email** to [kralya@apls.state.al.us](mailto:kralya@apls.state.al.us) by **April 8, 2019** **and** one (1) paper application with original signatures and any attachments **must also** be submitted (postmark deadline: **April 8, 2019**). Send to: LSTA Grants, 6030 Monticello Dr., Montgomery, AL 36130. **A faxed signature page or attachments shall not be accepted.**

Library: Leeds Jane Culbreth Library Grant Program: Collection Development

(Signed) Melanie A. Carden 4/1/19  
 Project administrator Date  
 Printed Name: Melanie A. Carden

(Signed) Melanie A. Carden 4/1/19  
 Library director Date  
 Printed Name: Melanie A. Carden

(Signed) Toushi Arbitelle 04-01-19  
 Governmental official authorized to receive  
 and disburse funds, if different from the above  
 Printed Name: Toushi Arbitelle  
 Date

(Signed) Michael J Woodall 4/1/19  
 Chair or Vice-Chair, Board of Trustees Date  
 Printed Name: Michael Woodall



2100 Park Place  
Birmingham, AL 35203  
205.226.3615

PublicLibrariesInJC.org

March 26, 2019

APLS LSTA Advisory Committee  
Alabama Public Library Service  
6030 Monticello Drive  
Montgomery, AL 36130

RE: FY 2020 LSTA Application for Leeds Jane Culbreath Library

To Whom It May Concern:

After reviewing the FY2020 LSTA proposal from Leeds Jane Culbreath Library, I am happy to offer my full support for their application for funding for non-fiction collection development support.

Leeds Jane Culbreath Library is a respected member of the Jefferson County Library Cooperative, and the staff at Leeds Jane Culbreath Library, as evidenced through choices made in this grant application, have demonstrated a commitment to responding to observed community need as well as proactively identifying areas where library service can be enhanced.

Goal 2 of the APLS LSTA Five Year plan is in part to support library programs, services, collections and partnerships that promote learning and literacy; serve children, youth, adults and families. Stakeholder input gathered during the formation of the APLS LSTA Five Year plan supports investment in collection development as sound policy: 50% of respondents agreed that book collections are in the top 10 most impactful LSTA-supported services. The IMLS focal area for Information Access supports collection development in libraries (2f) as an identified goal-based project.

From the perspective of the Jefferson County Library Cooperative, this proposal is equally valuable in that a strong circulating collection not only benefits Leeds Jane Culbreath Library, but all of the member libraries through access and resource sharing. Collaboration, including cooperative collection development, and resource sharing are central tenets of the Jefferson County Library Cooperative.

Sincerely,

A handwritten signature in black ink, appearing to read "T.M. Cataldo".

Tobin M. Cataldo  
Executive Director  
Jefferson County Library Cooperative

AGREEMENT BETWEEN THE ALABAMA PUBLIC LIBRARY SERVICE AND  
LIBRARY BOARDS OF PUBLIC LIBRARY REGIONS OF ALABAMA

The Alabama Public Library Service agrees to provide, from the funds available under the Library Services and Technology Act, a grant to Leeds Jane Culbreth Library not to exceed \$15,000 for COLLECTION DEVELOPMENT, Project #20-4-14.

PROVIDED:

1. The Library is in good standing and is in full compliance with the *Alabama Administrative Code* regarding the criteria necessary to receive State Aid.
2. These funds will be expended to provide library service in accordance with the project application approved by the Alabama Public Library Service which is considered a part of this contract.
3. That financial, narrative, interim, and annual reports be submitted in accordance with directions under separate cover. Records shall be kept in such a way that it will be possible for Alabama Public Library Service to determine whether the proposed program of library service is successfully carried out.
4. If the grant conditions are not complied with, the Alabama Public Library Service reserves the right to cancel this contract or revise the plan of service.
5. The financial records of the library will be made available, on request, to the federal government, Alabama Department of Examiners of Public Accounts, and/or the Alabama Public Library Service. Based upon review of these financial records, an audit of the Library System's records by a licensed certified public accountant may be required to determine the true financial status of the library.
6. The Library Board agrees to maintain a grant project record in the form prescribed by the Alabama Public Library Service and retain all records until **at least** December 31, 2026.
7. The Library Board agrees to properly manage all equipment (including replacement equipment) purchased with these funds and will meet the recordkeeping and management standards established by the Alabama Public Library Service.
8. The Library Board agrees to abide by and follow (a) all applicable rules and regulations of the U.S. Institute of Museum and Library Services, (b) the Library Services and Technology Act, and (c) the Financial Management and Administrative Policies and Procedures established by the Alabama Public Library Service pertaining to the use of the funds.
9. This agreement shall be in effect from the date the agreement is signed by the Director of the Alabama Public Library Service through **June 30, 2020**. Funds not requested by **June 15, 2020** will no longer be available unless the Alabama Public Library Service receives and approves a request for a contract extension. Contract extensions will only be granted in very unusual circumstances.
10. The following sections are attached and incorporated into this agreement:
  - a. Certification Regarding Civil Rights; Debarment and Suspension; Standard Assurances
  - b. Internet Safety Certification

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OCT 28 2019  
ADMIN

11. The Library Board agrees that the appropriate percentage of required matching funds shall be in cash and verifies that the required matching cash is available as of the date this agreement is signed by the Board Chair.

Leeds Jane Culbreth Library  
LIBRARY

Michael J Woodell  
BOARD CHAIR

**NOTARY CERTIFICATE**

Sworn to and subscribed before me this 24<sup>th</sup> day of October, 2019.

Gregory W. Glaze  
Notary Public

MY COMMISSION EXPIRES SEPTEMBER 6, 2021

**APPROVED:**

Nancy C. Packer  
Director, Alabama Public Library Service

10/30/19  
Date



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**CERTIFICATION REGARDING CIVIL RIGHTS; DEBARMENT AND SUSPENSION; STANDARD ASSURANCES**

**CIVIL RIGHTS**

The grantee assures that it will comply with:

- i. Title VI of the Civil Rights Act of 1964, as amended, 42 USC 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance.
- ii. Section 504 of the Rehabilitation Act of 1973, as amended, 29 USC 794, which prohibits discrimination on the basis of handicap in programs and activities receiving Federal assistance.
- iii. Title IX of the Education Amendments of 1972, as amended, 20 USC 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.
- iv. The Age Discrimination Act of 1975, as amended, 42 USC 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.
- v. All regulations, guidelines, and standards lawfully adopted under the above statutes by the Institute of Museum and Library Services (IMLS).

**DEBARMENT AND SUSPENSION**

The grantee assures that it will comply with 2 CFR Part 3185 and certifies to the best of its knowledge that **neither** the grantee **nor** any of its principals:

- i. Are presently excluded or disqualified;
- ii. Have been convicted within the preceding three years of any of the offenses listed in 2 CFR section 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
- iii. Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses listed in 2 CFR section 180.800(a); or
- iv. Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

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CERTIFICATION REGARDING CIVIL RIGHTS; DEBARMENT  
AND SUSPENSION; STANDARD ASSURANCES

80

**STANDARD ASSURANCES**

The grantee hereby assures and certifies that:

- i. It will comply with the regulations, policies, guidelines, and requirements imposed by the Institute of Museum and Library Services (IMLS) and the Alabama Public Library Service (APLS).
- ii. It has legal authority to apply for, receive, and administer the grant through a resolution, motion, or similar action that has been duly adopted or passed by an official act of their governing body.
- iii. It will establish safeguards to prohibit employees and members of the governing or policy-making bodies from making decisions that would directly or indirectly benefit them financially.
- iv. It will establish and maintain fiscal and program controls that will allow for monitoring, examination or auditing of all records that pertain to this grant by the Alabama Public Library Service (APLS), the Comptroller General of the United States, the Alabama Department of Examiners of Public Accounts or a duly designated representative.
- v. It will maintain such books and records until **at least** December 31, 2026.

Leeds Jane Culbreth Library  
Library

Melanie A. Carden  
Signature of Authorized Official

10/24/19  
Date

**INTERNET SAFETY CERTIFICATION FOR  
LSTA PROGRAMS  
PROGRAM YEAR 2019 FUNDS (TO BE SPENT IN FY2020)**

1. In the period of your contract with APLS (in most cases starting in October 2019, through June 30, 2020) will the library use LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet?

Yes     No

2. Does the library already have in place an Internet safety policy that meets the following requirements (as provided by 20 U.S.C. Section 9134(f)(1))?

- a. A policy of Internet safety for minors that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are: (1) obscene; (2) child pornography; or (3) harmful to minors; and the library is enforcing the operation of such technology protection measure during any use of such computers by minors; and
- b. A policy of Internet safety that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are: (1) obscene; (2) child pornography; or (3) harmful to minors; and the library is enforcing the operation of such technology protection measure during any use of such computers.

Yes     No

**Select appropriate box on next page and complete the signature  
and notary sections.**

RECEIVED  
OCT 28 2019  
ADMIN

INTERNET SAFETY CERTIFICATION FOR  
LSTA PROGRAMS  
PROGRAM YEAR 2019 FUNDS (TO BE SPENT IN FY2020)

- 1.  As its duly authorized representative, I hereby certify that the applicant library **will** use PY2019 LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet and has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.
- 2.  As its duly authorized representative, I hereby certify that the applicant library **will not** use PY2019 LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet and that the requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant library.

Melanie A. Carden

Signature of Authorized Representative

Melanie A. Carden

Printed Name of Authorized Representative

Library Director

Title of Authorized Representative

Oct 24, 2019

Date

Leeds Jane Culbreth Library

Name of Applicant Library

STATE OF ALABAMA

COUNTY OF Jefferson

Subscribed and sworn to before me this 24th day of October, in the year 2019.

Gregory W. Glaze

Notary Public

Notary's commission expires: MY COMMISSION EXPIRES SEPTEMBER 6, 2021



**Item Attachment Documents:**

16. Resolution 2019-12-04 Consider Authorizing and Approving Supplemental Insurance Benefits for City Career Firefighters; Alabama First Respondents Benefit Program - Mandated by State Law - Budget Adjustment (No New Funds Requested - General Fund)

# CITY OF LEEDS

## RESOLUTION NO. 2019-12-04

### AUTHORIZING AND APPROVING SUPPLEMENTAL INSURANCE BENEFITS FOR CITY CAREER FIREFIGHTERS

**WHEREAS**, Act 2019-361 was passed by the State Legislature and ultimately signed into law by the Governor on June 4, 2019 and is due to go into effect on January 1, 2020; and

**WHEREAS**, the new law mandates that all local governments provide supplemental cancer insurance to career firefighters who have served the City for a minimum of 12 consecutive months; and

**WHEREAS**, the Alabama First Responders Benefits Program has created a proposal to local governmental entities to comply with the State legislative mandate, and the subject insurance will be ultimately provided by the Hartford; and

**WHEREAS**, in order for the City employees to be allowed such coverage the Council is required to approve one of the proposed coverage options as an added benefit for the eligible employees.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA, SUBJECT AND PURSUANT TO THE REQUIREMENTS OF 2019-361, AS FOLLOWS:**

1. The above Recitals are true and correct and included herein as if fully set forth.
2. The City Council hereby finds it to be in the best interest of the City to authorize and approve the attached application and proposal presented by the Alabama First Responders Benefits Program as the administrator for a cancer insurance policy which is designed by The Hartford to meet the requirements of Ala. Act 2019-361 for the benefit of eligible City firefighters.
3. The City hereby approves the [**“Basic Plan”** (\$186.48/firefighter/annually)], [**“Enhanced Plan”** (\$198.24/firefighter/annually)] as presented by and subject to the attached proposal and plan details.
4. The Mayor, City staff, and City Attorneys shall have the full authority to do those things, perform those functions, and to sign necessary documentation in order to carry out the actions so authorized herein.

**APPROVED AND ADOPTED** at a regular meeting of the City Council of the City of Leeds, Alabama on this the 16<sup>th</sup> day of December, 2019.

**AYES:** \_\_\_\_\_  
**NAYS:** \_\_\_\_\_  
**ABSENT FROM VOTING:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_

**CITY OF LEEDS, ALABAMA**

\_\_\_\_\_  
David Miller, MAYOR

\_\_\_\_\_  
DATE

**ATTEST:**

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

In my capacity as the City Clerk of the City of Leeds, hereby certify that the above Resolution was duly adopted by the City Council of the City of Leeds at a regular meeting held on the 16th day of December 2019.

\_\_\_\_\_  
City Clerk



## Alabama First Responders Benefits Program Proposal for Coverage

**Effective Date: January 1, 2020**

**Anniversary Date: January 1**

**Member Name: Leeds**

**Member Number: 00172**

**Insurer: Hartford Life and Accident Insurance Company**

There are two coverage components required by ACT 2019-361 effective January 1, 2020:

- 1) Critical Illness (Lump Sum Cancer Benefit)
- 2) Long-Term Disability (Income Replacement)

Legislation requires that the employer provide both Critical Illness (Lump Sum Cancer Benefit) and Long-Term Disability (Income Replacement) to all Paid Career Firefighters. The employer also has the option to provide these same two benefits for Certified Volunteer and Non-Certified Volunteer firefighters.

In addition, you have the option to choose between a Basic Plan and Enhanced Plan for all classes:

**Basic Plan** includes legislated cancers for Critical Illness Coverage and All Cancers for Long Term Disability Coverage. Legislated cancers include “bladder, blood, brain, breast, cervical, esophageal, intestinal, kidney, lymphatic, lung, prostate, rectum, respiratory tract, skin, testicular, and thyroid cancer, leukemia, multiple myeloma, Hodgkin's lymphoma, and non-Hodgkin's lymphoma.”

**Enhanced Plan** includes All cancers for both Critical Illness Coverage and Long Term Disability. The pricing below includes the total rate for both Critical Illness and Long Term Disability.

**EMPLOYER PAID:**

Firefighter Class	Count	Option 1: Basic Plan		Option 2: Enhanced Plan	
		CI (Legislated Cancers) and LTD (All Cancers)		CI and LTD (All Cancers)	
		Basic Plan Rate	Basic Plan Premium	Enhanced Plan Rate	Enhanced Plan Premium
Paid Career	25	186.48	4,662.00	198.24	4,956.00
Certified Volunteer	0	186.48	0.00	198.24	0.00
Non-Certified Volunteer	0	138.48	0.00	150.24	0.00
<b>TOTAL</b>			4,662.00		4,956.00

**All three of the above firefighter rates above assume that the employer/department will be paying for 100% of the cost of all Firefighters (Career Paid, Certified Volunteer and Non-Certified Volunteers) in the department.**

Should the employer decline to purchase coverage for Certified Volunteer and Non-Certified Volunteer firefighters, the individuals have the option to purchase the benefit on their own at a higher rate. Please refer to the pricing below of the estimated annual cost that would be passed along to the individual firefighter.



**FIREFIGHTER PAID:**

Firefighter Class	Count	Option 1: Basic Plan CI (Legislated Cancers) and LTD (All Cancers)		Option 2: Enhanced Plan CI and LTD (All Cancers)	
		Basic Plan Rate	Basic Plan Premium	Enhanced Plan Rate	Enhanced Plan Premium
Certified Volunteer	0	316.92	0.00	331.68	0.00
Non-Certified Volunteer	0	214.92	0.00	229.68	0.00
<b>TOTAL</b>			0.00		0.00

**SUMMARY OF BENEFITS:**

Lump Sum Cancer Plan	Benefit
Cancer Benefit Amount	\$25,000
Invasive Cancer	\$25,000 (100% of coverage amount)
Non-Invasive Cancer	\$6,250 (25% of coverage amount)
Lifetime Maximum Benefit Per Firefighter	\$50,000
Recurrence Benefit (% of coverage amount)	100%, 90 days separation period

Long Term Disability Plan	Benefit	Elimination Period
Paid Career Firefighter	\$3,000 Maximum Monthly Benefit	180 Days
Certified Volunteer	\$3,000 Maximum Monthly Benefit	180 Days
Non- Certified Volunteer	\$1,500 Maximum Monthly Benefit	180 Days
Benefit Duration	3 Years	
Definition of Disability	3 Years own occupation	

**If you have questions, please do not hesitate to reach out to us:**

**1-800-23-CANCER**

[cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com)

*The Alabama First Responders Benefits Program “the Program” is provided by the Alabama First Responders Benefits Association. Program rates are subject to review and approval by the Alabama Department of Insurance. Consequently, the Program will not take effect until the Alabama Department of Insurance approves. Actual Program benefits, rates, terms and conditions are subject to change based on regulatory requirements and changes in employer operations or information. This proposal does not include all of the policy terms, conditions, limitations, and exclusions which provide the full detail of coverages and take precedence over this proposal.*



# Alabama First Responders Benefits Program

## APPLICATION AND PARTICIPATION AGREEMENT

The Alabama First Responders Benefits Program (the “Program”) makes available insurance benefits to eligible Alabama firefighters, pursuant to Ala. Act 2019-361 (the “Act”). The Program benefits are available to firefighters who are Eligible Employees (as defined below) through participation by his or her employer. To participate in the Program, a Paid Fire Department or Volunteer Fire Department (collectively, an “Eligible Employer”) shall complete this Application and Participation Agreement and enroll as a member of the Alabama First Responders Benefits Association (the “Association”). There is no fee to be a member of the Association, and by completing this Application and Participation Agreement, the Eligible Employer agrees to become a member of the Association.

The Association administers the Program and is the policyholder for the firefighter cancer coverage which is provided and fully insured by The Hartford for Lump Sum Cancer Benefits and Long Term Disability benefits (the “Policy”). Once approved by the Association, the Eligible Employer will receive a one-page Schedule of Benefits identifying the purchased coverage, and a link to the Policy for the purchased coverage, so it may make these available to its Eligible Employees.

### 1. Paid Fire Department Career Firefighters (Mandated by ACT 2019-361)

*Instructions: Please select a box under both A and B.*

- A. Lump Sum Cancer Benefit Plan
  - Option 1: Basic Plan (Legislated Cancers Only)
  - Option 2: Enhanced Plan (All Cancers)
  
- B. Long Term Disability Plan
  - Coverage for all cancers (\$3,000 monthly benefit)

### 2. Certified Volunteer Firefighter

*The Policy is available to volunteer firefighters through his or her employing volunteer fire department. Under the Act, volunteer fire departments are not required to pay for the Policy for its firefighters but may choose to do so. If a volunteer fire department chooses not to pay for the Policy, any volunteer firefighter may elect to purchase the Policy at his or her own expense.*

*Instructions: Please make an election for whether you, as an employer, choose to purchase the Policy coverage on behalf of your Certified Volunteer Firefighters.*

- Employer Paid
- Firefighter Paid

*Instructions: Please select a box under both A and B.*

- A. Lump Sum Cancer Benefit Plan
  - Option 1: Basic Plan (Legislated Cancers Only)
  - Option 2: Enhanced Plan (All Cancers)
  
- B. Long Term Disability Plan
  - Coverage for all cancers (\$3,000 monthly benefit)



## Alabama First Responders Benefits Program APPLICATION AND PARTICIPATION AGREEMENT

### 3. Non-Certified Volunteer Firefighter

*The Policy is available to volunteer firefighters through his or her employing volunteer fire department. Under the Act, volunteer fire departments are not required to pay for the Policy for its firefighters but may choose to do so. If a volunteer fire department chooses not to pay for the Policy, any volunteer firefighter may elect to purchase the Policy at his or her own expense.*

*Instructions: Please make an election for whether you, as an employer, choose to purchase the Policy coverage on behalf of your Non-Certified Volunteer Firefighters.*

- Employer Paid
- Firefighter Paid

*Instructions: Please select a box under both A and B.*

- A. Lump Sum Cancer Benefit Plan
  - Option 1: Basic Plan (Legislated Cancers Only)
  - Option 2: Enhanced Plan (All Cancers)
  
- B. Long Term Disability Plan
  - Coverage for all cancers (\$1,500 monthly benefit)

The undersigned Eligible Employer agrees that it is applying for and agreeing to purchase the Hartford Lump Sum Cancer Benefit and Long Term Disability. (See Attached Proposal for Estimated Premiums). The Association is the administrator for the Policy which is designed by Hartford to meet the requirements of Ala. Act 2019-361. The Hartford provides the insurance coverage and receives, evaluates and pays claims under the Policy. All claims for benefits must be submitted to Hartford. Neither the Program nor the Association have any role in claim management, decision or payment.

Eligible Employee is defined as Career Firefighters, Certified Volunteer Firefighters and Non-Certified Volunteer Firefighters as set forth in the Act. A Career Firefighter is defined under the Act as any person employed with the state, a county or municipal government, an airport authority, or fire district who has obtained certification as a firefighter through and as defined by the Alabama Firefighter's Personnel Standards and Education Commission or a firefighter employed with the Alabama Forestry Commission who has been certified by the State Forester as having met the wild land firefighter training standard of the National Wildfire Coordinating Group, and is offered typical employment benefits, including health insurance coverage.

The undersigned Eligible Employer shall identify and submit census data to the Association for all Eligible Employees. The coverage elected above automatically renews at each anniversary date per the attached Proposal, based on then-current premiums established by the Association. Coverage may be terminated in accordance with the terms of the Policy or for Employer's failure to comply with the terms of this Agreement. Upon termination, the Eligible Employer shall provide its Eligible Employees notice of termination.



# Alabama First Responders Benefits Program

## APPLICATION AND PARTICIPATION AGREEMENT

By signing below, I acknowledge my authority to submit this Application and Participation Agreement on behalf of the entity named below and the entity's agreement to all terms this Application and Participation Agreement. I also certify that I am authorized to sign on behalf of the participating Eligible Entity. The roster of Eligible Employees that have been submitted for the accompanying proposal has been verified against the eligibility outlined within **ACT 2019-361** and I certify that all Eligible Employees meet these eligibility requirements.

Name of Entity Leeds

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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Print Name \_\_\_\_\_ Title \_\_\_\_\_



# ALABAMA FIRST RESPONDERS BENEFITS PROGRAM

1 (800) 23 – CANCER | [Cancerinsurance@alfrp.com](mailto:Cancerinsurance@alfrp.com) | [www.alfrbp.com](http://www.alfrbp.com)



October 14<sup>th</sup>, 2019

Re: Firefighter Cancer and Disability Coverages

Dear Fire Chief,

I hope this package finds everyone in your Fire Department safe and well. As you know, Governor Ivey signed a new law in May of 2019 that will be effective on January 1, 2020. This new law mandates that all Fire Departments throughout the state of Alabama provide cancer and disability coverage for their Firefighters, based on certain categories in which they fall. All Career Paid Firefighters within the state of Alabama will be provided cancer and disability coverage at no cost to the Firefighter, effective January 1, 2020. The new law mandates that a public entity secure and pay for coverage for Career Paid Firefighters. In addition, the new law creates the option to provide cancer and disability insurance for Volunteer Firefighters, on a *department paid basis*, or *individual Firefighter paid basis*. In this package, we have provided information to help you evaluate and determine what is necessary to cover your Firefighters in your department.

Enclosed you will find information on the **Alabama First Responders Benefits Program (FRBP)**, the only endorsed product by the *Alabama League of Municipalities* for public entities in the state of Alabama. The state association, *The Alabama League of Municipalities*, was instrumental in working with politicians and other stakeholders in drafting and passing this bill. Please allow me to summarize the contents of this packet, so we may help you determine what is necessary for your department, and the coverages and costs for your department.

- The first document is a two page "**Benefits Summary Sheet**" from the *Alabama First Responders Benefits Program*, outlining the basic coverages for cancer and disability for Firefighters. This is a basic summary and would be a great document for you to share with any Firefighters in your department that have interest or would like to see more information about the program.
- The second document enclosed in this package is a "**Sample Rating Sheet**." This is a sample document for you to utilize to determine the cost of cancer and long-term disability coverage for your Firefighters under the new law. As you look at that sample rating sheet, you will find on the left-hand side in green "**Option 1 Basic Plan**." The *basic plan* provides coverage to meet all of the mandated minimum requirements under the state law. For example, there are 21 named cancers under this new law, and the *basic plan* covers those 21 cancers. On the right-hand side of this document in gold, you will find information in reference to "**Option 2 Enhanced Plan**." The *enhanced plan* is a step above the *basic plan*, and provides additional coverages for all cancers, not just the basic 21 cancers. On the sample rating sheet, simply plug in the number of Paid Firefighters, Certified Volunteer Firefighters, and Non-Certified Volunteer Firefighters, and you will be able to calculate the total cost for your department for the year. Please be cautious and notice that there are rates at the top for **\*employer paid plans\*** and rates at the bottom for **\*individual paid plans\***. For those departments such as a Volunteer Fire Department, if that Volunteer Department does not pay for the entire Firefighting team that qualifies for the program, those Firefighters can individually pay for this coverage, but the rates change. The reason for the change in rates is that it is no longer a group policy, but becomes an individual policy. Group plans, as you know, always get a reduced rate. At the bottom of this sample rating sheet you will find information that you need to read before calculating the cost for your department. On the sample rating sheet, you will also find our dedicated phone number and email address. If you have any questions, please do not hesitate to give us a call or

OVER

send us an email, and we will be happy to discuss the rates and help you calculate your estimated annual cost for your Fire Department.

- The third document enclosed is a **two page flyer** titled “Alabama Firefighters Have an Occupational Risk. We Have Their Back.” This flyer was created by *Hartford Insurance Company* to summarize and outline the coverages and services of this program. As previously stated, Hartford Insurance Company is the insurance carrier that will issue the policy for this program through the *Alabama First Responders Benefits Program*. On this flyer, you will also find our dedicated phone number and email address, along with our website [www.alfrbp.com](http://www.alfrbp.com). You may find all of the enclosed documents, as well as additional resources under the resources section of our website.
- The fourth document enclosed is a six page document containing “**Frequently Asked Questions.**” Over the last several weeks, many Public Entities, Fire Departments, Firefighters, Fire Chiefs, etc., have asked specific questions regarding coverages and benefits under this program. We have created this document to provide those frequently asked questions and answers to your department as well. This document was updated on October 11, 2019. This would be a great document to share with the Firefighters in your Fire Department as well.
- The last document enclosed in this package is the **Press Release** that was issued on September 26<sup>th</sup>. This document outlines more specific details regarding the program, the rates for the various categories, as well as additional information about *Alabama First Responders Benefits Program*.

If you have any questions, or need any assistance, we are here to help. We have a dedicated team standing by to help you in any way that you need. Please do not hesitate to contact us.

**Dedicated Toll Free Customer Service: 1 (800) 23 - CANCER**

**Dedicated Email:** [cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com)

In addition, our new website for the *Alabama First Responders Benefits Program* is live. You may find all of the enclosed documents as well as additional resources under the resources section of our website: [www.alfrbp.com](http://www.alfrbp.com).

Lastly, if you would like to receive an official quote, please send an email to [cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com) and request a quote form. We will send you a spreadsheet for you to simply list your Firefighters with some basic information and email it back to us. We will upload your spreadsheet into our quoting and rating system, and provide you with an official quote.

We appreciate the opportunity to serve and support you, your Fire Department, and all Firefighters on your team. If you have any questions or if there is anything that we can help you with, please do not hesitate to give us a call.

Thank you,



**Terry E. Young – CRM CWcHP CRE**

*President, First Responders Benefits Program*

*Chairman of the Board, Kowaliga Volunteer Fire Department*

[Terry@alfrbp.com](mailto:Terry@alfrbp.com) | 1 (800) 23 – CANCER | [www.alfrbp.com](http://www.alfrbp.com)



# Alabama First Responders Benefits Program

## BENEFITS SUMMARY SHEET

Firefighters are local heroes to the communities they serve. The Alabama First Responders Benefits Program was created for cities and counties within the State of Alabama, and will help take care of our 20,000 Firefighters and their families. Coverage provided by Hartford Insurance Company will meet the legislative mandates as follows:

### Lump Sum Benefit

***Firefighter Eligibility Based on Legislation:***

- Paid Firefighters – 12 months of consecutive service
- Certified Volunteers – 12 months of consecutive service
- Non-Certified Volunteers – 12 months of consecutive service

***Covered Cancers Based on Legislation:***

"Includes bladder, blood, brain, breast, cervical, esophageal, intestinal, kidney, lymphatic, lung, prostate, rectum, respiratory tract, skin, testicular, and thyroid cancer, leukemia, multiple myeloma, Hodgkin's lymphoma, and non-Hodgkin's lymphoma."

LUMP SUM CANCER PLAN	BENEFIT
Cancer Benefit Amount	\$25,000
Invasive Cancer	100% of Coverage Amount
Non-Invasive Cancer	25% of Coverage Amount
Coverage Maximum (% of Coverage Amount)	Firefighter: 200% (2 x \$25,000)
Recurrence Benefit (% of Coverage Amount)	100%; 90 Days Separation Period
Benefit Portability	Yes

## Long Term Disability (LTD)

### **Eligibility Based on Legislation:**

Paid Firefighters – 12 months of consecutive service

Certified Volunteers – 12 months of consecutive service

Non-certified Volunteers – 12 months of consecutive service

### **Covered Cancers Based on Legislation:**

"Includes bladder, blood, brain, breast, cervical, esophageal, intestinal, kidney, lymphatic, lung, prostate, rectum, respiratory tract, skin, testicular, and thyroid cancer, leukemia, multiple myeloma, Hodgkin's lymphoma, and non-Hodgkin's lymphoma."

LTD CANCER PLAN	BENEFIT	ELIMINATION PERIOD
Active Firefighter	\$3,000	180 Days
Volunteer Certified Firefighter	\$3,000	180 Days
Volunteer Non-Certified Firefighter	\$1,500	180 Days
Benefit Duration	3 Years	
Definition of Disability	3 Years Own Occupation	
Pre-Ex	ER Paid: No Pre-Ex Firefighter Paid: 3/12	
Continuation	Included	

## CONTACT US

**Program Email:** [Cancerinsurance@alfrbp.com](mailto:Cancerinsurance@alfrbp.com)

**Program Toll-Free Call Center:** 1 (800) 23 – CANCER

**\*\*Please see full policy and/or Firefighter Cancer/Disability Booklet for all coverage benefits and details.**

*The Alabama First Responders Benefits Program "the Program" is provided by the Alabama First Responders Benefits Association. Program rates are subject to review and approval by the Alabama Department of Insurance. Consequently, the Program will not take effect until the Alabama Department of Insurance approves. Actual Program benefits, rates, terms, and conditions are subject to change based on regulatory requirements and changes in employer operations or information. This proposal does not include all of the policy terms, conditions, limitations, and exclusions, which provide the full detail of coverages and take precedence over this proposal.*

## ALABAMA FIRST RESPONDERS BENEFITS PROGRAM

### FIRE DEPARTMENT LTD & CANCER INSURANCE COVERAGE OPTIONS

Toll Free: 1 (800) 23 - CANCER

Email: [Cancerinsurance@alfrbp.com](mailto:Cancerinsurance@alfrbp.com)

#### OPTION 1 - BASIC PLAN

**Basic Plan: LTD & Cancer Insurance - Lump Sum \*EMPLOYER PAID\***

# Paid Firefighters \_\_\_\_\_ x \$186.48 = \_\_\_\_\_ Total Cost Per Yr \_\_\_\_\_

# Certified Vol. Firefighters \_\_\_\_\_ x \$186.48 = \_\_\_\_\_ Total Cost Per Yr \_\_\_\_\_

# Non Certified Vol. Firefighters \_\_\_\_\_ x \$138.48 = \_\_\_\_\_ Total Cost Per Yr \_\_\_\_\_

**Total Cost Above for Basic Plan \*EMPLOYER PAID\* For the Yr = \$ \_\_\_\_\_**

**\*\* 90% of All Departments Will Fall in Above Basic Plan or Enhanced Plan Categories**

**\*\* PLEASE NOTE: Rates in Below Section Are \*Individually\* Paid by the Firefighter**

**Basic Plan: LTD & Cancer Insurance - Lump Sum \*INDIVIDUAL PAID\***

# Certified Vol. Firefighters \_\_\_\_\_ x \$316.92 = \_\_\_\_\_ Total Cost Per Yr \_\_\_\_\_

# Non Certified Vol. Firefighters \_\_\_\_\_ x \$214.92 = \_\_\_\_\_ Total Cost Per Yr \_\_\_\_\_

**Option 1 Basic Plan: Includes 21 Cancers Required by New Law**

**Option 2 Enhanced Plan: Includes All Cancers (21 Required by Law + All Other Cancers)**

\*PLEASE NOTE: Top Categories are Employer Paid Plans

\*PLEASE NOTE: Bottom Categories are Individual Firefighter Paid Plans

**Option 1 & 2 \*Employer Paid Plans\*:** Can Include A Mix of Paid, Volunteer, & Certified Firefighters All On Same Policy  
LTD: Long Term Disability

Rates Are Total Cost Per Firefighter, Per Year, for Both Cancer Coverage & Long Term Disability (LTD) Coverage

Same Rates For Paid Firefighters & Certified Volunteer Firefighters Under \*Employer Paid\* Plans

Rates For Non Certified Volunteer Firefighters Under \*Employer Paid\* Plans are Less, Due to Disability Benefit Being Reduced from \$3,000 to \$1,500 Per Month, Per the Law

Rates for \*Individually Paid\* Volunteer Firefighters Are Higher, Due To The Fact They Are Not Group Rates, and All Firefighters Are Not Being Provided Coverage

*The Alabama First Responders Benefits Program "the Program" is provided by the Alabama First Responders Benefits Association. Program rates are subject to review and approval by the Alabama Department of Insurance. Consequently, the Program will not take effect until the Alabama Department of Insurance approves. Actual Program benefits, rates, terms and conditions are subject to change based on regulatory requirements and changes in employer operations or information. This proposal does not include all of the policy terms, conditions, limitations, and exclusions which provide the full detail of coverages and take precedence over this proposal.*



# ALABAMA FIREFIGHTERS HAVE AN OCCUPATIONAL RISK. WE HAVE THEIR BACK.



It's a well-known fact that certain types of cancer are an occupational health risk for firefighters. With that diagnosis comes major costs.

Now there's a way to help protect those who protect us: **The Alabama First Responders Benefits Program.** It provides coverage and support crucial to your firefighters and their families should cancer strike.

And it's from a carrier known for its steadfast commitment to fire prevention and protection for more than 200 years: The Hartford.



**The Alabama First Responders Benefits Program**

1-800-23-CANCER  
 cancerinsurance@alfrbp.com  
 www.alfrbp.com

## DESIGNED BY FIREFIGHTERS FOR FIREFIGHTERS

Firefighters are local heroes to the communities they serve. That's why we've created a program that helps take care of firefighters and their families.

Thanks to guidance and feedback from the Alabama League of Municipalities, we're now able to be there for Alabama's firefighters in their time of need, just as they are for us every single day.

The Hartford is committed not only to fire prevention, but also to the well-being of Alabama's firefighters through information and education. At the same time, The Hartford offers another level of support and service for your firefighters.

### Our program can help municipalities:

- Promote recruitment and retention
- Improve the health and effectiveness of firefighters through information and education
- Send a message, loud and clear, of support and service for your firefighters

## FIRE PREVENTION HAS BEEN THE HARTFORD'S CORNERSTONE SINCE 1810

### Heroes in our history.

After a fire destroyed New York City's financial district in 1835, the president of The Hartford, Eliphalet Terry, and his board of directors pledged their personal fortunes to help pay the claims.



## HELPING KIDS BECOME EVERYDAY HEROES

To teach schoolkids the basics in fire safety, we founded the Junior Fire Marshal® program in 1947. Kids who complete the program gain knowledge that can save lives.



## WHY THE HARTFORD?

### A commitment to deliver value through:

Innovation 

Leadership 

Support 

## WHY ALABAMA FIREFIGHTERS?

### A commitment to deliver value through:

Unity 

Excellence 

Information 

## A CUSTOMER EXPERIENCE THAT'S WON A THUMBS UP FROM 94%<sup>1</sup>

The Hartford treats every customer's time as a precious commodity, simplifying our processes while giving you more choices and flexibility. At every step, you'll find open doors and open minds instead of obstacles.

Here are a few examples:

- Dedicated claims number for Alabama Firefighter claims
- Simplified eligibility confirmation with The Hartford's program

## PROTECTION THAT EMPOWERS FIREFIGHTERS TO FIGHT BACK

### Who's eligible?

All firefighters must have at least 12 months of consecutive service.

- Paid firefighters
- Certified volunteers
- Non-certified volunteers

### What types of cancer are covered under the legislation?

Cancers affecting the bladder, blood, brain, breast, cervical, esophageal, intestinal, kidney, lymphatic, lung, prostate, rectum, respiratory tract, skin, testicular, and thyroid cancer, leukemia, multiple myeloma, Hodgkin's lymphoma, and non-Hodgkin's lymphoma.

## COVERAGE AMOUNTS FOR CANCER

### Critical illness insurance

- As stated in the legislation, \$25,000 per diagnosis for invasive cancer; \$6,250 per diagnosis for non-invasive cancer
- 2x recurrence; 200% max (\$50,000)
  - Base Plan: Covers legislated cancers
  - Enhanced Plan: Covers ALL cancers

- Salaried Firefighters: Mandated, employer paid
- Certified Volunteer Firefighters: Can be employer paid or individual paid
- Non-Certified Volunteer Firefighters: Can be employer paid or individual paid

### Long-term Disability insurance

- As stated in the legislation, 180-day elimination period; 36-month duration; 3-year own occupation definition of disability
- Salaried Firefighters: Flat \$3,000 monthly benefit. Mandated, employer paid
- Certified Volunteer Firefighters: Flat \$3,000 monthly benefit. Can be employer paid or individual paid
- Non-Certified Volunteer Firefighters: Flat \$1,500 monthly benefit. Can be employer paid or individual paid

## A TOOLKIT THAT CONVINCES, ENGAGES AND EDUCATES

Long recognized in the industry for superior education, The Hartford is proud to offer materials on:

### Benefit awareness:

- A self-service email on the benefit and The Hartford
- A flyer on key information

**Claims process:** A how-to email and poster on filing a claim

### Cancer awareness and prevention:

A brochure on cancer risks and prevention

CONTACT US - 1-800-23-CANCER | [cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com)

GIVE FIREFIGHTERS A CRUCIAL SAFETY NET. GET A QUOTE TODAY.

Go to [www.alfrbp.com](http://www.alfrbp.com)



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**THE CRITICAL ILLNESS POLICY PROVIDES LIMITED BENEFITS FOR SPECIFIED DISEASES ONLY.** This limited health benefit plan (1) does not constitute major medical coverage, and (2) does not satisfy the individual mandate of the Affordable Care Act (ACA) because the coverage does not meet the requirements of minimum essential coverage.

Critical Illness Form Series includes GBD-2600, GBD-2700. Disability Form Series includes GBD-1000, GBD-1200, or state equivalent.

Policy Number: 681675

<sup>1</sup> Percentage represents unweighted combination of LTD and STD claimant responses of "completely" or "mostly" satisfied. Gfk Claimant Satisfaction Survey, 2018.

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# Alabama First Responders Benefits Program

## Frequently Asked Questions

**Q: When does the new law take effect? When will the insurance program be effective?**

*The new law signed by the governor will take effect on January 1, 2020. All insurance coverages with Alabama First Responders Benefits Program (FRBP) will take effect on January 1, 2020 as well.*

**Q: Who is the insurance carrier for this program?**

*Hartford Insurance Company has implemented similar programs in multiple other states. Hartford Insurance Company was chosen in conjunction with several decision-makers, with the endorsement of the Alabama League of Municipalities. Hartford Insurance Company will be the Insurance carrier for this program in Alabama.*

**Q: How can I obtain more information about this program?**

*Alabama First Responders Benefits Program (FRBP) was organized to oversee and implement the new Firefighter Cancer and Disability Insurance Program in the State of Alabama. Alabama First Responders Benefits Program has a dedicated team that is here to serve you and answer any questions you have about this program. You can reach a member of our team at our dedicated phone number: **1 (800) 23 - CANCER**. You can also reach a member of our team at our dedicated email address: [cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com). Effective October 1, 2019, First Responders Benefits Program will send out weekly emails with more information on the program, services, etc.*

**Q: How can I obtain the pricing for this program for our Firefighters and Departments?**

*On Friday, September 20th, an email blast was sent to over 4,000 contacts in the Firefighting Industry in the State of Alabama. This email included the tentative rates for Career Firefighters and Volunteer Firefighters. The rates were tentative, subject to final approval from the Department of Insurance. We do not foresee any significant changes in the rates, but until the Department of Insurance approves the rates, they must be declared tentative. The rates will be posted on our website once approved by the Department of Insurance.*

**Q: How can our Public Entity or Department ensure we continue to obtain new information about the program as it becomes available?**

*Please send an email to [Terry@alfrbp.com](mailto:Terry@alfrbp.com) to request that your email be added to our distribution list. Your email will be added within 24 hours of your request. Please feel free to submit as many different email addresses with Department Personnel that need to receive this information.*

**Q: How can I obtain printed materials on this program to review and share with our Firefighters and decision-makers?**

*We will be sending a USPS package in a bright red envelope to all Fire Chiefs in all paid fire Departments throughout the State of Alabama within the next 10 - 14 days. Due to lack of address information for Volunteer Departments, the number of correct mailing addresses we have for Volunteer Departments is limited. If you are a Volunteer Department, and would like to have a packet of information mailed to you, please send us an email to [Terry@alfrbp.com](mailto:Terry@alfrbp.com) with your mailing address, and request to be added to our mailing list.*

**Q: How can I get a quote for the cancer and disability coverage for our Firefighters in our Department?**

*Please contact FRBP at 1 (800) 23 - CANCER or [cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com) and one of our dedicated team members will provide you with a template spreadsheet for you to list your Active Firefighters/Roster so we can provide you with an actual quote. This template spreadsheet will be available via email using Microsoft Excel, or via the FRBP website as a downloadable document.*

**Q: If our Department has both Paid and Volunteer Firefighters, will we be able to get coverage for both?**

*If your Department has paid Firefighters, Certified Volunteer Firefighters, or Non-Certified Volunteer Firefighters, you will be able to get a quote covering all Firefighters in all three different categories under one plan for your Department.*

**Q: Can retired Firefighters be covered under this plan?**

*This plan will take effect on January 1, 2020. If you are an active Firefighter on January 1, 2020 and meet all other qualifications, and you retire after January 1, 2020, you have the ability to keep your coverage as a retired Firefighter. You have the option to keep your coverage and pay the rates as an individual. If you were retired as a Firefighter before this plan takes effect on January 1, 2020, as a previously retired Firefighter, you will not be eligible for this coverage.*

**Q: Can you clarify what it means by law to be an active Firefighter for 12 consecutive months?**

*Under the law, to be eligible for this coverage you must be an Active Firefighter who has completed 12 months of active service by January 1, 2020. If you are a Career Paid Firefighter, the definition of active service is pretty simple. You must be actively working, receiving a paycheck, and participating in your Fire Department for 12 consecutive months, prior to January 1, 2020.*



*If you are a Volunteer Firefighter, your Fire Department should have some form of Standard Operating Procedure (SOP). The SOP will state your specific requirements such as participate in a certain amount of training, respond to a certain number of calls, etc. Please consult your Fire Department SOP for the definition of an Active Firefighter in your Volunteer Department. If you do not have a Standard Operating Procedure as a Volunteer Department, please call 1 (800) 23 - CANCER and one of our account representatives will be happy to help you with the eligibility requirements.*

**Q: What is the cost per Firefighter for our Department?**

*Please refer to the press release from September 20th in reference to the rates for Career Firefighters and Volunteer Firefighters. The rates for Career Firefighters and Certified Volunteer Firefighters are the same rates when your Department is paying for 100% of the premiums. If you are a Career Paid Firefighter, the law mandates that your Department must pay for 100% of your premium. Under the law, if you are a Volunteer Department, it is optional as to whether or not the Volunteer Department will pay for all, or only part of the premium for Volunteer Firefighters.*

**Q: What if my Department is not going to pay my premiums and I'm a Volunteer Firefighter?**

*If you are a Certified Volunteer Firefighter or a Non-Certified Volunteer Firefighter and you meet the eligibility requirements of 12 months of consecutive service by January 1, 2020, you will be eligible to purchase coverage on an individual basis. If your Department is not paying for your entire Firefighting Team as a group, please call 1 (800) 23 - CANCER to discuss the rates if you would like to pay for the coverage individually.*

**Q: If I am diagnosed with cancer, how much will this policy pay me for my cancer diagnosis?**

*Under FRBP, there is a Lump Sum Cancer Benefit that pays \$25,000 upon diagnosis for invasive cancers. The \$25,000 benefit is payable upon diagnosis by the doctor. Under this plan, you are eligible for a maximum of \$50,000 in coverage on a lifetime basis. In other words, this policy can pay for two cancer diagnoses, totaling up to \$50,000 per lifetime.*

*\*\*Please refer to full policy for coverage details.*

**Q: What types of cancer does this insurance cover?**

*It is mandated that FRBP cover a specified list of cancers written in the law. This list contains a total of 21 cancers that are referred to as "Basic Legislated Cancers." Under FRBP, you have the option to purchase the Basic Plan, which meets the minimum standards of the law. Alternatively, you have the*

option to purchase the Enhanced Plan, which essentially covers all cancers. The Enhanced Coverage costs approximately only \$12 more per Firefighter, per year, than the Basic Plan.

*\*\*Please refer to full policy for details regarding all cancers covered under the Enhanced Plan.*

**Q: How is a Non-Invasive Cancer Diagnosis Paid?**

*Under FRBP, if you have a non-invasive cancer diagnosis, you will receive a \$6,250 payment (versus the \$25,000 payment for invasive cancers). These different diagnoses, invasive versus non-invasive, are determined by your physician according to the industry medical standards.*

*\*\*Please refer to full policy for coverage details.*

**Q: I am a Firefighter currently covered under the FRBP plan with my Department. If I retire or leave the Firefighting Industry, do I have the ability to keep my coverage?**

*If you were covered under FRBP as an Active Firefighter, and you either retire, leave the industry, or terminate your employment from your employer, you are eligible to keep coverage with you under what is referred to as Benefit Portability. You will be required to pay the annual premiums individually.*

**Q: I am a paid Firefighter and I work for one Department for the first 6 months of the year, and another Department for the last 6 months of the year. Which Department is responsible for paying for my coverage?**

*If you are an eligible Firefighter that qualified for coverage on January 1, 2020, the Department that you are working for on January 1, 2020, is the Department that is responsible for paying your premiums for the year. If you work for another Department on January 1, 2021, that new Department will be responsible for paying your premiums on this coverage for the next year, and so on.*

**Q: How does the Long-Term Disability Benefit with this program work?**

*If you are a Career Active Firefighter diagnosed with a covered cancer, and you are disabled and unable to work after the 180 day elimination period, you will be paid \$3,000 per month, for up to 36 months. If you are a Certified Volunteer Firefighter, the above disability benefits apply to you in the same way. If you are a Non-Certified Volunteer Firefighter, once you have met the 180 day elimination period, you will be eligible for \$1,500 per month, for up to 36 months.*

*\*\*Please refer to full policy for coverage details.*

**Q: I am drawing disability from other sources after I am diagnosed with a covered cancer. Do I still get the \$3,000 per month or \$1,500 per month?**

*You will need to consult one of the claims specialists at that time. This program dictates that the disability program will coordinate with other potential disability income sources. Without having specifics of an individual Firefighters other sources of disability income, it is difficult to answer this*



question. The bottom line is this disability benefit under FRBP will coordinate and may offset with other income sources that you might have.

**Q: Assuming this insurance program goes in effect January 1, 2020, what if I was diagnosed on December 15, 2019 with an invasive cancer, and I begin receiving treatment in January 2020 after this program took effect. Will this program pay me my lump sum cancer benefit of \$25,000?**

*This program will not pay you the \$25,000 in the above scenario. Your diagnosis of cancer must be after January 1, 2020, and you must meet all other eligibility requirements. If you are a covered Firefighter on January 1, 2020, and your diagnosis occurs on January 2, 2020, you would be covered under this plan.*

**Q: I'm a Firefighter, and I'm on military leave during the year. Upon return 12 months later, I go back to my original job. Do I lose my coverage due to military leave?**

*Generally speaking, you will not lose your coverage. There are some specific time frames and maximums on the length of time you can be away from the Firefighter employment. If that situation arises, please call 1 (800) 23 - CANCER and discuss your specific details with one of our claims specialists, and they will help you through that process.*

**Q: I work as a paid Firefighter at one Department, and a Volunteer Firefighter at another Department. Can I get coverage at both Departments and can I collect on a claim at both Departments?**

*No, you cannot get coverage at two different Departments, nor can you file a claim at both Departments. If you are a paid Firefighter receiving a paycheck and benefits at one Department, and you are a Volunteer Firefighter at another Department, your primary employer will be the paid Department. The paid Department will be responsible for paying for your coverage.*

**Q: I Volunteer at three different Departments during the year, which Department would pay for my coverage?**

*If only one of those Departments is paying for 100% of your coverage, that is the Department that you should qualify under, and that Department would be paying for your premiums. You would need to consult with the Fire Chief of that Department to ensure that you are eligible and considered as an Active Firefighter under their standard operating procedures throughout the year.*

**Q: How do I file a claim for coverage under this program?**

*Once you are determined eligible, and you are covered under a Fire Department, you will receive information by calling our dedicated claims phone number 1 (800) 574 - 5139 and our support team will help you navigate the process of filing a claim.*

Thank you,

**Terry Young**

*President*

First Responders Benefits Program

[Terry@alfrbp.com](mailto:Terry@alfrbp.com)

**CONTACT US**

**Program Email:** [Cancerinsurance@alfrbp.com](mailto:Cancerinsurance@alfrbp.com)

**Toll Free Customer Service:** 1 (800) 23 – CANCER

**Toll Free Claims Center:** 1 (800) 574 – 5139

*\*\*Please see full policy and/or Firefighter Cancer/Disability Booklet for all coverage benefits and details.*

*The Alabama First Responders Benefits Program "the Program" is provided by the Alabama First Responders Benefits Association. Program rates are subject to review and approval by the Alabama Department of Insurance. Consequently, the Program will not take effect until the Alabama Department of Insurance approves. Actual Program benefits, rates, terms, and conditions are subject to change based on regulatory requirements and changes in employer operations or information. This proposal does not include all of the policy terms, conditions, limitations, and exclusions, which provide the full detail of coverages and take precedence over this proposal.*



# ALABAMA FIRST RESPONDERS BENEFITS PROGRAM

## PRESS RELEASE

09/26/2019



### *"Alabama Introduces First Firefighter Cancer & Disability Insurance Program Under New Law"*

**BIRMINGHAM, ALABAMA** – The *Alabama League of Municipalities* has officially endorsed the *"First Responders Benefits Program (FRBP)."* This program will be the state wide entity delivering the new "Firefighter Cancer and Disability Insurance Program" to all Firefighters in Alabama. **FRBP** is excited to bring this product to Firefighters/First Responders and their families throughout the State of Alabama, to help protect and support them with this invaluable benefit and service.

This program will provide the Cancer and Disability Insurance to meet the guidelines and requirements of the house bill that was signed by the Governor in 2019. This bill became law, ACT 2019-361, and will be effective on January 1, 2020. This program will have two primary options. The first option will be to provide benefits that meet the "minimum requirements" of the new law. The second option will be an "enhanced product to meet all of the minimum guidelines and provide some additional benefits" to our Firefighters and First Responders, for just a few dollars more than the basic plan.

**FRBP** has received numerous calls from cities, counties, fire districts, etc., requesting information, and asking for an "indication of the projected cost" so they could build this into their finance budgets. **FRBP** has partnered with **Hartford Insurance Company**, who has delivered the same Firefighter Cancer/Disability Product throughout the U.S. to several other statewide programs. Hartford has developed the following "tentative rates" for the state of Alabama, subject to final approval of the Alabama Department of Insurance.

## TENTATIVE RATES:

### **CAREER PAID FIREFIGHTER**

If you are a "Career Paid Firefighter," the cost for the **enhanced benefit option** of cancer and long-term disability will be \$198.24 per year, per Firefighter. The cost of the **basic plan** for this same category of "Career Paid Firefighter" which meets the "minimum standards of the law" will be \$186.48 per year, per Firefighter. The primary difference in the enhanced benefit option and the basic plan is the cancer coverage. The basic plan covers the 21 named cancers, per the law. The enhanced benefit option covers all cancers. (\*\*\*)Note: Premiums must be paid by employer for all Firefighters in this category based on the law.)

### **CERTIFIED VOLUNTEER FIREFIGHTER**

If you are a "Certified Volunteer Firefighter," the cost for the **enhanced benefit option** of cancer and long-term disability will be the same as the career paid firefighter at \$198.24 per year, per Firefighter. The cost of the **basic plan** for this same category of "Certified Volunteer Firefighter" will also be the same as the career paid firefighter at \$186.48 per year, per Firefighter. The primary difference in the enhanced benefit option and the basic plan is the cancer coverage. The basic plan covers the 21 named cancers, per the law. The enhanced benefit option covers all cancers. (\*\*\*)Note: Premiums must be paid by employer/volunteer department for all Firefighters in this category to get these rates.)

### **NON-CERTIFIED VOLUNTEER FIREFIGHTER**

If you are a "Non-Certified Volunteer Firefighter," the cost for the **enhanced benefit option** of cancer and long-term disability will be \$150.24 per year, per Firefighter. The cost of the **basic plan** for the "Non-Certified Volunteer Firefighter" will be \$138.48 per year, per Firefighter. The primary difference in the enhanced benefit option and the basic plan is the cancer coverage. The basic plan covers the 21 named cancers, per the law. The enhanced benefit option covers all cancers. Also note that the premiums are less for this category because the monthly disability benefit for "Non-Certified Volunteer Firefighters" is LESS. (\*\*Note: Premiums must be paid by employer/volunteer department for all Firefighters in this category to get these rates.)

*The above three categories assume that the employer/department will pay for 100% of the cost of all Firefighters (Career Paid, Certified Volunteer, and Non-Certified Volunteers) in the department.*

**\*\* If there are "Volunteer Departments" in the state that will not be paying for this coverage for their Firefighting Team, please call 1 (800) 23 – CANCER for the rates for the individual paid Firefighter plans. \*\*\***

Within the next 10-14 days, we will launch the Alabama First Responders Benefits Program website that you may utilize for additional information, as well as request an online quote for your department. We have also set up the dedicated phone number and email address shown below for all questions and support during the enrollment process for your Municipality and Volunteer Departments.

#### **Dedicated Phone #:**

1 (800) 23 - CANCER

#### **Dedicated Email:**

[cancerinsurance@alfrbp.com](mailto:cancerinsurance@alfrbp.com)

In addition, we will be mailing a packet to the Fire Chiefs with product and informational literature in the next 10 to 14 days. Please be on the lookout for this information. You will receive this packet in a bright red Tyvek envelope, addressed to the Fire Chief in your department. If by some chance you do not receive this packet within the next 10 to 14 days, please give us a call so that we can make sure that we get you this informational packet to you.

Please feel free to forward this email to anyone that you feel needs to receive this information. If you have someone that needs to be added to this email list, please reply to this email and we will add them to future emails. It will be our goal going forward to communicate to you weekly on key bullets and information about this program.

In closing, it is our honor and privilege to serve the First Responders in our communities throughout the State of Alabama. You have my personal commitment that the **First Responders Benefits Program** is dedicated to support and serve you throughout this process. We have also assembled a dedicated team of people, who will be answering all calls and emails from each of you at the above dedicated 800 phone number and email address. Thank you again, and we look forward to working with you in the coming weeks.

Thank you,

**Terry E. Young**

*President*

First Responders Benefits Program

[Terry@alfrbp.com](mailto:Terry@alfrbp.com)

*Affiliate of Millennium Risk Managers, LLC*

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