



CITY OF LEEDS, ALABAMA

REGULAR COUNCIL MEETING AGENDA

Leeds Municipal Annex - 1412 9th Street; Leeds, Alabama 35094

November 15, 2021 @ 6:00 PM

CALL COUNCIL MEETING TO ORDER

ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

APPROVE COUNCIL MINUTES

1. Minutes from October 18, 2021

REPORTS OF OFFICERS:

2. Mayor's Report: Mayor Pro Tempore Washington
3. Police Department: Chief Atkinson
October 2021 Report
4. Fire Department: Chief Parsons
October report
5. Library: Library Director Carden
6. Municipal Court: Magistrate Roberts
7. Development Services Department: City Administrator Watson
Over-time Report
8. Public Works Department: Public Works Director Warren
9. Social Services Department: Director Bryan

OLD BUSINESS:

NEW BUSINESS:

10. Resolution 2021-10-03: Consider requested support from Moton Education Foundation for Veterans project
11. Resolution 2021-11-01: Consider fire suppression system donation proposal from Rock Hampton LLC
12. Resolution 2021-11-02: Consider the donation of surplus truck to Dunnavant Vol Fire Department
13. Resolution 2021-11-03: Consider Approval of Grant Consulting Services for City Fire Department
14. A request for an Executive Session - Johnny Dutton

PUBLIC COMMENTS

All comments are to be limited to 2 minutes

ADJOURNMENT

File Attachments for Item:

1. Minutes from October 18, 2021



CITY OF LEEDS, ALABAMA

REGULAR COUNCIL MEETING MINUTES

Leeds Municipal Annex - 1412 9th Street; Leeds, Alabama 35094

October 18, 2021 @ 6:00 PM

CALL COUNCIL MEETING TO ORDER

Mayor David Miller called the meeting to order at 6:03 pm.

ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

PRESENT

Mayor David Miller
Council member Kenneth Washington
Council member Eric Turner
Council member Johnny Dutton
Council member Angie Latta
Council member Devoris Ragland-Pierce

INVOCATION

Council member Eric Turner

PLEDGE OF ALLEGIANCE

Mayor David Miller

APPROVE COUNCIL MINUTES

1. Minutes from October 04, 2021

Motion to approve minutes from October 04, 2021 made by Council member Turner, Seconded by Council member Latta. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

REPORTS OF OFFICERS:

2. Mayor's Report: Mayor David Miller
No Report
3. Police Department: Chief Atkinson
No Report
4. Fire Department: Chief Parsons

Chief Parsons reported of his attendance with the Blount County 9-1-1 Director to the Alabama Chapter of NENA (National Emergency Number Association) Conference.

5. Library: Library Director Carden
No Report
6. Municipal Court: Magistrate Roberts
No Report
7. Development Services Department: City Administrator Watson
No Report
8. Public Works Department: Public Works Director Warren
No Report
9. Social Services Department: Director Bryan
No Report

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

10. Resolution 2021-10-04: Consider Declaring and Deeming Certain Municipal Property Surplus and No Longer Needed for Public Purposes & Authorizing and Approving Sale
Motion to approve Resolution 2021-10-04 made by Council member Dutton, Seconded by Council member Ragland-Pierce. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce
An Executive Session for the Council under Section 36-25A-7 (a)(1) was requested by Council member Washington. The item for discussion will not require a vote. Motion for an Unanimous Consent for an Executive Session made by Council member Turner, Seconded by Council member Washington. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce
Motion for Unanimous Consent to add Executive Session to the agenda made by Council member Turner, Seconded by Council member Washington. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce
11. Resolution 2021-10-05: Consider Waiving Standing City Streetlight Policy and Amending City Budget for related costs
Motion to approve Resolution 2021-10-05 made by Council member Washington, Seconded by Council member Turner. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

12. Resolution 2021-10-06: Consider Appointment to the Board of Trustees of the Leeds Jane Culbreth Library

Motion to approve Resolution 2021-10-06 made by Council member Washington, Seconded by Council member Ragland-Pierce. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

13. Resolution 2021-10-07: Consider Authorizing Purchase of SRO Vehicle and Hiring a School Resource Officer

Motion to approve Resolution 2021-10-07 made by Council member Latta, Seconded by Council member Dutton. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

14. Resolution 2021-10-08: Consider Authorizing Interim City Financial Audit

Tabled until Finance Committee meets for discussion.

15. Resolution 2021-10-09: Consider Budget Amendment for Emergency Culvert Repair

Motion to approve Resolution 2021-10-09 made by Council member Turner, Seconded by Council member Washington. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

PUBLIC COMMENTS

There was none.

ADJOURNMENT

Motion to adjourn meeting into Executive Session made by Council member Washington, Seconded by Council member Turner. Voting Yea: Mayor Miller, Council member Washington, Council member Turner, Council member Dutton, Council member Latta, Council member Ragland-Pierce

David Miller, Mayor

Attest:

Toushi Artbitelle, City Clerk

File Attachments for Item:

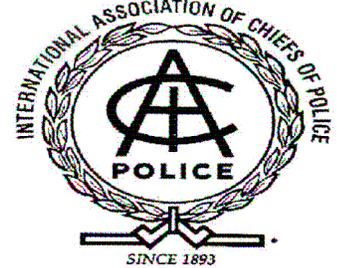
3. Police Department: Chief Atkinson
October 2021 Report



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: November, 8th 2021

Mayor and Council:

The following is a summary of the Police Department activities for the month of October and the 2021 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
Oct 2021	804	47	161	289	195	163	7	18	8	65
2021 YTD	7360	362	1677	2926	1826	1264	49	238	159	909
Oct 2020	786	27	179	500	421	204	0	49	12	77
2020 YTD	8240	337	1716	3368	2742	1393	20	351	146	521
Category	*Officer Assists	*Public Assists	Court Hours	Training Hours	Shifts Worked	Miles Driven	Dispatch CFS	Business Cks/Card		
Oct 2021	392	238	33	130	200	22,705	1,648	128		
2021 YTD	3330	2314	413	471	2347	212,187	16767	1956		
Oct 2020	463	548	64	52	259	20,868	1881	272		
2020 YTD	3350	3219	224	566	2524	185,079	16223	2471		

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

Jail Expenses

Prisoner Transportation

No. of Inmate Days	55	Oct 2021 Miles =	1,320.0	Oct 2021 Hours =	33.0
Oct Expenses	\$1,925.00	2021 YTD Miles =	16,091.5	2021 YTD Hours =	537.0
2021 YTD	\$26,007.50				
2020 Total	\$40,507.50	2020 Total Miles =	14,162.2	2020 Total Hours =	522.0

False Alarms

False Alarms	Burglary Business	Burglary Residence	Robbery Business	Robbery Residence	Totals	Chargeable	
Oct 2021	19	6	0	0	25	25	
2021 YTD	107	74	4	0	185	185	
2020 Total	170	118	15	1	304	304	

Assigned Cases

Statistics for Leeds, Alabama	Homicide	Rape	Robbery	Assault	Burglary	Felony Theft	MVT
Oct 2021	0	0	0	1	2	13	2
2021 YTD	0	20	4	13	20	123	18
Cases Cleared YTD	0	18	4	14	13	55	12
Oct 2020	0	1	1	1	5	5	1
2020 YTD	1	5	5	8	46	65	11

Respectfully Submitted,

Sgt. J.Scott

File Attachments for Item:

4. Fire Department: Chief Parsons
October report

Leeds Fire & Rescue

Leeds, AL

This report was generated on 11/9/2021 2:23:42 PM



Incident Statistics

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		149	
FIRE		68	
TOTAL		217	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
2551	0	0	7
2552	0	0	44
2553	0	0	1
2571	0	0	14
2591	0	0	68
2592	0	0	1
TOTAL	0	0	135
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
736 - CO detector activation due to malfunction		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
61		28.11	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:06:31	0:06:17	
Station 2	0:06:22	0:05:26	
AVERAGE FOR ALL CALLS		0:06:16	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:02:09	0:02:05	
Station 2	0:01:50	0:01:28	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

AGENCY

AVERAGE TIME ON SCENE (MM:SS)

Leeds Fire & Rescue

18:22

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Leeds Fire & Rescue

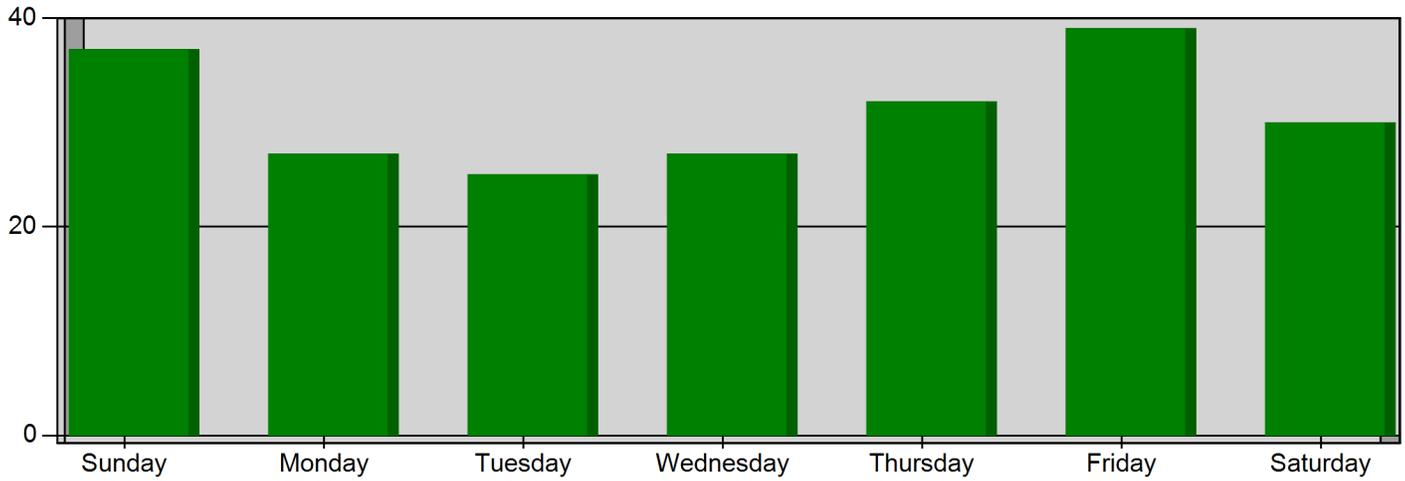
Leeds, AL

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2021 | End Date: 10/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	37
Monday	27
Tuesday	25
Wednesday	27
Thursday	32
Friday	39
Saturday	30
TOTAL	217

Only Reviewed incidents included.



emergencyreporting.com

Doc Id: 1284

Page # 1 of 1

Leeds Fire & Rescue

13

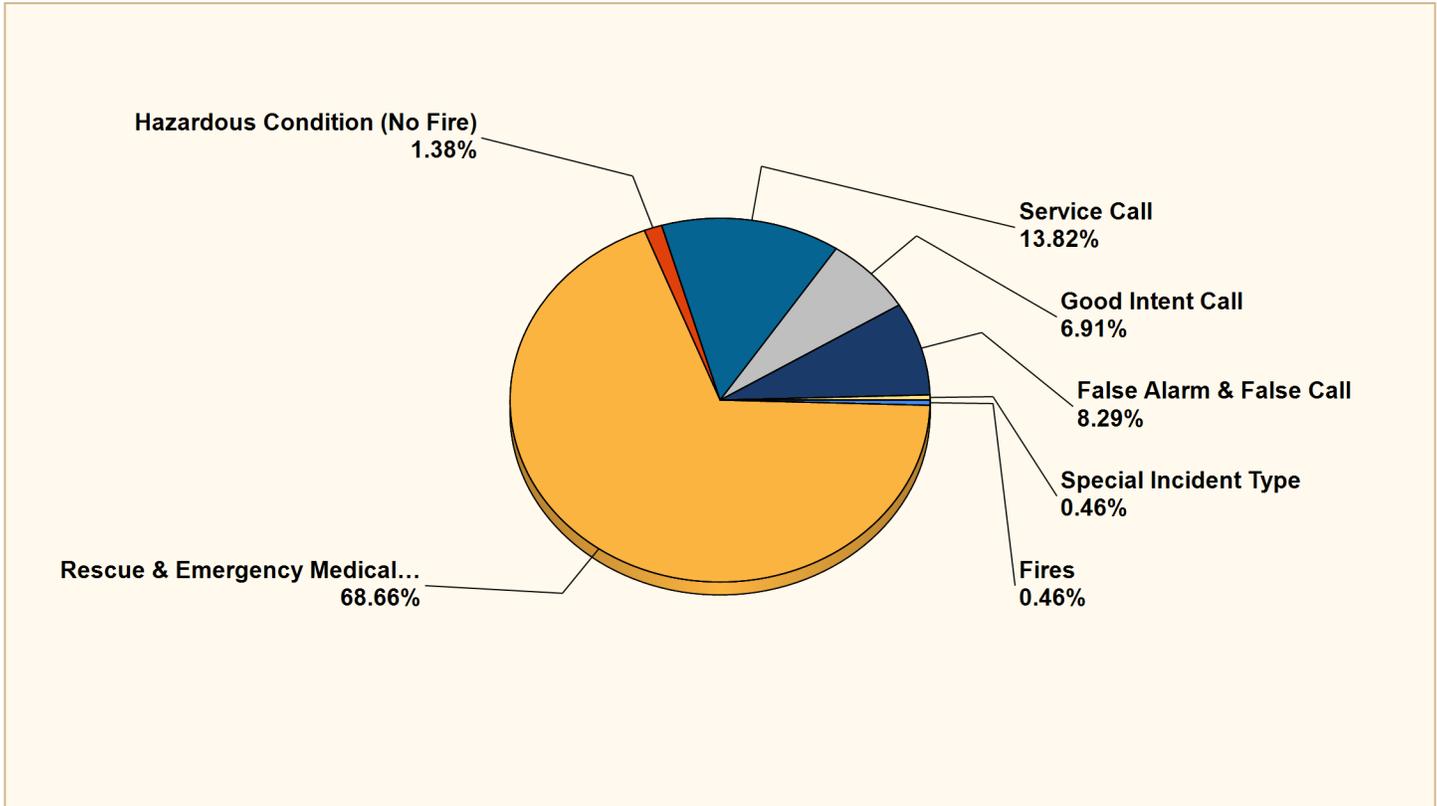
Leeds, AL



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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	0.46%
Rescue & Emergency Medical Service	149	68.66%
Hazardous Condition (No Fire)	3	1.38%
Service Call	30	13.82%
Good Intent Call	15	6.91%
False Alarm & False Call	18	8.29%
Special Incident Type	1	0.46%
TOTAL	217	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
121 - Fire in mobile home used as fixed residence	1	0.46%
311 - Medical assist, assist EMS crew	2	0.92%
320 - Emergency medical service, other	1	0.46%
321 - EMS call, excluding vehicle accident with injury	129	59.45%
322 - Motor vehicle accident with injuries	3	1.38%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.46%
324 - Motor vehicle accident with no injuries.	13	5.99%
411 - Gasoline or other flammable liquid spill	1	0.46%
442 - Overheated motor	1	0.46%
444 - Power line down	1	0.46%
522 - Water or steam leak	1	0.46%
550 - Public service assistance, other	1	0.46%
551 - Assist police or other governmental agency	1	0.46%
552 - Police matter	5	2.3%
553 - Public service	10	4.61%
554 - Assist invalid	12	5.53%
600 - Good intent call, other	4	1.84%
611 - Dispatched & cancelled en route	6	2.76%
622 - No incident found on arrival at dispatch address	5	2.3%
700 - False alarm or false call, other	7	3.23%
715 - Local alarm system, malicious false alarm	1	0.46%
730 - System malfunction, other	1	0.46%
736 - CO detector activation due to malfunction	1	0.46%
741 - Sprinkler activation, no fire - unintentional	1	0.46%
743 - Smoke detector activation, no fire - unintentional	4	1.84%
745 - Alarm system activation, no fire - unintentional	3	1.38%
900 - Special type of incident, other	1	0.46%
TOTAL INCIDENTS:	217	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



File Attachments for Item:

5. Library: Library Director Carden



LIBRARY STATISTICS REPORT OCTOBER 2021

REVENUE = \$630.15

- Copies/Prints: \$108.95 (543 pages)
- Faxes: \$92.50 (93 pages)
- Fines/Replacements: \$304.00
- Other: \$125.00

USAGE = 1771 people used the library

- People who borrowed physical items: 673
- People who returned items: 577
- People who printed/made copies: 69
- People who faxed documents: 24
- People who paid fines/replacements: 15
- People who use digital services: 413

ITEM ACTIVITY = 3,704 items borrowed

- Physical Items Borrowed = 2,230
 - Adult Books: 937
 - Young Adult Books: 76
 - Juvenile Books: 922
 - DVD/Blu-Ray: 295
- Digital Items Borrowed = 1,474
 - eBooks: 749
 - eAudio: 674
 - Streaming movies, music, & TV: 51

File Attachments for Item:

7. Development Services Department: City Administrator Watson
Over-time Report

Department Hours- OT

From 10/05/21 to 10/18/21

Department	OT	FDC	Totals
	139:06	24:00	163:06
ADM-1	3:35		3:35
CRT-11	1:16		1:16
FIRE1-26	52:30	14:00	66:30
FIRE2-26		10:00	10:00
POL-22	58:24		58:24
STR-80	23:21		23:21

Department Hours- OT

From 10/19/21 to 11/01/21

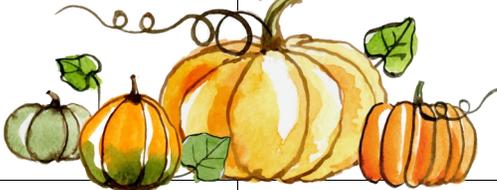
Department	OT	COM	PDC	FDC	Totals
	254:22	20:00	48:00	30:00	352:22
ADM-1	23:35				23:35
CRT-11		20:00			20:00
FIRE1-26	47:30			30:00	77:30
POL-22	110:59		48:00		158:59
STR-80	72:18				72:18

File Attachments for Item:

9. Social Services Department: Director Bryan

November 2021~ Senior Center

Monday ~ Thursday, 10 a.m to 2:00 p.m.
205.699-0910

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Bible Study</i>	2 <i>Game Day~</i> <i>Lunch (\$2)</i>	3 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Tai Chi @ 1:30</i>	4 <i>Art with Karen</i> <i>Lunch (\$2)</i>	5 	6 
7	8 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Bible Study</i>	9 <i>Game Day~</i> <i>Lunch (\$2)</i>	10 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Tai Chi @ 1:30</i>		12 	13 
14 	15 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Bible Study</i>	16 <i>Game Day~</i> <i>Lunch (\$2)</i>	17 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Tai Chi @ 1:30</i>	18 <i>Art with Karen</i> <i>Lunch (\$2)</i>	19 	
21	22 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Bible Study</i>	23 <i>POT LUCK</i> <i>Luncheon</i> 		26 		
28 	29 <i>Exercise 10:45</i> <i>Lunch (\$2)</i> <i>Bible Study</i>	30 <i>Birthday</i> <i>Party</i> 		<i>Exercise with Paul ~ Mondays, Wednesdays @ 10:45</i> <i>Bible Study with Pastor Chuck ~ Mondays @ 12:15</i> <i>Tai Chi with Cassandra ~ Wednesdays @ 1:30</i>		

November ~ Menu

Monday ~ Thursday, 10:00 a.m. to 2:00 p.m.

205.699.0910

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<p>1 <i>Pulled Pork</i> <i>Roasted Potatoes</i> <i>Steamed Broccoli</i> <i>Pudding Cups</i></p>	<p>2 <i>Chick Fil A</i></p>	<p>3 <i>Meat Lasagna</i> <i>Whole Kernel Corn</i> <i>Zucchini</i></p>	<p>4 <i>Lunch</i></p>		
<p>7</p>	<p>8 <i>Pulled Chicken</i> <i>Mashed Potatoes</i> <i>Roasted Squash</i> <i>Apple Cobbler</i></p>	<p>9 <i>Chick Fil A</i></p>	<p>10 <i>Tomato Pie</i> <i>Sweet Potatoes</i> <i>Fresh Fruit</i> <i>Chocolate Pie</i></p>			<p>13</p>
<p>14</p> 	<p>15 <i>Meatloaf</i> <i>Mashed Potatoes</i> <i>Sauteed Spinach</i> <i>Banana Pudding</i></p>	<p>16 <i>Chick Fil A</i></p>	<p>17 <i>Chicken Parm</i> <i>Spaghetti Noodles</i> <i>Roasted Zucchini</i> <i>PB Pie</i></p>	<p>18 <i>Lunch</i></p>		
<p>21</p>	<p>22 <i>Hamburgers</i> <i>Baked Beans</i> <i>Roasted Potatoes</i> <i>Fudge Brownies</i></p>	<p>23 <i>Pot Luck Luncheon</i></p> 				<p>27</p>
<p>28</p> 	<p>29 <i>Beef Brisket</i> <i>Green Beans</i> <i>Mac/Cheese</i> <i>Banana Pudding</i></p>	<p>30 <i>Birthday Party</i></p> 		<p><i>Exercise with Paul ~ Mondays, Wednesdays @ 10:45</i></p> <p><i>Bible Study with Pastor Chuck ~ Mondays @ 12:15</i></p> <p><i>Tai Chi with Cassandra ~ Wednesdays @ 1:30</i></p>		

File Attachments for Item:

10. Resolution 2021-10-03: Consider requested support from Moton Education Foundation for Veterans project

CITY OF LEEDS

RESOLUTION NO.: 2021-10-03

IN REGARD TO THE MOTON CENTER EDUCATION FOUNDATION BOARD OF DIRECTORS' REQUEST FOR PROJECT SUPPORT

WHEREAS, the Leeds City Council remains in support of the Moton Center facility as a historic and cultural landmark within our City; and

WHEREAS, since its dedication in 2012 by the City Board of Education, the Center has been considered as a public asset dedicated primarily for the direct benefit of the citizens of the City of Leeds to supplement educational services and community recreation needs; and

WHEREAS, the Moton Education Foundation, Inc. was originally established in 2011 as a non-profit entity made up of a Board of Directors of 10 citizens to manage and to maintain the Center in perpetuity on behalf of the citizens of Leeds; and

WHEREAS, in recent years, the Foundation has moved away from its original board composition and no longer includes the number of citizen representatives as written in its original Articles of Incorporation; and

WHEREAS, the Foundation has recently requested the support of the City Council for a project to provide services and support programs to military veterans with such services and programs to be located at the Moton Center; and

WHEREAS, there are various concerns as to the authority and the composition of the current Moton Foundation Board of Directors; and

WHEREAS, in addition, there are various concerns with the Board's current military veteran support project and its compliance with the existing deed restrictions for the property as dedicated in 2012 by the Board of Education.

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 City Council considers the current Moton Center Foundation Board to be improperly made up of members who are not citizens of the City of Leeds.
3. The City Council will reserve its support of projects and events as sponsored and/or promoted by the Moton Center Foundation Board of Directors until such time as said Board is properly constituted and established as a Board made up of citizen members from the City of Leeds as originally intended, as evidenced by a full list of the names and mailing addresses for each and every associated Board Member along with their officer assignments, as applicable, as provided to the City Council and spread upon its minutes at a regular Council meeting from time to time.
4. In order to ensure the Board's compliance with all applicable property use restrictions, as set forth by the Board of Education at the time of dedication, the City Council will reserve its support of projects and events at the Moton Center to those which have been determined by the Council to be in clear compliance with the intent and written requirements contained within the applicable conveyance deed for the property (Attached).
5. The City Council will reserve its support of projects and events as sponsored and/or promoted by the Moton Center Foundation Board of Directors until such time as any such project or event is

deemed by staff and the City attorneys to have fully complied with all applicable City ordinances or regulations.

- 6. The Mayor and staff shall have the full authority to do those things, perform those functions, make such decisions, and to sign necessary documentation, if any, in order to carry out and fully complete the actions so authorized herein.

ADOPTED and APPROVED this the 15th day of November 2021.

CITY OF LEEDS, ALABAMA

Kenneth Washington, Mayor Pro Tempore

Date

ATTEST:

AYES: _____

NAYS: _____

ABSENT FROM VOTING: _____

ABSTAIN: _____

Toushi Arbitelle, City Clerk

In my capacity as City Clerk of the City of Leeds, I 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 15th day of November 2021.

City Clerk

File Attachments for Item:

11. Resolution 2021-11-01: Consider fire suppression system donation proposal from Rock Hampton LLC

CITY OF LEEDS

RESOLUTION NO.: 2021-11-01

CONSIDERATION OF FIRE SUPPRESSION SYSTEM DONATION IN SUPPORT OF THE ROCKHAMPTON SUBDIVISION - MCWILLIAMS

WHEREAS, the Rockhampton subdivision is currently under construction, and the City Planning and Zoning Commission still has jurisdiction of said development; and

WHEREAS, as part of their efforts to provide the required fire suppression to all parts of the subdivision, the Developer (i.e. Rock Hampton, LLC – Allen McWilliams Registered Agent @ 608 Forest Drive, Leeds AL) by and through its legal representative has made a proposal to the City to donate a truck to the City Fire Department with the purpose of that fire truck being parked on a pre-constructed pad, within the neighborhood, during any fire event to provide water to the subject fire at an adequate level of psi; and

WHEREAS, the proposed fire truck would act in the place of a permanent pumping system which is typically installed in these circumstances; and

WHEREAS, although the City PZ Commission has jurisdiction of the subject subdivision, in order for the Developer’s proposal to be considered by that Commission, the City Council must first agree to accept any donation of equipment to the City and to accept the subject responsibility of providing a fire truck and the associated personnel for the proposed purpose during a fire event.

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. After due consideration of the subject proposal by Rock Hampton LLC to donate a fire truck to the City to act as a pumping system for the Rock Hampton Subdivision fire suppression system, in lieu of the typical permanently installed system, and to direct the City Fire Department to utilize the subject equipment in the proposed manner during potential fire events within the subject neighborhood, the subject proposal is hereby **APPROVED**.
3. Any approvals granted herein shall be subject to any and all requirements imposed by the City Planning and Zoning Commission, the City engineer, and any applicable City ordinances or regulations.
4. The Mayor, staff and the City attorneys shall have the full authority to do those things, perform those functions, make such decisions, and to sign necessary documentation, if any, in order to carry out and fully complete the actions so authorized herein.

ADOPTED and APPROVED this the 15th day of November 2021.

CITY OF LEEDS, ALABAMA

Kenneth Washington, Mayor Pro Tempore

Date

ATTEST:

AYES: _____

NAYS: _____

ABSENT FROM VOTING: _____

ABSTAIN:

Toushi Arbitelle, City Clerk

In my capacity as City Clerk of the City of Leeds, I 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 15th day of November 2021.

City Clerk

File Attachments for Item:

12. Resolution 2021-11-02: Consider the donation of surplus truck to Dunnavant Vol Fire Department

CITY OF LEEDS

RESOLUTION NO.: 2021-11-02

AUTHORIZING THE DONATION OF A PREVIOUSLY SURPLUSSED FORD 550 FROM THE CITY FIRE DEPARTMENT TO THE DUNNAVANT FIRE DEPARTMENT

WHEREAS, in December of 2020, the City Council voted to surplus and sell a Ford 550 Truck which was utilized by the City Fire Department; and

WHEREAS, due to unsuccessful efforts to sell the subject vehicle, a request has been made to donate the truck to the Dunnivant Volunteer Fire Department instead; and

WHEREAS, sections 9-3-18 and 9-3-19 of the Code of Alabama, 1975 allow municipal governments to donation various equipment to volunteer fire departments.

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 subject Ford 550 box truck (VIN # 1FDAF56R48ED18350) is ratified to be surplus and excess.
3. The City staff is hereby authorized to lawfully dispose of the subject surplus property by donating said property to the Dunnivant Volunteer Dept.
4. 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 and within the subject Agreement.

ADOPTED and APPROVED this the 15th day of November 2021.

CITY OF LEEDS, ALABAMA:

Kenneth Washington, Mayor Pro Tempore

Date

ATTEST:

Toushi Arbitelle, City Clerk

AYES: _____

NAYS: _____

ABSENT FROM VOTING: _____

ABSTAIN: _____

In my capacity of City Clerk of the City of Leeds, I 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 15th day of November 2021.

Toushi Arbitelle, City Clerk

File Attachments for Item:

13. Resolution 2021-11-03: Consider Approval of Grant Consulting Services for City Fire Department

CITY OF LEEDS

RESOLUTION NO.: 2021-11-03

IN REGARDS TO THE APPROVAL AND AUTHORIZATION OF PROFESSIONAL GRANT CONSULTING SERVICES.

WHEREAS, JMCM Consulting, LLC provides specialized consulting and services generally for the purpose of developing and submitting applications to Assistance to Firefighter Grant Program service; and

WHEREAS, considering the custom nature of the services, there are limited firms that are capable of performing said services, and JMCM provided the attached proposal; and,

WHEREAS, in the event that JMCM was successful in their services to procure grant proceeds, the City would be required to submit payment of 5% of the grant amount, of previously budgeted non-grant funds, to the Consultant as payment for their services; and

WHEREAS, the City has determined that the given the custom nature, the complexity of the service and the limited number of providers performing the service, that the service is determined to be exempt from the necessity of bidding.

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Recitals above are true, correct and included herein as if fully set forth.
2. The JMCM Services is hereby approved subject to the terms and conditions identified within the attached proposal.
3. The City Council hereby finds that it is in the best interest of the City and serves a real public benefit to authorize the aforementioned professional services Agreement.
4. The Mayor and staff shall have the full authority to do those things, to negotiate the terms, to perform those functions, and to sign necessary documentation in order to carry out and complete the actions so authorized herein.

Adopted and approved this the 15th day of November 2021

AYES:	_____
NAYS:	_____
ABSENT FROM VOTING:	_____
ABSTAIN:	_____

CITY OF LEEDS, ALABAMA

Kenneth Washington, Mayor Pro Tempore

Date

ATTEST:

Toushi Arbitelle, City Clerk

As the City Clerk of the City of Leeds, I 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 15th day of November 2021.

Toushi Arbitelle, City Clerk



Initials _____

AUTHORIZATION TO ENGAGE JMCM CONSULTING

SCOPE OF WORK

JMCM Consulting (CONSULTANT) will prepare a project plan and application for the Assistance to Firefighter Grant Program(s). The total project request will be determined after reviewing the CLIENT’s need assessment. The amount will be discussed with the CLIENT representative BEFORE the application is submitted.

The CLIENT will provide CONSULTANT all of the information needed to develop the project proposal. CONSULTANT will work with the CLIENT to identify the CLIENT’s greatest needs and advise projects that have a higher likelihood of funding (based on CONSULTANT’s experience and the AFGP Program Guidance).

PROJECT SCHEDULE

Once the “Authorization to Engage JMCM Consulting” and the CLIENT’s information worksheets are received, CONSULTANT will begin work on the application.

Client will be provided actual dates, once FEMA publishes the application period dates.

Once the final application is loaded to FEMA’s GO portal, the CLIENT will be notified and be given the opportunity to review the application before it is submitted. Once approved the CLIENT may submit the application OR the CLIENT may authorize the CONSULTANT to submit on their behalf. CLIENT understands they are responsible for the content of the application.

PROJECT COST

JMCM Consulting will provide professional project development and administrative services for 5% of the federal funded grant amount. This fee is NOT included in the project cost request. It cannot be paid from grant funds the department may receive. It must be paid from the Client’s general fund as a fee for professional services. No grant funds from any federal program can be used to pay consulting fees.

Once the total cost of the project is determined, the CLIENT will be provided a PROJECT COST estimate worksheet. If the grant funds, professional service fees will be due in full 30 days from date of grant official award.

This agreement will remain in effect for the current and subsequent years, until cancellation by either party by written notification.

JMCM Consulting

STANDARD TERMS AND CONDITIONS

- 1. GENERAL
 - 1.1 Each of the parties warrants its power to enter into this agreement and has obtained all necessary approvals to do so.
 - 1.2 Each party acknowledges that this agreement and the conditions contain the whole agreement between the parties and that it is not relied upon any oral or written representations made to it by the other or its employees or agents.
 - 1.3 CONSULTANT is not the employee of the CLIENT and affirms that no CONFLICT OF INTEREST exists.
 - 1.4 This agreement remains in effect for current and subsequent years until cancelled in writing by either party.

2. CLIENT’S RESPONSIBILITIES

Initials _____

- 2.1 Designate CLIENT’s representative that has the authority to provide information and instructions to the CONSULTANT.
- 2.2 Provide CONSULTANT with all information needed to develop the project proposal, including, but not limited to, financial records, operation records, budgets, revenue sources, incident records and all other information requested by the CONSULTANT pertaining to this project.
- 2.3 CLIENT certifies information provided to the CONSULTANT is accurate and correct and will not hold CONSULTANT responsible for inaccurate or incomplete information provided by the CLIENT.
- 2.4 Obtain consents and approvals necessary to prepare the project proposal and submit the application.
- 2.5 Notify CONSULTANT when CLIENT learns of any development that affects scope or timing of CONSULTANT’s services.
- 2.6 CLIENT agrees to follow procurement laws as defined by FEMA and CLIENT’S governmental authority.
- 2.7 CONSULTANT agrees to prepare all procurement specifications generically so as to avoid conflicts of interest.

3. PERIOD OF SERVICE

- 3.1 CONSULTANT will prepare the project proposal to submit for funding consideration to the Assistance to Firefighter Grant Program(s) during the published application period.
- 3.2 Once the application period is published, the CLIENT will be promptly notified.
- 3.3 The CONSULTANT will assist with the project until the closeout documents are submitted and approved at which time the CONSULTANT will provide the CLIENT written notification that services for this project are completed.

4. PROJECT COSTS

- 4.1 CONSULTANT will provide professional project development and administrative services for 5% of the federal funded grant amount. Once the total cost of the project is determined, the CLIENT will be notified of this amount.
- 4.2 CLIENT understands that project development services are provided at no charge.

5. CONSULTANT’S OUTPUT, MATERIALS AND INFORMATION

- 5.1 **All tangible and intellectual items prepared by CONSULTANT, such as project narratives or information or (without limit) any other materials created or provided pursuant to this contract by the CONSULTANT are considered intellectual property and shall be and remain the CONSULTANT's property and copyright. CLIENT may retain copies for reference, but any substantive reuse on another project; in whole or in part; or distribution to a third party by any means without CONSULTANT's written consent is prohibited.**
- 5.2 CONSULTANT shall not unreasonably withhold or deny written permission for the CLIENT to disclose the narrative created by the CONSULTANT to the CLIENT’s attorneys, accountants, auditors or other professional agents associated with the entity for the purposes of conducting usual audits and other business of the CLIENT.
- 5.3 CLIENT agrees they will not copy, share or distribute information contained in the project proposal or grant application with anyone other than the aforementioned.
- 5.4 CLIENT agrees that if the CONSULTANT’s work product is distributed or shared without the CONSULTANT’s permission, CLIENT will be responsible for payment of the 5% professional services fee due to distribution without authorization.
- 5.5 CLIENT agrees that if a project application is created and submitted pursuant to this Agreement is denied, and the CLIENT does not retain the CONSULTANT to assist with resubmission of this project; and CLIENT resubmits any or part of the information contained in the CONSULTANT’s work product, such an act will be considered a continuance of the of this original agreement; therefore professional fees will be due to the CONSULTANT if the project is successfully awarded funding in the same manner as this original agreement.
- 5.6 CONSULTANT undertakes not at any time to divulge or allow to be divulged to any person any confidential information relating to the business or affairs of the Client.

6. PAYMENT

Initials _____

- 6.1 If CLIENT receives an AFGP award, CONSULTANT will submit an invoice for payment, due within 30 days of the published award date.
- 6.2 If CLIENT fails to make payment within thirty (30) days of receipt of invoice, a late fee of \$25 per month will be applied. In addition, CONSULTANT may give written notice to suspend services until paid in full or payment arrangements have been made.
- 6.3 CONSULTANT's compensation shall not be reduced by any amounts.
- 6.4 This agreement may be terminated without cause by either party before completion of services; however 100% of the professional services will be payable within the terms set forth in the agreement.

7. SERVICES UPON PROJECT FUNDING

- 7.1 CONSULTANT agrees to provide the following services for the CLIENT upon receipt by the CLIENT of an official grant award notification. These services will be provided to the extent agreed upon between the CONSULTANT and the CLIENT.
 - 7.1.1 CONSULTANT will assist CLIENT with submission necessary performance reports or other documentation as required by AFGP.
 - 7.1.2 CONSULTANT will assist CLIENT with submission of required documents to complete/close the awarded grant.
 - 7.1.3 If requested, CONSULTANT will assist CLIENT with development and/or review of equipment specifications.
 - 7.1.4 CONSULTANT will assist CLIENT with understanding procurement requirements as defined by FEMA and CLIENT'S local jurisdiction.

8. MISCELLANEOUS

- 8.1 The agreement shall be governed by the laws of the State of Alabama and Chambers County, Alabama.
- 8.2 Failure on the part of the CONSULTANT to remedy any breach of its obligations hereunder within a reasonable time following written notice from the CLIENT which refers to this clause; specifies the breach with full particulars; indicates how the breach is to be remedied and specifies the CLIENT's opinion of a reasonable time for remedy.
- 8.3 CLIENT agrees that CONSULTANT reserves the right to withdraw from the project if the CLIENT fails to follow his/her advice or engages in conduct which makes continued administration of the project difficult or if the CLIENT directs the CONSULTANT to engage in conduct which CONSULTANT perceives as unethical or illegal or in direct conflict to AFGP program guidance.



IN WITNESS WHEREOF, the CLIENT has signed and approved engaging JMCM Consulting for the purpose of developing and submitting an application to Assistance to Firefighter Grant Program. Signature certifies that Standard Terms and Conditions have been read and agrees to all conditions.

Client certifies that the person signing this contract has the authority to contractually obligate the department for the professional services set forth in this agreement. If this statement is determined to be untrue, the person signing this contract understands they will be personally responsible for all fees associated with this agreement.

JMCM Consulting, LLC.

By: Cindy Tubbs Monroe, President

PO Box 252, Five Points, Alabama 36855
 Office (334) 864-0094
 Fax (334) 864-0147 or (800)-211-9006
cmonroe@jmcmconsulting.com

Signature: _____

Name: _____

Title: _____

Agency: _____

Date: _____

Third Party Authorization for Account Access Initials_____

This document serves as authorization for JMCM Consultants (hereafter JMCM) to access, operate and make necessary authorized edits to the named entity’s account in the following systems for the purpose of managing the entities grant(s):

This includes the following systems:

- ✓ FEMA Grant Outcomes (GO) web portal (go.fema.gov) (act as Authorized Organization Representative)
- ✓ Assistance to Firefighter Grant web portal
- ✓ System for Award Management (sam.gov/SAM/)

Required information:

- Providing the username and password to JMCM Consultants
- Providing the email address associated with the account(s).
- **Name one (1) primary contact (with name, email, phone number) for the entity that JMCM will work with.**
- Immediately notifying JMCM whenever any change is made to the account such as entity’s bank account, point of contact, or password.

JMCM agrees they will not disclose the username, password, or any individual information to anyone except the primary contact without written permission from the primary contact or person authorized to conduct business for the entity (for example Board Chairman, President, Fire Chief, City Manager, City Clerk, etc.)

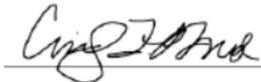
It is understood, the entity is responsible for the accuracy of information entered into each of these portals. JMCM will enter information that is provided and approved by the entity. Entity reserves the right to request changes to this information at any time. JMCM will not be held responsible for any errors or omission of information.

This authorization will remain in effect until revoked in writing by the entity. All request for revocation should be addressed hard copy to:

Cindy Monroe, President, JMCM Consulting, LLC. PO Box 252, Five Points, Alabama 36855.

JMCM Consulting, LLC.

By: Cindy Tubbs Monroe, President



PO Box 252, Five Points, Alabama 36855

Office (334) 864-0094

Fax (334) 864-0147 or (800)-211-9006

cmonroe@jmcmconsulting.com

Signature: _____

Name: _____

Title: _____

Agency: _____

Date: _____