



# CITY OF LEEDS, ALABAMA

## REGULAR COUNCIL MEETING AGENDA

Leeds Municipal Annex - 1412 9th St, Leeds, AL 35094

**May 04, 2020 @ 6:00 PM**

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### CALL COUNCIL MEETING TO ORDER

#### NEW BUSINESS:

- [1.](#) Resolution 2020-05-01: Consider Establishing the Use of Electronic Voting and Ballot Marking Devices
- [2.](#) Resolution 2020-05-02: Consider Authorizing Flexible Work Schedules for Certain Employees of the City of Leeds
- [3.](#) Resolution 2020-05-03: Consider Acknowledging Updated Resurvey in regard to the Sale of Surplus Real Property

#### ADJOURNMENT

**Item Attachment Documents:**

1. Resolution 2020-05-01: Consider Establishing the Use of Electronic Voting and Ballot Marking Devices

# CITY OF LEEDS

1.

## RESOLUTION NO.: 2020-05-01

### A RESOLUTION OF GENERAL AND PERMANENT NATURE ESTABLISHING THE USE OF ELECTRONIC VOTE COUNTING AND BALLOT MARKING DEVICES

**WHEREAS**, Chapter 7 of Title 17 of the *Code of Alabama*, 1975, as amended, and the regulations adopted pursuant thereto by the Alabama Electronic Voting Committee, provide for the use of Electronic Vote Counting Systems; and

**WHEREAS**, Section 17-7-21 of the *Code of Alabama*, 1975, as amended, provides that a municipality may, in its discretion, by adoption of an appropriate resolution, authorize, adopt, and direct the use of electronic vote counting systems for use in all elections held in such municipality; and

**WHEREAS**, Section 17-2-4 of the *Code of Alabama*, 1975, as amended, provides that a means for individuals with disabilities, including nonvisual accessibility for the blind and visually impaired, be provided in a manner that provides the same opportunity for access and participation, including privacy and independence, as for other voters.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Leeds, Alabama, as follows:

Section 1. That for all elections held subsequent to the passage of this resolution, the use of the **DS-200** electronic ballot counter which complies with Section 17-7-21 of the *Code of Alabama*, 1975 and any regulations adopted pursuant thereto, is hereby authorized for the reporting, counting, and tabulating of any and all municipal election results.

Section 2. That for all elections held subsequent to the passage of this resolution, the use of the **Express Vote** voter assist terminal, which complies with Section 17-2-4 of the *Code of Alabama*, 1975 and any regulations adopted pursuant thereto, is hereby authorized for use to mark ballots in any and all municipal elections.

Section 3. That the Mayor and the City Council of the City of Leeds is hereby directed to file a copy of this resolution with the Secretary of State as provided in Section 17-7-21 of the *Code of Alabama* 1975.

Section 4. That this Resolution shall become effective immediately upon its adoption and publication as required by law, and shall remain in effect unless repealed, revised, or amended.

**ADOPTED AND APPROVED** this the 4<sup>th</sup> day of May 2020.

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

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

**ABSENT FROM VOTING:** \_\_\_\_\_

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

**CITY OF LEEDS, ALABAMA**

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

\_\_\_\_\_  
**DATE**

**ATTEST:**

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

I, Toushi Arbitelle, 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 4<sup>th</sup> day of May 2020

\_\_\_\_\_

**Item Attachment Documents:**

2. Resolution 2020-05-02: Consider Authorizing Flexible Work Schedules for Certain Employees of the City of Leeds

**RESOLUTION 2020-05-02**

**A RESOLUTION AUTHORIZING FLEXIBLE WORK SCHEDULES FOR CERTAIN EMPLOYEES OF THE CITY OF LEEDS, ALABAMA**

**WHEREAS**, there are certain City departments which currently work a 5-day workweek as part of their typical departmental schedule; and

**WHEREAS**, the City remains in an emergency response posture and anticipates keeping that posture indefinitely, at least in part, to ensure that the City remains ready to cope and to respond to the ongoing pandemic as well as the consequences and impacts related thereto; and

**WHEREAS**, the City recently imposed certain measures to ensure that City First Responders were compensated at a higher level than ever before within the City of Leeds with such measures designed to maintain continuity during and beyond the subject State of Emergency; and

**WHEREAS**, the current State of Emergency has required the City to re-think the manner in which it provides efficient and safe services to the Citizens while valuing the safety and the work life of its employees; and

**WHEREAS**, current City Policy does not specifically allow City departments to impose flexible work schedules or the working hours of employees; and

**WHEREAS**, although hours of work for City employees are typically fixed by the Mayor as the City’s Appointing Authority, it is prudent to request approval from the City Council allowing certain departments to impose flexible work hours depending on their unique needs and circumstances.

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

1. The recitals above are true, correct and included herein as if fully set forth.
2. All City departments, excluding First Responders and the Municipal Court, are hereby authorized to impose unique and flexible work schedules for an indefinite period as determined by the Mayor from time to time subject to:
  - a. The Departmental Director shall submit a written proposal to the Mayor and shall obtain his prior written approval of the change in work schedule.
  - b. All Department Heads requesting a flexible work schedule shall be responsible for ensuring that their full-time employees are actively providing the equivalent of 40 hours of service to the City in a manner as set forth herein and approved by the Mayor.
  - c. All work schedules shall ensure that full-time employees are actively performing their normal assigned duties in person for a minimum of 32 hours per week.
  - d. Excepting other types of approved leave time, all full-time employees not actively on site and/or performing

their normal assigned duties, as a result of an approved departmental flexible work schedule, shall be assigned additional hours of on-call duty by their respective departmental director to ensure that the employee has met their 40-hour weekly service requirement as a full-time employee.

- 3. Any employee’s work schedule approved pursuant to this Resolution shall not in any way diminish or otherwise affect other personnel policies of the City or Jefferson County Personnel Board including, without limitation, job classifications, leave accrual, benefits, full-time employment status, or disciplinary guidelines.
- 4. The Mayor and City staff are hereby authorized to take all necessary actions and to execute the necessary documentation on behalf of the City in order to complete the actions herein authorized.
- 5. This Resolution shall become effective immediately upon adoption and approval.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA** on this 4<sup>th</sup> day of May 2020.

CITY OF LEEDS, ALABAMA

\_\_\_\_\_  
DAVID MILLER, MAYOR

\_\_\_\_\_  
DATE

ATTEST:

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

\_\_\_\_\_  
TOUSHI ARBITELLE, CITY CLERK

I, Toushi Arbitelle, 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 4th day of May 2020.

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

**Item Attachment Documents:**

3. Resolution 2020-05-03: Consider Acknowledging Updated Resurvey in regard to the Sale of Surplus Real Property

**CITY OF LEEDS**

**RESOLUTION NO.: 2020-05-03**

**A RESOLUTION ACKNOWLEDGING UPDATED RESURVEY IN REGARD TO THE SALE OF SURPLUS REAL PROPERTY**

**WHEREAS**, the Council approved the sale of that certain parcel of real estate located adjacent to the Leeds City Hall building on 9<sup>th</sup> Street as surplus real property; and

**WHEREAS**, the Buyer-paid survey has been completed, and it’s prudent for the City Council to acknowledge approval of the building footprint and plat of the purchased space.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEEDS, AL as follows:**

1. The Recitals above are true and correct and included herein this resolution as if fully set forth.
2. The survey and plat in relation to the sale of the subject building located adjacent to the City Hall Annex with an address of 1408 9TH ST AL 35094 with parcel ID number of 25 00 21 1 027 008.000 (“Property) as well as the identified location of the subject City easements is all hereby deemed to be acceptable and is hereby acknowledged in a manner as shown within said survey and plat is attached hereto as Exhibit A & B as if fully set forth.
3. The Mayor, City staff and City Attorneys are hereby authorized to take all necessary actions and to execute the necessary documentation on behalf of the City in order to complete the actions herein authorized.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA** on this 4<sup>th</sup> day of May, 2020.

CITY OF LEEDS, ALABAMA

\_\_\_\_\_  
DAVID MILLER, MAYOR

\_\_\_\_\_  
DATE

ATTEST:

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

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

**ABSENT FROM VOTING:** \_\_\_\_\_

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

\_\_\_\_\_  
TOUSHI ARBITELLE, CITY CLERK

I, Toushi Arbitelle, 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 4th day of May, 2020.

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

**EXHIBIT A – Building Footprint**



