



# CITY OF LEEDS, ALABAMA

## SPECIAL CALLED CITY COUNCIL MEETING AGENDA

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

November 22, 2019 @ 10:00 AM

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### CALL COUNCIL MEETING TO ORDER

### ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

### PUBLIC HEARING

*Anyone wishing to address the Council during the Public Comment section of the meeting must sign in with the City Clerk to provide their name and address.*

- [1.](#) Amendment 772 Hearing
- [2.](#) B-2019-007: Request for an Alcoholic Beverage License to operate at Neighbors-Leeds LLC /dba/ as Neighbors Snack Shack; 1443 Grand River Parkway North; Leeds, AL 35094

### APPROVE COUNCIL MINUTES

- [3.](#) Minutes from 10/21/2019 Meeting

### REPORTS OF STANDING COMMITTEES OR SPECIAL BOARDS:

4. Finance Committee Report - Linda Miller
5. Public Safety Committee Report - Kenneth Washington
6. Public Works Committee Report- Ryan Bell

### REPORTS OF OFFICERS:

7. Mayor's Report - Mayor David Miller
- [8.](#) Police Department - Chief Atkinson
9. Fire Department - Chief Parsons
10. Library - Director Carden
11. Municipal Court - Magistrate Roberts
- [12.](#) Development Services Department - Zoning Administrator Watson
13. Public Works Department - Public Works Director Warren

### OLD BUSINESS:

14. None

### NEW BUSINESS:

- [15.](#) Resolution 2019-11-01 (Carried over from the canceled meeting - November 18, 2019)  
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 - (State Discretionary Funds)

- [16.](#) Resolution 2019-11-02 (Carried over from the canceled meeting - November 18, 2019) Consider Certain Professional Services Relating to Employee Benefits for City Employees - (Budgeted)
- [17.](#) Resolution 2019-11-03 (Carried over from the cancelled meeting - November 18, 2019) Consider Adoption and Ratification of Monthly City Expenditures/Payables
- [18.](#) Resolution 2019-11-04 (Carried over from the canceled meeting - November 18, 2019) Consider Approving & Authorizing Budget Amendments to Development Services - Budget Amendment using Storm Water Funds & General Funds - Not Budgeted.
- [19.](#) Resolution 2019-11-05 (Carried over from the canceled meeting - November 18, 2019) Consider Professional Services Contract (Budgeted)
  
- [20.](#) Resolution 2019-11-06 (Carried over from the canceled meeting - November 18, 2019) Consider Approving & Authorizing Fire Department Capital Expenditures - Budget Amendment - Not Budgeted - St Clair County Fire Funds
  
- [21.](#) Resolution 2019-11-07 (Carried over from the canceled meeting - November 18, 2019) Consider Approving & Authorizing an Agreement with ALDOT (Alabama Department of Transportation) for Traffic Signal Improvements - Budgeted
- [22.](#) Resolution 2019-11-08 (Carried over from the canceled meeting - November 18, 2019) Consider Opposition to and Rejection of RSA (Retirement Systems of Alabama) Tier 3 Pension Plan. No Budget Impact.
- [23.](#) Resolution 2019-11-09 Consider Approval of Issuance of Alcohol License to Neighbors-Leeds LLC Neighbors Snack Shack
- [24.](#) Resolution 2019-11-10 Consider Authorization to Purchase Used Bucket Truck from Open Bid - Budgeted

**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. Amendment 772 Hearing

CITY OF LEEDS ALABAMA, 772 NOTIFICATION, On Monday, the 18<sup>th</sup> day of November 2019, at 6:00 p.m. in the Council Chambers of Leeds Civic Center, located at in the Civic Center Meeting Room located at 1000 Park Drive, Leeds, AL 35094 City of Leeds, Alabama (the "City") will hold its regularly scheduled meeting which will constitute a public meeting, to consider, discuss, vote upon, and take action on the adoption of a resolution authorizing and approving a grant agreement for the use and grant of public funds to assist various non-profit entities, causes & purposes, to wit:

Ann's New Life Center

\$2,500.00

their respective subsidiaries, affiliates, successors and assigns (collectively hereinafter referred to as the "Grantees") under which the City will provide a grant of public funds to the Grantee in connection with, without limitation, the Grantee's activities, improvements, programs, functions, along with other programs and ventures directly benefiting the citizens from the City of Leeds and the surrounding areas, which programs and activities are expected to result in the improved health, safety, education, edification, and the overall quality of life of citizens. The public funds to be granted to the Grantee will consist of the approximate amount so indicated for the costs associated with the Grantee's further development of its programs and business practices as set out in a proposed grant agreement between the City and the Grantee.

The public benefits sought to be achieved by the proposed grant of public funds are the promotion, advancement and improvement of the health, safety, education, edification, the overall quality of life, as well as the prosperity and welfare of the City and its residents. For purposes of Amendment 772 to the Constitution of Alabama of 1901, the entities to whom or for whose benefit the City proposes to lend its credit or grant funds or things of value will be those as listed herein above, with each being an Alabama nonprofit corporation.

Notice of this public meeting is being published pursuant to the requirements of Amendment 772 to the Constitution of Alabama of 1901 (also known as Section 94.01 of the Constitution of Alabama of 1901), as amended, and all other applicable laws, to the extent applicable.

**Item Attachment Documents:**

2. B-2019-007: Request for an Alcoholic Beverage License to operate at Neighbors-Leeds LLC /dba/ as Neighbors Snack Shack; 1443 Grand River Parkway North; Leeds, AL 35094

**B-2019-007**

**NOTICE OF PENDING APPLICATION FOR APPROVAL OF  
ISSUANCE OF A ALCOHOLIC BEVERAGE LICENSE FOR THE  
CITY OF LEEDS ALABAMA**

Notice is hereby given that **NEIGHBORS LEEDS**, doing business as **NEIGHBORS SNACK SHACK** located at **1443 GRAND RIVER PARKWAY NORTH, Leeds, AL 35094** has made application for the City of Leeds Council to approve the issuance of a license by the Alabama Alcoholic Beverage Control Board and that on the of **NOVEMBER 22, 2019** at **10:00 AM** has been set for the hearing thereof at the Leeds City Council Meeting located at **The City of Leeds Civic Center 1000 Park Drive, Leeds, AL 35094**. Any interested persons may appear at said time and place and be heard either for or against the granting of such approval. Any person needing special accommodations to attend this hearing, please contact the City Clerk ([cityhall@leedsalabama.gov](mailto:cityhall@leedsalabama.gov) or 205-699-2585) at least 3 business days in advance. anbe heard for or against the granting of such approval

**Item Attachment Documents:**

3. Minutes from 10/21/2019 Meeting



# CITY OF LEEDS, ALABAMA

## REGULAR COUNCIL MEETING MINUTES

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

October 21, 2019 @ 6:00 PM

### CALL COUNCIL MEETING TO ORDER

Mayor David Miller called the meeting to order at 6:04 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

### APPROVE COUNCIL MINUTES

1. Previous Minutes from October 07, 2019  
 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

### REPORTS OF STANDING COMMITTEES OR SPECIAL BOARDS:

2. Finance Committee Report - Linda Miller  
 No Report
3. Public Safety Committee Report - Kenneth Washington  
 No Report
4. Public Works Committee Report- Ryan Bell  
 No Report. The Parks Director will attend the next meeting.

**REPORTS OF OFFICERS:**

5. Mayor's Report - Mayor David Miller  
Introduced Norman Bryant with New York Life Insurance Company. Mr. Bryant gave a short presentation of their available benefits for City employees.
6. Police Department - Chief Atkinson  
Gave report of today's suspected pipe bomb reported at Oliver's Crossing. Jefferson County Sheriff's Office responded. It was a geo-cache inside a piece of PVC pipe. Also, the Police Department was successful in apprehending a theft from Lowe's.
7. Fire Department - Chief Parsons  
No Report
8. Library - Director Carden  
Reminder: Thursday, October 24<sup>th</sup> is the Library's Halloween Street Party. 8<sup>th</sup> Street will be closed from Parkway Drive to the alley behind the Library.
9. Municipal Court - Magistrate Roberts  
Reminder: Court office will be closed to the public on October 22-25 for building repairs.
10. Development Services Department - Zoning Administrator Watson  
Absent
11. Public Works Department - Public Works Director Warren  
Reminder: Please be aware of employees working in/near roadways. Downtown parking lot is 3 weeks away from completion.

**OLD BUSINESS:**

There was no Old Business for discussion.

**NEW BUSINESS:**

12. Resolution 2019-10-03 Consider Approval of Severe Weather Preparedness Sales Tax Holiday  
Motion made by Council member Bell, Seconded by Council member Miller.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington
13. Resolution 2019-10-04 Consider Adopting and Ratifying Monthly Expenditures  
Motion made by Council member Dutton, Seconded by Council member Bell.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington
14. Resolution 2019-10-05 Consider Appointments to the Leeds Redevelopment Authority  
Motion made by Council member Dutton, Seconded by Council member Bell.  
Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington
15. Executive Session

An Executive Session for the Council under Section 36-25A-7 (6) was recommended by City Attorney Scott Barnett. Motion for Unanimous Consent to move into Executive Session made by Council member Dutton, Seconded by Council member Bell. The motion passed by the following vote:

Voting Yea: Mayor Miller, Council member Turner, Council member Dutton, Council member Miller, Council member Bell, Council member Washington.

The Council went into Executive Session at 6:39 pm and returned at 6:58 pm.

**PUBLIC COMMENTS**

Mr. Jerry Trott, 8532 Covington Way, commented that the Executive Session should be at the end of the meeting.

**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 7:00 pm.

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

ATTEST:

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



**Item Attachment Documents:**

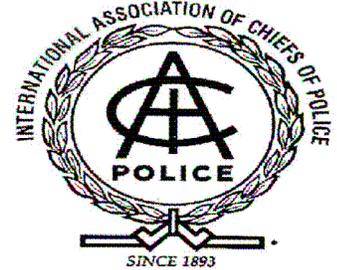
8. Police Department - Chief Atkinson



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: November 5, 2019

Mayor and Council:

The following is a summary of the Police Department activities for the month of October 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
Oct 2019	824	48	187	302	204	111	4	31	18	103
2019 YTD	7861	376	1859	2917	2365	1258	51	268	98	708
Oct 2018	732	53	206	255	179	98	8	34	9	44
2018 YTD	8708	355	2045	2063	1396	986	36	229	78	557
Category	*Officer Assists	*Public Assists	Court Hours	Training Hours	Shifts Worked	Miles Driven	Dispatch CFS	Business Cks/Cards		
Oct 2019	301	301	22	4	225	20,606	1597	244		
2019 YTD	3313	2881	333	342	2394	181,922	16162	2380		
Oct 2018	243	380	24	38	231	16,277	1825			
2018 YTD	3051	3424	280	443	2183	144,287	17117			

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

**Jail Expenses**

**Prisoner Transportation**

<b>No. of Inmate Days</b>	<b>309</b>	<b>Oct 2019 Miles =</b>	<b>1,715.8</b>	<b>Oct 2019 Hours =</b>	<b>74.0</b>
<b>Oct Expenses</b>	<b>\$10,042.50</b>	<b>2019 YTD Miles =</b>	<b>15,501.9</b>	<b>2019 YTD Hours =</b>	<b>554.0</b>
<b>2019 YTD</b>	<b>\$65,325.00</b>				
<b>2018 Total</b>	<b>\$71,490.00</b>	<b>2018 Total Miles =</b>	<b>18,862.0</b>	<b>2018 Total Hours =</b>	<b>481.5</b>

**False Alarms**

False Alarms	Burglary Business	Burglary Residence	Robbery Business	Robbery Residence	Totals	Chargeable	
Oct 2019	23	9	0	0	32	32	
2019 YTD	221	178	11	0	410	410	
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>
Oct 2019	0	1	0	1	5	9	0
2019 YTD	1	6	11	18	31	84	28
Cases Cleared YTD	1	4	6	16	14	47	13
Oct 2018	0	0	0	1	3	6	4
2018 YTD	0	9	5	17	64	94	17

Respectfully Submitted,

Lt. J E Loebler

**Item Attachment Documents:**

12. Development Services Department - Zoning Administrator Watson

# Department Hours- OT

09/24/19 to 10/07/19

Department	OT	COM	PDC	FDC	Totals
	473:56	26:03	3:26	23:00	526:25
COURT		8:00			8:00
DEV	1:25				1:25
FINANCE	15:08				15:08
FIRE	110:30			23:00	133:30
LIBRARY	2:55	8:03			10:58
P&R	16:58				16:58
POLICE	247:57		3:26		251:23
STREET	79:03	10:00			89:03

## Department Hours- OT

16

10/08/19 to 10/21/19

Department	OT	COM	FDC	Totals
	169:38	14:35	16:00	200:13
COURT	0:57			0:57
FINANCE	5:19			5:19
FIRE	14:00		16:00	30:00
LIBRARY	4:45	10:35		15:20
P&R	3:22			3:22
POLICE	124:38			124:38
STREET	16:37	4:00		20:37

**Item Attachment Documents:**

15. Resolution 2019-11-01 (Carried over from the canceled meeting - November 18, 2019)  
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 - (State Discretionary Funds)

# CITY OF LEEDS

## RESOLUTION NO. 2019-11-01

### RESOLUTION AUTHORIZING THE USE AND GRANT OF PUBLIC FUNDS AND THINGS OF VALUE IN AID TO VARIOUS PRIVATE ENTITIES AS PART OF THE CITY'S ANNUAL BUDGET PROCESS, PURSUANT TO AMENDMENT 772 OF THE ALABAMA CONSTITUTION.

**WHEREAS**, the City has caused to be published a notice satisfying the requirements stated in Section 94.01 of the Constitution of Alabama of 1901 (also known as the Amendment 772 to the Alabama Constitution of 1901), as amended (hereinafter referred to as "Amendment 772"), to the extent Amendment 772 applies, to approve and authorize the lending of the City's credit and the use and grant of public funds and things of value in aid of various nonprofit programs and entities identified herein; and

**WHEREAS**, the entities identified herein have undertaken and been instrumental in the development of important civic, benevolent, and youth programs within the corporate limits of the City of Leeds, Alabama (the "City"); and

**WHEREAS**, these programs and purposes include, to name only a few, the providing of educational and civic programs directly benefiting the citizens and more specifically the children of Leeds; and

**WHEREAS**, these identified programs have requested grant funds from the City to aid in the continuation and growth of their respective programs and community benefits; and

**WHEREAS**, a Grant/Appropriation Agreement will be created with the entity listed and the City in order to formalize all of the understandings, covenants, duties and commitments of each Party to the Agreement (the "Agreement"); and

**WHEREAS**, a public hearing was held to allow comment from those who wish to be heard on this subject; and

**WHEREAS**, having duly deliberated and considered the matter at hand, the City desires to authorize and approve the execution, delivery, and performance of the Agreement and documents necessary to provide the requested grants and any other documents necessary to affect the purposes of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA**, as follows:

1. The Recitals set forth above are hereby found and declared to be true and correct.
2. The City has caused public notice of this meeting to be published in accordance with Amendment 772 to the Alabama Constitution of 1901, as amended.
3. It is hereby found and declared that the use and grant of public funds and things of value and the lending of the City's credit in connection the City's execution of the Agreement as the time of the subject grant to each of the identified entities; to wit:

Ann's New Life Center	\$2,500.00
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will serve a valid and sufficient public purpose under Amendment 772 to the Constitution of Alabama of 1901, as amended, notwithstanding any incidental benefit accruing to any private entity (including any benefit to individual City citizens, or the affiliates, agents & assigns of as this Grant is expected to create a real impact on the lives of citizens and their general wellbeing as

they participate and utilize the services of the identified and approved entities listed herein.

- 4. Subject to the full execution of a Grant/Appropriation Agreement, with the entity listed herein, the execution, and any other actions necessary to affect the purposes of this Resolution are hereby approved and authorized.
- 5. The Mayor, City Clerk, and other representatives or agents of the City are hereby severally authorized and empowered to take any and all such further actions necessary, required, or convenient to effectuate the intent of this Resolution, and any such actions taken by them are hereby ratified and confirmed.

**APPROVED** this 22<sup>nd</sup> day of November 2019

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

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

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

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

**CITY OF LEEDS, ALABAMA**

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

**ATTEST:**

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

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 22<sup>nd</sup> day of November 2019.

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

**GRANT/APPROPRIATION AGREEMENT**

**THIS GRANT / APPROPRIATION AGREEMENT** is effective as of this 22<sup>nd</sup> day of November 2019, by and between Ann’s New Life Center (herein called the “Recipient” or “Grantee”) and the City of Leeds Alabama, an Alabama municipal corporation (herein called “City”).

**WHEREAS**, pursuant to Amendment 772 of the Alabama Constitution (i.e. Section 94.01), the City has approved the funding of certain expenditures to private entities to promote the general economic benefit and the enhancement of the overall wellbeing of the citizens in the City, which includes certain appropriations to the Grantee herein.

**NOW THEREFORE**, in consideration of the foregoing and other good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the Parties do hereby agree as follows:

1. **PURPOSE.** The purpose of this Grant Agreement is for the overall development of, and assistance for, important civic, economic development, education, benevolent, and/or health-related programs within the corporate limits of the City of Leeds, Alabama to include, without limitation, the operation and ownership of the Recipient’s business and general civic outreach and support to the underserved citizens of the City.
2. **FUNDING & COMPENSATION.** This Project, for which the Grant/Appropriation Agreement is made, is financed with City funds not to exceed the sum of Two thousand five hundred Dollars and Zero Cents (\$2500.00) (the “Grant Amount”) which is expected to be paid in one installment during the current fiscal year, under the terms of this Agreement, and shall not constitute a debt of the City or the approval of work accomplished or proper accounting for expenditures of the subject Grant funds.
3. **CONTINGENCY CLAUSE.** Although it is the overt intentions for the City to timely and fully fund this approved Grant, it is expressly understood and agreed that any City commitment of funds herein shall be contingent upon the availability of said funds following the execution of this Agreement.
4. **REPORTING.** The Grantee shall immediately provide a final written report listing Grant accomplishments and expenditures upon full expenditure of the Grant funds.
5. **AUDITS.**
  - a. The Grantee hereby agrees and assents to the City policy (i.e. Res 2010-10-01 attached) that all City Grants or appropriations to private entities are subject to City audit.
  - b. The Grantee’s obligations herein shall survive the termination of this Agreement.

- c. Payment of funds awarded under this Grant Agreement may be suspended, withdrawn, or recaptured in the event that there is an illegal use of funds or an outstanding audit exception identified by any City audit.
  - d. The City shall have access to any pertinent book, paper, or record of the Grantee for the purposes of the audit conducted, if any.
6. TERMINATION OF AGREEMENT. The City or the Grantee may terminate this Agreement at any time by giving written notice. Notwithstanding this provision, however, any commitments of the City shall terminate upon the full payment of the Grant Amount.
7. COMPLIANCE WITH LAWS & CONFLICTS OF INTEREST. The expenditure of Grant funds shall be subject to all applicable state and local laws. The Grantee further certifies that to the best of its knowledge and belief, no conflicts of interest exist that may affect the subject Grant award.
8. RECORD RETENTION. All documents pertinent to the expenditure of Grant funds must be retained for five (5) years from the date of the final expenditure of the Grant funds.
9. MISCELLANEOUS. The designated representative of the Grantee certifies that:
- a. He/She has legal authority to apply for and accept the Grant on behalf of the Grantee.
  - b. The Grantee will provide all managerial resources to ensure that the projects expenditures are completed in accordance with this Agreement.
  - c. Funds awarded should be expended only for the purposes and activities identified herein.
  - d. If the Grantee fails to properly utilize the funds provided, then the Grantee will reimburse the full amounts made pursuant to this Agreement.
  - e. The Grantee will establish and maintain a proper accounting system to record expenditure of the funds in accordance with generally accepted accounting standards.
  - f. The Grantee agrees that the City may elect to, withdraw all or part of this funding from the Grantee for noncompliance with any portion of the terms stated in this Agreement.

**IN WITNESS WHEREOF,** The City and the Recipient have executed this Agreement as evidenced by their signatures below:

**CITY OF LEEDS**

**RECIPIENT/GRANTEE**

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

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
(Printed name)

**ATTEST:**

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

**Item Attachment Documents:**

16. Resolution 2019-11-02 (Carried over from the canceled meeting - November 18, 2019) Consider Certain Professional Services Relating to Employee Benefits for City Employees - (Budgeted)

# CITY OF LEEDS

## RESOLUTION NO.: 2019-11-02

### A RESOLUTION TO RENEW CERTAIN PROFESSIONAL SERVICES TO BE PROVIDED IN RELATION TO EMPLOYEE FLEXIBLE SPENDING ACCOUNTS.

**WHEREAS**, as part of the employee benefits package, the City provides a Flexible Spending Account services through a third-party provider in relation to the payment of family medical costs; and

**WHEREAS**, the renewal submitted by Alliance Insurance Group in relation to the provision of a flexible spending account services for the City has been identified as the most cost efficient and preferable provider of the needed services; and

**WHEREAS**, the City staff recommends that the renewal with Alliance Insurance Group be accepted.

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the City of Leeds that, in consideration of the foregoing, as follows:

1. The Flexible Spending Account Renewal as presented by Alliance Insurance Group is hereby approved as presented.
2. All such services as set forth in the subject Flexible Spending Account Renewal as presented shall be made available to all City employees.
3. The Mayor, City staff and City attorneys shall have the full authority to do those things, to perform those functions, and to sign necessary documentation in order to carry out the actions so authorized herein.

**Adopted and Approved this the 22<sup>nd</sup> day of November 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**

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 22<sup>nd</sup> day of November 2019.

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

**Item Attachment Documents:**

17. Resolution 2019-11-03 (Carried over from the cancelled meeting - November 18, 2019)  
Consider Adoption and Ratification of Monthly City Expenditures/Payables

# CITY OF LEEDS

## RESOLUTION NO.: 2019-11-03

### 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 October 31, 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** this the 22<sup>nd</sup> day of November 2019

CITY OF LEEDS, ALABAMA

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

\_\_\_\_\_  
DATE

ATTEST:

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

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

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

**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 22<sup>nd</sup> day of November 2019.

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

# City of Leeds-Debt Service

## EXPENSE DETAIL

October 2019

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>09-4716 PLEDGED REVENUES</b>								
10/15/2019	Bill	DEBT OCT 2019	No	3151-REGIONS CORPORATE TRUST	TAXABLE GENERAL OBLIGATION SERIES 2018 WARRANTS	Accounts Payable (A/P)	225,864.38	225,864.38
<b>Total for 09-4716 PLEDGED REVENUES</b>							<b>\$225,864.38</b>	
<b>09-6100 BOND FEES</b>								
10/15/2019	Bill	DEBT-OCT 2019	No	2331- REGIONS CORP TRUST OPERATIONS	2017 WARRANTS BI 8648	Accounts Payable (A/P)	2,295.63	2,295.63
<b>Total for 09-6100 BOND FEES</b>							<b>\$2,295.63</b>	
<b>09-6200 GEN OBLIG PRINCIPAL RET</b>								
10/15/2019	Bill	DEBT OCT 2019	No	3152-REGIONS CORPORATE TRUST	GENERAL OBLIGATION SERIES 2017A WARRANTS	Accounts Payable (A/P)	21,250.00	21,250.00
<b>Total for 09-6200 GEN OBLIG PRINCIPAL RET</b>							<b>\$21,250.00</b>	
<b>09-6202 GEN OBLIG INTEREST</b>								
10/15/2019	Bill	DEBT OCT 2019	No	3152-REGIONS CORPORATE TRUST	GENERAL OBLIGATION SERIES 2017A WARRANTS	Accounts Payable (A/P)	12,592.71	12,592.71
<b>Total for 09-6202 GEN OBLIG INTEREST</b>							<b>\$12,592.71</b>	
<b>09-6999 Account Transfer</b>								
10/18/2019	Sales Receipt	3348	No	18557 - CITY OF LEEDS- A/P TRANSFER	TRANSFER	Undeposited Funds	-47,093.29	-47,093.29
<b>Total for 09-6999 Account Transfer</b>							<b>\$ -47,093.29</b>	
<b>19-6507 19-6507 Primary School Constr.- Long Term Debt</b>								
10/15/2019	Bill	DEBT OCT 2019	No	68- REGIONS CORPORATE TRUST	Primary School Constr.- Long Term Debt	Accounts Payable (A/P)	33,333.33	33,333.33
<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>								
10/15/2019	Bill	DEBT OCT 2019	No	68- REGIONS CORPORATE TRUST	Primary School Constr.-Long Term Interest	Accounts Payable (A/P)	35,473.44	35,473.44
<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>								
10/15/2019	Bill	DEBT8984	No	BCI CAPITAL INC	CONTRACT PAYMENT	Accounts Payable (A/P)	47,093.29	47,093.29
<b>Total for 26-6300 26-6300 Fire-Long Term Debt-Fire Truck</b>							<b>\$47,093.29</b>	
<b>40-6300 40-6300 Parks Long Term Debt Prin Retirement</b>								
10/15/2019	Bill	DEBT-OCT2019	No	3153-REGIONS CORPORATE TRUST	GENERAL OBLIGATION WARRANTS	Accounts Payable (A/P)	17,133.02	17,133.02
<b>Total for 40-6300 40-6300 Parks Long Term Debt Prin Retirement</b>							<b>\$17,133.02</b>	

# City of Leeds-Gas Taxes

## EXPENSE DETAIL

October 2019

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>07-4000 Seven Cent Expenses</b>								
<b>07-4200 ELECTRICAL UTILITIES</b>								
10/30/2019	Bill		No	111-ALABAMA POWER	WOODRUFF PKWY	Accounts Payable (A/P)	666.12	666.12
10/30/2019	Bill		No	111-ALABAMA POWER	CLAIRMONT	Accounts Payable (A/P)	449.78	1,115.90
10/30/2019	Bill		No	111-ALABAMA POWER	CAHAWBA LN	Accounts Payable (A/P)	142.03	1,257.93
10/30/2019	Bill		No	111-ALABAMA POWER	cahaba crossing cir	Accounts Payable (A/P)	174.48	1,432.41
10/30/2019	Bill		No	111-ALABAMA POWER	1561 GREENWAVE DR	Accounts Payable (A/P)	44.82	1,477.23
10/30/2019	Bill		No	111-ALABAMA POWER	7834 PARKWAY DR	Accounts Payable (A/P)	60.71	1,537.94
10/30/2019	Bill		No	111-ALABAMA POWER	GREENHAVEN WAY	Accounts Payable (A/P)	350.10	1,888.04
10/30/2019	Bill		No	111-ALABAMA POWER	CAHABA AVE NW	Accounts Payable (A/P)	12.71	1,900.75
10/30/2019	Bill		No	111-ALABAMA POWER	COVINGTON WAY	Accounts Payable (A/P)	113.73	2,014.48
10/30/2019	Bill		No	111-ALABAMA POWER	BRISTOL RD	Accounts Payable (A/P)	96.45	2,110.93
10/30/2019	Bill		No	111-ALABAMA POWER	BECKER LN	Accounts Payable (A/P)	256.36	2,367.29
10/30/2019	Bill		No	111-ALABAMA POWER	STREET LIGHTS	Accounts Payable (A/P)	9,308.62	11,675.91
10/30/2019	Bill		No	111-ALABAMA POWER	1000 ROWAN SPRINGS DR	Accounts Payable (A/P)	415.77	12,091.68
10/30/2019	Bill		No	111-ALABAMA POWER	CASTLEMAN LN	Accounts Payable (A/P)	77.16	12,168.84
10/30/2019	Bill		No	111-ALABAMA POWER	1612 CEDAR GROVE RD	Accounts Payable (A/P)	38.97	12,207.81
10/30/2019	Bill		No	111-ALABAMA POWER	1400 9TH ST SE	Accounts Payable (A/P)	1,120.53	13,328.34
<b>Total for 07-4200 ELECTRICAL UTILITIES</b>							<b>\$13,328.34</b>	
<b>07-4510 7 CT RPR &amp; MTC - STREETS</b>								
10/01/2019	Expense		No	2105 - CENTRAL ALABAMA ASPHALT & CONSTR CO LLC	Paving	07-1000 Seven Cent Cash	49,105.00	49,105.00
10/30/2019	Bill	7C-2019-817	No	1273-OCET INC	2019-817	Accounts Payable (A/P)	883.42	49,988.42
<b>Total for 07-4510 7 CT RPR &amp; MTC - STREETS</b>							<b>\$49,988.42</b>	
<b>Total for 07-4000 Seven Cent Expenses</b>							<b>\$63,316.76</b>	

# City of Leeds - General Fund

## EXPENSE DETAIL

October 2019

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>01-4000 Admin Exp</b>						
01-4001 Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	8,760.92	8,760.92
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	8,396.18	17,157.10
<b>Total for 01-4001 Salaries &amp; Wages</b>					<b>\$17,157.10</b>	
01-4002 Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	633.83	633.83
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	605.60	1,239.43
<b>Total for 01-4002 Payroll Taxes</b>					<b>\$1,239.43</b>	
01-4004 Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-343.50	-343.50
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	922.00	578.50
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	1,139.00	1,717.50
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-343.50	1,374.00
<b>Total for 01-4004 Health Insurance</b>					<b>\$1,374.00</b>	
01-4005 Retiree Health Insurance Prem.						
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	5,320.00	5,320.00
<b>Total for 01-4005 Retiree Health Insurance Prem.</b>					<b>\$5,320.00</b>	
01-4006 Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	1,382.45	1,382.45
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	890.64	2,273.09
<b>Total for 01-4006 Retirement</b>					<b>\$2,273.09</b>	
01-4015 EE Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	16.30	16.30
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	15.98	32.28
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	ADMIN	00-2010 Accounts Payable	-62.09	-29.81
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	REVENUE	00-2010 Accounts Payable	15.98	-13.83
<b>Total for 01-4015 EE Life &amp; Disability Ins</b>					<b>\$ -13.83</b>	
01-4100 Insurance - General						
10/30/2019	Bill	2306-INSURANCE OFFICE OF AMERICA		00-2010 Accounts Payable	914.00	914.00
<b>Total for 01-4100 Insurance - General</b>					<b>\$914.00</b>	
01-4200 Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	519.92	519.92
<b>Total for 01-4200 Electrical Utilities</b>					<b>\$519.92</b>	
01-4201 Internet						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,760.00	1,760.00
10/15/2019	Bill	2997-UNITI FIBER /dba/ CONTACT NETWORK/INLINE		00-2010 Accounts Payable	4,218.80	5,978.80
<b>Total for 01-4201 Internet</b>					<b>\$5,978.80</b>	
01-4203 Cell / Wireless Services						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/08/2019	Sales Receipt	CITY OF LEEDS - GENERAL FUND	RDA MI FI REIMBURSEMENT 205-577-8908	00-1299 Undeposited Funds	-40.11	29.11
<b>Total for 01-4203 Cell / Wireless Services</b>					<b>\$ -40.11</b>	
01-4204 Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	1440 9TH ST	00-2010 Accounts Payable	15.62	15.62
10/15/2019	Bill	122-SPIRE INC	1400 9TH ST	00-2010 Accounts Payable	15.27	30.89
<b>Total for 01-4204 Gas Utilities</b>					<b>\$30.89</b>	
01-4314 Subscriptions						
10/15/2019	Bill	1960-MUNICIPAL CODE CORPORATION	Municode Meetings Subscription - Final 50% due system configured	00-2010 Accounts Payable	2,400.00	2,400.00
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	307.45	2,707.45
10/30/2019	Bill	1960-MUNICIPAL CODE CORPORATION		00-2010 Accounts Payable	6,726.93	9,434.38
<b>Total for 01-4314 Subscriptions</b>					<b>\$9,434.38</b>	
01-4316 Dues & Fees						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	285.00	285.00
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	304.00	589.00
10/31/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	205.50	794.50
<b>Total for 01-4316 Dues &amp; Fees</b>					<b>\$794.50</b>	
01-4320 Postage						
10/15/2019	Bill	PURCHASE POWER		00-2010 Accounts Payable	25.00	25.00
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	2.00	27.00
<b>Total for 01-4320 Postage</b>					<b>\$27.00</b>	
01-4324 Computer Software						
10/30/2019	Bill	241-HARRIS COMPUTER SYSTEMS	CSI-HLG PS/CUSTOM DEV - PS - SF	00-2010 Accounts Payable	1,400.00	1,400.00
<b>Total for 01-4324 Computer Software</b>					<b>\$1,400.00</b>	
01-4332 Travel						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	121.07	121.07
<b>Total for 01-4332 Travel</b>					<b>\$121.07</b>	
01-4400 Contract Services						
10/07/2019	Sales Receipt	STATE OF ALABAMA DEPARTMENT OF REVENUE		00-1299 Undeposited Funds	8,181.54	8,181.54
10/15/2019	Bill	2193-LANEY'S		00-2010 Accounts Payable	1,484.00	9,665.54
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	663.93	10,329.47
<b>Total for 01-4400 Contract Services</b>					<b>\$10,329.47</b>	
01-4402 Attorney/Legal						
10/15/2019	Bill	2823-BRUNSON, BARNETT & SHERRER PC	OCT 2019	00-2010 Accounts Payable	21,400.00	21,400.00
<b>Total for 01-4402 Attorney/Legal</b>					<b>\$21,400.00</b>	
01-4404 Auditing/Accounting						
10/30/2019	Bill	1238-BMSS - BARFIELD MURPHY SHANK & SMITH	OUT OF POCKET EXPENSES	00-2010 Accounts Payable	994.72	994.72
10/30/2019	Bill	1238-BMSS - BARFIELD MURPHY SHANK & SMITH	PROGRESS BILLING-AUDITED FINANCIAL STATEMENTS	00-2010 Accounts Payable	9,983.00	10,977.72
10/30/2019	Bill	1238-BMSS - BARFIELD MURPHY SHANK & SMITH	MANAGEMENT ADVISORY SERVICES RENDERED	00-2010 Accounts Payable	4,909.00	15,886.72
<b>Total for 01-4404 Auditing/Accounting</b>					<b>\$15,886.72</b>	
01-4500 Repair & Maint Auto						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	42.99	42.99
<b>Total for 01-4500 Repair &amp; Maint Auto</b>					<b>\$42.99</b>	
01-4508 Repair & MTC - General						
10/15/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	CITY HALL	00-2010 Accounts Payable	75.00	75.00
10/30/2019	Bill	692-MICHAEL JOINER PLUMBING SERVICES INC	CAP LINES UNDER FLOOR CITY HALL	00-2010 Accounts Payable	150.00	225.00
<b>Total for 01-4508 Repair &amp; MTC - General</b>					<b>\$225.00</b>	
01-4520 Fuel Expense - Auto						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/30/2019	Bill	1770-WEX BANK	ADMIN	00-2010 Accounts Payable	28.17	30.7
<b>Total for 01-4520 Fuel Expense - Auto</b>					<b>\$28.17</b>	
01-4702 Economic Redevelopment						
10/15/2019	Bill	597-LEEDS CHAMBER OF COMMERCE		00-2010 Accounts Payable	1,808.33	1,808.33
<b>Total for 01-4702 Economic Redevelopment</b>					<b>\$1,808.33</b>	
01-5011 City Prosecutor						
10/30/2019	Bill	2120-BARNES & BARNES LAW FIRM PC		00-2010 Accounts Payable	7,000.00	7,000.00
<b>Total for 01-5011 City Prosecutor</b>					<b>\$7,000.00</b>	
01-7720 772 Grant Agreement						
10/30/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY	R2019-09-10 772 GRANT AGREEMENT	00-2010 Accounts Payable	137,517.00	137,517.00
10/30/2019	Bill	3098-LHS Band Boosters	2019-09-10	00-2010 Accounts Payable	2,500.00	140,017.00
10/30/2019	Bill	Exceptional Foundation	2019-09-10	00-2010 Accounts Payable	1,000.00	141,017.00
10/30/2019	Bill	968-ST CLAIR CO ECONOMIC DEVELOPMENT COUNCIL	2019-09-10	00-2010 Accounts Payable	3,000.00	144,017.00
10/30/2019	Bill	598-LEEDS ARTS COUNCIL	2019-09-10	00-2010 Accounts Payable	10,000.00	154,017.00
10/30/2019	Bill	609-LEEDS HISTORICAL SOCIETY INC	2019-09-10	00-2010 Accounts Payable	1,000.00	155,017.00
10/30/2019	Bill	597-LEEDS CHAMBER OF COMMERCE	2019-09-10	00-2010 Accounts Payable	1,600.00	156,617.00
10/30/2019	Bill	2864-LEEDS YOUTH ATHLETIC ASSOCIATION	2019-09-10	00-2010 Accounts Payable	60,000.00	216,617.00
10/30/2019	Bill	224-CLAS TRAN	2019-09-10	00-2010 Accounts Payable	4,320.00	220,937.00
10/30/2019	Bill	1753-JEFFERSON BLOUNT ST CLAIR MHA	2019-09-10	00-2010 Accounts Payable	1,200.00	222,137.00
<b>Total for 01-7720 772 Grant Agreement</b>					<b>\$222,137.00</b>	
<b>Total for 01-4000 Admin Exp</b>					<b>\$325,387.92</b>	
10-4000 Mayor						
10-4202 Mayor-Telephone						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	104.97	104.97
<b>Total for 10-4202 Mayor-Telephone</b>					<b>\$104.97</b>	
10-4300 Mayor-Office Supplies						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	16.19	16.19
<b>Total for 10-4300 Mayor-Office Supplies</b>					<b>\$16.19</b>	
10-6702 Mayor-City Projects						
10/07/2019	Bill	3030-LEEDS BOARD OF EDUCATION	2019 MONSTER MASH DASH - LEEDS ELEM SCHOOL	00-2010 Accounts Payable	2,500.00	2,500.00
<b>Total for 10-6702 Mayor-City Projects</b>					<b>\$2,500.00</b>	
<b>Total for 10-4000 Mayor</b>					<b>\$2,621.16</b>	
11-4000 Court Exp						
11-4001 Court-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	6,240.32	6,240.32
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	6,031.92	12,272.24
<b>Total for 11-4001 Court-Salaries &amp; Wages</b>					<b>\$12,272.24</b>	
11-4002 Court-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	465.36	465.36
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	449.24	914.60
<b>Total for 11-4002 Court-Payroll Taxes</b>					<b>\$914.60</b>	
11-4004 Court-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-15.00	-15.00
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	1,383.00	1,368.00

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-15.00	31.00
<b>Total for 11-4004 Court-Health Insurance</b>					<b>\$1,353.00</b>	
11-4006 Court-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	1,382.45	1,382.45
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	890.64	2,273.09
<b>Total for 11-4006 Court-Retirement</b>					<b>\$2,273.09</b>	
11-4015 Court-EE Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	22.93	22.93
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	COURT	00-2010 Accounts Payable	22.93	45.86
<b>Total for 11-4015 Court-EE Life &amp; Disability Ins</b>					<b>\$45.86</b>	
11-4200 Court-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	1,182.26	1,182.26
<b>Total for 11-4200 Court-Electrical Utilities</b>					<b>\$1,182.26</b>	
11-4204 Court-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	1040 PARK DR COURT	00-2010 Accounts Payable	14.15	14.15
<b>Total for 11-4204 Court-Gas Utilities</b>					<b>\$14.15</b>	
11-4304 Court-Copier & Printer Mtc						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	122.20	122.20
<b>Total for 11-4304 Court-Copier &amp; Printer Mtc</b>					<b>\$122.20</b>	
11-4400 Court-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	360.35	360.35
<b>Total for 11-4400 Court-Contract Services</b>					<b>\$360.35</b>	
11-4520 Court-Fuel Expense - Auto						
10/30/2019	Bill	1770-WEX BANK	COURT	00-2010 Accounts Payable	51.38	51.38
<b>Total for 11-4520 Court-Fuel Expense - Auto</b>					<b>\$51.38</b>	
11-5010 Court-Municipal Judge						
10/30/2019	Bill	2943-CLIFTON S PRICE, III		00-2010 Accounts Payable	2,500.00	2,500.00
<b>Total for 11-5010 Court-Municipal Judge</b>					<b>\$2,500.00</b>	
11-6999 Court to GF Transfer						
10/22/2019	Sales Receipt	LEEDS COURT CORRECTIONS 9585	OCT 2019	00-1299 Undeposited Funds	-2,805.00	-2,805.00
10/22/2019	Sales Receipt	LEEDS COURT CORRECTIONS 9585	OCT 2019	00-1299 Undeposited Funds	-2,634.00	-5,439.00
10/22/2019	Sales Receipt	DEFENSIVE DRIVING SCHOOL	OCT 2019	00-1299 Undeposited Funds	-4,207.50	-9,646.50
10/22/2019	Sales Receipt	LEEDS COURT COLLECTIONS - 9593	OCT 2019 TRANSFER	00-1299 Undeposited Funds	-8,300.00	-17,946.50
10/22/2019	Sales Receipt	DEFENSIVE DRIVING SCHOOL	OCT 2019	00-1299 Undeposited Funds	-3,951.00	-21,897.50
10/22/2019	Sales Receipt	LEEDS COURT CORRECTIONS 9585	OCT 2019	00-1299 Undeposited Funds	-8,425.18	-30,322.68
10/22/2019	Sales Receipt	MAGISTRATE TRAINING	OCT 2019	00-1299 Undeposited Funds	-349.50	-30,672.18
10/22/2019	Sales Receipt	MUNICIPAL JUDICIAL ADMIN	OCT 2019	00-1299 Undeposited Funds	-2,232.15	-32,904.33
<b>Total for 11-6999 Court to GF Transfer</b>					<b>\$ -32,904.33</b>	
<b>Total for 11-4000 Court Exp</b>					<b>\$ -11,815.20</b>	
12-4000 Cemetery Exp						
12-4400 Cemetery-Contract Services						
10/15/2019	Bill	1503-RAM LANDSCAPING	CEDAR GROVE 10/2, 10/9/19	00-2010 Accounts Payable	1,960.00	1,960.00
10/15/2019	Bill	1503-RAM LANDSCAPING	SHILOH 9/16/19 AND 9/23/19	00-2010 Accounts Payable	550.00	2,510.00
10/15/2019	Bill	1503-RAM LANDSCAPING	CEDAR GROVE 9/18/19 AND 9/25/19	00-2010 Accounts Payable	1,960.00	4,470.00
10/15/2019	Bill	1503-RAM LANDSCAPING	SHILOH 9/30,10/7/19	00-2010 Accounts Payable	550.00	5,020.00
10/30/2019	Bill	1503-RAM LANDSCAPING	SHILOH 10/14 AND 10/21	00-2010 Accounts Payable	550.00	5,570.00
10/30/2019	Bill	1503-RAM LANDSCAPING	CEDAR GROVE 10/16 AND 10/22	00-2010 Accounts Payable	1,960.00	7,530.00
<b>Total for 12-4400 Cemetery-Contract Services</b>					<b>\$7,530.00</b>	
<b>Total for 12-4000 Cemetery Exp</b>					<b>\$7,530.00</b>	
13-4000 Council						
13-4001 Council-Salaries & Wages						
10/31/2019	Expense	PBS		00-1122 General Fund Checking	6,050.00	6,050.00

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
				Accounts:Payroll Acct-Servis 1st-1427		32
<b>Total for 13-4001 Council-Salaries &amp; Wages</b>					<b>\$6,050.00</b>	
13-4002 Council-Payroll Taxes						
10/31/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	468.28	468.28
<b>Total for 13-4002 Council-Payroll Taxes</b>					<b>\$468.28</b>	
<b>Total for 13-4000 Council</b>					<b>\$6,518.28</b>	
16-4000 Sr Citizens						
16-4306 Sr Citizens-Department Supplies						
10/15/2019	Bill	163-ALINDA YARBROUGH		00-2010 Accounts Payable	25.92	25.92
<b>Total for 16-4306 Sr Citizens-Department Supplies</b>					<b>\$25.92</b>	
16-4400 Sr Citizens-Contract Services						
10/15/2019	Bill	2710-PAUL ZUCKERMAN	SEPT 2019	00-2010 Accounts Payable	440.00	440.00
<b>Total for 16-4400 Sr Citizens-Contract Services</b>					<b>\$440.00</b>	
<b>Total for 16-4000 Sr Citizens</b>					<b>\$465.92</b>	
19-4000 City Projects						
19-6102 Parks & Paving-City Projects						
10/15/2019	Bill	2105-CENTRAL ALABAMA ASPHALT & CONSTRUCTION CO	KATHERIN/LYNN AE	00-2010 Accounts Payable	138,863.00	138,863.00
10/15/2019	Bill	2105-CENTRAL ALABAMA ASPHALT & CONSTRUCTION CO	ROSE PARK CIRCLE	00-2010 Accounts Payable	49,421.00	188,284.00
10/15/2019	Bill	2105-CENTRAL ALABAMA ASPHALT & CONSTRUCTION CO	VIVIAN ST	00-2010 Accounts Payable	49,105.00	237,389.00
<b>Total for 19-6102 Parks &amp; Paving-City Projects</b>					<b>\$237,389.00</b>	
19-6304 Hwy 78/Pres St-Engineering						
10/15/2019	Bill	389-GOODWYN, MILLS & CAWOOD INC		00-2010 Accounts Payable	2,000.00	2,000.00
10/30/2019	Bill	389-GOODWYN, MILLS & CAWOOD INC		00-2010 Accounts Payable	10,306.25	12,306.25
<b>Total for 19-6304 Hwy 78/Pres St-Engineering</b>					<b>\$12,306.25</b>	
19-6702 Main St Al-City Projects						
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	291.67	291.67
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	799.17	1,090.84
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	399.58	1,490.42
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	1,318.33	2,808.75
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	400.98	3,209.73
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	1,402.00	4,611.73
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	2,438.48	7,050.21
10/15/2019	Bill	2513-LEEDS REDEVELOPMENT AUTHORITY		00-2010 Accounts Payable	2,610.00	9,660.21
<b>Total for 19-6702 Main St Al-City Projects</b>					<b>\$9,660.21</b>	
<b>Total for 19-4000 City Projects</b>					<b>\$259,355.46</b>	
22-4000 Police Exp						
22-4001 Police-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis	59,352.22	59,352.22

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
				1st-1427		33
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	59,247.86	118,600.08
<b>Total for 22-4001 Police-Salaries &amp; Wages</b>					<b>\$118,600.08</b>	
22-4002 Police-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,427.79	4,427.79
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,419.69	8,847.48
<b>Total for 22-4002 Police-Payroll Taxes</b>					<b>\$8,847.48</b>	
22-4004 Police-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-1,747.50	-1,747.50
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	19,444.00	17,696.50
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-1,747.50	15,949.00
<b>Total for 22-4004 Police-Health Insurance</b>					<b>\$15,949.00</b>	
22-4006 Police-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	5,809.03	5,809.03
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	7,302.42	13,111.45
<b>Total for 22-4006 Police-Retirement</b>					<b>\$13,111.45</b>	
22-4012 Police-Uniforms						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	881.93	881.93
<b>Total for 22-4012 Police-Uniforms</b>					<b>\$881.93</b>	
22-4014 Police-Other Benefits						
10/15/2019	Bill	109-ALABAMA PEACE OFFICERS ANNUITY & BENEFIT FUND		00-2010 Accounts Payable	690.00	690.00
<b>Total for 22-4014 Police-Other Benefits</b>					<b>\$690.00</b>	
22-4015 Police-EE Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	201.61	201.61
10/30/2019	Bill	2725a-MUTUAL OF OMAHA POLICE		00-2010 Accounts Payable	235.31	436.92
<b>Total for 22-4015 Police-EE Life &amp; Disability Ins</b>					<b>\$436.92</b>	
22-4018 Police-Employment Expense						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	50.00	50.00
<b>Total for 22-4018 Police-Employment Expense</b>					<b>\$50.00</b>	
22-4200 Police-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	1,182.26	1,182.26
<b>Total for 22-4200 Police-Electrical Utilities</b>					<b>\$1,182.26</b>	
22-4204 Police-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	1040 PARK DR PD	00-2010 Accounts Payable	14.15	14.15
<b>Total for 22-4204 Police-Gas Utilities</b>					<b>\$14.15</b>	
22-4314 Police-Subscriptions						
10/30/2019	Bill	109-ALABAMA PEACE OFFICERS ANNUITY & BENEFIT FUND		00-2010 Accounts Payable	690.00	690.00
<b>Total for 22-4314 Police-Subscriptions</b>					<b>\$690.00</b>	
22-4400 Police-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	360.35	360.35
10/30/2019	Bill	2625 - GREATER BIRMINGHAM HUMANE SOCIETY		00-2010 Accounts Payable	1,051.66	1,412.01
<b>Total for 22-4400 Police-Contract Services</b>					<b>\$1,412.01</b>	
22-4412 Police-Community Program						
10/15/2019	Bill	1916-CHARLES PARSONS		00-2010 Accounts Payable	50.00	50.00

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	5,212.69	34.99
10/18/2019	Sales Receipt	POLICE REPORT (CHECK)	LEHIGH HANSON DONATION	00-1299 Undeposited Funds	-1,000.00	4,262.69
<b>Total for 22-4412 Police-Community Program</b>					<b>\$4,262.69</b>	
22-4500 Police-Repair & Maint Auto						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	118.99	118.99
<b>Total for 22-4500 Police-Repair &amp; Maint Auto</b>					<b>\$118.99</b>	
22-4520 Police-Fuel Expense - Auto						
10/30/2019	Bill	1770-WEX BANK	POLICE	00-2010 Accounts Payable	4,763.62	4,763.62
<b>Total for 22-4520 Police-Fuel Expense - Auto</b>					<b>\$4,763.62</b>	
<b>Total for 22-4000 Police Exp</b>					<b>\$171,010.58</b>	
26-4000 Fire Exp						
26-4001 Fire-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	55,013.27	55,013.27
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	57,182.10	112,195.37
<b>Total for 26-4001 Fire-Salaries &amp; Wages</b>					<b>\$112,195.37</b>	
26-4002 Fire-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,003.23	4,003.23
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	4,170.41	8,173.64
<b>Total for 26-4002 Fire-Payroll Taxes</b>					<b>\$8,173.64</b>	
26-4004 Fire-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-2,439.50	-2,439.50
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	22,460.00	20,020.50
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-2,449.50	17,571.00
<b>Total for 26-4004 Fire-Health Insurance</b>					<b>\$17,571.00</b>	
26-4006 Fire-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	5,809.03	5,809.03
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st- 4304	7,302.41	13,111.44
<b>Total for 26-4006 Fire-Retirement</b>					<b>\$13,111.44</b>	
26-4015 Fire-EE Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	358.98	358.98
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	FIRE	00-2010 Accounts Payable	242.72	601.70
<b>Total for 26-4015 Fire-EE Life &amp; Disability Ins</b>					<b>\$601.70</b>	
26-4018 Fire-Employment Expense						
10/30/2019	Bill	CENTER POINT FIRE DISTRICT	PRE-EMPLOYMENT AKERMAN	00-2010 Accounts Payable	130.00	130.00
<b>Total for 26-4018 Fire-Employment Expense</b>					<b>\$130.00</b>	
26-4200 Fire-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	2,287.87	2,287.87
<b>Total for 26-4200 Fire-Electrical Utilities</b>					<b>\$2,287.87</b>	
26-4204 Fire-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	1055 PARK DR	00-2010 Accounts Payable	69.16	69.16
10/15/2019	Bill	122-SPIRE INC	1640 MAXEY DR	00-2010 Accounts Payable	45.21	114.37
10/15/2019	Bill	122-SPIRE INC	1800 LANE DR	00-2010 Accounts Payable	15.62	129.99
<b>Total for 26-4204 Fire-Gas Utilities</b>					<b>\$129.99</b>	
26-4306 Fire-Department Supplies						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	313.58	313.58
<b>Total for 26-4306 Fire-Department Supplies</b>					<b>\$313.58</b>	
26-4330 Fire-Education & Training						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/15/2019	Bill	2509-HERZING UNIVERSITY	DUNN MIZELL	00-2010 Accounts Payable	3,320.00	35.00
10/30/2019	Bill	3112-MOUNTAIN BROOK FIRE DEPT	2019 RECRUIT SCHOOL - BENJAMIN JOHNSON	00-2010 Accounts Payable	800.00	4,120.00
<b>Total for 26-4330 Fire-Education &amp; Training</b>					<b>\$4,120.00</b>	
26-4400 Fire-Contract Services						
10/15/2019	Bill	2652-WESTMED DISPOSAL INC		00-2010 Accounts Payable	325.00	325.00
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	1,213.42	1,538.42
10/30/2019	Bill	3111-TargetSolutions Learning LLC		00-2010 Accounts Payable	3,830.60	5,369.02
<b>Total for 26-4400 Fire-Contract Services</b>					<b>\$5,369.02</b>	
26-4500 Fire-Repair & Maint Auto						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	39.79	39.79
<b>Total for 26-4500 Fire-Repair &amp; Maint Auto</b>					<b>\$39.79</b>	
26-4508 Fire-Repair & MTC - Building						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	88.93	88.93
<b>Total for 26-4508 Fire-Repair &amp; MTC - Building</b>					<b>\$88.93</b>	
26-4520 Fire-Fuel Expense - Auto						
10/30/2019	Bill	1770-WEX BANK	FIRE	00-2010 Accounts Payable	2,254.20	2,254.20
<b>Total for 26-4520 Fire-Fuel Expense - Auto</b>					<b>\$2,254.20</b>	
26-4530 Fire-Department Tools						
10/15/2019	Bill	1464-MES (MUNICIPAL EMERGENCY SERVICES)		00-2010 Accounts Payable	551.34	551.34
<b>Total for 26-4530 Fire-Department Tools</b>					<b>\$551.34</b>	
26-4540 Fire-Medical Supplies						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	148.30	148.30
<b>Total for 26-4540 Fire-Medical Supplies</b>					<b>\$148.30</b>	
<b>Total for 26-4000 Fire Exp</b>					<b>\$167,086.17</b>	
33-4000 Depot						
33-4200 Depot-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	450.87	450.87
<b>Total for 33-4200 Depot-Electrical Utilities</b>					<b>\$450.87</b>	
<b>Total for 33-4000 Depot</b>					<b>\$450.87</b>	
34-4000 Visitor's Center						
34-4200 Visitor's Center-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	331.26	331.26
<b>Total for 34-4200 Visitor's Center-Electrical Utilities</b>					<b>\$331.26</b>	
34-4204 Visitor's Center-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	7901 PARKWAY DR	00-2010 Accounts Payable	14.39	14.39
<b>Total for 34-4204 Visitor's Center-Gas Utilities</b>					<b>\$14.39</b>	
34-4400 Visitor's Center-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	492.71	492.71
<b>Total for 34-4400 Visitor's Center-Contract Services</b>					<b>\$492.71</b>	
<b>Total for 34-4000 Visitor's Center</b>					<b>\$838.36</b>	
40-4000 Parks Exp						
40-4001 Parks-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	2,387.50	2,387.50
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	2,226.87	4,614.37
<b>Total for 40-4001 Parks-Salaries &amp; Wages</b>					<b>\$4,614.37</b>	
40-4002 Parks-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	184.80	184.80
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	172.36	357.16
<b>Total for 40-4002 Parks-Payroll Taxes</b>					<b>\$357.16</b>	
40-4006 Parks-Retirement						
10/15/2019	Expense	851- Retirement Systems of		00-1114 General Fund Checking	1,382.45	1,382.45

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
		Alabama		Accounts:Gen'l Fund-Servis 1st-4304		36
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	890.64	2,273.09
<b>Total for 40-4006 Parks-Retirement</b>					<b>\$2,273.09</b>	
40-4015 Parks-Ee Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	8.73	8.73
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	PARKS	00-2010 Accounts Payable	8.73	17.46
<b>Total for 40-4015 Parks-Ee Life &amp; Disability Ins</b>					<b>\$17.46</b>	
40-4200 Parks-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	7,066.55	7,066.55
<b>Total for 40-4200 Parks-Electrical Utilities</b>					<b>\$7,066.55</b>	
40-4204 Parks-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC		00-2010 Accounts Payable	66.33	66.33
<b>Total for 40-4204 Parks-Gas Utilities</b>					<b>\$66.33</b>	
40-4400 Parks-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	720.71	720.71
10/15/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	COURT ROOM	00-2010 Accounts Payable	5,600.00	6,320.71
10/30/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	LEEDS WELFARE OFFICE AND SENIOR SITIZENS CLOSET	00-2010 Accounts Payable	61.50	6,382.21
<b>Total for 40-4400 Parks-Contract Services</b>					<b>\$6,382.21</b>	
<b>Total for 40-4000 Parks Exp</b>					<b>\$20,777.17</b>	
50-4000 Development Exp						
50-4001 Development-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	6,453.88	6,453.88
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	5,399.06	11,852.94
<b>Total for 50-4001 Development-Salaries &amp; Wages</b>					<b>\$11,852.94</b>	
50-4002 Development-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	483.19	483.19
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	401.54	884.73
<b>Total for 50-4002 Development-Payroll Taxes</b>					<b>\$884.73</b>	
50-4004 Development-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-171.75	-171.75
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	2,061.00	1,889.25
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-171.75	1,717.50
<b>Total for 50-4004 Development-Health Insurance</b>					<b>\$1,717.50</b>	
50-4006 Development-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	1,382.45	1,382.45
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	890.64	2,273.09
<b>Total for 50-4006 Development-Retirement</b>					<b>\$2,273.09</b>	
50-4015 Development-Ee Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	29.08	29.08
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	INSPECTIONS	00-2010 Accounts Payable	29.08	58.16
<b>Total for 50-4015 Development-Ee Life &amp; Disability Ins</b>					<b>\$58.16</b>	
50-4200 Development-Electrical Utilities						

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	226.10	37.00
<b>Total for 50-4200 Development-Electrical Utilities</b>					<b>\$226.10</b>	
50-4300 Development-Office Supplies						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	56.03	56.03
<b>Total for 50-4300 Development-Office Supplies</b>					<b>\$56.03</b>	
50-4400 Development-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	492.71	492.71
<b>Total for 50-4400 Development-Contract Services</b>					<b>\$492.71</b>	
50-4406 Development-Engineer Services						
10/15/2019	Bill	2327-CIVIL CONSULTANTS INC		00-2010 Accounts Payable	919.67	919.67
<b>Total for 50-4406 Development-Engineer Services</b>					<b>\$919.67</b>	
50-4520 Development-Fuel Expense - Auto						
10/30/2019	Bill	1770-WEX BANK	INSP	00-2010 Accounts Payable	257.37	257.37
<b>Total for 50-4520 Development-Fuel Expense - Auto</b>					<b>\$257.37</b>	
<b>Total for 50-4000 Development Exp</b>					<b>\$18,738.30</b>	
70-4000 Library						
70-4001 Library-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	9,058.77	9,058.77
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	9,257.37	18,316.14
<b>Total for 70-4001 Library-Salaries &amp; Wages</b>					<b>\$18,316.14</b>	
70-4002 Library-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	683.53	683.53
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	698.90	1,382.43
<b>Total for 70-4002 Library-Payroll Taxes</b>					<b>\$1,382.43</b>	
70-4004 Library-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-186.75	-186.75
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	2,983.00	2,796.25
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-186.75	2,609.50
<b>Total for 70-4004 Library-Health Insurance</b>					<b>\$2,609.50</b>	
70-4006 Library-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	1,382.46	1,382.46
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	890.64	2,273.10
<b>Total for 70-4006 Library-Retirement</b>					<b>\$2,273.10</b>	
70-4015 Library-Ee Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	38.87	38.87
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	LIBRARY	00-2010 Accounts Payable	38.87	77.74
<b>Total for 70-4015 Library-Ee Life &amp; Disability Ins</b>					<b>\$77.74</b>	
70-4200 Library-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	1,013.94	1,013.94
<b>Total for 70-4200 Library-Electrical Utilities</b>					<b>\$1,013.94</b>	
70-4204 Library-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	8104 PARKWAY DR	00-2010 Accounts Payable	15.62	15.62
<b>Total for 70-4204 Library-Gas Utilities</b>					<b>\$15.62</b>	
70-4306 Library-Department Supplies						
10/15/2019	Bill	821-QUILL LLC		00-2010 Accounts Payable	139.40	139.40
10/15/2019	Bill	821-QUILL LLC		00-2010 Accounts Payable	69.96	209.36
10/15/2019	Bill	252-DEMCO		00-2010 Accounts Payable	37.50	246.86

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/15/2019	Bill	252-DEMCO		00-2010 Accounts Payable	166.83	38.19
10/15/2019	Bill	252-DEMCO		00-2010 Accounts Payable	68.89	482.58
<b>Total for 70-4306 Library-Department Supplies</b>					<b>\$482.58</b>	
70-4316 Library-Dues & Fees						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	374.00	374.00
<b>Total for 70-4316 Library-Dues &amp; Fees</b>					<b>\$374.00</b>	
70-4330 Library-Education & Training						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	49.00	49.00
<b>Total for 70-4330 Library-Education &amp; Training</b>					<b>\$49.00</b>	
70-4350 Library-Books - Juvenile						
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	63.93	63.93
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	18.35	82.28
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	21.33	103.61
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	19.71	123.32
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	27.24	150.56
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	21.85	172.41
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	44.52	216.93
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	32.26	249.19
<b>Total for 70-4350 Library-Books - Juvenile</b>					<b>\$249.19</b>	
70-4352 Library-Books - Adult						
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	20.07	20.07
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	22.70	42.77
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	22.71	65.48
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	18.87	84.35
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	133.40	217.75
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	35.86	253.61
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	12.78	266.39
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	18.43	284.82
10/15/2019	Bill	476-INGRAM LIBRARY SERVICES		00-2010 Accounts Payable	17.99	302.81
<b>Total for 70-4352 Library-Books - Adult</b>					<b>\$302.81</b>	
70-4354 Library-Audio/Video						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	19.06	19.06
10/15/2019	Bill	3144-MIDWEST TAPE LLC		00-2010 Accounts Payable	1,000.00	1,019.06
<b>Total for 70-4354 Library-Audio/Video</b>					<b>\$1,019.06</b>	
70-4356 Library-Jeff Co Library System						
10/15/2019	Bill	2997-UNITI FIBER /dba/ CONTACT NETWORK/INLINE		00-2010 Accounts Payable	1,054.70	1,054.70
10/15/2019	Bill	519-JEFFERSON COUNTY LIBRARY CO-OP		00-2010 Accounts Payable	2,425.00	3,479.70
10/15/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	5.37	3,485.07
10/15/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	134.03	3,619.10
10/15/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	65.32	3,684.42
10/15/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	52.32	3,736.74
10/15/2019	Bill	1704a-DELL FINANCIAL SERVICES		00-2010 Accounts Payable	5.37	3,742.11

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Total for 70-4356 Library-Jeff Co Library System</b>					<b>\$3,742.11</b>	<b>39</b>
70-4400 Library-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	720.71	720.71
<b>Total for 70-4400 Library-Contract Services</b>					<b>\$720.71</b>	
70-4412 Library-Community Programs						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	140.17	140.17
<b>Total for 70-4412 Library-Community Programs</b>					<b>\$140.17</b>	
70-4508 Library-Repair & MTC						
10/15/2019	Bill	2219-CAUBLE ELECTRICAL CONTRACTOR INC	LIBRARY	00-2010 Accounts Payable	269.70	269.70
<b>Total for 70-4508 Library-Repair &amp; MTC</b>					<b>\$269.70</b>	
70-4600 Library-Rent - Building						
10/30/2019	Bill	631-FRANK W LITTLE - LIBRARY RENT	NOV2019	00-2010 Accounts Payable	1,000.00	1,000.00
<b>Total for 70-4600 Library-Rent - Building</b>					<b>\$1,000.00</b>	
<b>Total for 70-4000 Library</b>					<b>\$34,037.80</b>	
80-4000 Streets						
80-4001 Streets-Salaries & Wages						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	15,723.59	15,723.59
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	16,986.35	32,709.94
<b>Total for 80-4001 Streets-Salaries &amp; Wages</b>					<b>\$32,709.94</b>	
80-4002 Streets-Payroll Taxes						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	1,186.25	1,186.25
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	1,283.99	2,470.24
<b>Total for 80-4002 Streets-Payroll Taxes</b>					<b>\$2,470.24</b>	
80-4004 Streets-Health Insurance						
10/11/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-221.75	-221.75
10/15/2019	Bill	2601-LOCAL GOVERNMENT HEALTH INSURANCE BOARD		00-2010 Accounts Payable	6,427.00	6,205.25
10/25/2019	Expense	PBS		00-1122 General Fund Checking Accounts:Payroll Acct-Servis 1st-1427	-221.75	5,983.50
<b>Total for 80-4004 Streets-Health Insurance</b>					<b>\$5,983.50</b>	
80-4006 Streets-Retirement						
10/15/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	1,382.46	1,382.46
10/26/2019	Expense	851- Retirement Systems of Alabama		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	890.64	2,273.10
<b>Total for 80-4006 Streets-Retirement</b>					<b>\$2,273.10</b>	
80-4015 Streets-Ee Life & Disability Ins						
10/15/2019	Bill	2725a-MUTUAL OF OMAHA		00-2010 Accounts Payable	177.25	177.25
10/30/2019	Bill	2725a-MUTUAL OF OMAHA	STREET	00-2010 Accounts Payable	36.91	214.16
<b>Total for 80-4015 Streets-Ee Life &amp; Disability Ins</b>					<b>\$214.16</b>	
80-4200 Streets-Electrical Utilities						
10/30/2019	Bill	111-ALABAMA POWER		00-2010 Accounts Payable	720.49	720.49
<b>Total for 80-4200 Streets-Electrical Utilities</b>					<b>\$720.49</b>	
80-4204 Streets-Gas Utilities						
10/15/2019	Bill	122-SPIRE INC	8475 1ST AVE	00-2010 Accounts Payable	28.30	28.30
10/15/2019	Bill	122-SPIRE INC	8475 1ST AVE RECYCLE	00-2010 Accounts Payable	33.95	62.25
<b>Total for 80-4204 Streets-Gas Utilities</b>					<b>\$62.25</b>	
80-4400 Streets-Contract Services						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	834.71	834.71

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Total for 80-4400 Streets-Contract Services</b>					<b>\$834.71</b>	<b>40</b>
80-4520 Streets-Fuel Expense - Auto						
10/30/2019	Bill	1770-WEX BANK	STREET	00-2010 Accounts Payable	1,441.80	1,441.80
<b>Total for 80-4520 Streets-Fuel Expense - Auto</b>					<b>\$1,441.80</b>	
<b>Total for 80-4000 Streets</b>					<b>\$46,710.19</b>	
83-4000 Solid Waste Exp						
83-4502 Solid Waste-Repair & MTC -Auto						
10/15/2019	Bill	3119-CARD SERVICES (8365)		00-2010 Accounts Payable	39.96	39.96
<b>Total for 83-4502 Solid Waste-Repair &amp; MTC -Auto</b>					<b>\$39.96</b>	
83-4520 Solid Waste-Fuel Expense-Solid Waste						
10/30/2019	Bill	1770-WEX BANK	OCT 2019	00-2010 Accounts Payable	1,429.35	1,429.35
<b>Total for 83-4520 Solid Waste-Fuel Expense-Solid Waste</b>					<b>\$1,429.35</b>	
<b>Total for 83-4000 Solid Waste Exp</b>					<b>\$1,469.31</b>	
DO NOT USE-Unapplied Cash Bill Payment Expense						
10/07/2019	Bill Payment (Check)	66-CITY OF LEEDS - GENERAL FUND		00-1114 General Fund Checking Accounts:Gen'l Fund-Servis 1st-4304	2,500.00	2,500.00
10/08/2019	Bill	66-CITY OF LEEDS - GENERAL FUND		01-6999 Transfers:General Funds Transfers	-2,500.00	0.00
<b>Total for DO NOT USE-Unapplied Cash Bill Payment Expense</b>					<b>\$0.00</b>	

**Item Attachment Documents:**

18. Resolution 2019-11-04 (Carried over from the canceled meeting - November 18, 2019) Consider Approving & Authorizing Budget Amendments to Development Services - Budget Amendment using Storm Water Funds & General Funds - Not Budgeted.

**RESOLUTION NO. 2019-11-04**

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN BUDGET AMENDMENTS  
DEVELOPMENT SERVICES**

**WHEREAS**, the City Development Services Department is in need of budget amendments for both equipment and personnel; and

**WHEREAS**, the Development Services Department maintains the City’s Storm Water Management Program requirements; and

**WHEREAS**, in order for these storm water services to be provided effectively, the Department is in need of certain equipment and temporary part-time support assistance; and

**WHEREAS**, the requisite funds for the requested expenditures are currently unbudgeted funds and must be transferred and paid, and the City Council would have to authorize the subject payments from the City storm water fund account.

**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 acquisition of the following expenditures are hereby approved pursuant and subject to any applicable regulatory or statutory requirements:
  - a. 2 units - 2020 Ford SUV - Police Package – (approximate value: \$ 28,316.33/unit, \$ 56,632.66/TTL).
  - b. 1 unit - Temporary - Part Time Employee 32 hrs./wk.,(estimated values - \$ 22.62/hr.1664/TTL hrs., \$3,387.57/retirement, \$ 6,000.00/FICA, \$ 6,000.00/health ins., \$ 43,639.68/TTL)
3. The transfer of funds from the appropriate budget item as determined by the City Clerk is hereby authorized for the purposes as set forth above and approximating the amounts as set forth.
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.

**APPROVED AND ADOPTED** at a regular meeting of the City of Leeds City Council on the 22<sup>nd</sup> day of November 2019.

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

**CITY OF LEEDS, ALABAMA**

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

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

**ATTEST:**

\_\_\_\_\_  
**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 22<sup>nd</sup> day of November, 2019.

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

<u>Qty</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Unit Price</u>	<u>Extended Price</u>	<u>Funding</u>
2	2020	Ford	SUV - Police Package	\$ 28,316.33	\$ 56,632.66	Storm Water -Reserve Funds

<u>Department</u>	<u>Budget Type</u>
Development	Amendment

	<u>Hours per week</u>	<u>Year</u>	<u>Rate</u>	<u>Salary</u>	<u>Retirement</u>	<u>Health Insurance</u>	<u>FICA</u>	<u>Total</u>
Temporary - Part Time Employee	32	1664	\$ 22.62	\$ 37,639.68	\$ 3,387.57	\$ 6,000.00	\$ 6,000.00	\$ 43,639.68

**Item Attachment Documents:**

19. Resolution 2019-11-05 (Carried over from the canceled meeting - November 18, 2019) Consider Professional Services Contract (Budgeted)

## PROFESSIONAL SERVICES AGREEMENT

This Agreement is made by and between The City of Leeds, Alabama (“**Client**”), doing business at 1400 9<sup>th</sup> Street, Leeds, Alabama 35094 and, **Skipper Consulting, Inc.** (“**Consultant**”), doing business at 3644 Vann Road, Suite 100, Birmingham, Alabama 35235.

**Who agree as follows:** Client requires professional traffic engineering services to perform traffic signal design for the U.S. Highway 78 at Interstate 20 Eastbound Exit Ramp intersection in **Leeds, Alabama**. The Consultant shall be authorized to start work on the services outlined in this agreement upon execution of this Agreement. The Client and Consultant agree this agreement, together with Exhibit A referred to herein; constitute the entire agreement between them relating to this assignment.

**1. PROFESSIONAL SERVICES:** The Consultant agrees to perform the following Services under this agreement:

SEE EXHIBIT “A”

**2. CLIENT'S RESPONSIBILITIES:** Client, at its expense, will provide the Consultant with all required site information, existing plans, reports, studies, project schedules and similar information that is contained in its files. The Consultant may rely on the information provided by the Client without verification.

The Client will designate a representative who shall have the authority to act on behalf of the Client for this project.

The Client shall participate with the Consultant by providing all information and criteria in a timely manner, review documents and make decisions on project alternatives to the extent necessary to allow the Consultant to perform the scope of work within established schedules.

**3. COMPENSATION, BILLING, PAYMENT, AND PERFORMANCE SCHEDULE:** Skipper Consulting Inc. would on behalf of City of Leeds undertake the work outlined in Exhibit “A” with fees as follows:

<u>Work Task</u>	<u>Fee</u>	<u>Fee Basis</u>
Task 1 - Traffic Signal Warrant (includes counts for warrant)	\$ 3,600.00	Fixed Fee
Task 2 – Traffic Signal Design (one intersection)	\$ 8,500.00	Fixed Fee
Task 3 – Traffic Signal Permitting	\$ 1,600.00	Fixed Fee
Task 4 – Traffic Signal Systems Coordination	\$ <u>2,200.00</u>	Fixed Fee

**TRAFFIC SIGNAL DESIGN SERVICES TOTAL                    \$ 15,900.00**

The CLIENT would be billed monthly based on the work completed during the billing period. Invoices are payable within 30 days from the receipt by the CLIENT, and such payment shall not be contingent or dependent upon any conditions or any action or undertaking of the CLIENT other than those conditions, if any, specifically set forth in this agreement.

If complications or other unforeseen factors cause a change in the scope of work outlined in Section 1, the Consultant will notify the Client in writing of the changes and any adjustments to the fee required by such change. If the Client wishes to undertake tasks that are identified as being outside the proposed scope of services, the Consultant is prepared to amend this agreement or submit a proposal for the additional work.

If for any reason, payment for invoices from any of the Client reaches more than 15 days past the due date, the Consultant has the right to stop work on the assignment until such payment is made. All past due invoices shall accrue interest at the rate of 1.5% per month. The Consultant will not be liable for any delays to project schedules caused for such work stoppage. Furthermore, should the Consultant be required to take legal action including, but not limited to, suit to collect for services, the Client shall be responsible for all costs and reasonable attorney fees in the collection of all amounts due for services rendered under this agreement, or any amendments hereto.

This proposal has been prepared with the expressed understanding that the selection of our firm to perform these professional services is based upon the qualifications, experience and reputation of the staff of Skipper Consulting, Inc., and not solely upon the cost of the services proposed. We trust the fees outlined herein are acceptable and within your project budgetary plans. We look forward to commencement of the work and will be glad to address any questions regarding the technical scope and/or schedule of fees for this proposal. If the Client should request additional prices for the scope of work included herein from other consulting engineers, please consider our proposal withdrawn in order to comply with Alabama Administrative Code Chapter 330-X-14-.05(f).

#### **4. STANDARD TERMS AND CONDITIONS**

Services provided by the Consultant shall be performed based on standard professional practices exercised by the transportation engineering and planning profession and upon standards within the locality where the services are provided.

Consultant's relationship to Client shall at all times be that of an associate consultant, and at all times this relationship shall be governed by, and in strict accordance with, Client's contract with the consultant.

The Client shall, without limit, have final right of review and approval of all plans and specifications that shall be the essence of this agreement; however, review and approval shall not be withheld unreasonably.

The rights of each party under this agreement are personal to that party and may not be assigned or transferred to any other person, firm, corporation, or other entity without the prior, express, and written consent of the other party.

This agreement may be terminated by either party upon 10 days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the other. In the event of termination of this agreement, due to the fault of someone other than the Consultant, Consultant shall be paid for services performed to termination date, including reimbursements then due.

The Consultant agrees to furnish consulting services only, as may be required for any and all of Client's work. Consultant shall be responsible for coordination of his work with that of Client.

This agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this agreement shall not be binding upon either party except to the extent incorporated in this agreement.

Any modification of this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if placed in writing and signed by each party or an authorized representative of each party.

It is agreed that this agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Alabama.

The failure of either party to this agreement to insist upon the performance of any of the terms and conditions of this agreement, or the waiver of any breach of any of the terms and conditions of this

agreement, shall not be construed as thereafter waiving any such terms and conditions but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

The invalidity of any portion of this agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect.

Neither party to this agreement shall be liable to the other for any loss, cost, or damages, arising out from or resulting from, any failure to perform in accordance with the terms of this agreement where the causes of such failure shall include, but not limited to, acts of God, strikes, lockouts, or other industrial disturbances, wars, whether declared or undeclared, blockades, insurrections, riots, governmental action, explosions, fire, floods, or any other cause not within the reasonable control of either party.

Consultant shall secure and maintain such insurance as will protect him from claims under the workers' compensation acts and form claims for bodily injury, death, or property damage that may arise from the performance of his services under and pursuant to this agreement. Certificates of such coverage will be provided to Client upon request.

To the fullest extent permitted by law, the Client and Consultant agree that, except for claims of indemnification, the time period for claims under this agreement shall expire one year following completion of the project.

Client shall provide Consultant access to the project site necessary for the Consultant to provide the services outlined.

Reuse of any documents or other deliverables pertaining to the project by the Client other than for the project for which documents or deliverables were prepared without written verification by the Consultant shall be at the Client's risk.

No employee or agent of the Consultant shall have individual liability to the Client.

The persons signing this agreement warrant that they have the authority to sign on behalf of the Client and Consultant.

**APPROVED FOR CLIENT**

**APPROVED FOR SKIPPER Consulting, Inc.**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: D. Scott Skipper

Title: \_\_\_\_\_

Title: Vice President

Date: \_\_\_\_\_

Date: November 15, 2019

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**Exhibit "A"**  
**SCOPE OF WORK**  
**U.S. Highway 78 at I-20 EASTBOUND EXIT RAMP**  
**Leeds, Alabama**

Skipper Consulting, Inc. proposes to provide professional traffic engineering services related to signal design for the U.S. Highway 78 at I-20 Eastbound Exit Ramp intersection in Leeds, Alabama. It is the Consultant's understanding, based upon conversations with the City of Leeds, the Consultant's knowledge of the project location, and our understanding of the City/ALDOT requirements, that we are to undertake a traffic signal warrant study, traffic signal design, signal permitting and signal coordination timings development and installation following signal construction. The scope of work that follows represents the Consultant's understanding of this assignment.

**Task 1 – Traffic Signal Warrant**

The Consultant would undertake a Traffic Signal Warrant Study for the U.S. Highway 78 at I-20 Eastbound Exit Ramp. This effort would be initiated by conducting approach traffic counts for the study intersection for a 24-hour weekday period. A traffic signal warrant evaluation would be conducted for this location by projecting development traffic onto existing conditions at the intersection using trip generation estimates for the proposed development and possible other development within the vicinity. Trip estimates would be added to existing traffic volumes to result in projected (post-development) traffic volumes by hour of the day for a twelve (12) hour period. Projected (post-development) traffic volumes would be compared with the traffic signal warrant criteria outlined in the Federal Highway Administration's *Manual on Uniform Traffic Control Devices (MUTCD)*, latest edition. These comparisons would indicate if projected (post-development) traffic volumes would be sufficient to meet signal warrant criteria.

Following completion of the signal warrant evaluations, a summary of the findings would be submitted to the Client for review. Following review and approval by the Client, a report document would be prepared outlining the data collected, evaluations undertaken, and study findings. The report would be provided to the Client in draft format for review (PDF). Upon receipt of any comments, the signal warrant study would be finalized for submittal to the ALDOT, as required. The final report would be provided as a PDF and up to six (6) bound copies for the Client's use. The Consultant would submit or assist the Client in submittal of traffic signal warrant study to ALDOT, as needed, for review and comment.

**Task 2 - Traffic Signal Design Services**

Traffic signal construction plan development would be undertaken by Skipper Consulting, Inc. for the project intersection and follow the procedures as required by the City of Leeds and ALDOT. A preliminary design would be developed using base map information provided by the Client (intersection survey) or their representative. Data provided on the base map should include, but not be limited to pavement edges and/or curb lines; roadway markings; highway signs; utility poles; overhead utilities; street lighting; underground utilities; right of way; drainage structures; etc. This preliminary design would be submitted to the City for concurrence prior to initiating final plan preparations.

Design efforts for the project will be undertaken using procedures and specifications as established by the City and ALDOT. The traffic signal construction plan assembly shall include:

- Signal phasing and timing.
- Coordination requirements.
- Research applicable City and ALDOT specifications.
- Determine appropriate traffic signal notes.
- Determine equipment and installation details.
- Traffic signal construction control plans.

The plan assembly would include applicable traffic signal notes, signal plan, applicable detail sheets, interconnect methods and details for striping modifications for the signalized intersection.

### **Task 3 - Traffic Signal Permitting**

Working with the City and ALDOT, the Consultant would prepare agreements/permits and support documentation for submission to appropriate permitting agencies. During the review process, the Consultant will maintain contact with appropriate personnel involved in the review and permitting process and coordinate responses to any comments.

### **Task 4 - Traffic Signal Coordination Development/Implementation**

The intersection of U.S. Highway 78 and I-20 Eastbound Exit Ramp will require interconnection with adjacent traffic signals on U.S. Highway 78. It is anticipated the adjacent traffic signals would be interconnected and the intersection of the I-20 Eastbound Exit Ramp will require inclusion into any traffic signal system.

Traffic signal coordination/implementation would include the following work tasks by the Consultant:

- Development of local intersection timings;
- Development of traffic systems timings for the new signalized location for coordination with the adjacent traffic signals on U.S. Highway 78; and
- Installation of traffic signal systems timing at the two existing and one proposed intersection. This work effort will be coordinated with ALDOT and the local agencies following construction efforts.

### **Additional Services**

Should during the course of the project additional services be required, the Consultant would notify the Client of such tasks for authorization. Such tasks would be undertaken only upon authorization by the Client. Should additional tasks be required and authorized by the Client, such tasks could be undertaken as an amendment to this agreement or under a separate agreement.

### **Exclusions**

This scope of work is limited to the tasks outlined above. Work tasks which are specifically excluded include, but are not limited to, the following:

- Surveying
- Geotechnical investigation
- Pole design
- Pole foundation design
- Services related to property rezoning
- Presentations before Planning Commissions, City Councils or County Commissions

**Item Attachment Documents:**

20. Resolution 2019-11-06 (Carried over from the canceled meeting - November 18, 2019)  
Consider Approving & Authorizing Fire Department Capital Expenditures - Budget  
Amendment - Not Budgeted - St Clair County Fire Funds

**RESOLUTION NO. 2019-11-06**

**RESOLUTION APPROVING AND AUTHORIZING VARIOUS EQUIPMENT PURCHASES FOR THE CITY FIRE DEPARTMENT**

**WHEREAS**, the City Fire Department is in need of certain items of equipment for the improvement and efficiency of the Department; and

**WHEREAS**, the Chief made a presentation and proposal to the City Finance Committee, and the Committee has approved the Chief’s proposal and has suggested that the Chief present his request to the full City Council for final approval; and

**WHEREAS**, the subject equipment purchases will not be funded by the City General Fund; instead, the requisite funds will be obtained from St. Clair Fire/EMS tax receipts to the City; and

**WHEREAS**, in order for these purchases to be authorized, the City Council would have to authorize the subject purchases.

**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 acquisition of the following equipment is hereby approved subject to the applicable bid law requirements attached:
  - a. **2020 – Pickup 2500 4x4 – Dodge Ram** - primary rescue truck.
  - b. **2020 SUV 4x4**-replacement vehicle,
  - c. **2020 4500 4x4 Brush Truck** -more versatile and equipped job specific truck responding to medical calls when used as a reserve rescue apparatus
  - d. **Brush Fire Unit for Polaris UTV**- slide-in unit with a pump hose and a tank for water.
  - e. **Fire Hose** - newer more efficient hose allowing our personnel to flow more water than our current hose color coordinating to each specific piece of apparatus putting in an added level of safety.
  - f. **Tools and Equipment** - Replacing outdated equipment on apparatus with more efficient, functional, and safer tools to perform tasks -
  - g. **Lucas Device** - delivers high quality AHA guideline compliant chest compressions for extended amounts of time
3. The transfer of funds from the appropriate budget item as determined by the City Clerk is hereby authorized for the abovementioned purchases, subject to bid law requirements as applicable.
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.

**APPROVED AND ADOPTED** at a regular meeting of the City of Leeds City Council on the 22<sup>nd</sup> day of November 2019.

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

**CITY OF LEEDS, ALABAMA**

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

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

**ATTEST:**

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**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 22<sup>nd</sup> day of November, 2019.

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Toushi Arbitelle, City Clerk



Leeds Fire Department  
Capital Expenditure Proposal  
Chief Charles Parsons

**2020 – Pickup 2500 4x4**

This new Dodge Ram would become our primary rescue truck putting our current Dodge Ram in reserve. By doing this we would be making a more capable and efficient rescue than our current reserve rescue/brush truck.

**2020 SUV 4x4**

By acquiring this vehicle, we would roll back our oldest administration vehicle to a position where it would not respond to daily calls, that itself would replace an old police car. The vehicle it is replacing is a 2011 Ford F150 with approximately 125,000 miles that would be used as a towing/special needs vehicle(transportation to classes and recruit school)

**2020 4500 4x4 Brush Truck**

This truck would be more versatile and equipped job specific truck over the old one that was made to be a back up rescue truck and a brush truck. The current apparatus just can't hold up to wear and tear of responding to medical calls when used as a reserve rescue apparatus.

**Brush Fire Unit for Polaris UTV-**

Would allow our Polaris UTV to be used on brush fires where a piece of apparatus could not make it due to terrain or would damage equipment. It is a slide in unit with a pump hose and a tank for water.

**Fire Hose**

Our current attack hose is nearing ten years old and is reaching the end of its usable life span. We would like to replace with newer more efficient hose allowing our personnel to flow more water than our current hose will flow. Also, when purchasing we will be color coordinating to each specific piece of apparatus putting in an added level of safety and accountability on fire scenes.

**Tools and Equipment -**

Replacing outdated equipment on apparatus with more efficient, functional, and safer tools to perform tasks. Ex. Nozzles, thermal imaging cameras, hand tools

**Lucas Device**

A Lucas device is a chest compression device that delivers high quality AHA guideline compliant chest compressions for extended amounts of time. With this device we will be giving our citizens a substantially increased survival rate of sudden onset cardiac arrest. It gives better chest compressions than your average 2-4 personnel crew can perform. It also frees up personnel by performing a task which is usually given to 2-3 personnel on cardiac arrest calls.

2020 2500 4x4	\$36,450.00
Lights and Striping	\$ 4,750.00
<u>Equipment</u>	<u>\$9,000.00</u>
	<b>\$50,200.00</b>
2020 SUV SSV 4x4	\$36,650.00
Lights and Striping	\$6,000.00
<u>Equipment</u>	<u>\$ 4,000.00</u>
	<b>\$46,650.00</b>
2020 Dodge Ram 4500 Brush Truck	\$130,000.00
<b>Brush Fire Unit for Polaris UTV</b>	<b>\$10,000.00</b>
<b>Fire Hose</b>	<b>\$20,580.00</b>
<b>Tools and Equipment</b>	<b>\$10,000.00</b>
<b><u>Lucas Device</u></b>	<b><u>\$15,500.00</u></b>
Sub Total	\$267,930.00
Sale of 2009 Ford F550	-\$40,000.00
<u>Sale of 2011 Surrey Safety Trailer</u>	<u>-\$10,000.00</u>
<b>Total Capital Proposal</b>	<b>\$227,930.00</b>
St. Clair Tax Funds	\$326,839.23
<u>2020 Capital Proposal</u>	<u>-\$227,930.00</u>
Tax Fund Reserve	\$98,908.23
2020 Receive approx. (Jan approx. 48,000 & July 12,000)	\$60,000.00
	\$158,908.23



**Item Attachment Documents:**

21. Resolution 2019-11-07 (Carried over from the canceled meeting - November 18, 2019)  
Consider Approving & Authorizing an Agreement with ALDOT (Alabama Department of Transportation) for Traffic Signal Improvements - Budgeted

RESOLUTION NO. 2019-11-07

RESOLUTION APPROVING & AUTHORIZING AN AGREEMENT WITH ALDOT FOR TRAFFIC SIGNAL IMPROVEMENTS

WHEREAS, The Alabama Department of Transportation (“ALDOT”) has requested the City of Leeds, Alabama to execute a permit (agreement) for the modification, operation and maintenance of the existing traffic signal at the U.S. Highway 78 and Rex Lake Road intersection, and the installation, operation and maintenance of a new traffic signal at the U.S. Highway 78 and Interstate 20 Westbound Exit Ramp intersection.

WHEREAS, The City Council has considered the request of the ALDOT to authorize the Mayor to enter into an agreement to permit the installation of the traffic signal as identified hereinabove.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Leeds, Alabama, at a regular meeting, duly assembled, a quorum being present, as follows:

- 1. That the Mayor and City Clerk are hereby authorized to execute the permit (Exhibit A) with the Alabama Department of Transportation to permit the following:
  - a. The modification, operation, and maintenance of the existing traffic signal at the U.S. Highway 78 at Rex Lake Road intersection.
  - b. The installation, operation, and maintenance of a new traffic signal at the U.S. Highway 78 at Interstate 20 Westbound Exit Ramp intersection.
- 2. That the Mayor and City Clerk are authorized to execute any documents necessary to permit the construction of the traffic signal modification for the existing signal and installation to a new traffic signal provided herein above as required by the Alabama Department of Transportation.
- 3. That this resolution shall become effective immediately upon its adoption by the City Council of the City of Leeds, Alabama.

APPROVED this the 22<sup>nd</sup> day of November 2019.

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

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

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

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

CITY OF LEEDS, ALABAMA

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

ATTEST:

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Toushi Arbitelle, City Clerk

I, the undersigned City Clerk of the City of Leeds, do hereby certify that the foregoing Resolution No.2019-11-07 is a true and correct copy of the resolution passed by the City Council of said City at a regular meeting, a quorum being present, on November 22, 2019.

Given under my hand and corporate seal of the City of Leeds, this the 22<sup>nd</sup> day of November 2019.

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City Clerk

Region Tracking Number: \_\_\_\_\_ Project Number: \_\_\_\_\_

Region: ECR - Birmingham County: JEFFERSON

**STATE OF ALABAMA** acting by and through the  
**ALABAMA DEPARTMENT OF TRANSPORTATION: AGREEMENT for the**  
*INSTALLATION and/or OPERATION and/or MAINTENANCE OF TRAFFIC CONTROL SIGNALS and/or*  
**ROADWAY LIGHTING**

This Agreement, in accordance with resolution number \_\_\_\_\_ dated (or minutes dated) \_\_\_\_\_ attached hereto and made part of this Agreement, is made and entered into by and between the Alabama Department of Transportation (herein referred to as STATE) and the CITY OF LEEDS, ALABAMA (herein referred to as **MAINTAINING AGENCY**) for the accomplishment of the following work as hereinafter indicated by the alphabetic letter of "X" marked in the check-boxes below, to wit:

	(A) New Installation	(B) Equipment Upgrade	(C) Complete Removal	(D) Operation	(E) Maintenance
Traffic Control Signal:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Intersection Flashing Signal/Beacon:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roadway Lighting:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The accomplishment of the work indicated by the alphabetic letter of "X" marked in the check-box(es) above and hereinafter signified by the use of the corresponding alphabetic letter A, B, C, D, and/or E as applicable, will be at the following location(s): {Example: AL-3/US-31 @ Main Street [A, D, & E] denotes the installation, operation, and maintenance of the equipment installed} **NOTE** – if more space is needed, please use continuation sheets.

**TRAFFIC CONTROL SIGNAL: U.S. HIGHWAY 78 AT REX LAKE ROAD [B, D, & E]**

**TRAFFIC CONTROL SIGNAL: U.S. HIGHWAY 78 AT I-20 WESTBOUND EXIT RAMP (A, D, & E)**

- In the event the work to be accomplished above is identified by (A) and/or (B), the  STATE  MAINTAINING AGENCY will furnish and the  STATE  MAINTAINING AGENCY will install the equipment and/or associated hardware utilized in the accomplishment of the work. In the event the STATE contributes funds to the work and the MAINTAINING AGENCY will be credited or debited for under-runs or overruns respectively, the "Exhibit O" is attached to and made part of this Agreement.

2. The equipment and/or associated hardware shall be installed in accordance with the applicable portions of the:
  - A. Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), current ALDOT approved edition.
  - B. State of Alabama Project Details and Special and Standard Highway Drawings, current year version.
  - C. National Electrical Code, current edition.
  - D. Alabama Department of Transportation (ALDOT) Standard Specifications for Highway Construction, current edition and applicable special provisions.
  - E. Code of Alabama, 1975 (as Amended) with specific reference to:
    - (1) §23-1-113, Municipal Connecting Link Roads – Stipulations and Conditions [specifically sub-paragraphs (6) and (7)].
    - (2) §32-5A-32, Traffic – Control signal legend.
    - (3) §32-5A-33, Pedestrian – Control signals.
    - (4) §32-5A-34, Flashing signals.
    - (5) §32-5A-35, Lane – Direction – Control signals.
3. The STATE shall determine the quantity of the equipment and/or associated hardware to be utilized in the accomplishment of the work identified by (A) and/or (B) above. In the event the MAINTAINING AGENCY furnishes the equipment and/or associated hardware to be utilized in the accomplishment of the work identified by (A) and/or (B) above, the MAINTAINING AGENCY shall ascertain that the type and quality of the equipment and/or associated hardware is in accordance with the STATE's Materials, Sources, and Devices with Special Acceptance Requirements (APL) as maintained by the STATE's Bureau of Materials and Tests.
4. Title to any and all equipment and/or associated hardware furnished by the STATE shall remain in the STATE and the STATE is deemed to be the sole owner of such equipment and/or hardware.
5. The equipment and/or associated hardware shall be operated and maintained at the sole expense of the MAINTAINING AGENCY. The MAINTAINING AGENCY agrees to provide electrical energy on a continuing basis as required, beginning at the time of the initial electrical service connection during the construction of the system. The MAINTAINING AGENCY agrees further to maintain the equipment and/or associated hardware in a good state of repair at all times, as required in accordance with the applicable documents: Manual on Uniform Traffic Control Devices for Streets and Highways and the Alabama Department of Transportation Standard Specifications for Highway Construction and applicable special provisions. Any traffic control signal equipment and/or associated hardware must also be maintained in accordance with any traffic signal operating plan of the STATE which is in effect at the applicable time of the maintenance. If a malfunction of the equipment and/or associated hardware should ever occur, the MAINTAINING AGENCY shall make or cause to be made any repairs immediately. If a malfunction presents a potential hazard to the motoring public and the MAINTAINING AGENCY is unable to repair the equipment and/or associated hardware in a timely manner as determined by the STATE, the MAINTAINING AGENCY agrees that the STATE reserves the right to and may repair the equipment and/or associated hardware, and invoice the MAINTAINING AGENCY for all costs incurred. The MAINTAINING AGENCY agrees to pay the STATE all such costs incurred by the STATE promptly upon receipt of the invoice from the STATE.

5a. In instances where ALDOT maintains a fiber-optic trunk line that is used in conjunction with a closed-loop signal system, the MAINTAINING AGENCY shall maintain the fiber-optic cable from the splice point in the trunk line out to the traffic control equipment.

6. A.  Unwarranted traffic control signal. (Mark with "X" if applicable in check-box)

If the installation is identified on page one as (A) "New Installation" or (B) "Equipment Upgrade" with "Traffic Control Signal:" marked, and this installation is requested by the MAINTAINING AGENCY and the signal is unwarranted as marked above, then upon installation of the equipment and/or associated hardware, the MAINTAINING AGENCY agrees to accept any and all responsibility for any damage or injury that may be caused by or related to the installation, location, operation, sequencing, and/or maintenance of the equipment and/or associated hardware and shall defend, indemnify, and hold harmless the State of Alabama, the Alabama Department of Transportation, and its agents, servants, employees, in their official or individual capacities and/or facilities from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the installation, operation, and maintenance of the equipment and/or associated hardware, or any claim, damage, loss, or expense to the person or property caused.

B.  All other work. (Mark with "X" for the appropriate type of MAINTAINING AGENCY in appropriate check-box)

The  CITY (Incorporated Municipality)

Subject to the limitations on damages applicable to municipal corporations under Alabama Code § 11-47-190(1975), the CITY shall indemnify and hold harmless the State of Alabama, the Alabama Department of Transportation, its officers, officials, agents, servants, and employees from and against (1) claims, damages, losses, and expenses, including but not limited to attorney's fees arising out of, connected with, resulting from, or related to the work performed by the CITY, or its officers, employees, contracts, agents or assigns (2) the provision of any services or expenditure of funds required, authorized, or undertaken by the CITY pursuant to the terms of this Agreement, or (3) any damage, loss, expense, bodily injury, or death, or injury or destruction or tangible property (other than the work itself), including loss of use therefrom, and including but not limited to attorney's fees, caused by the negligent, careless, or unskillful acts of the CITY, its agents, servants, representatives, or employees, or the misuse, misappropriation, misapplication, or misexpenditure of any source of funding, compensation, or reimbursement by the CITY, its agents, servants, representatives, or employees, or anyone for whose acts the CITY may be liable.

The  COUNTY (County Government or Agency)

The COUNTY shall be responsible at all times for all of the work performed under this agreement and, as provided in Alabama Code § 11-93-2(1975), the COUNTY shall indemnify and hold harmless the State of Alabama, the Alabama Department of Transportation, its officers, officials, agents, servants, and employees.

For all claims not subject to Alabama Code § 11-93-2(1975), the COUNTY shall indemnify and hold harmless the State of Alabama, the Alabama Department of Transportation, its officers, officials, agents, servants, and employees from and against any and all damages, claims, loss, liabilities, attorney’s fees or expense whatsoever, or any amount paid in compromise thereof arising out of, connected with, or related to (1) work performed under this Agreement, (2) the provision of any services or expenditure of funds required, authorized, or undertaken by the COUNTY pursuant to the terms of this Agreement, or (3) misuse, misappropriation, misapplication, or misexpenditure of any source of funding, compensation or reimbursement by the COUNTY, its officers, officials, agents, servants, and employees.

The term “hold harmless” includes the obligation of the MAINTAINING AGENCY to pay damages on behalf of the State of Alabama, the Alabama Department of Transportation, and its agents, servants, and/or employees.

- 7. Complete removal of the equipment and/or associated hardware, hereinabove identified by (C), will be at the sole expense of the  STATE  MAINTAINING AGENCY.
- 8. The STATE reserves the right to demand the removal of the equipment and/or associated hardware should the STATE determine that the signal is no longer required or deem its condition or operation hazardous. Further, the STATE shall have the right to remove the equipment and/or associated hardware should the MAINTAINING AGENCY fail to do so upon demand by the STATE. The MAINTAINING AGENCY agrees to reimburse the STATE for its costs associated with the removal. Any equipment and/or associated hardware which is deemed by the STATE to be non-uniform or obsolete will be removed and disposed of by the MAINTAINING AGENCY. None of the non-uniform or obsolete equipment and/or associated hardware which has been removed shall be reused on the STATE highway system.
- 9. If future traffic conditions require changes and/or adjustments to said equipment and/or associated hardware (other than ordinary timing), the MAINTAINING AGENCY shall obtain the approval of the STATE before such changes are implemented and the STATE shall make a determination on whether a new Agreement is required to be submitted for the UPGRADING, OPERATION, and MAINTENANCE of the new equipment and/or associated hardware. All such changes shall be at the sole cost and expense of the MAINTAINING AGENCY.
- 10. In the event Federal funds are utilized in the accomplishment of the work hereinbefore described, “*Exhibit M*” is attached to and made a part of this Agreement.
- 11. FUNDS SHALL NOT BE CONSTITUTED AS A DEBT

It is agreed that the terms and commitments contained herein shall not be construed as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26. It is further agreed that if any provision of this Agreement shall contravene any statute or Constitutional Provision or Amendment, then the conflicting provision in this Agreement shall be deemed null and void.

For any and all disputes arising under the terms of this Agreement, the parties hereto agree, in compliance with the recommendations of the Governor and Attorney General, when considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation by and through the Attorney General’s Office of Administrative Hearings or where appropriate, private mediators.

12. The type and number of signal & pedestrian heads per intersection or roadway lighting hardware are as follows: {Example: 5 – 3 sec, 12”, red ball, yellow/green left arrow. OPTION: If plans are available to convey information below, just enter “SEE ATTACHED PLANS”.} NOTE – If more space is needed, please use continuation sheets.

**SEE ATTACHED PLANS**

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TYPE OF SIGNAL		CONTROLLER	
<input checked="" type="checkbox"/> Traffic Control	<input type="checkbox"/> Pedestrian Control	Make:	Model #:
<input type="checkbox"/> Flashing	<input type="checkbox"/> Lane Control	<input type="checkbox"/> Fixed Time	<input type="checkbox"/> Two Phase
<input type="checkbox"/> School Flasher	<input type="checkbox"/> Railroad Crossing	<input type="checkbox"/> Semi Actuated	<input type="checkbox"/> Four Phase
<input type="checkbox"/> Other: _____		<input checked="" type="checkbox"/> Full Actuated	<input checked="" type="checkbox"/> Eight Phase
_____		<input type="checkbox"/> Other: _____	
_____		SYSTEM <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

13. In the event the work to be accomplished is identified by (A), (B), and/or (C) and [1] in part or wholly constitutes an interconnected, coordinated, fixed time relationship, signal control operation between two or more intersections (herein referred to as a SYSTEM and hereinabove indicated by the SYSTEM check-box for YES marked in the controller box above), [2] is located within the limits of a SYSTEM, or [3] is within close proximity as to adjoin a SYSTEM, the  STATE  MAINTAINING AGENCY shall substantiate the work identified by (A), (B), and/or (C) to be SYSTEM compatible.
14. By entering into this agreement, the MAINTAINING AGENCY is not an agent of the State, its officers, employees, agents or assigns. The MAINTAINING AGENCY is an independent entity from the State and nothing in this agreement creates an agency relationship between the parties.
15. By signing this contract, the contracting parties affirm, for the duration of this agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of this agreement and shall be responsible for all damages resulting there from.

WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by those officers, officials, and persons thereunto duly authorized, and the Agreement is deemed to be dated and to be effective on the date stated hereinafter as the date of the approval of the Region Engineer.

(Seal of OWNER)

City of Leeds, Alabama  
\_\_\_\_\_  
Legal Name of MAINTAINING AGENCY

Attest: \_\_\_\_\_  
(Seal or notary signature)

By: \_\_\_\_\_  
Authorized Signature for MAINTAINING AGENCY

Agreement Recommended for approval:

By: \_\_\_\_\_  
Area Traffic Engineer Signature

**STATE OF ALABAMA acting by and through the ALABAMA DEPARTMENT OF TRANSPORTATION**

The within and foregoing Agreement is hereby approved on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

APPROVED:

RECORDED:

By: \_\_\_\_\_  
Region Engineer Signature

By: \_\_\_\_\_  
State Traffic Engineer Signature

Date: \_\_\_\_\_  
(Added to Archive)

**Item Attachment Documents:**

22. Resolution 2019-11-08 (Carried over from the canceled meeting - November 18, 2019)  
Consider Opposition to and Rejection of RSA (Retirement Systems of Alabama) Tier 3 Pension Plan. No Budget Impact.

**RESOLUTION NO. 2019-11-08**

**EXPRESSION OF OPPOSITION TO AND REJECTION OF THE TIER 3 PENSION  
(ACT 2019-132)**

**WHEREAS** the Alabama Legislature has given local employers that participate in the Employees' Retirement System of Alabama (RSA) the option of granting Tier 1 pension benefits to its Tier 2 employees upon the Legislature's adoption of Act 2019-132; and

**WHEREAS** RSA participating employers have until May 8, 2021, to pass a resolution to irrevocably adopt the provisions of Act 2019-132; and

**WHEREAS** participating employers who have not previously implemented the provisions of Act 2011-676 and who elect to implement the Tier 3 pension must 1) increase Tier 2 employee contributions by 1.5% and 2) adopt a plan to increase its Tier 1 employees by 2.5% such employees receiving no benefit from the Tier 3 pension change; and

**WHEREAS**, based on experience, the City Council is deeply concerned that the current 2-tiered pension plan is unsustainable and that replacing the Tier 2 plan with a Tier 3 plan that provides benefits 35% greater than the Tier 2 plan can only worsen the pension plan's financial position;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEEDS, ALABAMA**, as follows:

1. The City hereby voices is objection to the provisions of Act 2019-132 and rejects the implementation of the provisions thereof due to the adverse effects on both the funded status of the City's RSA pension plan as well as the untenable required contribution currently in excess of 20% of covered payroll.

**APPROVED** this 22<sup>nd</sup> day of November 2019

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

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

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

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

**CITY OF LEEDS, ALABAMA**

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

**ATTEST:**

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

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 22<sup>nd</sup> day of November 2019.

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

**Item Attachment Documents:**

23. Resolution 2019-11-09 Consider Approval of Issuance of Alcohol License to Neighbors-Leeds LLC Neighbors Snack Shack

**CITY OF LEEDS**  
**RESOLUTION NO.: 2019-11-09**  
**RESOLUTION APPROVING OF ALCOHOL LICENSE**

**WHEREAS**, the City of Leeds has been notified that Neighbors-Leeds LLC /dba/ Neighbors Snack Shack, has applied with the State of Alabama Alcoholic Beverage Control Board ("ABC Board") an Application for an Alcohol License Type 020 – Restaurant Retail Liquor, located at 1443 Grand River Parkway North; Leeds, AL 35094

**WHEREAS**, the Leeds Police Department has no objection to the application;

**WHEREAS**, the Leeds Fire Department, has no objection to the application;

**WHEREAS**, the Leeds Development Services has no objection to the application.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Leeds that the City Clerk is directed to inform the ABC Board that the City of Leeds has no objection to the Restaurant Retail Liquor.

**ADOPTED and APPROVED** this the 22<sup>nd</sup> day of November 2019

CITY OF LEEDS, ALABAMA

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

\_\_\_\_\_  
DATE

ATTEST:

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

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

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

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

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

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 22<sup>nd</sup> day of November 2019.

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

**Item Attachment Documents:**

24. Resolution 2019-11-10 Consider Authorization to Purchase Used Bucket Truck from Open Bid  
- Budgeted

**CITY OF LEEDS**

**RESOLUTION NO.: 2019-11-10**

**A RESOLUTION APPROVING THE PURCHASE OF A USED BUCKET TRUCK.**

**WHEREAS**, the City of Leeds finds that it would be beneficial to its efficient operations to acquire a bucket truck; and

**WHEREAS**, as on November 18, 2019, the City opened sealed bids for a used well-maintained bucket truck; and

**WHEREAS**, the City waived the deadline requirement for Altec, Inc. - Altec, Inc. was the sole bidder – and no other individual or entity suffered harm due to this waiver;

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the City of Leeds that, in consideration of the foregoing, as follows:

1. The terms & conditions of bid PW-2019-001 (including terms and conditions) submitted by Altec Inc. for delivery at their facility., with a total Net Delivered Price of \$74,000.00 is hereby approved in total.
2. The acquisition based on the attached Bid Package is determined to serve a public good and is hereby approved as written in its entirety.
3. The subject purchase shall be funded through existing budget allocation and the use of City Budget item number: 80-6704.
4. The Mayor and City staff shall have the full authority to do those things, to perform those functions, and to sign necessary documentation in order to carry out the actions so authorized herein.

**Adopted and Approved this the 22<sup>nd</sup> of November 2019.**

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

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

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

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

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

November 22, 2019

**DATE**

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

# City of Leeds

## REQUEST FOR PROPOSALS (RFP)

### PW-2019-001

to Furnish;

## A USED, WELL MAINTAINED, BUCKET TRUCK DELIVERED TO CITY OFFICE

Leeds, AL

Due: 10:00 AM, Monday, November 18, 2015



Brad Watson  
1404 9<sup>th</sup> St  
Leeds, AL 35094  
205.699.0907  
bwatson@leedsalabama.gov

NOV 20 '19 RCVD

NOV 20 '18 ROND

<b>General Information</b>	
Project Name	"Used" Bucket Truck
Project Description	The city of Leeds desires to purchase one (1) bucket truck meeting the specifications outlined in this RFP.
Project Start Date	The City of Leeds would like to purchase a truck no later than 1/31/19
Contract Type	Firm Fixed Price
Project Manager	Brad Watson
Funding Source	Local funding
<b>Procurement Process Information</b>	
Contract Administrator:	Brad Watson 1404 9 <sup>th</sup> St Leeds, AL 35094 205.699.0907 bwatson@leedsalabama.gov
Evaluation Criteria: 1. Compliance with Specifications 2. Age of Truck 3. Condition of equipment 4. Price	This RFP is a best procurement where compliance with the specifications, age, condition of the equipment, and price will be deemed equally important. Age and condition include vehicle's mileage and /or hours used.
<b>RFP Schedule:</b>	
A) Issue request for proposals. B) Deadline to submit questions and requests for approved changes or Equals to the City of Gardnerville. C) Last day for the City of Leeds to issue addenda and clarifications D) <b>Deadline to submit Proposals</b>	November 5, 2019 November 13, 2019  November 16, 2019  <b>November 18, 2019 @ 10:00 am</b>
<b>Proposal Contents:</b>	
Proposals must include the following: A) Description of the bucket truck or list identifying the existing features with photos of the bucket, front sides and rear of the unit. If a specified feature is not present, then it should be noted that, item is not provided. B) Price Proposal form (invoice for Payment) C) Proposal declarations, offer and acceptance Form	
Submittal Instructions: One Original copy of the proposal in a sealed envelope, marked " <b>Bucket Truck RFP PW-2019-001</b> "	

THE CITY WILL CONSIDER ALL PROPOSALS BASED ON HOW CLOSELY THEY MEET THE SPECIFICATIONS, PRICE OF VEHICLE, MILEAGE OF VEHICLE, OVERALL CONDITION OF VEHICLE AND DELIVERY COST. THE CITY RESERVES THE RIGHT TO AWARD OR REJECT ANY BID IN THE BEST INTEREST OF THE CITY. THE LOWEST RESPONSIVE AND RESPONSIBLE BID RECEIVED MAY BE AWARDED THE PROJECT OR REJECT ANY BID.

## **SECTION I - SPECIFICATIONS**

1. Used, Well Maintained Bucket Truck, in good to excellent condition or reconditioned.
2. 2012 or **newer** cab and chassis Ford 550, Freightliner or International, White in color.
3. Automatic transmission <150,000 miles
4. Diesel motor, with block heater.
5. 4x4 with the solid front axle.
6. Air conditioning
7. 42' working height maximum.
8. Articulating Telescopic Boom.
9. Hydraulically leveled bucket.
10. Continuous rotation.
11. Single man bucket with 300 lb. capacity minimum.
12. Tool circuits at the platform.
13. Start/stop at upper controls.
14. Hydraulic brakes.
16. D.C. emergency lowering.
17. Streetside and curbside utility boxes.
18. Current dielectric inspection and certificate
19. Provide maintenance records (if available)

## **SECTION II – BIDDER QUESTIONS**

Any questions raised by companies must be submitted in writing to the CITY. The CITY will respond to questions regarding the RFP, including requests for clarification and requests to correct errors. Companies **must** submit questions through the CITY's primary contact provided below by Wednesday, November 13, 2019. Written responses will be distributed by the CITY on or before Friday, November 16, 2019.

Brad Watson  
City of Leeds  
1404 9<sup>th</sup> St  
Leeds, AL 35094  
Phone  
205.699.0907  
[bwatson@leedsalabama.gov](mailto:bwatson@leedsalabama.gov)

**SECTION III - ADDENDUMS**

2. The undersigned acknowledges receipt of the following addenda, if any, which are a part of the Request for Proposals:

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

**Section IV - BIDDERS INFORMATION:**

\*\*\*Note: If submitting multiple proposals, you must submit the entire Request for Proposal package in a separate sealed envelope for each vehicle proposed, as specified in Request for Proposal Advertisement.

COMPANY CONTACT DeMarous Crawford TITLE: Senior Account Manager

COMPANY NAME Altec NUECO

ADDRESS 1626 Vanderbilt Road

\_\_\_\_\_  
\_\_\_\_\_

CITY Birmingham

STATE ALABAMA

ZIP CODE 35234 FEIN# 63-1239383

PHONE NUMBER 334-201-9790

FAX NUMBER 205-307-2057

EMAIL demarous.crawford@altec.com

The **complete** price for the above described Vehicle, ID# 95-70752604, delivered to 1400 9<sup>th</sup> St, Leeds, AL 35094, is as follows:

TOTAL PRICE: \$ 74,000.<sup>00</sup>

=====

The **complete** price for the above described Vehicle, ID # 95-70752604 Picked up at Seller's location listed on page 4 of 4 is as follows:

TOTAL PRICE: \$ 73,800 -

Handwritten text, possibly a title or header, including the word "Lecture" and "CSE 431".

Main body of handwritten text, appearing to be a list or set of notes.

Handwritten text on the right side of the page, possibly a date or a reference.



BID - A USED, WELL MAINTAINED, BUCKET TRUCK DELIVERED TO CITY  
OFFICE

**Work Order: 95 - 70752604**

**Unit Data (Aerial)**

Make: Altec  
Model: AT40G  
Unit Serial: 1015EY1296  
Working Height: 45  
Platform: Singleman  
Mount: Behind The Cab  
Stabilizer Main: Torsion Bar  
Stabilizer Aux: None

**Chassis**

Year: 2015  
Make: Ford  
Model: F550

VIN: 1FDUF5HT1FED32905  
Engine: Diesel  
Transmission: Automatic  
Drive: 4x4  
GVWR: 19500  
Mileage: 100260  
Brakes: HYDRAULIC

**Body**

Body Make  
Body Model  
Body Type: Service

**Price:** \$74,000.00 delivered



Installed Base



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Item Instance Add-on Details 1330859

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**Item Instance**

- Attributes
- Final Assembly
- Unit**
- Additional Unit
- Body
- Additional Body
- Chassis
- Chipper
- Legacy Only
- Specialty Units
- Hybrid (JEMS)

Instance Number **1330859** Item **970150000-2886193**

Owner Name **ALTEC NUECO** Item Description **;AT40G**

Attributes Oracle Boms Requirements Quality Custom Text Legacy Bom Legacy Requirements Legacy Wip Legacy Components

No Configuration Custom Text Attachments Found

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Category	Description	Qty	Engineering	Sales
Unit	AT40G Unit Model	1		
Unit	AT40G Aerial Device With ISO-Boom, Articulating Arm And Continuous Rotation	1		
Unit	Post Style Pedestal Mounting (AT40G)	1		
Unit	Poly Hydraulic Reservoir, Pedestal Mounted, 7 Gallon (Includes Sight Gauge) (AT40G)	1		
Unit	Single One-Man, End-Mounted Platform, With 180 Degree Rotator, 24" X 30" X 42" (AT40G)	1		
Unit	Two (2) Platform Steps (Standard)	1		
Unit	Platform Leveling At Lower Controls, AT40-G	1		
Unit	Platform Cover, 24" X 30", Foam-Filled	1		
Unit	Platform Liner, 24" X 30" X 42"	1		
Unit	4-Function Single Handle Fiber-Optic Controller	1		
Unit	Engine Start/Stop, With Secondary Stowage System Actuated Through The Fiber-Optic Control System (AT40G)	1		
Unit	Manual Lowering Valve (Standard)	1		
Unit	Powder Coat Unit Altec White	1		
Unit	Additional Unit Option 1	1		1. Lower Boom Lifting Eye (700lbs) 2. Altec Standard Parker Bruning Flat Face Fittings, with covers, for upper tools: 3/8" pressure fitting and 1/2" return fitting. a. 3/8" pressure :Model #6405-133(F1 5267) body and Model #6112-042 (F1 5268)dust plug. b. 1/2" return: Model #6405-141 (F1 15269) body and Model # 6204-050 (F1 15270) dust plug.
Unit & Hydraulic Acc.	HVI-22 Hydraulic Oil (Standard)	9		
Unit & Hydraulic Acc.	Standard Pump For PTO	1		
Unit & Hydraulic Acc.	Hot Shift PTO (For Automatic Transmission)	1		
Unit & Hydraulic Acc.	Install Tool Circuit For Hose Reel Below Rotation	1		Installed right rear (Curbside) of tailshelf. Same requirements as tool circuit in platform. Bruning Couplers: A. 3/8" Pressure: Models #6405-133 (F1 5267) body and Model #6112-042 (F1 5268) dust plug. B. 1/2" Return: Model #6405-141 (F1 15269) body and Model # 6204-050 (F1 15270) dust plug.
Unit & Hydraulic Acc.	Install Tool Circuit With Quick Disconnects Below Rotation	1		
Body	Altec	1		
Body	Aluminum	1		
Body	Altec Standard Aluminum Body Specifications	1		
Body	Low-Profile General Service Line Body (LGS)	1		
Body	Gas Shock (Gas Spring) Rigid Door Holders On All Vertical Doors (Preferred Option)	1		
Body	Chains On All Horizontal Doors	1		
Body	Stainless Steel Rotary Paddle Latches With Keyed Locks (Preferred Option)	8		
Body	All Locks Keyed Alike Including Accessories (Preferred Option)	1		
Body	Finish Paint Body Altec White (Applies To Steel And Aluminum)	1		
Body	Undercoat Body (Applies To Steel And Aluminum) (Preferred Option DEPS 005)	1		
Body	132" Estimated Body Length (Engineering To Determine Final Length)	1		
Body	94" Body Width	1		
Body	40" Body Compartment Height	1		
Body	20" Body Compartment Depth	1		
Body	2 Inch x 4 Inch Drop-In Composite Retaining Board At Rear Of Body	1		
Body	Treadplate On Streetside Compartment	1		

	Tops (Not Preferred as a Walking Surface)		
Body	Treadplate On Curbside Compartment	1	
	Tops (Not Preferred as a Walking Surface)		
Body	Rope Lights (LED) Around Top And Sides Of Compartment Door Facings (Preferred Option)	8	
Body	One Chock Holder On Each Side of Body With Retaining Lip In Fender Panel (Rear Of Wheel Or Opposite Fuel Fill)	1	each chock holder to be dual capacity.
Body	Pendulum Retainer for Wheel Chock Holders	1	
Body	Hotstick Shelf Extending Full Length Of Body On Streetside	1	
Body	Standard Drop-Down Hotstick Door For One (1) Shelf On Streetside, Stainless Steel Slam Paddle Latch With Keyed Lock	1	
Body	Adjustable Shelf With Removable Dividers On 4 Inch Centers (Preferred Option) - 1st Vertical (SS)	4	
Body	Adjustable Shelf With Removable Dividers On 4 Inch Centers (Preferred Option) - 2nd Vertical (SS)	3	
Body	Custom Compartmentation - 1st Horizontal (SS)	1	One (1) removable shelf with dividers on 4 inch centers.
Body	Locking Swivel Hooks On A Fixed Rail - Left Wall - Rear Vertical (SS)	1	
Body	Locking Swivel Hooks On A Fixed Rail - Rear Wall - Rear Vertical (SS)	3	
Body	Locking Swivel Hooks On A Fixed Rail - Right Wall - Rear Vertical (SS)	1	
Body	Adjustable Shelf With Removable Dividers On 4 Inch Centers (Preferred Option) - 1st Vertical (CS)	3	Inverter will go in this compartment on units that received the inverter.
Body	Locking Swivel Hooks On An Adjustable Rail (Preferred Option) - Left Wall - 2nd Vertical (CS)	2	
Body	Locking Swivel Hooks On An Adjustable Rail (Preferred Option) - Rear Wall - 2nd Vertical (CS)	3	
Body	Locking Swivel Hooks On An Adjustable Rail (Preferred Option) - Right Wall - 2nd Vertical (CS)	2	
Body	Fixed Shelf With Removable Dividers On 4" Centers - 1st Horizontal (CS)	1	
Body	Custom Compartmentation - 1st Horizontal (CS)	1	Two pull out drawers under fixed shelf.
Body	Adjustable Shelf With Removable Dividers On 4 Inch Centers (Preferred Option) - Rear Vertical (CS)	2	
Body	Custom Compartmentation - Rear Vertical (CS)	1	One (1) pullout meter shelf on grant sliders, to hold three (3) meters, mounted 12" below top of bin.
Body	Additional Body Option 1	1	130"L x 6"W expanded Aluminum tool rack installed on streetside of cargo area. Install as far forward as possible.
Body	Additional Body Option 2	1	Door bumpers on all doors.
Body	Additional Body Option 3	1	Long Reach Chainsaw Box: The large opening of the box is to be 12"T x 12"W x 16"D with drop down locking door. Mounted in the rear center of the large opening box is to be square tube, 104"L, with the dimensions of 6"W x 6"T. The total length of the entire box, both the opened portion and the tube is 10'. This box is to be installed under the expanded metal tool rack, streetside of body, with drop down locking door at rear. Use the same keyed lock as the rest of the bins. Vent the box. Chainsaw box should extend to rear of compartments flush with the back compartment. Chainsaw box will need to open without having to unstow the bucket, BUT still have bucket stow as far to the left as possible without interfering with the chainsaw box..
Body	Additional Body Option 4	1	Install the Slide-N-Lock tie down system on the inner walls, 1" down from the top of the bins (curbside) and on the expanded metal tool rack (streetside). Provide four (4) sliding tie down rings with each piece of Slide-N-Lock.
Body	29" L Aluminum Tailshelf, Width To Match Body	1	
Body	Custom Aluminum Tailshelf Option	1	Cut outs for round rear strobes.
Body	Top Opening Storage Box, Aluminum, 36" L x 18" W x 12" H, One (1) Treadplate Lid, Gas Props, Hasp Lock, And Grab Handle	2	Mounted on top of the curbside bins, 30" back from the front of the body on teflon pads.
Body	Aluminum Designator - (132 Body Length, Small Aerial/Non-Unit Application)	1	
Body and Chassis Accessories	ICC Underdrive Protection	1	
Body and Chassis Accessories	Custom Dock Bumpers	1	Extended out to the rear most point of the truck.
Body and Chassis Accessories	Custom Ladder Storage (Please Specify The Following: Style, Material, Easy Retrieval Method, Retaining Method,	1	132"L x 20" wide Aluminum. Sloping out toward streetside, mount as far to the front of the streetside compartment body top as possible. To have stop at front and roller at rear.

	Approximate Dimensions)		
Body and Chassis Accessories	U-Shaped Grab Handle	2	ALUMINUM: One curbside rear of tailshelf and one streetside rear of tailshelf.
Body and Chassis Accessories	Small Grab Handle Installed At Rear	2	ALUMINUM: One on rear curbside of body and one rear streetside of body.
Body and Chassis Accessories	Set Of Safety Chain Eye Bolts	1	#8140-000-01, to be 25" off of ground.
Body and Chassis Accessories	Cone Holder, Post Style	1	ALUMINUM: Mounted on streetside rear of tailshelf.
Body and Chassis Accessories	Platform Rest, Rigid With Rubber Tube (Standard)	1	Rigid TRIANGULAR RUBBER tube type with Raiser, located at rear of tailboard on tailshelf. Raise to clear tailgate . Raiser to be ALUMINUM.
Body and Chassis Accessories	Boom Rest For A Telescopic Unit (Located In Cargo Area)	1	
Body and Chassis Accessories	Wheel Chocks, Rubber With Metal Hairpin Handle, 9.75" L x 7.75" W x 5" H (Pair)	1	
Body and Chassis Accessories	Water Cask, 3 Gallon (Plastic)	1	
Body and Chassis Accessories	Water Cask Bracket, For 3 Or 5 Gallon Water Casks (Wire Type)	1	Installed on the curbside top of body, between the top opening boxes and top mounted spotlight.
Body and Chassis Accessories	PVC Canister Kit, 6" DIA Pipe, 60" L, With Aluminum Cap, Door And Mounting U-Bolts	1	Mounted under the ladder rack, to the streetside, flush with the rear of the body, door opening at rear.
Body and Chassis Accessories	PVC Canister Kit, 6" DIA Pipe, 108" L, With Aluminum Cap, Door And Mounting U-Bolts	1	Mounted under the ladder rack, next to the 6" x 60" tube, flush with the rear of the body, door opening at rear.
Body and Chassis Accessories	Mud Flaps Without Altec Logo (Pair)	1	
Body and Chassis Accessories	Safety Harness And 4.5' Lanyard (Fits Medium To Xlarge)	1	
Body and Chassis Accessories	10 LB Fire Extinguisher With Heavy Duty Bracket, Installed Per DEPS 042	2	Sitting on tailshelf, centered between b-line channels One (1) mounted on the front of the ladder rack streetside, one (1) installed rear of body curb side
Body and Chassis Accessories	Triangular Reflector Kit (Contains 3 Reflectors), Installed Per DEPS 042	1	
Body and Chassis Accessories	Slope Indicator Assembly For Machine Without Outriggers	1	
Body and Chassis Accessories	Rear Torsion Bar	1	
Body and Chassis Accessories	Counterweight, AT237/AT35G/AT37G/AT40G, F450/550 4x4	1	
Body and Chassis Accessories	Sight Rods, Fluorescent Orange (Pair)	1	
Body and Chassis Accessories	Manual Pouch, Vinyl	1	
Body and Chassis Accessories	Lanyard Pouch, Vinyl, Includes Placards	1	
Body and Chassis Accessories	Additional Body/Chassis Accessory 2	1	Light Bar Bracket Mast light mounting brack to be 32" long in lieu of 39" long: to mount on unit pedestal. Bracket to accommodate two (2) strobes and two (2) spotlights in lieu of one (1) strobe and two (2) spotlights.
Body and Chassis Accessories	Additional Body/Chassis Accessory 5	1	One extra of each fuse size, shipped loose. Altec Fuses
Body and Chassis Accessories	Sauber Breakaway Step Installed At Rear	2	One curbside and one streetside Extra support due to aluminum tailshelf. Reference job 57-9086922
Body and Chassis Accessories	Additional Body/Chassis Accessory 6	1	Water test body before shipping to insure no water can get into the compartments
Body and Chassis Accessories	Combination 2" Ball (10,000 LB MGTW) And Pintle Hitch (16,000 LB MGTW)	1	
Electrical Accessories	Custom Electric Winch	1	12000lbs. Warn winch bumper package (includes girl guard and 4-way roller), mounted front of chassis, to include: A. Winch B. Mounting bracket C. Controller D. Winch Cable
Electrical Accessories	Altec Standard Multi-Point Grounding System	15	With Two copper coated grounding lugs. One at front of truck and one at rear.
Electrical Accessories	Lights And Reflectors Per FMVSS 108 (Complete LED)	1	Brake lights to be LED 701117210, 54 Diode backup light.
Electrical Accessories	4-Corner Strobes, Amber LED, Two (2) Oval Lights In Grille, Two (2) Round	1	Two (2) Flush mounted strobes ights, amber in color, mounted in front Grille one curbside and one streetside.

	Lights At Rear, Class II (Permit May Be Required)			
Electrical Accessories	Custom Strobe Light	2		Altec Standard, one installed each side of the unit on light bracket outboard.
Electrical Accessories	Custom Light Bar	1		LED Light Bar: Installed rear of tailshelf, to have a cover extended out flush from floor. Controll box for light bar mounted over head in cab chassis. Will need to be installed high enough for KU to install company radio. Reference last Ford build needs to be higher than last Ford builds for KU.
Electrical Accessories	Post Mounted Spot Light, Installed On Streetside Of Cab	1		
Electrical Accessories	Spot Light With Rubber Housing, 6" DIA (J.W. Speaker #1500761)	2		Install two (2) spotlight on mounting bracket of pedestal One (1) each side of strobe lights. Make sure all spotlights can be swiveled to shine up and back. Master switch for spotlights on the dash.
Electrical Accessories	Remote Spot Light, Permanent Mount, With Programmable Wireless Remote (Go-Light #2000)	1	Center of base 5" back from treadplate front of body. 10" (center) of treadplate side to side.	Installed on the curbside front post.
Electrical Accessories	Remote Spot/Flood Light, Night Ray (Sparton), Par 36 Bulb, 50,000 CP Spot Light / 100,000 CP Flood Light, With Dash Mounted Controls (K&H Industries #475-20)	1	Place light toward C/S of hood. Do not place in middle, it will block drivers visibility.	Installed curb side hood front/middle.
Electrical Accessories	Single Tone Back-Up Alarm (For Non-Outrigger Machines)	1		
Electrical Accessories	Hind Sight Rear Detection System (Model #HS300-LED Style)	1	Line up outside edge of sensor with outside edge of frame extension. Mount C/S sensor first due to cutout for tools.	
Electrical Accessories	1600 Watt Quasi-Sine Wave Inverter	1	1 1/2" from outside edge of body. Mount horizontally. Close to tailshelf top.	The inverter is mounted in the first vertical bin, passenger's side, and has two plugs on the inverter and two plugs with one at the rear of the truck and one in the cab. WIRED IGNITION HOT.
Electrical Accessories	120 Volt GFCI Receptacle, Includes Weather-Resistant Enclosure	2		one curb side rear of body and one in cab.
Electrical Accessories	6-Way Trailer Receptacle (Pin Type)	1		Installed streetside of pintle hook.
Electrical Accessories	7-Way Trailer Receptacle (Pin Type)	1		
Electrical Accessories	Ford Upfitter Switches (Supplied With Chassis) - Four (4) Total Switches	1		
Electrical Accessories	PTO Indicator Light, Installed In Cab	1		
Electrical Accessories	Start/Stop/Throttle Module, 12 Volt System	1		
Electrical Accessories	Additional Electrical Accessory 1	1		Install two (2) ECCO brand lights, model #EW2401, one (1) mounted curbside outside of rear dock bumper extension and one (1) mounted streetside of rear dock bumper extension (per pictures). Wire these lights into the chassis backup lights. See pictures for reference
Finishing Details	Focus Factory Build	1		
Finishing Details	Delivery Of Completed Unit	1		
Finishing Details	Inbound Freight	1		
Finishing Details	Finish Paint Body Accessories Above Body Floor Altec White	1		
Finishing Details	Front And Rear Frame Mounted Components And Under Body Mounted Components Will Be Painted Black, DEPS 005, DEPS 095	1		
Finishing Details	Apply Non-Skid Coating (Black) To All Walking Surfaces, DEPS 057	1	C/S behind boxes	Non-Skid behind box on street side rear of compartment top 24" back from rear of body toward box.
Finishing Details	English Safety And Instructional Decals	1		
Finishing Details	Vehicle Height Placard, Installed In Cab, DEPS 002	1		
Finishing Details	HVI-22 Hydraulic Oil Placard	1		
Finishing Details	Dielectric Test Unit According To ANSI Requirements	1		
Finishing Details	Stability Test Unit According To ANSI Requirements	1		
Finishing Details	FA Unit Designator - AT40G Aerial Device	1		
Chassis	CHASSIS MODEL	1		
Chassis	Altec Supplied Chassis	1		
Chassis	2015 Model Year	1		
Chassis	Ford F550	1		
Chassis	Chassis Color - White	1		
Chassis	Regular Cab	1		
Chassis	4x4	1		
Chassis	84" CA	1		
Chassis	165" Wheelbase	1		

Chassis	GVWR 19,500 LBS	1	
Chassis	7,000 LBS Front Axle Rating	1	
Chassis	225/70R19.5 Front Tire (Traction)	1	
Chassis	14,706 LBS Rear Axle Rating	1	
Chassis	225/70R19.5 Rear Tire (Traction)	1	
Chassis	Ford 6.7L Power Stroke Diesel	1	
Chassis	Ford 6R140 6-Speed Automatic Transmission (w/PTO Provision)	1	
Chassis	Ford E/F250-550 Single Horizontal Right Side Exhaust	1	
Chassis	98R - Operator Commanded Regeneration (OCR)	1	
Chassis	No Idle Engine Shut-Down Required	1	
Chassis	No California Emission Requirements	1	
Chassis	Hydraulic Brakes	1	
Chassis	40 Gallon Fuel Tank (Behind Rear Axle)	1	
Chassis	Air Conditioning	1	
Chassis	AM/FM CD Player, Bluetooth	1	
Chassis	Cruise Control	1	
Chassis	Power Door Locks	1	
Chassis	Power Windows	1	
Chassis	Tilt Steering Wheel	1	
Chassis	Tinted Windshield	1	
Chassis	Block Heater	1	
Chassis	Limited Slip Rear Axle	1	
Chassis	Snow Plow Package	1	
Chassis	Towing Package	1	
Chassis	XL Trim Package	1	
Chassis	Vinyl Split Bench Seat	1	
Chassis	Additional Chassis Options 1	1	Ford style full lenght running boards
Additional Pricing	Standard Altec Warranty	1	
Miscellaneous	Ext Warranty Travel (Day 91-365) Buckets Less Than 46 FT (AT237, AT30-GV, AT-G, AO,TA, L Series, LM,AT248F)	1	

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# Reeves Aerial & Utility Equipment Company, Inc.

2204 Vanderbilt Road

Birmingham, AL 35234

## Dielectric Test

### General Information

Truck Number 95-70752604

Model Number AT40G Serial Number 1015EY1296

Test Device Number 1 Category/Voltage Rating C/56kv

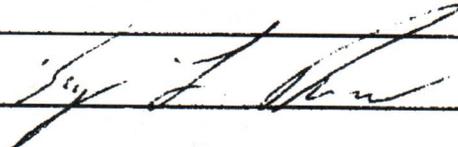
### Conclusion

Upper Boom Leakage Reading(microamp) 1

Lower Boom Leakage Reading(microamp) 1

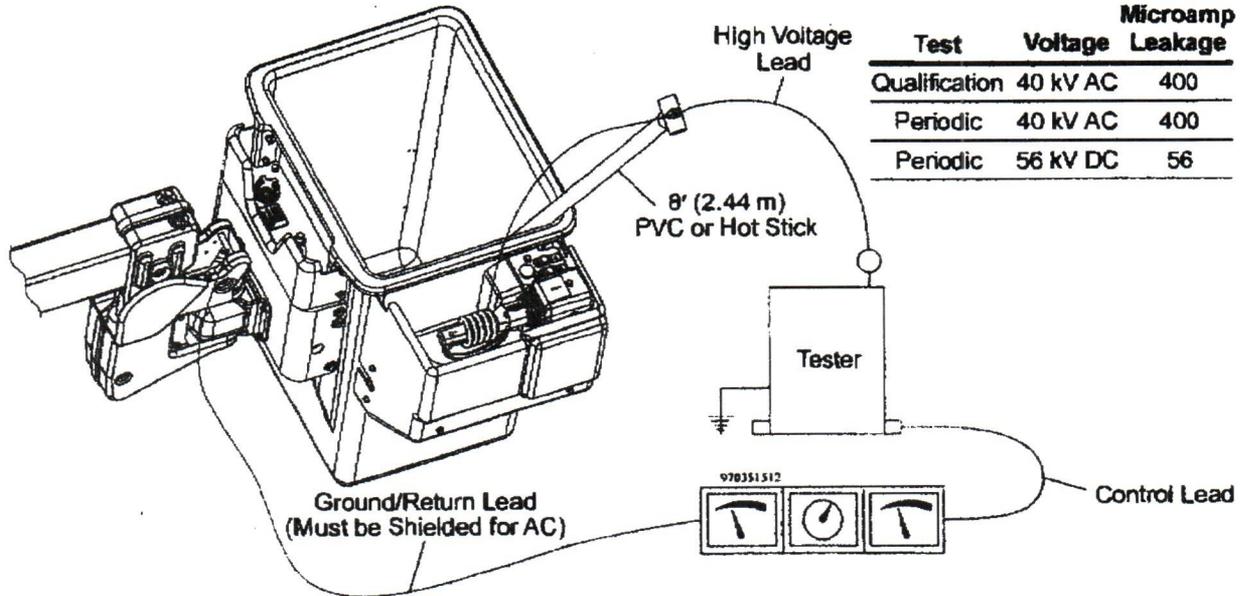
Pass  Fail(Reason) \_\_\_\_\_

Comments \_\_\_\_\_

Signature of Technician 

Date of Test 11/05/2019

# Confirmation Test of Fiber Optic Upper Control Components With High Electrical Resistance (Qualification and Periodic)



Test	Voltage	Maximum Microamp Leakage
Qualification	40 kV AC	400
Periodic	40 kV AC	400
Periodic	56 kV DC	56

The purpose of this test is to verify the high electrical resistance components at the upper control station. In some cases the high voltage test lead may short circuit to other nearby conductive components. First, verify that provided covers in the control area are intact. Then, insulating material, such as a piece of insulating blanket or liner, may also be placed under and to the sides of the spring which wraps the high voltage test connections, as needed during the test, to prevent this from happening. For AC testing it is recommended that the high voltage test lead be elevated on an 8' (2.44 m) PVC pole or hot stick to reduce the capacitive leakage that is unrelated to the focus of the test. Also for AC tests, use only a shielded return lead to further reduce capacitive leakage.

### Procedure

1. Read and understand the dielectric test information in the Maintenance Manual and ANSI requirements.
2. Insulate the vehicle from ground by placing polyethylene pads beneath each tire and outrigger leg.
3. Upper control components must be clean and dry prior to testing. Use isopropyl alcohol to clean.
4. Wrap a 0.375" to 1.000" diameter spring around the control handle as shown. Conductive aluminum foil may be used in lieu of a spring. Keep the tail of the spring away from conductive components.
5. Attach the high voltage lead (insulated from ground) to the spring on the control handle as shown.
6. Attach the ground/return lead to the lanyard attachment pin or platform leveling bracket. This lead must contact a bare metal surface.
7. It is not necessary to raise or extend the upper boom. The platform may be tested near the tailshelf for easier access.
8. Do not use cancel (null) circuit if the tester is so equipped.
9. To test the control, gradually increase the voltage (refer to the chart). Hold at the appropriate voltage for three minutes continuously. If flashover occurs or the leakage rate exceeds the appropriate microamps from the chart, the control has failed the test. Record leakage reading.

Truck 95-70752604

### General Information

Test type    Qualification \_\_\_\_\_    Periodic 56kv    Test conducted    AC \_\_\_\_\_    DC

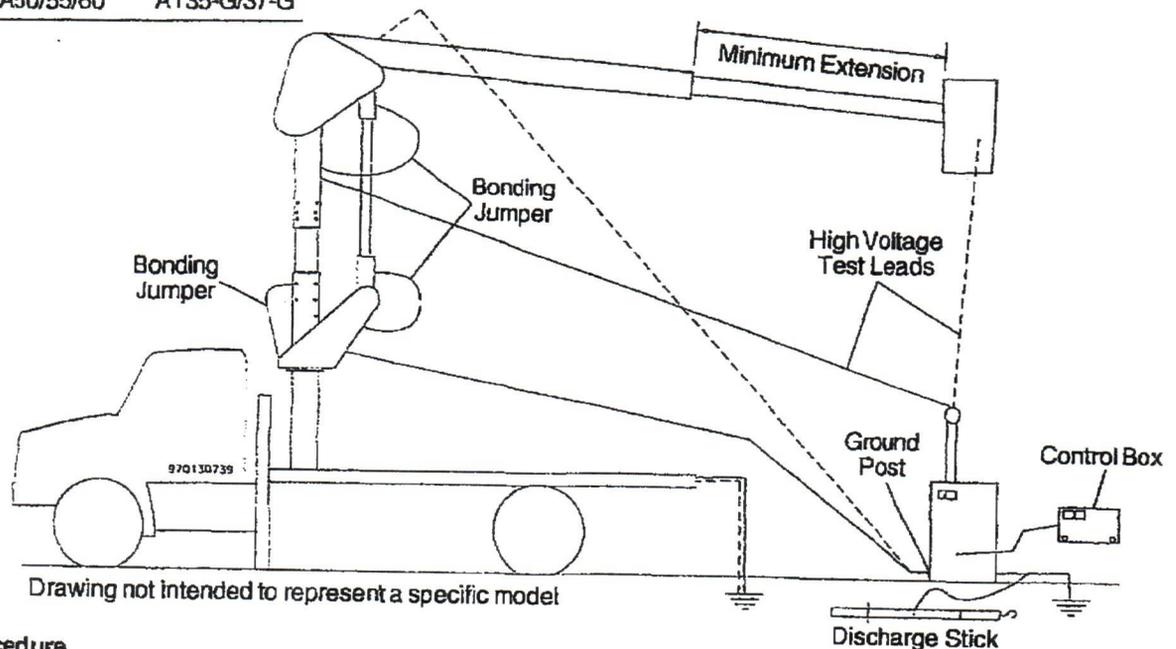
Model number AT40G    Serial number 1015EY1296

Test device number 1    Service request number \_\_\_\_\_

## DC Periodic Dielectric Test For All Category A, B, and C Insulating Telescopic Articulating Aerials and AL32 (For DC Test Device With Output Current Metering Only)

Upper Boom Extension	
Fully Retracted 35° Minimum	
TA36/40/45	AT30-G
TA37M/41M/45M	AT30-GV
TA Elevator	AT37-GW
TA50/55/60	AT35-G/37-G

Upper Boom Test - - - - -  
Lower Boom Test - - - - -



### Procedure

1. Read and understand the dielectric test information in the Maintenance Manual, ANSI requirements, and the manual for the test device being used.
2. This procedure is for a DC test device with output current metering only. Do not use this procedure when using a DC test device that measures the return current instead of the output current. If equipped with a selector switch, set the switch to Ground Return.
3. The test area should be dry and appropriately roped off to prevent bystanders from entering the test area.
4. Ground chassis, test device or control box, and discharge stick as shown.
5. No isolation pads are required under the vehicle tires or outriggers.
6. Set up booms to maintain at least 2' of clearance between conductive components as shown.
7. Electrically bond all metal at the boom tip to ensure all possible current paths are considered. Include all conductive brackets, air plunger switches, hydraulic valves, controls, cylinders, jib brackets, etc.
8. Extend upper boom to minimum extension length for dielectric test (not applicable to AL32).
9. Attach the high voltage test lead and bonding jumpers as shown for the upper and lower boom test.
10. It is not necessary to use the meter receptacle on the upper boom of Category A and B machines for the upper boom test. However, whether the meter receptacle is used or not, all internal connections to this receptacle must be checked to verify that all current paths through the boom are properly connected to ensure proper function.
11. Voltage and maximum allowable leakage for the upper boom test are as follows.
  - a. Category C - 46 kV and below - 56 microamps at 56 kV after 3 minutes
  - b. Category A/B - 46 kV and below - 28 microamps at 56 kV after 3 minutes
  - c. Category A/B - 69 kV - 42 microamps at 84 kV after 3 minutes
  - d. Category A/B - 138 kV - 84 microamps at 168 kV after 3 minutes
12. Voltage and maximum allowable leakage for the lower boom test is 100 microamps at 50 kV.
13. To test the upper boom, gradually increase the voltage to the proper level. Hold for 3 minutes. If flashover occurs or the leakage rate exceeds the maximum value, the unit has failed the test. Record leakage reading.

**Conclusion**

Curb side control leakage reading (microamp) N/A Street side control leakage reading (microamp) 1

Pass  Fail (reason) \_\_\_\_\_

Comments \_\_\_\_\_

Signature of technician *Bryan* Date of test 11/05/2019



## Preventive Maintenance and Inspection Checklist

Vehicle No. 95-70752604 Location Reeves Aerial Date 11/6/19  
 Service Request# \_\_\_\_\_ Model# AT40G Serial# 1015EY1296  
 Odometer 100261 Hours Meter 11027 Inspector B. Reeves

Perform all inspections, adjustments, repairs, and lubrication according to Altec specifications in the Maintenance Manual. Refer to any MABs, CSNs, or other applicable documents provided by Altec for servicing the unit.

If you are tracking PTO hours utilizing an approved method or device, follow the recommended hourly maintenance intervals, or if you are performing maintenance based upon a calendar-based schedule, follow the recommended monthly intervals. The required items apply to both interval-tracking systems.

**Intervals**

- Prior to placing unit in service
- 1,000 PTO hours/1 year
- Required maintenance
- 85 PTO hours/1 month
- 2,000 PTO hours/2 years
- 500 PTO hours/6 months
- 4,000 PTO hours/4 years

**Symbols**

- ✓/O = Okay or completed
- U = Unsafe to operate
- C = Corrected by inspector
- N/A = Not applicable
- R = Repair or replacement required

Prior to Placing Unit in Service	
<input checked="" type="checkbox"/> Perform the Daily Preoperational Inspection (refer to the Operator's Manual)	<b>Rotation Bearing</b> <input checked="" type="checkbox"/> Turntable tilt measurement: <u>.030</u>
<b>Hydraulic Reservoir and System</b>	
<input checked="" type="checkbox"/> Check oil and collect oil sample for analysis <sup>1</sup>	
85 PTO Hours/1 Month	
<input checked="" type="checkbox"/> Perform the Daily Preoperational Inspection (refer to the Operator's Manual)	<b>Platform Mounting Bracket</b> <input checked="" type="checkbox"/> Platform mounting cap screws secure
<b>Hydraulic Reservoir</b>	
<input checked="" type="checkbox"/> Oil level	<b>Lubrication</b> <input checked="" type="checkbox"/> Lift cylinder spherical bearing
<b>Fiberglass</b>	
<input checked="" type="checkbox"/> Upper boom, platform, ISO-Boom, platform mounting bracket, articulating arm (clean, surface damage)	<input checked="" type="checkbox"/> Outrigger leg outer surface <input checked="" type="checkbox"/> Rotation pinion and bearing gear teeth
500 PTO Hours/6 Months	
<input checked="" type="checkbox"/> Perform the 85 hour/1 month inspection <sup>1</sup>	<b>Stabilizer Bars</b>
<b>Supplemental Brake Lock</b>	
<input checked="" type="checkbox"/> Operations (holding, bleed off)	<input checked="" type="checkbox"/> Structure (welds intact, no cracks or deformation) <input checked="" type="checkbox"/> Bushing bolts secure to manufacturer's specifications
<b>Hydraulic Reservoir</b>	
<input checked="" type="checkbox"/> Mounting (cap screws secure, welds intact, no cracks)	<input checked="" type="checkbox"/> Bushing condition <input checked="" type="checkbox"/> Mounting cap screws secure
<input checked="" type="checkbox"/> No leaks	<input checked="" type="checkbox"/> Axle U-bolts secure
<b>PTO/Pump</b>	
<input checked="" type="checkbox"/> Mounting caps screws secure	<b>Filters</b> <input checked="" type="checkbox"/> Change return line filter
<input checked="" type="checkbox"/> Operation	<b>Outriggers</b>
<input checked="" type="checkbox"/> No leaks	<input checked="" type="checkbox"/> Mounting (welds intact, no cracks or deformation) <input checked="" type="checkbox"/> Machine/ground level functions selector operation <input checked="" type="checkbox"/> Outrigger interlock system operation <input checked="" type="checkbox"/> Outrigger extend warning system operation <input checked="" type="checkbox"/> Structures (welds intact, no cracks or deformation)
<b>Unit Mounting</b>	
<input checked="" type="checkbox"/> Subbase mounting (cap screws secure)	
<input checked="" type="checkbox"/> Subbase structure (welds intact, no cracks or deformation)	
<input checked="" type="checkbox"/> Pedestal mounting cap screws secure	

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<b>Outrigger Cylinders</b>	<input checked="" type="checkbox"/> Link (welds intact, no cracks or deformation)
<input checked="" type="checkbox"/> Outrigger cylinder pivot pins (cap screws secure, retaining rings in place)	<input checked="" type="checkbox"/> Boom pivot pin (end plate weld intact, cap screws secure)
<input checked="" type="checkbox"/> Holding valves (holding without drift)	<input checked="" type="checkbox"/> Arm (welds intact, no cracks or deformation)
<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/> Fiberglass on arm and link (clean, surface damage)
<input checked="" type="checkbox"/> No leaks	<input checked="" type="checkbox"/> Articulating arm pivot pins (end plate weld intact, cap screws secure, retaining ring in place)
<input checked="" type="checkbox"/> Chromed rod (condition)	<input checked="" type="checkbox"/> Link pivot pins (end plate weld intact, cap screws secure, retaining ring in place)
<input checked="" type="checkbox"/> Cylinder barrel (condition)	<input checked="" type="checkbox"/> Link pins (retaining rings in place)
<b>Lower Controls Station</b>	<input checked="" type="checkbox"/> Fiberglass mounting cap screws on articulating arm secure
<input checked="" type="checkbox"/> Operation (metering, proper direction)	<b>Articulating Arm Lift Cylinder</b>
<input checked="" type="checkbox"/> Lower/upper control switch (operation)	<input checked="" type="checkbox"/> Holding valve (operation, leaks, no cylinder leak down when valve handle for arm raise is shifted)
<input checked="" type="checkbox"/> Engine start/stop and/or secondary stowage switch operation	<input checked="" type="checkbox"/> Articulating arm cylinder pivot pins (end plate weld intact, cap screws secure, retaining ring in place)
<input checked="" type="checkbox"/> Emergency stop operation	<input checked="" type="checkbox"/> Cylinder barrel (condition)
<input checked="" type="checkbox"/> Wiring (routing, condition, connections secure)	<input checked="" type="checkbox"/> Operation
<input checked="" type="checkbox"/> Valve handles and retaining set screws (condition, secure)	<input checked="" type="checkbox"/> No leaks
<b>Pedestal</b>	<input checked="" type="checkbox"/> Chromed rod (condition)
<input checked="" type="checkbox"/> Structure (welds intact, no cracks or deformation)	<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)
<input checked="" type="checkbox"/> Hoses (routing, condition)	<b>Lift Cylinder</b>
<input checked="" type="checkbox"/> Wiring (routing, condition, connections secure)	<input checked="" type="checkbox"/> Holding valve (operation, leaks, no cylinder leak down when valve handle for boom raise is shifted)
<input checked="" type="checkbox"/> Rotary joint mounting cap screws secure, restraint bracket secure	<input checked="" type="checkbox"/> Pivot bearing secure within cylinder eye
<input checked="" type="checkbox"/> Covers (condition, cap screws secure)	<input checked="" type="checkbox"/> Lift cylinder pivot pins (end plate weld intact, cap screws secure, retaining ring in place)
<input checked="" type="checkbox"/> Slip ring mounting cap screws secure	<input checked="" type="checkbox"/> Cylinder barrel (condition)
<input checked="" type="checkbox"/> No leaks	<input checked="" type="checkbox"/> Operation
<b>Turntable</b>	<input checked="" type="checkbox"/> No leaks
<input checked="" type="checkbox"/> Structure (welds intact, no cracks or deformation)	<input checked="" type="checkbox"/> Chromed rod (condition)
<input checked="" type="checkbox"/> Covers (condition, cap screws secure)	<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)
<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/> Motor mounting cap screws secure
<input checked="" type="checkbox"/> Wiring (routing, condition, connections secure)	<input checked="" type="checkbox"/> Gearbox mounting cap screws visual inspection
<b>Rotation Bearing and Gearbox</b>	<input checked="" type="checkbox"/> Rotation bearing cap screws visual inspection
<input checked="" type="checkbox"/> Motor mounting cap screws secure	<input checked="" type="checkbox"/> Eccentric ring lock in place and secure
<input checked="" type="checkbox"/> Gearbox mounting cap screws visual inspection	<input checked="" type="checkbox"/> Pinion gear teeth condition
<input checked="" type="checkbox"/> Rotation bearing cap screws visual inspection	<input checked="" type="checkbox"/> Rotation bearing gear teeth condition
<input checked="" type="checkbox"/> Eccentric ring lock in place and secure	<input checked="" type="checkbox"/> Pinion/rotation bearing gear backlash
<input checked="" type="checkbox"/> Pinion gear teeth condition	<input checked="" type="checkbox"/> Operation (smoothness, noise level)
<input checked="" type="checkbox"/> Rotation bearing gear teeth condition	<input checked="" type="checkbox"/> No leaks
<input checked="" type="checkbox"/> Pinion/rotation bearing gear backlash	<input checked="" type="checkbox"/> Chromed rod (condition)
<input checked="" type="checkbox"/> Operation (smoothness, noise level)	<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)
<input checked="" type="checkbox"/> No leaks	<b>Lower Leveling Cylinder</b>
<input checked="" type="checkbox"/> Rotation bearing inspection and measurement (after 0.050" increased wear from initial measurement)	<input checked="" type="checkbox"/> Leveling cylinder pivot pins (end plate weld intact, cap screws secure, retaining ring in place)
<b>Articulating Arm</b>	<input checked="" type="checkbox"/> Cylinder barrel (condition)
<input checked="" type="checkbox"/> Riser (welds intact, no cracks or deformation)	<input checked="" type="checkbox"/> Operation
	<input checked="" type="checkbox"/> No leaks
	<input checked="" type="checkbox"/> Chromed rod (condition)
	<input checked="" type="checkbox"/> Hoses and tubes (routing, condition)
	<b>Lower Boom</b>
	<input checked="" type="checkbox"/> Structure (welds intact, no cracks or deformation)
	<input checked="" type="checkbox"/> ISO-Boom mounting cap screws secure
	<input checked="" type="checkbox"/> Fiberglass on ISO-Boom (clean, surface damage)

<input checked="" type="checkbox"/>	Covers (condition, cap screws secure)	<input checked="" type="checkbox"/>	Chromed rod (condition)
<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)
<input checked="" type="checkbox"/>	No leaks	<b>Platform Mounting Bracket</b>	
<b>Extension Cylinder</b>		<input checked="" type="checkbox"/>	Platform mounting cap screw torque inspection
<input checked="" type="checkbox"/>	Holding valve (operation, leaks, no cylinder leak down when valve handle for extend is shifted)	<input checked="" type="checkbox"/>	Fiberglass (condition, clean, undamaged)
<input checked="" type="checkbox"/>	Trunnion pins secure	<b>Platform</b>	
<input checked="" type="checkbox"/>	Cylinder barrel (condition)	<input checked="" type="checkbox"/>	Fiberglass of platform and dashboards (condition, clean, undamaged)
<input checked="" type="checkbox"/>	Operation	<input checked="" type="checkbox"/>	Platform mounting cap screws secure
<input checked="" type="checkbox"/>	No leaks	<input checked="" type="checkbox"/>	Liner (condition, clean, nylon cap screws secure)
<input checked="" type="checkbox"/>	Chromed rod (condition)	<input checked="" type="checkbox"/>	Fall protection system (condition, in place)
<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/>	Covers (condition, cap screws secure)
<b>Upper Boom</b>		<input checked="" type="checkbox"/>	Placards (condition, readable)
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<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)
<input checked="" type="checkbox"/>	No leaks	<input checked="" type="checkbox"/>	No leaks
<b>Upper Boom Tip</b>		<b>Upper Controls</b>	
<input checked="" type="checkbox"/>	Structure (welds intact, no cracks or deformation)	<input checked="" type="checkbox"/>	Operation (metering, proper direction)
<input checked="" type="checkbox"/>	Mounting cap screws to upper boom secure	<input checked="" type="checkbox"/>	Tools quick disconnect couplers (condition, operation, dust caps)
<input checked="" type="checkbox"/>	Leveling bracket pivot pin (end plate weld intact, cap screws secure, retaining ring in place)	<input checked="" type="checkbox"/>	No operation in Lower Controls position
<input checked="" type="checkbox"/>	Hoses and tubes (routing, condition)	<input checked="" type="checkbox"/>	Engine start/stop and/or secondary stowage switch operation
<input checked="" type="checkbox"/>	No leaks	<input checked="" type="checkbox"/>	Emergency stop operation
<input checked="" type="checkbox"/>	Covers (condition, cap screws secure)	<input checked="" type="checkbox"/>	Emergency lowering valve operation
<b>Upper Leveling Cylinder</b>		<input checked="" type="checkbox"/>	Wiring (routing, condition, connections secure)
<input checked="" type="checkbox"/>	Leveling cylinder pivot pins (end plate weld intact, cap screws secure, retaining ring in place)	<b>Platform Leveling System</b>	
<input checked="" type="checkbox"/>	Holding valve (operation, leaks)	<input checked="" type="checkbox"/>	Operation
<input checked="" type="checkbox"/>	Cylinder barrel (condition)	<b>Lubrication</b>	
<input checked="" type="checkbox"/>	Operation	<del>NA</del>	Outrigger valve handle linkage
<input checked="" type="checkbox"/>	No leaks	<del>NA</del>	Rotation bearing and pinion gear teeth
<b>Required Maintenance (Regardless of Hours)</b>			
<b>Annual Testing</b>		<input checked="" type="checkbox"/>	Confirmation test of single handle control
<input checked="" type="checkbox"/>	Dielectric test unit		
<del>NA</del>	Dielectric test platform liner		
<b>1,000 PTO Hours/1 Year</b>			
<input checked="" type="checkbox"/>	Perform the 500 hour/6month inspection	<b>Unit Mounting</b>	
<b>Chassis</b>		<input checked="" type="checkbox"/>	Utility body (cap screws secure, welds intact, no cracks or deformation)
<input checked="" type="checkbox"/>	Hoses (routing, condition, no leaks)	<input checked="" type="checkbox"/>	Boom rest (cap screws secure, welds intact, no cracks or deformation)
<del>NA</del>	Exhaust shields (mounting, condition)		
<b>PTO/Pump</b>		<b>Hydraulic Reservoir</b>	
<del>NA</del>	Drive line (condition)	<del>NA</del>	Collect oil sample for analysis
<input checked="" type="checkbox"/>	Noise level		

<b>Hydraulic Pressure</b>	<input checked="" type="checkbox"/>	Replace 9-volt batteries at upper control station
<input checked="" type="checkbox"/> Main relief valve 2,400 psi (165.4 bar)		<b>Rotation Bearing and Gearbox</b>
<input checked="" type="checkbox"/> Outrigger relief valve 2,700 psi (186.2 bar)	<input checked="" type="checkbox"/>	Rotation bearing cap screws annual torque inspection
<b>Outriggers</b>	<input checked="" type="checkbox"/>	Rotation gearbox mounting cap screws annual torque inspection
<input checked="" type="checkbox"/> Hose and tubes (routing and condition)		<input checked="" type="checkbox"/> Gearbox fluid level
<input checked="" type="checkbox"/> Placards (condition, readable)		<b>Articulating Arm</b>
<input checked="" type="checkbox"/> Slide pad bearing (condition)	<input checked="" type="checkbox"/>	Glue bond (fiberglass-to-steel visual inspection)
<input checked="" type="checkbox"/> Slide pad bearing retaining cap screws (secure)	<input checked="" type="checkbox"/>	Arm insulator cap screws annual torque inspection
<b>Lower Control Station</b>		<b>Lower Boom</b>
<input checked="" type="checkbox"/> Placards (condition, readable)	<input checked="" type="checkbox"/>	ISO-Boom glue bond (fiberglass-to-steel visual inspection)
<b>Turntable</b>	<input checked="" type="checkbox"/>	ISO-Boom mounting cap screws annual torque inspection
<input checked="" type="checkbox"/> Placards (condition, readable)		<b>Upper Boom</b>
<b>Upper Boom Tip</b>	<input checked="" type="checkbox"/>	Slide pads (condition)
<input checked="" type="checkbox"/> Upper boom tip attachment cap screws annual torque inspection	<input checked="" type="checkbox"/>	Slide pad retaining cap screws secure
<input checked="" type="checkbox"/> Platform rotator main shaft cap screw annual torque inspection		<b>Lubrication</b>
<input checked="" type="checkbox"/> Platform rotator mounting cap screws annual torque inspection	<input checked="" type="checkbox"/>	Pump input shaft splines
	<input checked="" type="checkbox"/>	PTO output shaft splines
<b>Upper Control Station</b>		
<input checked="" type="checkbox"/> Placards (condition, readable)		
<b>2,000 PTO Hours/2 Years</b>		
<input checked="" type="checkbox"/> Perform the 1,000 hour/1 year inspection	<input checked="" type="checkbox"/>	Reservoir cover gasket (condition)
<b>Hydraulic Reservoir and System</b>		<b>Rotation Bearing and Gearbox</b>
<input checked="" type="checkbox"/> Change hydraulic oil	<input checked="" type="checkbox"/>	Pinion to rotation bearing gear backlash
<input checked="" type="checkbox"/> Clean suction filter element	<input checked="" type="checkbox"/>	Gearbox internal lost motion
<input checked="" type="checkbox"/> Clean or change filler hole strainer	<input checked="" type="checkbox"/>	Rotation bearing inspection and measurement ( <i>before</i> 0.050" increased wear from initial measurement) <sup>2</sup>
<input checked="" type="checkbox"/> Change filler/breather cap		
<b>4,000 PTO Hours/4 Years</b>		
<input checked="" type="checkbox"/> Perform the 2,000 hour/2 year inspection	<input checked="" type="checkbox"/>	Clean inside of reservoir
<b>Hydraulic Reservoir and System</b>		
<input checked="" type="checkbox"/> Flush hydraulic system		

<sup>1</sup> Periodic laboratory analysis is the most accurate method of determining the condition of the hydraulic oil and when it should be changed. If laboratory analysis is used, take baseline sample. Compare future lab tests on subsequent samples to the original to establish a trend.  
<sup>2</sup> Initially measure turntable tilt as a baseline. Check rotation bearing wear every 2 years until it measures 0.050" increased wear from initial measurements. After reaching 0.050" increased wear, measure every 6 months. Refer to the Maintenance Manual for the proper procedure.

Comments \_\_\_\_\_





