

# Work Session Minutes

## Alabaster

### Alabaster City Council Work Session Meeting Minutes Meeting at 6:00 pm 1953 Municipal Way – Conference Room

Thursday, April 16<sup>th</sup>, 2020

#### Call to Order: 6:07 pm

- Roll Call:

<input type="checkbox"/> Sophie Martin (7:10)	<input checked="" type="checkbox"/> Russell Bedsole
<input type="checkbox"/> Rick Ellis	<input checked="" type="checkbox"/> Scott Brakefield
<input type="checkbox"/> Stacy Rakestraw	<input checked="" type="checkbox"/> Kerri Pate
<input type="checkbox"/> Greg Farrell	

**Others Present:** Mayor Handlon, Brian Binzer, Mark Frey, Lisa Glasgow, Fred Hawkins, Jeff Brumlow, Patrick Johnson, Bill Atkinson, Larry Maraskin, Chief Rigney, Grant Humphries, Candace Connell, Brett Tucker, Chris Grace, Tim Hamm, Chief Love, John Haggard, Mike Ellis

#### Agenda Items:

1. **Justice Center Update – Williams Blackstock** – Stephen Allen with Williams Blackstock joined meeting via Zoom and presented the updated design changes for the Justice Center. Chief Rigney mentioned he would like to call this project Alabaster Police Department since Court would no longer be added to the plans. Mr. Allen said he should have the 2<sup>nd</sup> cost estimate soon and construction should begin in early fall.
2. **Parks & Recreation Needs Assessment – Barge Design Solutions** – Chris Grace with Barge Design Solutions was present to discuss and answer any questions regarding the Parks & Recreation Needs Assessment that was performed. Steve Provost and Mary Vavra with Barge joined via Zoom and went over their findings. The City currently has 8.5 acres per 1,000 people and ideally would have 10 acres per 1,000 people. The City has 283.94 acres of park property. The assessment revealed the top desired improvements, programs, and facilities. The assessment revealed the citizens would like to see a “pay as you go approach” utilizing current tax revenue.
3. **Amending the City Administrator / Planner Job Description – Candace Connell** – Candace Connell spoke regarding amending the job description for the City Administrator / Planner to include in description Economic Development Officer for the City. Council President Brakefield addressed Mr. Binzer, saying he appreciates everything he does, has witnessed his growth in his position, and verbalized that he would still like Mr. Binzer to be the liaison for the City Council. The Council will consider this item at the April 20<sup>th</sup>, 2020 Council Meeting.

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4. **Reorganization of Engineering, Building, and Environmental Services** – Candace Connell spoke regarding the reorganization of Engineering, Building Department and Environmental Services. Mrs. Connell and Fred Hawkins have worked closely together regarding the reorganization and both feel that the timing is right to make changes. Mr. Hawkins is promoting and ensuring there is cross training / redundancy to ensure continuity in any event. The Council will consider approving this item at the April 20, 2020 Council Meeting.
5. **Parks & Recreation Spring Sports Refunds** – Tim Hamm, Parks & Recreation Director was present to discuss refunding Spring Sports fees. John Haggard, Financial Director also spoke regarding refunds. Mr. Haggard mentioned the convenience fees associated with credit card transactions would not be refunded. The refunds will be approximately \$95,000.00 and budget will need to be amended. This item will be considered at the April 20, 2020 Council Meeting.
6. **Environmental Services Department Capital Projects Purchase Request** – Fred Hawkins discussed the needed purchases the Environmental Services Department is requesting. The requested capital project items include DO probes, backup pumps for the plant, and flow meters. All items were budgeted in the Capital Projects budget. The items that exceed the public works requirements will be purchased utilizing Sourcewell Purchasing Cooperative. These purchases will be considered at the April 20, 2020 Council Meeting
7. **TAP Grant Application Discussion** – Fred Hawkins and Brian Binzer discussed the TAP Grant for 2020 and told the Council they would forego applying this year, but would look at applying next year. Due to the restrictions and requirements of the TAP Grant, Mr. Hawkins said next year would be better timing.
8. **Volkert MS4 Agreement** – Fred Hawkins discussed the Volkert MS4 Agreement regarding inspections and reports of the Municipal Separate Storm Sewer System. The total of the agreement to provide services to include inspections and reports is \$24,502.00. The Council will consider acceptance during the April 20<sup>th</sup> Council Meeting.
9. **Agenda Software Recommendation** – Mark Frey and Patrick Johnson discussed meeting management features of agenda software that is being recommended. The annual subscription of the software would \$6,400.00. The Council will consider acceptance at the April 20<sup>th</sup> Council Meeting.
10. **Alabaster City School Board Member Place 4 Appointment** – The City Council interviewed two candidates for the Alabaster City School Board – Place 4 on April 2<sup>nd</sup>. The Council will appoint Place 4 at the April 20<sup>th</sup> Council Meeting.
11. **Ordinance 20-97 – Conditionally Rezone Property from B-3 to Institution** – Church of the Highlands, owners of property located along Hwy 119 have asked for the City to continue this item to a future meeting. The date of meeting this ordinance will be presented is unknown at this time.

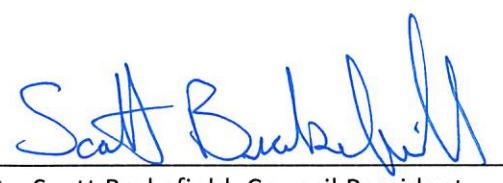
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12. **Ordinance 20-98 AN ORDINANCE TO ADOPT A SMALL CELL TOWER ORDINANCE FOR THE CITY OF ALABASTER, ALABAMA BY CREATING CHAPTER 40, ARTICLE III, SMALL CELL TECHNOLOGY OF THE CITY OF ALABASTER** – The Council first introduced Ordinance 20-98 at the April 6<sup>th</sup> Council Meeting and set a Public Hearing for April 20th. The Council will hold a Public Hearing on this item at the April 20, 2020 Council Meeting.

Council Member **Farrell** made a motion to adjourn which was seconded by Council Member **Bedsole**. Council President **Brakefield** called for a voice vote. All were in favor and Work Session adjourned at 8:54 PM.

  
J. Mark Frey, City Clerk

  
By: Scott Brakefield, Council President