



**Vestavia Hills
City Council Agenda
July 8, 2024
6:00 PM**

1. Call to Order
2. Roll Call
3. Invocation - Chaplain Huey Davis
4. Pledge Of Allegiance
5. Approval Of The Agenda
6. Announcements, Candidates and Guest Recognition
7. City Manager's Report
8. Councilor Reports
9. Approval Of Minutes - June 24, 2024, Regular Meeting Minutes

Old Business (Public Hearing)

10. Public Hearing - Ordinance Number 3229 - An Ordinance establishing rules and policies for electronic submission of public works bids

New Business

11. Resolution Number 5520 - A Resolution Granting an Alabama Power Easement at the new restroom facility at Altadena Valley Park

New Business Requesting Unanimous Consent (Public Hearing)

12. Public Hearing - Ordinance Number 3231 - An Ordinance authorizing the Mayor and City Manager to enter a funding agreement with the Regional Planning Commission of Greater Birmingham to receive funding for a marketing program to promote economic development
13. Public Hearing - Resolution Number 5521 - A Resolution authorizing the City Manager to make application through the FY 2025 Recreational Trails Program for trail improvements at Altadena Valley Park

First Reading (No Action To Be Taken At This Meeting)

14. Public Hearing - Ordinance Number 3230 - Rezoning - 3916 Waynely Drive; Rezone from Vestavia Hills R-4 to Vestavia Hills O-1; Jacpla, LLC
15. Citizens Comments
16. Time Of Adjournment

PUBLIC HEARING PROCEDURES

The following procedures shall be followed for every public hearing of the City Council:

- All comments shall be limited to **3 minutes**. A countdown clock will be provided on the video screens.
- Do not duplicate comments made by previous speakers. For example, if traffic is mentioned as an issue, do not readdress that issue.
- All comments shall be directed to the Mayor and/or presiding officer. Do not address the audience or the applicant.
- Each speaker shall identify himself, including full name and address.

SPECIAL NOTICE CONCERNING CITY COUNCIL MEETINGS

If you prefer not to attend a City Council meeting or work session in person, you may participate remotely:

- **Videoconference:** To participate by videoconference, you may access the meeting via Zoom at <https://us02web.zoom.us/j/5539517181>. When the Zoom.us window opens in your browser, click "Allow" to be placed in a virtual "waiting room." The host will open the meeting and allow all participants to join the meeting at that time. All participants will be automatically muted upon entrance to the meeting. If you wish to speak during time(s) identified for public input, activate the "video" feature and unmute yourself by toggling the mute button. When the Mayor recognizes you and gives you the floor, state your name and address for the record and then you may address the Council. Some useful Zoom functions include: microphone Mute/Unmute; Start/Stop Video; and View Participants – opens a pop-out screen that includes the "Raise Hand" icon that you may use to raise a virtual hand.
- **Teleconference:** To participate by telephone, dial 312.626.6799 and enter the meeting ID: 5539517181. All participants will be automatically muted upon entrance to the meeting. If you wish to speak during time(s) identified for public input, unmute yourself by pressing *6 on your keypad. Then state your name and wait for the Mayor to recognize you. When the Mayor recognizes you and gives you the floor, state your name and address for the record and then address the Council.

Meetings may be recorded. By participating in the meeting, you are consenting to be recorded.

"Zoom-bombing." Zoom-bombing is a cyber-crime and is punishable by law. In the event of an attendee intruding into any City of Vestavia Hills Zoom meeting, the online broadcast will be terminated immediately. Council and/or board members may be readmitted but online attendees will not. Although Zoom-bombing is not a frequent occurrence, those wishing to make public comment should attend the meeting in person.



**Vestavia Hills
City Council Minutes
June 24, 2024
6:00 PM**

1. Call to Order

The City Council of Vestavia Hills met in regular session on this date at 6:00 PM, following publication and posting pursuant to Alabama law. A number of staff and members of the general public also attended virtually, via Zoom.com, following publication pursuant to Alabama law. The Mayor called the meeting to order and the City Clerk called the roll with the following:

2. Roll Call

Roll call was as follows:

MEMBERS PRESENT: Mayor Ashley Curry, City Councilor Kimberly Cook, City Councilor Paul Head, City Councilor George Pierce*

MEMBERS ABSENT: Mayor Pro-Tem Rusty Weaver

OTHER OFFICIALS PRESENT: Jeff Downes, City Manager; Patrick H. Boone, City Attorney; Cinnamon McCulley, Asst. City Manager; Rebecca Leavings, City Clerk; Shane Ware, Police Chief; Melvin Turner, Finance Director; Zachary Clifton, Asst. Finance Director; Christopher Brady, City Engineer; Ethan Fisher, City Engineer; Daniel Tackett, Asst. Library Director; Marvin Green, Fire Chief

**attended virtually via Zoom*

3. Invocation - Chaplain Don Richards

4. Pledge Of Allegiance

5. Approval Of The Agenda

The Mayor stated that a Resolution adopted at the previous meeting needed to be adopted again due to a procedural error at the previous meeting. He recommended that the agenda be amended to again allow the unanimous consent for immediate consideration and action on Resolution 5518 naming Katherine Manush as the City's nominee for the Jefferson County Board of Equalization. He opened the floor for a motion to approve the agenda as amended.

MOTION: Approve agenda as amended to add Resolution number 5518 as a unanimous consent item. Motion By: Kimberly Cook. Seconded By: Paul Head.

Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.
No: None. Abstain: None. Motion passed.

6. Announcements, Candidates and Guest Recognition

- Mr. Pierce welcomed Tyler Kines who was in attendance representing the Vestavia Hills Chamber of Commerce Board.
- The Mayor gave special recognition to Sharon Lanzi Pitts, Ms. Senior Vestavia 2024 and winner of Ms. Senior Alabama 2024. Others attending included Marilyn Sills, Vice Chair Ms. Senior Alabama, Inc.; Cheryl Richie, Ms. Senior Gulf Shores and 1st Runner-Up 2024; Pamela Loggins, Ms. Senior Trussville and Dressing Room Star 2024; Edwina Chappell, Ms. Super Senior Shelby County 2024.

7. Proclamation - Alzheimer's & Brain Awareness Month - June 2024

The Mayor presented a Proclamation designating June 2024 as "Alzheimer's & Brain Awareness Month." Mr. Downes read the Proclamation aloud and the Mayor presented it to Jessica Miller, Executive Director of the Alabama Alzheimer's Association.

Ms. Miller thanked the Mayor and Council for this recognition and stated that this is the only disease of its kind that cannot be treated or cured, but now, thankfully, it can be slowed. She stated that through increased awareness, along with many events for fundraising, improvements have been made to slow the disease in the earliest stages. She invited everyone to participate in a two-mile walk to be held at Sloss Furnace on September 29, 2024.

8. City Manager's Report

- Mr. Downes showed several videos, recorded by the VHFD drone, depicting several areas of construction in the City including two in Liberty Park, one in SHAC, one in Altadena Valley Park, and another along the southern part of Highway 31. He also showed footage of the newly renovated Wald Park. He explained each construction project, highlighted how these contribute to the City's growth and pointed out that one of the projects in Liberty Park, the future headquarters of Medical Properties Trust, represents the largest development, in terms of investment dollars, in the history of the City.
 - Mrs. Cook noted that the Medical Properties Trust project also utilizes a good deal of green technology. She asked that these videos be posted on the City's website. Mr. Downes stated that is being done.

9. Councilor Reports

- Mr. Pierce attended the Chamber of Commerce Board meeting last Thursday.
- Mr. Pierce reminded residents of the activities for I Love America Day celebration which include free swimming, fireworks, concert, kid activities, and more, Thursday, June 27, from 6 PM to 9 PM. He reminded all nearby pet owners to bring in their pets in case they may be frightened by the fireworks display.

- Mr. Pierce reminded everyone to lock their cars because people are still stealing from those open cars.
- Mrs. Cook attended a very short Vestavia Hills Board of Education meeting this afternoon. Action items included:
 - 1) Increased salary for principals Cindy Echols and Susan McCall so their contracts are in sync with previously adjusted salary schedules;
 - 2) Approved contracts for Charles Mason and Tonya Rozell to mentor principals in keeping with a new state law that requires mentoring for principals with less than two years' experience. Board employees Jennifer Brown, Charles Mason, and Tonya Rozell, will mentor all principals so that all schools will benefit from this type of support.

This meeting was the first meeting for Board member Amber Terakedis.

- Mayor Curry shared a thank-you note that he received from students in the Vestavia Hills schools Extended Day program. He explained that he received a number of these from the students, in which each child listed the things that he/she loves about the city. He received about one hundred of these notes which touch on the quality-of-life amenities that we enjoy daily.

10. Financial Reports - Zachary Clifton, Asst. Finance Director

Zachary Clifton, Asst. Finance Director, presented the financial reports for May 2024. He read and explained the balances.

11. Approval Of Minutes - June 10, 2024 regular meeting minutes

The Mayor announced that the minutes of the June 10, 2024, regular meeting minutes are being presented for approval. He opened the floor for a motion.

MOTION: Approve the minutes of the June 10, 2024 regular meeting as presented. Motion By: Kimberly Cook. Seconded By: Paul Head.

Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce. No: None. Abstain: None. Motion passed.

Old Business (Public Hearing)

12. Public Hearing - Ordinance Number 3221 - Rezoning - Acreage to the Rear of 3022, 3026 and 3030 Panorama Brook Circle; Lots 10, 11 & 12, Panorama Brook; Rezone from Vestavia Hills Institutional to Vestavia Hills R-6 to incorporate said acreage into the adjacent lots; Harry M. Ezekiel, Et Al, owners

MOTION: Approve Ordinance 3221 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Downes, explained that the Fresh Water Land Trust has recently conveyed some property to some Panorama Brook property owners, including a portion adjacent to McCallum Park,

which is located on the other side of the creek from the park, with the stipulation that the property be rezoned and incorporated into privately owned individual lots. This rezoning is pursuant to this transaction. The Planning and Zoning Commission makes a favorable recommendation for the rezoning.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

13. Public Hearing - Ordinance Number 3222 - Rezoning - 2303 Pine Crest Lane; Rezone from Vestavia Hills R-2 to Vestavia Hills Institutional with conditions; Shades Mountain Baptist Church, Owner

MOTION: Approve Ordinance Number 3222 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Downes stated that the Planning and Zoning Commission heard this request in May and recommended approval with the following conditions: no access to/from Pine Crest or Vestaview and that if any further development is planned for the property, that it will be put back through another zoning procedure for review by the Commission and the public. Also, a buffer must be approved by the Vestavia Hills Design Review Board to be installed and approved by the Zoning Official prior to the effective date of this ordinance.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

14. Public Hearing - Resolution Number 5513 - Annexation - 90 day - 3365 Rosemary Lane; Lot 114, Buckhead, 4th Sector; Lalith and Judy Wijayasuriya, Owners

MOTION: Approve Resolution Number 5513 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mrs. Cook explained the procedures of the Standing Annexation Committee and delivered the report from the Committee that found no adverse information on the annexation of this property or the two following properties requesting annexation.

The Mayor explained that the following item is for approval of an Ordinance representing the overnight annexation of the same property. He stated in this request and the next two, there will be one public hearing for both the Resolution and the Ordinance. With that, he opened the floor for a public hearing on Resolution Number 5513 and Ordinance Number 3223. There being no one to address the Council regarding these requests, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George

Pierce.

No: None. Abstain: None. Motion passed.

15. Public Hearing - Ordinance Number 3223 - Annexation - Overnight - 3365 Rosemary Lane; Lot 114, Buckhead, 4th Sector; Lalith and Judy Wijayasuriya, Owners

MOTION: Approve Ordinance 3223 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

The Mayor stated that this is the overnight annexation of the same property and the public hearing has been held.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

16. Public Hearing - Resolution Number 5514 - Annexation - 90 day - 3509 Pineland Drive; Lot 10, Block 2, Dolly Ridge Estates, 1st Addition; Matthew and Mary Griffin, Owners

MOTION: Approve Resolution Number 5514 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Matthew Griffin was present in regard to the request.

The Mayor explained that again, there would be one public hearing for both the Resolution and the Ordinance. With that, he opened the floor for a public hearing on Resolution Number 5514 and Ordinance Number 3224. There being no one to address the Council regarding these requests, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

17. Public Hearing - Ordinance Number 3224 - Annexation - Overnight - 3509 Pineland Drive; Lot 10, Block 2, Dolly Ridge Estates, 1st Addition; Matthew and Mary Griffin, owners

MOTION: Approve Ordinance Number 3224. Motion by: Kimberly Cook. Seconded by: Paul Head.

The Mayor stated that this is the overnight annexation of the same property and the public hearing has been held.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

18. Public Hearing - Resolution Number 5515 - Annexation - 90 day - 2768 Altadena Lake Drive; Lot 5, Block 5, Altadena Valley, 5th Sector; David and Melinda Romine, Owners

MOTION: Approve Resolution Number 5515. Motion by: Kimberly Cook. Seconded by: Paul Head.

Lindsey Romine, daughter of the petitioner, was present in regard to the request.

The Mayor explained that there would be one public hearing for both the Resolution and the Ordinance. With that, he opened the floor for a public hearing on Resolution Number 5515 and Ordinance Number 3225. There being no one to address the Council regarding these requests, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

19. Public Hearing - Ordinance Number 3225 - Annexation - Overnight - 2768 Altadena Lake Drive; Lot 5, Block 5, Altadena Valley, 5th Sector; David and Melinda Romine, Owner

MOTION: Approve Ordinance Number 3225. Motion by: Kimberly Cook. Seconded by: Paul Head.

The Mayor stated that this is the overnight annexation of the same property and the public hearing has been held.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

20. Public Hearing - Resolution Number 5516 - A Resolution authorizing the City Manager to take all actions necessary for the purchase and installation of two new replacement heating boilers for the Vestavia Hills Library in the Forest.

MOTION: Approve Resolution Number 5516 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Downes explained that this was an unplanned expense, so it wasn't included in the annual budget. This request is to replace the original exterior boilers at the Vestavia Hills Library in the Forest. The City was able to secure these through a purchasing cooperative so they do not have to go through the bidding process.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

21. Public Hearing - Resolution Number 5517 to declare certain personal property as surplus and no longer needed for municipal purposes and authorizing the City Manager to take all actions necessary to trade in a

used surplus skid steer to mitigate the cost of a new skid steer and to authorize the purchase of a replacement skid steer to operate within the Parks and Leisure Service Department

MOTION: Approve Resolution Number 5517 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Downes explained that this will replace a 16-year-old piece of equipment which requires substantial repairs and is heavily utilized at SHAC. This will allow a trade-in of the current skid steer for a discounted price on a new model. He explained that next year this particular make and model will be replaced by the manufacturer by a much higher priced unit.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

22. Public Hearing - Ordinance Number 3227 - An Ordinance authorizing the Mayor and City Manager to purchase an OpenGov-Cartegraph Asset Management System and execute any and all documents to implement said system

MOTION: Approve Ordinance Number 3227 as presented. Motion by: Paul Head. Seconded by: Kimberly Cook.

Mr. Downes explained that the City doesn't have formal asset management software and staff currently tracks assets and systems through a series of spreadsheets that provide no history or comprehensive inventory of assets. This software will track current expenses, maintain historical data and model planned future expenses. This is a module of the OpenGov software that the City is utilizing in other areas, and he recommends making the purchase now so that setup can begin for full use in the next budget cycle instead of waiting another year.

Mrs. Cook stated she had requested a capital plan from the City Manager previously and that she feels this will allow tracking of city assets. This will assist the City Manager in determining future expenses and future needs of the City so that the Council can more efficiently determine budget priorities. She asked if this software would be open to the public.

Mr. Downes stated that there would be certain parts that are visible, but there will be some information that will be internal, such as work orders derived from Vestavia Connect.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

New Business

23. Resolution Number 5519 - A Resolution declaring certain personal property as surplus and authorizing the City Manager to sell/dispose of said items

MOTION: Approve Resolution Number 5519 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Downes explained that this request would be to surplus some older VHPD vehicles that are no longer useful to the City.

There being no further discussion, the Mayor called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

New Business Requesting Unanimous Consent (Public Hearing)

The Mayor stated that the next two items require unanimous consent for immediate consideration and action. He opened the floor for a motion.

MOTION: Approve Unanimous Consent for the immediate consideration and action of Ordinance Number 3228 and Resolution Number 5518. Motion by: Kimberly Cook. Seconded by: Paul Head.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

24. Public Hearing - Ordinance Number 3228 - An Ordinance authorizing the payment of self-insured retention in the settlement of the case of Cinderella Reeder, as personal representative of the Estate of Douglas Hart, deceased, v. City of Vestavia Hills, Alabama, ET AL, being Civil Action Number 2:22-CV-00292-AMM, presently pending in the United States District Court for the Northern District of Alabama, Southern Division; authorizing and directing the Mayor and City Manager to pay the funds described herein and to take any action and execute and deliver any and all documents necessary to effectuate said settlement

MOTION: Approve Ordinance 3228 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mr. Boone gave a brief overview of the proposed ordinance which is to authorize the City to pay the self-insured retention with public dollars and authorize the Mayor and City Manager to execute a settlement agreement and pay the final settlement. A requirement of mediation is confidentiality, meaning the terms of settlement shall not be divulged by the parties. This Ordinance provides details of the lawsuit and the endeavors to settle the suit. He recognized

Bent Owens, the City's litigation attorney on this matter. Alabama law requires the approval of the governing body at this open meeting and that the details of the settlement shall remain confidential. He recommends that the City adopt this Ordinance.

Mr. Owens feels this settlement is in the best interest of everyone involved. This Ordinance allows the insurance company to settle the case. Without this settlement, litigation could be drawn out for years at significant cost to all parties both in time and money.

Mr. Downes explained that the City has a separate retention fund from which this expenditure will be made.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

25. Resolution Number 5518 - A Resolution nominating a member to the Jefferson County Board of Equalization

MOTION: Approve Resolution Number 5518 as presented. Motion by: Kimberly Cook. Seconded by: Paul Head.

Mayor Curry indicated that, because of a procedural error, this Resolution needs to be adopted again to appoints Katherine Manush as the City's nominee for the Jefferson County Board of Equalization.

The Mayor opened the floor for a public hearing. There being no one present to address the Council on this issue, the Mayor closed the public hearing and called for the question.

VOTE: Roll call vote as follows: Yes: Ashley Curry, Kimberly Cook, Paul Head, George Pierce.

No: None. Abstain: None. Motion passed.

First Reading (No Action To Be Taken At This Meeting)

26. Public Hearing - Ordinance Number 3229 - An Ordinance establishing rules and policies for electronic submission of public works bids

27. Citizens Comments

- None.

28. Time Of Adjournment

There being no further business, Mrs. Cook made a motion to adjourn. The Mayor adjourned the meeting at 7:08.

Ashley C. Curry, Mayor

ATTESTED BY:

Rebecca Leavings, City Clerk



**CITY OF VESTAVIA HILLS
CITY CLERK
INTER-DEPARTMENT MEMO**

July 8, 2024

To: Jeff Downes, City Manager

From: Rebecca Leavings, City Clerk

Cc: Lori Beth Kearley, Public Services Director

RE: Public Hearing - Ordinance Number 3229 - An Ordinance
establishing rules and policies for electronic submission of public
works bids

Background:

Act 2023-497 of the the regular session of the Alabama legislature, amended the public works bid to allow collection of public works bids through an electronic process provided that the polices and procedures for said bidding be approved by the governing body. This Ordinance establishes the policies and procedures for electronic bidding by the City through a proven secure electronic procedure.

Recommendation:

This Ordinance has been reviewed by the Public Services Director and the City Attorney who recommend approval.

Fiscal Impact:

na

Attachments:

1. Ordinance 3229
2. PH Boone Legal Opinion to City Clerk June 18, 2024

ORDINANCE NUMBER 3229

AN ORDINANCE ESTABLISHING RULES AND POLICIES FOR ELECTRONIC SUBMISSION OF PUBLIC WORKS BIDS

WHEREAS, Alabama law regarding the solicitation, execution and administration of public improvements contracts (“public works”) by municipalities is set forth in Title 39, Chapters 1 through 5, of the Code of Alabama, 1975; and

WHEREAS, Act 2023-497 of the Alabama Legislature, further codified in Section 39-2-2(k), Code of Alabama, 1975, reads as follows:

“(k) For the purposes of this chapter, sealed bids may also be solicited and submitted through electronic means including, but not limited to, electrical, digital, magnetic, optical, electromagnetic, or any other similar technology, provided that the awarding authority adopts rules and policies to ensure that all electronic submissions are transmitted securely and bids remained sealed until bid opening;”
and

WHEREAS, the City of Vestavia Hills City Council set a strategic goal for the continuing reduction of paper usage in City business by embracing available technologies and software developments in order to successfully complete endeavors of the City through electronic means; and

WHEREAS, the City of Vestavia Hills is desirous of soliciting and submitting bids for public works projects through electronic means pursuant to §39-2-2(k), Code of Alabama, 1975, with said rules and policies as detailed in the attached “Rules and Policies of Electronic Bidding of Public Works Projects,” marked as Exhibit A and attached to and incorporated into this Ordinance Number 3229 as if written fully therein; and

WHEREAS, the Mayor and City Council feel it is in the best public interest to adopt said public works bidding process as detailed in the attached Exhibit A.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF VESTAVIA HILLS, ALABAMA, AS FOLLOWS:

1. The City Council hereby adopts the rules and policies detailed in the Exhibit A as the procedure to solicit, open and process public work bids electronically pursuant to Section 39-2-2(k), Code of Alabama, 1975; and

2. The purchasing agent shall retain a copy of said rules and policies and utilize this listing for the solicitation, opening and processing of public works bid as of the effective date of this Ordinance Number 3229; and
3. This Ordinance Number 3229 shall become effective immediately upon adoption and approval following publishing/posting pursuant to Alabama law.

DONE, ORDERED, ADOPTED AND APPROVED this the 8th day of July, 2024.

Ashley C. Curry
Mayor

ATTESTED BY:

Rebecca Leavings
City Clerk

CERTIFICATION:

I, Rebecca H. Leavings, as City Clerk of the City of Vestavia Hills, Alabama, hereby certify that the above and foregoing copy of 1 (one) Ordinance Number 3229 is a true and correct copy of such Ordinance that was duly adopted by the City Council of the City of Vestavia Hills on the 8th day of July, 2024, as same appears in the official records of said City.

Posted at Vestavia Hills City Hall, Vestavia Hills New Merkel House, Vestavia Hills Library in the Forest, and Vestavia Hills Civics Center this the _____ day of _____, 2024.

Rebecca Leavings
City Clerk

Rules and Policies of Electronic Bidding of Public Works Projects

The following steps shall be utilized in the solicitation, collection, opening and processing of Public Works Bids for the City of Vestavia Hills.

1. Designs, developed and written specifications, and front-end documents for a said public works project bid shall be prepared, advertised and issued in the current manner and procedures of the City; and
2. A notification will be added to bid terms and conditions stating bidders should submit responses electronically through the City's service provider at the appropriate electronic address listed. An automatic "email return notification" will be sent to the submitting bidder upon receipt of their bid or proposal; and
3. Once the City Department has approved said documents, all documents shall be submitted to the Office of the Purchasing Agent for review; and
4. When all documents are approved and ready for bidding, said documents shall be uploaded to a password secured platform by the Purchasing Agent or his designee and made available for bidders to review and download. The software utilized by the City shall ensure the identification, security and confidentiality of electronic bids or proposals and ensure that electronic bids remain effectively unopened until the designated time and date; and
5. Any and all costs to be incurred by the review and/or download of documents for bidding shall be borne by the City; and
6. Addenda and messages to/from bidders may be added to the bid by the Purchasing Agent or his designee up until the published deadline as needed to answer questions, clarify information, etc.; and
7. The bids shall be uploaded and secured until bid opening. Said platform shall allow the bidder sole access to his bid until the time of bid opening for the purpose of revisions as determined needed by the bidder; and
8. At the specified bid closing time/date, the Purchasing Agent or his designee, password-enabled, will unseal and download all bids. A bid that is submitted non-electronically may be accepted manually and then entered electronically by the Purchasing Agent after the bid opening, as stated in the bid and proposal document terms and conditions; and
9. Staff will read all bid responses received by the closing time and date aloud to any interested parties present at the bid opening. After tabulation of bids or proposals, an official bid tabulation will be created and the Purchasing Agent will post the bid tabulation on the City's website until acceptance by the Governing Body or for a period of 30 days, whichever is less. If technology allows, said bid opening meeting may be available by means of an electronic meeting, i.e. virtually via Zoom, etc.; and
10. Bids shall be held securely until such time as the City Council accepts a successful bidder and an executed contract is secured; and
11. Records for bids shall be maintained pursuant to the city's current record management system.

PATRICK H. BOONE
ATTORNEY AND COUNSELOR AT LAW
NEW SOUTH FEDERAL SAVINGS BUILDING, SUITE 705
215 RICHARD ARRINGTON, JR. BOULEVARD NORTH
BIRMINGHAM, ALABAMA 35203-3720

TELEPHONE (205) 324-2018
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E-Mail: patrickboone@bellsouth.net

June 18, 2024

By Electronic Mail

City Clerk Rebecca Leavings
Vestavia Hills Municipal Center
1032 Montgomery Highway
Vestavia Hills, Alabama 35216

In Re: Electronic Bidding of Public Works Projects

Dear Mrs. Leavings:

On May 14, 2024, you sent to me via electronic mail a proposed ordinance establishing rules and policies for electronic submission of public works bids, together with a request that I review the ordinance and provide you with my written legal opinion. The purpose of this letter is to comply with your request.

I. FACTS

Alabama law regarding the solicitation, execution and administration of public improvements contracts ("public works") by municipalities is set forth in Title 39, Chapters 1 through 5, of the *Code of Alabama, 1975*. Act 2023-497 of the Alabama Legislature (effective September 1, 2023), further codified in Title 39-2-2(k), *Code of Alabama, 1975*, reads as follows:

"(k) For the purposes of this chapter, sealed bids may also be solicited and submitted through electronic means including, but not limited to, electrical, digital, magnetic, optical, electromagnetic, or any other similar technology, **provided that the awarding authority adopts rules and policies** (*emphasis added*) to ensure that all electronic submissions are transmitted securely and bids remained sealed until bid opening."

II. MY LEGAL RESEARCH

Before writing this opinion, I completed the following research:

A. ACT 2023-497 NOW TITLE 39-2-2(K), CODE OF ALABAMA, 1975: Although Act 2023-497 authorizes electronic bidding for public projects, it did not establish the rules and policies described in the Act.

B. OTHER ALABAMA MUNICIPALITIES: It is my understanding, based upon your May 14, 2024 e-mail, that no other municipality in Alabama has yet established the required “rules and policies.”

C. ALABAMA LEAGUE OF MUNICIPALITIES: It is my understanding, based upon your May 14, 2024 e-mail, that you worked together with the Alabama League of Municipalities in the preparation of the proposed ordinance.

D. ALABAMA DEPARTMENT OF FINANCE: The latest Memorandum from the State of Alabama Department of Finance dated February 1, 2024 advises “Note, the electronic procedures in this provision are only for bid submission. Advertisements for sealed bids must comply with *Ala. Code* §39-2-2(a), which still requires advertisement in a newspaper of general circulation.” The Alabama Department of Revenue has amended Section 355-4-3-.02 3(b) of the *Alabama Administrative Code* to allow submission of bids electronically but has not adopted any “rules or policies.”

E. THE ALABAMA DEPARTMENT OF FINANCE DIVISION OF CONSTRUCTION MANAGEMENT: State agencies, as well as municipalities and counties, are subject to the public works competitive bid laws. The Division of Construction Management (“DCM”) has amended Chapter 6D of the *Manual of Procedures* to authorize electronic bidding, but I do not find that DCM has prepared any “rules and policies” to date.

III. LEGAL OPINION

It is my legal opinion that your ordinance meets the requirements of Act No. 2023-497 now codified as Title 39-2-2(k), *Code of Alabama, 1975*.

IV. BASIS OF LEGAL OPINION

I base my opinion upon the fact that Act No. 2023-497 requires that the bids submitted electronically be secure until such time as they are opened. Your ordinance complies with that requirement.

V. MY RECOMMENDATION

I recommend that ordinance be prepared in final form and placed on the agenda for the City Council meeting scheduled for June 24, 2024 for a first read.

Your leadership and initiative in moving forward with the newly authorized electronic bidding is just another example why you are considered as and recognized to be the best City Clerk in the State of Alabama.

Please call me if you have any questions regarding this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patrick H. Boone", with a long horizontal flourish extending to the right.

Patrick H. Boone
Vestavia Hills City Attorney

PHB:gp

cc: City Manager Jeffrey D. Downes (by e-mail)



**CITY OF VESTAVIA HILLS
PUBLIC SERVICES
INTER-DEPARTMENT MEMO**

July 8, 2024

To: Jeff Downes, City Manager

From: Christopher Brady, City Engineer

Cc: Lori Beth Kearley, Public Services Director
Rebecca Leavings, City Clerk

RE: Resolution Number 5520 - A Resolution Granting an Alabama
Power Easement at the new restroom facility at Altadena Valley
Park

Background:

Shelby County recently constructed a new restroom facility at the Altadena Valley Park as a cooperative effort in the City's creation of amenities at the park. This easement allows Alabama Power to supply electrical services to that building.

Recommendation:

The City Engineer has reviewed this request and recommends approval.

Fiscal Impact:

NA

Attachments:

1. Resolution 5520
2. City of Vestavia - Altadena Valley Pk
3. Altadena Valley easement map resized

RESOLUTION NUMBER 5520

**A RESOLUTION GRANTING ALABAMA POWER COMPANY A
UTILITY EASEMENT FOR CONNECTION OF ELECTRICAL
SERVICE**

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

1. The City Manager is hereby authorized to sign an agreement with Alabama Power Company to grant an easement, right and privilege as described in said Exhibit A, attached to and incorporated into this Resolution Number 5520 as if written fully therein; and
2. Resolution Number 5520 shall become effective immediately upon adoption and approval.

ADOPTED and APPROVED this the 8th day of July, 2024.

Ashley C. Curry
Mayor

ATTESTED BY:

Rebecca Leavings
City Clerk

EASEMENT – DISTRIBUTION FACILITIES

STATE OF ALABAMA

COUNTY OF SHELBY

This instrument prepared by: Dean Fritz

Alabama Power Company
2 Industrial Park Dr
Pelham, AL 35124

KNOW ALL MEN BY THESE PRESENTS That the undersigned, **City of Vestavia Hills, Alabama, an Alabama municipal corporation**, (hereinafter known as "Grantor", whether one or more) for and in consideration of One and No/100 Dollar (\$1.00) and other good and valuable consideration paid to Grantor in hand by Alabama Power Company, a corporation, the receipt and sufficiency of which are hereby acknowledged, do hereby grant to said Alabama Power Company, its successors and assigns (hereinafter the "Company"), the following easements, rights, and privileges:

Overhead and/or Underground. The right from time to time to construct, install, operate and maintain, upon, over, under and across the Property described below, all poles, towers, wires, conduits, fiber optics, cables, communication lines, trans closures, transformers, anchors, guy wires, and other facilities useful or necessary in connection therewith (collectively, "Facilities"), for the overhead and/or underground transmission and distribution of electric power and communications, along a route selected by the Company, as determined by the location(s) in which the Company's facilities are to be installed. The width of the Company's right of way will depend on whether the Facilities are underground or overhead: for underground, the right of way will extend five (5) feet on all sides of said Facilities as and where installed; for overhead Facilities, the right of way will extend fifteen (15) feet on all sides of said Facilities as and where installed (hereinafter referred to as the "Easement Area").

The Company is further granted all the rights or privileges necessary or convenient for the full enjoyment and use of said right of way for the purposes above described, including, without limitation, the right of ingress and egress to and from said Facilities, as applicable, the right to excavate for installation, replacement, repair and removal of said Facilities, the right to install, maintain, and use anchors and guy wires on land adjacent to said right of way, the right in the future to install intermediate poles and facilities on said right of way, and also the right to cut, remove, and otherwise keep clear any and all trees, undergrowth, structures, obstructions, or obstacles of whatever character, on, under and above said right of way, as applicable. Further, with respect to overhead Facilities, the Company is also granted the right to trim and cut, and keep trimmed and cut, all dead, weak, leaning or dangerous trees or limbs outside of the aforementioned right of way that, in the opinion of the Company, may now or hereafter endanger, interfere with, or fall upon any of said overhead Facilities.

The easements, rights and privileges granted hereby shall burden the "Easement Area", which is located within a portion of the real property more generally described in Instrument #201512300124951, in the Office of the Judge of Probate of the above-name County in Alabama.

If, in connection with the construction or improvement of any public road or highway, it becomes necessary or desirable for the Company to move any of the Facilities, Grantor hereby grant to the Company the right to relocate the Facilities and, as to such relocated Facilities, to exercise the rights granted above; provided, however, the Company shall not relocate said Facilities on the Property at a distance greater than ten feet (10') outside the boundary of the right of way of any such public road or highway as established or re-established from time to time.

This grant and agreement shall be binding upon and shall inure to the benefit of Grantor, the Company and each of their respective heirs, personal representatives, successors and assigns and the words "Company" and "Grantor" as used in this instrument shall be deemed to include the heirs, personal representatives, successors and assigns of such parties.

TO HAVE AND TO HOLD the same to the Company, its successors and assigns, forever.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be executed by _____, its authorized representative, as of the _____ of _____, 20____.

City of Vestavia Hills, Alabama, an Alabama municipal corporation
GRANTOR

ATTEST (if required) or WITNESS:

Signature

Signature

Title

Title

-----For Alabama Power Company Corporate Real Estate Department Use Only-----

W.E. #: A6173-06-B024

Tax ID #: 28 00 33 4 002 001.000 & 28 00 34 3 010 001.000

¼, ¼ STR: SW ¼ of the SW ¼ of Section 34 and the SE ¼ of the SE ¼ of Section 33, all in Township 18 South, Range 2 West

All Facilities on Grantor: [Yes, less & except Road R/W] Electronically Filed: []

CORPORATION/LLC/LLP NOTARY

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public, in and for said County in said State, hereby certify that _____, whose name as _____ of City of Vestavia Hills, Alabama, an Alabama municipal corporation, is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of this instrument, as such officer and with full authority executed the same voluntarily for and as the act of said corporation.

Given under my hand and official seal, this the _____ day of _____, 20_____.

[SEAL]

Notary Public

My commission expires: _____

CORPORATION/PARTNERSHIP/LLC NOTARY

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public in and for said County in said State, hereby certify that _____, whose name as _____ of _____, a _____, acting in its capacity as _____ of _____, a _____ is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he/she, as such _____ and with full authority, executed the same voluntarily, for and as the act of said _____ acting in such capacity as aforesaid.

Given under my hand and official seal this the _____ day of _____, 20_____.

[SEAL]

Notary Public

My commission expires: _____

Customer	Altadena Valley Park	Location	2501 Lakeland Trail	Cmtd. Svc Date		County	Jefferson	Section	33, 34	Township	18S	Range	02W	Project:	Task: A671306B024	Estimate No.	A6173-06B024
Division	PD Birmingham	District	Metro South	Town	Birmingham	UserID	techandl	Created:	6/26/2024	Substation	X- 02224	Y- XD6061				MISSALL#	

Work Location

Job Notes:

1. All clearances to meet or exceed NESC requirements.

2. Customer to trench and install 3" conduit.

3. Location 2: VD = & FL =

4. Customer to be billed \$ for UG Service

Energized Work Permit Info

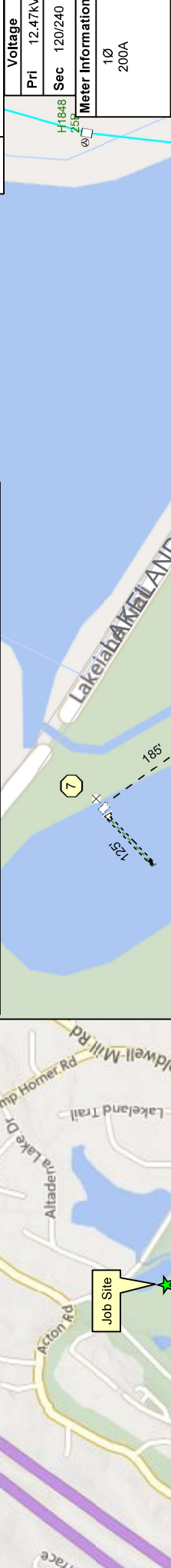
Sub Cahaba Heights DS

OCB/OCR XG1292

Loc

7

Transformer Loading



Sectionalizing

LOC 1

R: 40/5 CCA POLE

: 2 - P&N DE

: 2 - GUYS AND ANCHORS

: 135' #1/0 TPX SEC

LOC 2

T: 150' #4 ACSR P&N

: 150' #1/0 TPX SEC

R: 23' #1/0 TPX SEC

I: 45' #2 ACSR P&N

LOC 3

T: 230' #4 ACSR P&N

R: 25' #4 ACSR P&N

LOC 4

I: 40/5 CCA POLE

: P&N TAN

: P&N DE

: 3/8" DOWN GUY TO 10" ANCHOR ON 15' LEAD

: POLE GND

: 315' #2 ACSR P&N

LOC 5

I: 40/5 CCA POLE

: P&N TAN

: POLE GND

: 279' #2 ACSR P&N

LOC 6

I: 40/5 CCA POLE

: P&N SUSP

: 3/8" DOWN GUY TO 10" ANCHOR ON 15' LEAD

: POLE GND

: 185' #2 ACSR P&N

LOC 7

I: 40/5 CCA POLE

: P&N DE

: 25 KVA OH CONV 7.2KV XFMR

: FG-TBKT. CO. LA W/ MAX WLP

: 2" SVC RISER

: 3/8" DOWN GUY TO 10" ANCHOR ON 15' LEAD

: ENH GND

: 125' #1/0 UTA SVC



**CITY OF VESTAVIA HILLS
OFFICE OF THE CITY MANAGER
INTER-DEPARTMENT MEMO**

July 8, 2024

To: Jeff Downes, City Manager

From: Melissa Hipp, Asst. to the City Manager

Cc: Cinnamon McCulley, Assistant City Manager

RE: Public Hearing - Ordinance Number 3231 - An Ordinance authorizing the Mayor and City Manager to enter a funding agreement with the Regional Planning Commission of Greater Birmingham to receive funding for a marketing program to promote economic development

Background:

The City made application to the Regional Planning Commission of Greater Birmingham for \$10,000 funding for a program to market the areas surrounding Cahaba Heights Park, Liberty Park Sports Complex, and Sicard Hollow Athletic Complex. No match was required for the funding which is through the Economic Development Grant Program of RPCGB's Advance Greater Birmingham initiative. The grant will fund development and publication of an interactive map similar to what is used in theme parks and sports venues. It will also fund web content to support the printed map and associated signage to be located at the athletic complexes.

Recommendation:

The grant proposal and grant agreement have been reviewed by the Assistant City Manager. Recommendation is made for acceptance of the agreement.

Fiscal Impact:

N/A

Attachments:

1. Ordinance 3231
2. ADV Greater Bham EDG award letter
3. Advance Greater Birmingham -EDG as submitted 2024

ORDINANCE NUMBER 3231

AN ORDINANCE AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER A FUNDING AGREEMENT WITH THE REGIONAL PLANNING COMMISSION OF GREATER BIRMINGHAM TO A RECEIVE FUNDING FOR A MARKETING PROGRAM TO PROMOTE ECONOMIC DEVELOPMENT.

WHEREAS, the Regional Planning Commission of Greater Birmingham (RPCGB) serves a six-county geographic area which includes Jefferson County and the City of Vestavia Hills with the purpose to support the region through planning services, economic development and initiatives to make lives better; and

WHEREAS, as the designated Economic Development District by the Economic Development Administration, the RPCGB has established the Advance Greater Birmingham plan as the Comprehensive Economic Development Strategy for 2023-2028; and

WHEREAS, the RPCGB has created the Economic Development Grant (EDG) Program as an initiative of Advance Greater Birmingham; and

WHEREAS, the City of Vestavia Hills has been awarded \$10,000 support from the EDG Program for the purpose of a marketing program to create an interactive map with associated website and signage to reach visitors to the athletic complexes in Liberty Park and Cahaba Heights and visitors to the surrounding areas; and

WHEREAS, a copy of the grant contract agreement is marked as Exhibit A attached to and incorporated into the Ordinance 3231 as if written fully therein; and

WHEREAS, a copy of the awarded proposal entitled “Marketing Recreational Facilities for Economic Development” is marked as Exhibit B; also attached and incorporated into this Ordinance number 3231 as if written fully therein; and.

WHEREAS, the Mayor and City Council find that is it in the best public interest to authorize the Mayor and City Manager to accept said grant.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF VESTAVIA HILLS, ALABAMA, AS FOLLOWS:

1. The Mayor and City Manager are hereby authorized to execute and deliver the agreement detailed in the attached Exhibit A with the Regional Planning Commission of Greater Birmingham; and
2. The City Manager is authorized to expend funds as described within the grant upon adoption of this Ordinance; and
3. This Ordinance Number 3231 shall become effective immediately upon adoption and approval.

DONE, ORDERED, ADOPTED and APPROVED this the 8th day of July, 2024

Ashley C. Curry
Mayor

ATTESTED BY:

Rebecca Leavings
City Clerk

CERTIFICATION:

I, Rebecca H. Leavings, as City Clerk of the City of Vestavia Hills, Alabama, hereby certify that the above and foregoing copy of 1 (one) Ordinance No. 3231 is a true and correct copy of such Ordinance that was duly adopted by the City Council of the City of Vestavia Hills on the 8th day of July, 2024, as same appears in the official records of said City.

Posted at Vestavia Hills Municipal Center, Vestavia Hills Library in the Forest, and Vestavia Hills New Merkle House and Vestavia Hills Recreational Center this the _____ day of _____, 2024.

Rebecca Leavings
City Clerk



Grant Agreement Contract for Economic Development Grant (EDG) Program

By signing this contract, I, as the Mayor of the City of Vestavia Hills, agree to the following:

1. **Statement of Purpose:**

This agreement implements a grant made under the Economic Development Grant Program, an initiative of the Regional Planning Commission of Greater Birmingham, to conduct marketing of recreational facilities. This project shall be carried out in general accord with Grantee's proposal, received by the RPCGB on April 25, 2024.

2. **Use of Funds:**

Grant funds totaling \$10,000 are awarded to the City of Vestavia Hills to conduct marketing of recreational facilities, according to the submitted application's budget (attached). The use of awarded EDG funds will be expended based on the submitted budget only. In the event that the budgetary metrics outlined in the submitted application change due to cost fluctuations, RPCGB staff shall be notified with applicable documentation of changes.

3. **Expenditure Documentation:**

The City of Vestavia Hills commits to providing RPCGB staff with documentation of purchases corresponding to the items in the application budget once made. Receipts will be submitted to Allie Haynes, Economic Development Specialist, at ahaynes@rpcgb.org within one month of applicable expenditure(s).

4. **Period of Performance:**

The City of Vestavia Hills has 12 calendar months to complete the project and/or purchases, unless otherwise noted as an amendment to this agreement. If the municipality does not or is not able to complete the project, the municipality agrees to forfeit funds and return the grant in full to the RPCGB.

Signed:

Ashley Curry, Mayor, City of Vestavia Hills

Date

Charles Ball, Executive Director, RPCGB

Date

PROJECT COST ESTIMATE:

Marketing Recreational Facilities for Economic Development

City of Vestavia Hills, Alabama

Advance Greater Birmingham

EDG Application to the Regional Planning Commission of Greater Birmingham

Funding support is requested for the initiative *Marketing Recreational Facilities for Economic Development* which is intended to leverage the over \$12MM public investments made over the last decade in three recreational facilities to support economic growth and resilience in the areas surrounding them through the activities described below.

Activity 1: Map Design	\$ 3,250
Activity 2: Web Content	\$ 250
Activity 3: Printing	\$ 2,500
Activity 4: Signage	\$ 1,000
Activity 5: Banners	\$ 3,000
Activity 6: Planning	\$ 1,250 – City of Vestavia Hills, in-kind
Activity 7: Evaluation	\$ 1,000 – City of Vestavia Hills, in-kind

Total Project Costs: \$12,250 EDG Request \$10,000

Planning and Evaluation (Activities 6 and 7) will be performed by the City of Vestavia Hills as in-kind activities. The City of Vestavia Hills and/or its partners will absorb any costs above the \$10,000 requested through the Advance Greater Birmingham program. The City has existing resources and assets to support the proposed activities, e.g. subscribes to geolocation data service and QR code generation service, etc., and these are not included in the project costs.

Activity	Name	Description	Cost Estimate Basis
1	Map Design	Development of an interactive map for distribution through a variety of platforms to maximize usefulness: printed for delivery to attendees and merchants, onsite display at City sports complexes, and online for access via QR code. Contracted design to include the digital assets, editable, and coordination with printer.	\$3,250 Similar contract from 2015 Cahaba Heights plan cost \$1,700. The City now has in-house marketing expertise with experience working with print shops and a subscription to a QR generator. Also, this map will be less technical in nature.

2	Web Content	Web Content - Development of website content to support the QR coded map.	\$250 A contract to develop the Parks and Recreation portion of the City's website cost \$750. The proposed website will be less complex, and the City has in-house capability to contribute to the product.
3	Printing	Initial printing of approximately 15,000 maps to initiate distribution to event attendees, 18x24, glossy, full color, two sided (based on 3x the 2015 CH charrette printing costs, 3x quantity)	\$2,500 The Cahaba Heights charrette posters qty 5000 cost \$2532 in 2015. Assistant City Manager has communications and marketing experience and connections to procure at a lesser cost.
4	Signage	Purchase and installation of display cases at the Liberty Park Sports Complex, Sicard Hollow Athletic Complex and Cahaba Heights Park. Qty 3	\$1,000 Around \$300 ea plus installation \$100, but installation labor to be performed by City staff. https://displays4sale.com/products/extra-large-extra-deep-48-x-72-sign-holder-snap-frames-1-1-4-profile-for-mounted-graphics
5	Banners	Design and purchase of banners for use at the sports complexes, 10 per complex (quantity of 30)	\$3,000 In-house design of banners. Purchase of banners (vinyl 3'x6' reinforced, grommets, full color \$96.33 ea banners.com
6	Planning	Working with merchants to curate information that will be shared to promote their area and business; Communication with the City Council, partners and stakeholders regarding the marketing strategy	\$1,250 24hrs @ \$50/hr - <i>Note that this is a very conservative estimate as it is anticipated that in actuality the time dedicated will exceed 24 hours and will involve multiple staff members whose rate is above \$50/hr.</i>
7	Evaluation	Review of geolocation data prior to the marketing implementation and in the time following and pairing with revenues and information provided by merchants to demonstrate impact. Preparation of reports and presentation of findings.	\$1,000 20 hrs @ \$50/hr - <i>Note that this is a conservative estimate as it is anticipated that in actuality the time dedicated will exceed 20 hours, and the rate paid exceeds \$50/hr.</i>



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 1

Applicant Overview:

Applicant:

Point of Contact (Name, Title):

Phone Number: Email:

Applicant State House District: State Senate District:

County Commission District: Applicant Federal Congressional District:

Project Overview:

Name of Project:

Project Funding Priority (check at least one):

☐ Workforce Development & Retention ☐ Business Climate & Entrepreneurship

☐ Infrastructure ☒ Economic Resilience

Project Type (check at least one):

☐ Construction Project ☐ Grant Match Funding

☐ Planning ☒ Community Development Activities

Amount of Funding Requested:

Total Project Costs:

Additional Project Support:

-Other funding sources involved in project, if applicable (funding source, amount):

-Other partners involved in the project, if applicable:



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 2

Project Purpose Narrative In 500 words or less, provide a summary of the project. What is the purpose of the project? What needs is the project addressing? In addition, identify the project type and explain why this selection was made.

This project aims to leverage public investments in recreational facilities to support economic growth and resilience in the area. When local businesses are fully aware of upcoming events in their area and can promote their goods or services to the event attendees, geolocation data reflects increased revenues for that period. With this knowledge, the Cahaba Heights Merchants Association recently contracted with a competitive athletic league to place a QR code on their event parking passes. The intent was for attendees to scan the code to access information regarding promotions local to the Cahaba Heights, Liberty Park, and Sicard Hollow Athletic Complexes. The proposed project furthers these efforts by creating an interactive map that would provide the user with information about local shopping, dining and hospitality venues and any promotions that these venues may offer.

Great public investments have been made in recent years to enhance each of these three complexes. The Cahaba Heights Park (\$6.38MM) was completely redeveloped through the Vestavia Hills Community Spaces and Infrastructure Plan. Sicard Hollow Athletic Complex (SHAC) was reclaimed mine land which continues to have new features added, with over \$3.17MM investments from 2013-2023. The Liberty Park Sports Complex (LPSC) has over \$2.1MM investments from 2011-2023. Together these represent almost \$12MM in investments by the City of Vestavia Hills to the benefit of the region. It is important to note that each of these complexes also has non-athletic assets onsite or nearby, such as dog parks, walking trails, playgrounds, pavilions, tennis and pickleball courts, etc. These additional green spaces are incredibly hospitable for hosting farmers' markets, festivals and other events in addition to the typical athletic events. While these quality-of-life assets are important for visitors and residents, they are also particularly important to employers in their effort to recruit top-notch talent in their respective organizations. Innovate Alabama, which is working with the State of Alabama, has included placemaking as very important to its "People" pillar of attracting and retaining talent (Appendix C).

The project type is a marketing/branding initiative which may also include a website development component. The interactive area map, similar to those available at theme parks and major sports venues, will have QR codes to be scanned for access to local information. These maps will be evergreen, as the online landing site linked to the QR code is easily updated as the various commercial areas and event schedules evolve. In addition to merchant information, promotional information about the community will also be included on the map. Maps will be produced to be distributed by businesses within Cahaba Heights and Liberty Park. The maps will also be prominently displayed at the sports complexes at all times by way of banners and/or signage to be installed in areas where crowds typically congregate, such as near concession stands and entrances. This strategy was selected to reach the intended target audience of visitors who are presently in the area and will likely seek choices about restaurants, shopping or hospitality options while they are in the area.



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 3

Project Activities Narrative In 500 words or less, describe the project activities. What are the specific activities of the project? Are there any other funds committed to the project? For larger projects, please identify what activities the EDG funds will support.

Specific activities of this project which will be supported by EDG funds include:

- Development of an interactive map which is large, glossy, full color, and suitable for print as well as online use
- Working with merchants to develop the information that will be shared to promote their area
- Printing sufficient quantities for distribution (estimated quantity 15,000), deployment of the printed maps
- Design and installment of signage casing at the facilities, 3
- Design of banners for use at the facilities, 10 per facility (quantity of 30)
- Development of website content to support the QR coded map

Activities to be performed and funded by the City will be:

- Communication with the City Council, partners, and stakeholders regarding the marketing strategy
- Evaluation of project progress and development of plans for continuation



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 4

Project Impact Narrative In 500 words or less, describe the impact the project will have on the local community. Further define community needs and explain how the project will address them, as mentioned in Project Purpose Narrative. In addition, please include how the project connects to the selected funding priority(ies).

Vestavia Hills has significantly invested in providing recreational assets in both Liberty Park and Cahaba Heights. These two areas are geographically situated such that they touch multiple jurisdictions, as shown on the attached map (Appendix A). As such, these recreational assets benefit both Vestavia Hills residents as well as those of surrounding jurisdictions. Compared with Birmingham, Hoover, and Jefferson County, the City of Vestavia Hills has a smaller population with a demographic such that Vestavia Hills does not meet the thresholds for most formula- or need-based funding programs. Furthermore, in comparison with its neighboring jurisdictions, the City of Vestavia Hills operates on the lowest revenues per capita (see Appendix B). As a result, sales tax revenue, in addition to other various fees, are vital income sources to support these operations.

Area businesses would also positively benefit from the proposed marketing plan, as it would share various options to engage with local shopping, dining and hospitality venues with visitors to the Liberty Park Sports Complex, Sicard Hollow Athletic Complex, and Cahaba Heights Park. The assistance would be especially beneficial for new businesses that have not yet fully established a presence and reputation in and around the Vestavia Hills area. Considering the fact that local, non-franchise businesses are typically robust supporters of community events and groups, providing these local businesses with additional support through this marketing campaign will bolster their strength and success, and successful businesses support the local economy, local jobs and the community as a whole.



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 5

***Project Budget Narrative** In 500 words or less, provide an overview of the project’s budget and further identify how EDG funds will be spent. List activities and their correlating costs, and **please include cost estimates as an attachment.**

This project will provide funding support for Marketing Recreational Facilities for Economic Development through the following activities:

Activity 1: Map Design	\$3,250
Activity 2: Web Content	\$ 250
Activity 3: Printing	\$2,500
Activity 4: Signage	\$1,000
Activity 5: Banners	\$3,000
Activity 6: Planning	\$1,250
Activity 7: Evaluation	\$1,000
Total Project Costs:	\$12,250

Planning and Evaluation (Activities 6 and 7) will be performed by the City of Vestavia Hills as in-kind activities. The City of Vestavia Hills and/or its partners will absorb any costs above the \$10,000 requested through the Advance Greater Birmingham program. The City has existing resources and assets to support the proposed activities, e.g. subscribes to geolocation data service and QR code generation service, etc., and these are not included in the project costs.

Specific activities of this project which will be supported by EDG funds include:

- Map Design - Development of an interactive map for distribution through a variety of platforms to maximize usefulness: printed for delivery to attendees and merchants, onsite display at City sports complexes, and online for access via QR code.
- Web Content - Development of website content to support the QR coded map.
- Printing - Initial printing of approximately 15,000 maps to initiate distribution to event attendees.
- Signage - Purchase and installation of display cases at the Liberty Park Sports Complex, Sicard Hollow Athletic Complex and Cahaba Heights Park.
- Banners - Design of banners for use at the sports complexes, 10 per complex (quantity of 30).

Activities to be performed and funded by the City will be:

- Planning - Working with merchants to curate information that will be shared to promote their area and business; communication with the City Council, partners and stakeholders regarding the marketing strategy.
- Evaluation of project progress and development of plans for continuation.

*For an example for how to itemize project activities and costs, as well as a description of what qualifies as a cost estimate, please see the application addendum located at the back of the application packet.



Advance Greater Birmingham – Economic Development Grant
Grant Application – Page 6

Project Partnerships Narrative In 500 words or less, provide additional information regarding partnerships involved with the implementation of the project (examples include: economic development council/board, local nonprofit, regional organization, another local government). Detail the roles of partnerships in the implementation of the project.

The City has already been working with the Cahaba Heights Merchants Association by providing information to help them to position with staff and promotional deals to achieve increased revenues during event dates. Liberty Park does not have an existing merchants association, but along with the Chamber of Commerce, the City is working with businesses in that trade area to encourage formation of an association in conjunction with CHMA. Liberty Park Joint Venture will be invited to engage and will receive communications about the strategic efforts. The City will also be reaching out to area hoteliers to leverage opportunities surrounding events.



Advance Greater Birmingham – Economic Development Grant

Grant Application – Page 7

Project Narrative Supplement (optional) In 500 words or less, utilize the space below to include additional information that may be relevant in the project review process that has not been previously covered.

In addition to illustrations as referenced in the various responses, the Appendix includes screenshots of geolocation data which show the potential for strategic marketing through the recreational facilities. Anecdotally, when the City Manager made local merchants aware of the historic numbers of visits for other events in the City, those business which ran promotions had significant increases in business during those times in comparison to when they operated as normal. This information was gathered informally through follow up phone calls between the City Manager and the business owners. The results were convincing enough to motivate the Cahaba Heights Merchants Association to partner with one of the sports leagues to place a QR code on its parking hang tags.

The geolocation data show that in a timeframe when there are fewer (November 1 – February 29) vs. more (March 1 – April 22) events, the number and frequency of visits increases dramatically as does the distance from which visitors travel. Visitors typically visit food venues before and/or after their visits to the recreational facilities. Area hotels are also listed among places visitors go prior to or following their visit.



Advance Greater Birmingham – Economic Development Grant
Grant Application Addendum

The following information is provided as an explanation of cost estimates and a template for the project budget narrative sections. For more information or assistance, please contact Jesslan Wilson at jwilson@rpcgb.org or 256-899-3865.

Cost Estimates:

For the purposes of this grant application, a cost estimate is a verification of the probable costs of a project activity or purchase, of which grant funds will be spent. This can be based on estimations from sources such as screenshots from product websites or quotes, but sources must be attached to the grant application.

Budget Narrative Template:

For the budget narrative, a simple breakdown of the project activities and their related costs will be sufficient. The activities should be reflected in the application's attached cost estimate, and an example of a budget narrative is listed below:

This project will provide funding support for <insert project> through the following activities:

Activity 1: <u><Description></u>	\$1,000
Activity 2: <u><Description></u>	\$1,500
Activity 3: <u><Description></u>	\$500
Total Project Costs:	\$3,000



**CITY OF VESTAVIA HILLS
OFFICE OF THE CITY MANAGER
INTER-DEPARTMENT MEMO**

July 8, 2024

To: Jeff Downes, City Manager

From: Melissa Hipp, Asst. to the City Manager

Cc: Jamie Lee, Parks and Leisure Services Director

RE: Public Hearing - Resolution Number 5521 - A Resolution authorizing the City Manager to make application through the FY 2025 Recreational Trails Program for trail improvements at Altadena Valley Park

Background:

The Recreational Trails Program (RTP), a program of the Federal Highway Administration which is administered through the Alabama Department of Economic and Community Affairs, has been identified as a suitable funding source for trails development in the park. A proposal has been developed for the RTP FY2025 round of funding, as described in the attachment. This proposal includes the northern trail connection as well as connections around the lake (towards the future canoe path) and on the far west end of the park. The trails are proposed to be 6 ft wide asphalt for non-motorized use. The proposal also includes repair to a 70 ft long bridge in the trail system and amenities for the trails.

Recommendation:

I am requesting approval to proceed with submission of the City's proposal to ADECA for the FY2025 Recreational Trails Program.

Fiscal Impact:

The total estimated cost for the proposed project is \$209,000, including expenses which are not eligible for RTP assistance. If RTP funds are awarded, \$135,909 will be provided in assistance with a required match of \$33,977. These figures represent 80 percent (80%) federal and 20 percent (20%) local shares of a project cost of \$169,886. Non-eligible expenses are estimated to be \$39,149. Together with the required match, the City's outlay is estimated to be \$73,127 with all or most of the expenditures occurring within FY2025.

Attachments:

1. Resolution 5521
2. 2025 RTP AVP Northern Trail_Executive Summary

RESOLUTION NUMBER 5521

A RESOLUTION AUTHORIZING THE CITY MANAGER TO MAKE APPLICATION THROUGH THE FY-2025 RECREATIONAL TRAILS PROGRAM FOR TRAIL IMPROVEMENTS AT ALTADENA VALLEY PARK

WHEREAS, Altadena Valley Park has been designated for passive recreational use and is protected in perpetuity for outdoor recreational use per Section 6(f)(3) of the Land and Water Conservation Fund program; and

WHEREAS, in 2021 a master plan concept was developed to include trails, parking, and various other amenities; and

WHEREAS, the Council desires to continue the implementation of the proposed improvements in phases as is feasible, and

WHEREAS, the Recreational Trails Program (FY2025) of the Federal Highway Administration as administered by the Alabama Department of Economic and Community Affairs is a competitive grant which provides 80% of funding with a required 20% match for qualifying projects;

WHEREAS, a project has been identified to create a northern connector trail, as described in Exhibit A to this Resolution; and

WHEREAS, if awarded, the grant would provide \$135,909 with a required match of \$33,977 towards a project with estimated total cost of \$209,000; and

WHEREAS, a project summary has been detailed and marked as Exhibit A, a copy of which has been attached to and incorporated into this Resolution Number 5521 as if written fully therein; and

WHEREAS, the Mayor and City Council feel it is in the best public interest to pursue the above-described grant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VESTAVIA HILLS, ALABAMA, AS FOLLOWS:

1. The City Manager is authorized to take all actions necessary to make application to the Recreational Trails Program for the funding as proposed; and
2. That the City of Vestavia Hills hold in reserve thirty-five percent (35%) of the proposed project cost for the purpose of providing for the required matches and expenses which may not qualify for the Recreational Trails Program; and

3. In the event a grant is awarded, the City of Vestavia Hills understands that it will sign assurances to comply with all applicable Federal and State laws, rules, and regulations; and
4. This Resolution Number 5521 shall become effective immediately upon adoption and approval.

DONE, ORDERED, ADOPTED and APPROVED this the 8th day of July, 2024

Ashley C. Curry
Mayor

ATTESTED BY:

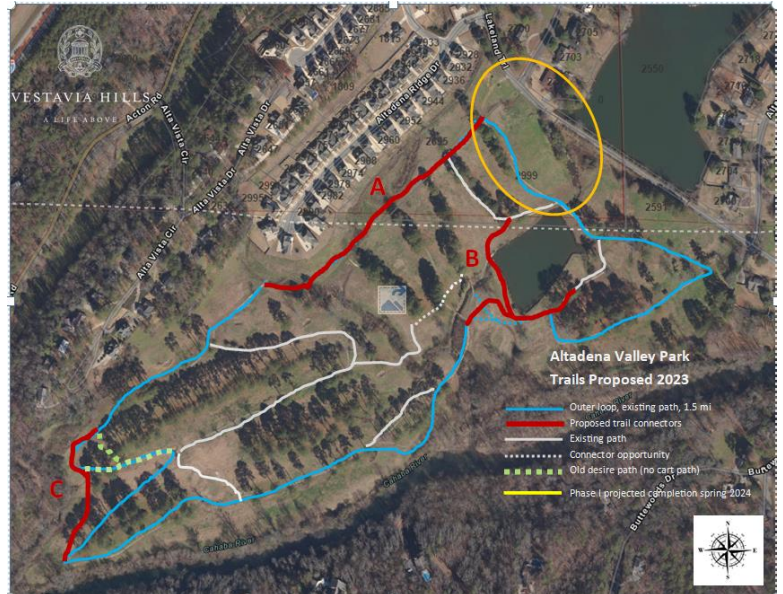
Rebecca Leavings
City Clerk



Altadena Valley Park Northern Trail Loop

Recreational Trails Program FY 2025 Proposal

Altadena Valley Park is an 80+/- acre greenspace which formerly was a golf course that was donated to the City for recreational use. During development of the adjacent property, the cart path connection on the north side was removed. Following acceptance of the property, residents expressed the desire to keep it natural as possible as a passive recreation park. In 2021 a master plan concept was developed which included restoration of a northern connector between the trailhead amenities on the eastern end of the park and the trail system on the western end of the park.



The master plan concept as introduced in 2021 can be seen at altadenavalleypark.com. The City has begun to implement the proposed improvements in phases according to feasibility and available funding. The Recreational Trails Program (RTP), a program of the Federal Highway Administration which is administered through the Alabama Department of Economic and Community Affairs, has been identified as a suitable funding source for trails development in the park. A proposal has been developed for the RTP FY2025 round of funding, as described below. This proposal includes the northern trail connection as well as connections around the lake (towards the future canoe path) and on the far west end of the park.

Project Cost Summary: Altadena Valley Park Northern Trail Connector (FY 2025 RTP Proposal)

RTP Supported Items

Construction	\$147,760
Trail amenities, e.g. benches, bike racks, trash cans, etc.	\$7,350
Program allowed CE&I costs	\$14,776
RTP Eligible Costs	\$169,886

Project Items Not Supported by RTP

Construction Design	\$14,072
Preliminary Engineering	\$21,108
CE&I Disallowable Costs	\$3,968
	\$39,149

PROJECT TOTAL	\$209,035
----------------------	------------------

RTP Share	\$135,909
Local Match 20%	\$33,977
Engineering costs disallowed by the RTP grant	\$39,149
City Outlay (Including 20% match)	\$73,127
Total Local Outlay %	35.0%

RTP provides 80% of cost for construction items, but limits to 10% of construction cost for design, engineering, and construction oversight. Contingency allowances are built into line items.



**CITY OF VESTAVIA HILLS
CITY CLERK
INTER-DEPARTMENT MEMO**

July 8, 2024

To: Jeff Downes, City Manager

From: Rebecca Leavings, City Clerk

Cc:

RE: Public Hearing - Ordinance Number 3230 - Rezoning - 3916
Waynely Drive; Rezone from Vestavia Hills R-4 to Vestavia Hills O-1; Jacpla, LLC

Background:

Property is currently at the end of Waynely Drive located behind Sherwin Williams Paint store. The Pita Stop is located just south and apartments are adjacent to the other 2 sides of this property. Property Owner wishes to rezone for construction of an office building. The property comprises 2 lots and some acreage, so the Commission recommended that the zoning not be effective until a resurvey into one lot is recorded and submitted to the Office of the City Clerk.

Recommendation:

The P&Z Commission recommended approval subject to a resurvey of the property into a single lot.

Fiscal Impact:

na

Attachments:

1. Ordinance 3230

ORDINANCE NUMBER 3230

**AN ORDINANCE TO FURTHER AMEND THE ZONING ORDINANCE
AND THE ZONING MAP OF THE CITY OF VESTAVIA HILLS,
ALABAMA, ADOPTED SEPTEMBER 16, 1985, AND AS LAST
AMENDED SO AS TO CHANGE THE CLASS OF DISTRICT ZONING
OF PROPERTY FROM VESTAVIA HILLS R-4 TO VESTAVIA HILLS
O-1**

BE IT ORDAINED by the City Council of the City of Vestavia Hills, Alabama, as follows: That the Zoning Ordinance and Zoning Map of the City of Vestavia Hills, Alabama, adopted September 16, 1985, and as last amended so as to change the class of district zoning of the following described property from Vestavia Hills R-4 (medium density residential district) to Vestavia Hills O-1 (office park district):

3916 Waynely Drive
Jacpla, LLC, Owner(s)

Being More particularly described as follows:

Parcel 1. Lots 6 & 7, Block 1, Survey of Glass's Addition to New Merkle as recorded in Map Book 25, Page 60, in the Probate Office of Jefferson County, Alabama.

Parcel 2. The south ½ of a vacated alley lying north of Lots 6&&, Block 1, according to the survey of Glass's Addition to New Merkle, as recorded in Map Book 25, Page 60, in the Probate Office of Jefferson County Alabama as vacated in Real 4155, page 611, in said Probate Office.

BE IT FURTHER ORDAINED that said zoning shall be conditioned upon the following: (1) the property shall be resurveyed into a single lot and the recorded resurvey shall be presented to the Office of the City Clerk and affixed to and incorporated into this Ordinance.

APPROVED and ADOPTED this the 22nd day of July, 2024.

Ashley C. Curry
Mayor

ATTESTED BY:

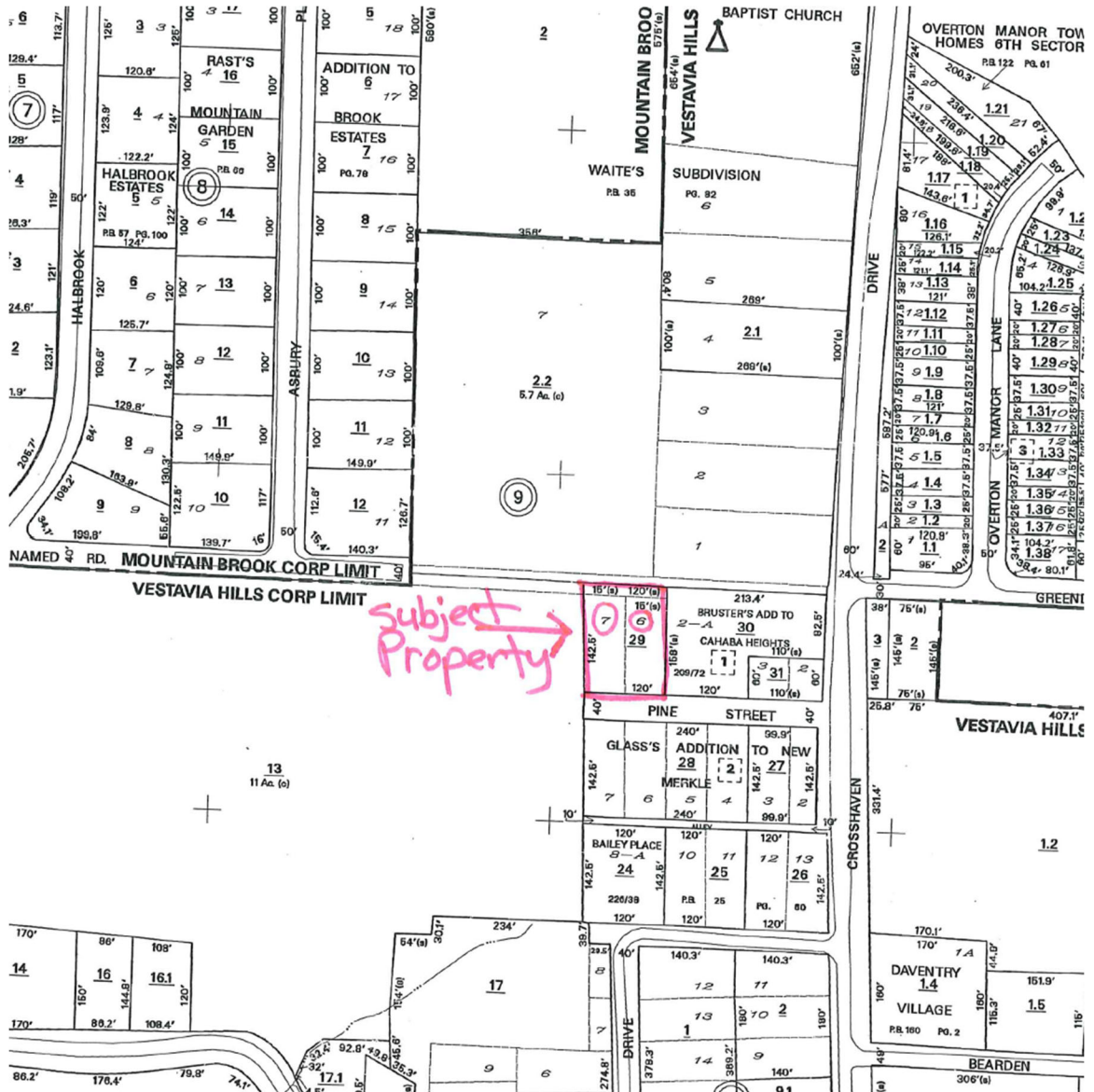
Rebecca Leavings
City Clerk

CERTIFICATION:

I, Rebecca Leavings, as City Clerk of the City of Vestavia Hills, Alabama, hereby certify that the above and foregoing copy of 1 (one) Ordinance Number 3230 is a true and correct copy of such Ordinance that was duly adopted by the City Council of the City of Vestavia Hills on the 22nd day of July, 2024 as same appears in the official records of said City.

Posted at Vestavia Hills City Hall, Vestavia Hills Library in the Forest, Vestavia Hills Civic Center and Vestavia Hills New Merkel House this the _____ day of _____, 2024.

Rebecca Leavings
City Clerk





City of Vestavia Hills

Planning and Zoning Commission Review and Recommendation



Case Number: RZ-24-4

Owner Name: Jacpla, LLC

Owner Address: 3921 Hwy 280; Birmingham AL 35243

Representative: Draper McMillan

Rep. Address: 2814 Stillman Blvd; Tuscaloosa, AL 35401

Project Address: 3916 WAYNELY DR VESTAVIA HILLS, AL 35243

PARCEL I:

Lots 6 and 7, Block 1, according to the Survey of Glass's Addition to New Merkle, as recorded in Map Book 25, page 60, in the Probate Office of Jefferson County, Alabama.

Legal Description: PARCEL II:

The South 1/2 of a vacated alley lying North of Lots 6 and 7, Block 1, according to the Survey of Glass's Addition to New Merkle, as recorded in Map Book 25, page 60, in the Probate Office of Jefferson County, Alabama, as vacated in Real 4155, page 611, in said Probate Office.

Parcel ID Number: 28 00 15 4 009 029.000

Current Zoning: VH R-4

Requested Zoning: VH O-1

Intended Purpose: Office Building

MOTION Mr. Honeycutt made a motion to recommend Rezoning for 3916 Waynely Dr. from Vestavia Hills R-4 to Vestavia Hills O-1 with the following conditions:

1. Rezoning is not final until Final Plat has been recorded.

Second was by Mr. Romeo. Motion was carried on a roll call; vote as follows:

P&Z Recommendation: Mr. Farrell – yes Ms. Cochran – yes
Mr. Romeo – yes Mr. Honeycutt– yes
Mr. Maloof – yes Mr. Blakenburg– yes
Mr. Vercher– yes
Motion carried.

Date of P&Z Meeting: June 13, 2024

Authorized by:

Issued by:

Vestavia Hills Planning and Zoning Commission,
Michael Vercher, Chair
Conrad Garrison, City Planner







Future Land Use

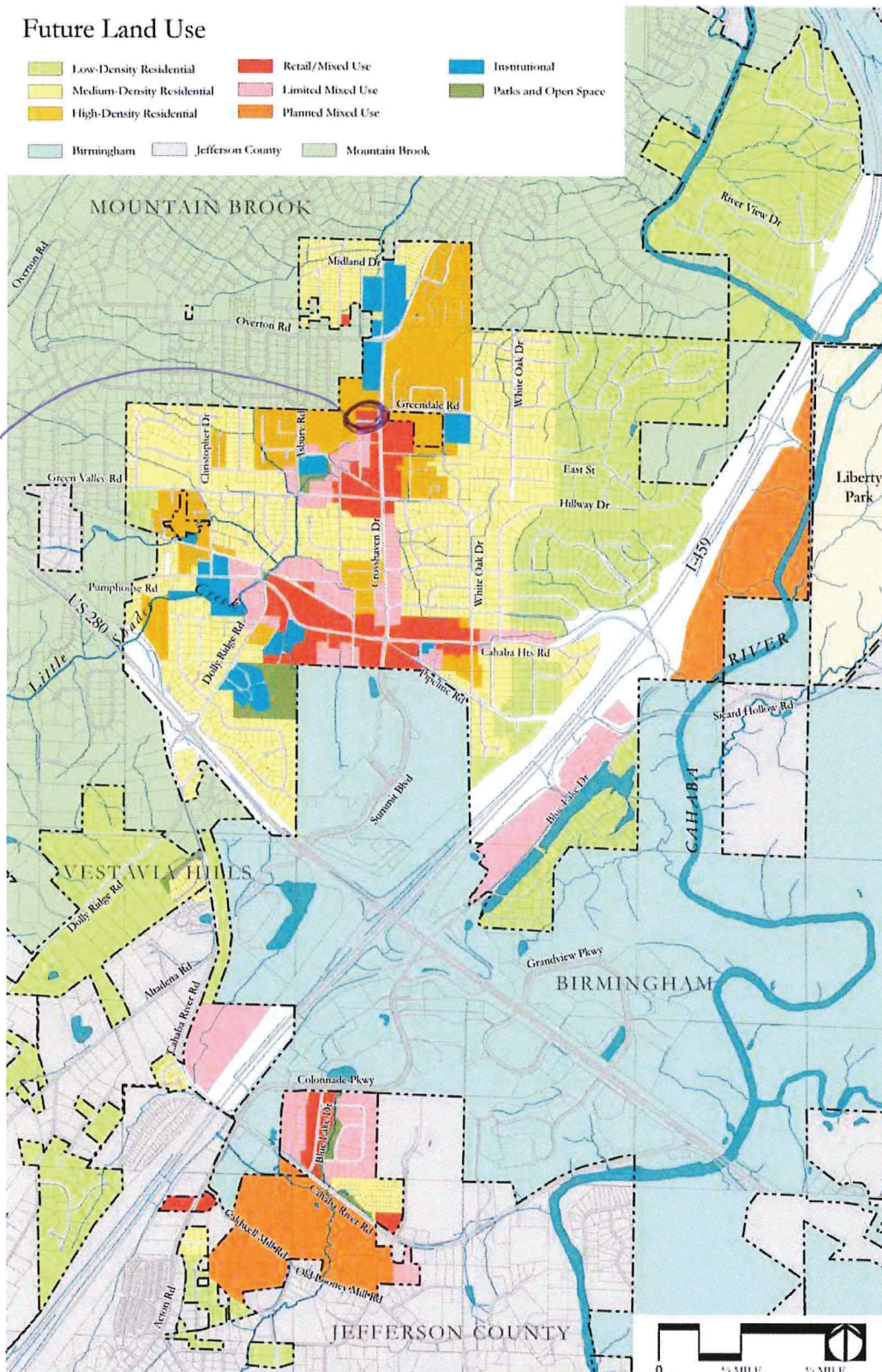


Figure 4: Future Land Use Map

Rezoning Application	Applicant	Primary Location
RZ-24-4	 Draper McMillan	3916 WAYNELY DR
Submitted On: May 8, 2024	 205-759-1521	VESTAVIA HILLS, AL 35243
	 dmcmillan@mcgiffert.com	

Property Information

Subject Property Address	Tax Parcel ID Number
3916 WAYNELY DR VESTAVIA HILLS, AL 35243	28 00 15 4 009 029.000
Legal Description	
PARCEL I: Lots 6 and 7, Block 1, according to the Survey of Glass's Addition to New Merkle, as recorded in Map Book 25, page 60, in the Probate Office of Jefferson County, Alabama.	
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Existing Parking Spaces	Proposed Parking Spaces
0	18
Submission Date	Type of Project
05/08/2024	New Non-Residential Development/use

Action Requested:

From Existing Zoning Classification	To Requested Zoning Classification
VH R-4	VH O-1
For the Intended Purpose of:	
Office Building	
Acreage of Subject Property	Acreage of Property to be Disturbed
.43	.43

Setbacks

Front	Back
30	30
Side	Open Space
20	0.17
Lot Coverage Percentage	Tree Save Plan - I acknowledge that a if this is a new non-residential development or is a residential development in excess of 3 units, that I am required to submit a tree save plan concurrent with this application (excludes PUDs).
60	true

Owner Information

Applications must be either submitted by the owner of the property or a representative duly appointed by the owner by way of a notarized letter and/or power of attorney.

Owner Address City State Zip

3921 Hwy 280; Birmingham AL 35243

Owner's Phone Number

850-225-2753

By checking this box, I hereby affirm that I am the representative of the owner duly authorized to represent this petition for rezoning. Simultaneously with this application, I am submitting notarized documentation from the owner which authorizes me to represent this case. If no authorization is provided, this application cannot be processed.

true

Mailing Address of Responsible Party

2814 Stillman Blvd; Tuscaloosa, AL 35401

Phone No. of Responsible Party

205-523-2134

Property Owner Name

Jacpla, LLC

Company Name

Comer Companies

Email Address of Owner

jason@comercompanies.com

Owner Representative/Responsible Party

Draper McMillan

Company Name

McGiffert and Associates, LLC

Contact Email of Responsible Party

dmcmillan@mcgiffert.com

Email Address of Responsible Party

dmcmillan@mcgiffert.com

Project Engineer Information (if applicable)

Name

Draper McMillan

Mailing Address

2814 Stillman Blvd; Tuscaloosa, AL 35401

Phone Number

205-523-2134

Company

McGiffert and Associates, LLC

Email

dmcmillan@mcgiffert.com

Rezoning Application	Applicant	Primary Location
RZ-24-4	 Draper McMillan	3916 WAYNELY DR
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true

Mailing Address of Responsible Party

2814 Stillman Blvd; Tuscaloosa, AL 35401

Phone No. of Responsible Party

205-523-2134

Property Owner Name

Jacpla, LLC

Company Name

Comer Companies

Email Address of Owner

jason@comercompanies.com

Owner Representative/Responsible Party

Draper McMillan

Company Name

McGiffert and Associates, LLC

Contact Email of Responsible Party

dmcmillan@mcgiffert.com

Email Address of Responsible Party

dmcmillan@mcgiffert.com

Project Engineer Information (if applicable)

Name

Draper McMillan

Company

McGiffert and Associates, LLC

Mailing Address

2814 Stillman Blvd; Tuscaloosa, AL 35401

Email

dmcmillan@mcgiffert.com

Phone Number

205-523-2134



CITY OF VESTAVIA HILLS

INTER-DEPARTMENT MEMO

July 8, 2024

To: Jeff Downes, City Manager

From:

Cc:

RE: Citizens Comments

Background:

Recommendation:

Fiscal Impact:

Attachments:

None