

MINUTES

Montevallo City Council Work Session

March 24, 2025

5:30 p.m. at City Hall

Present: Mayor Rusty Nix, Council Member David King, Council Member Lelia Mitchell, Council Member Kenneth Dukes, Council Member Sonya Swords, Council Member Martha Eisenberg. Quorum present.

Work Session Called to Order at 5:30 P.M. by Mayor Nix with Quorum present.

Discussion of New Business Items:

- **Discussion of Request for Resolution 03242025-324** A Resolution authorizing The City to apply for a Community Development Block Grant via Shelby County for the purpose of remodeling the James D. Seaman Scout Lodge.
- **Discussion of Request to change regular Order of Business** to Allow for Executive Session. Old Business, Board Appointments and Citizen Participation to be moved up in Order, Executive Session to Follow as last Order of Business

Board Appointments: Sharon Gilbert, George Henry and Melinda Nix to the Montevallo Personnel Board. Terms to expire 03.24.28.

Mayor Nix Called for Committee Reports:

Mayor Nix called on Council Member King for Public Health and Safety Reports. Council Member King called on Chief Littleton for the Police Department Report. Chief Littleton reported there were 65 Total Reports for the month of March. See Appendix 1.

Council Member King called on Chief Davis for the Fire Department report. Chief Davis reported there were 61 Calls for the first half of March. See Appendix 2.

Council Member David King reported the Planning and Zoning Commission meeting will be held on Thursday, March 20th at 6:00 p.m.

Mayor Nix called on Council Member Dukes for the Sustainability Reports. Council Member Dukes called on Kirk Hamby, Head of Public Works. Kirk reported Free Dump Day will be held on Saturday, March 29th at the Recycling Center; there was minimal storm damage citywide; there has been residents asking about flag markings in Hidden Valley, Indian Highlands, and Arden and advised that is AT&T fiber installation if there are any questions.

Council Member Dukes reported the Beautification Awards and Nominations from each District will be coming out soon from the Arbor and Beautification Board; he also reported about the signage that's approved and in production for the African American Trail.

Mayor Nix gave an update for Recreation, Preservation and Community Development due to Council Member Eisenberg being unable to attend the meeting. Stephens Park renovations are nearing completion; baseball is underway.

Mayor Nix on Council Member Mitchell for Education, Arts, and Outreach. Council Member Mitchell advised Marissa Wilson, Director of the Parnell Memorial Library was unable to attend due to taking an online class and no written report was submitted.

Council Member Mitchell advised Sarah Hogan Program Director Impact Montevallo had a conflict and could not attend; no written report was submitted.

Council Member Mitchell called on the Montevallo Junior City Council (MJCC) Junior Mayor Mary Elizabeth House. Mary Elizabeth reported that the MJCC participated in Going Green for Mental Health by hosting free Sno-Cones at the Recharge Pavilion; schools are closed for Spring Break; and she reported on notable student achievements in sports, academics, and extra-curricular activities.

Council Member Mitchell reported the University of Montevallo is closed for Spring Break.

Mayor Nix called on Council Member Swords for Finance, Economic Development & Tourism. Council Member Swords called on Courtney Bennett, Montevallo Main Street. Courtney reported on special events coming up: Friday Nights at the Cove; 4th Annual Spring Fling Family Food Truck Fest; Business Opportunities: Falcon Consulting program for local businesses; Business Basics; Youth Engagement asking for ages 5-18 for artwork submissions for 2026 Black History Month. See Appendix 3

Council Member Swords called on Adele Nelson, Executive Director, Montevallo Chamber of Commerce for the Chamber report. Adele reported Chamber Chatter would be delivered Friday; Montevallo will be part of the 2025 Saturday Walking Tours; April Chamber Luncheon is Education Appreciation; Montevallo ArtsFest is on April 19th; Golf Tournament will be on April 24th. See Appendix 4.

Montevallo City Council Meeting

March 24, 2025

6:00 P.M. at City Hall

Present: Mayor Rusty Nix, Council Member David King, Council Member Lelia Mitchell, Council Member Kenneth Dukes, Council Member Sonya Swords, Council Member Martha Eisenberg. Quorum present.

Pledge of Allegiance

Council Meeting was called to order at 6 P.M. by Mayor Rusty Nix.

Approval and or corrections of the Minutes 3.10.25 – Motion by Council Member Mitchell, Seconded by Council Member King, All Ayes, Motion passed.

Recognitions/Awards: None

Opportunities for Citizens to speak to the Council: None

Public Health & Safety (Police, Fire, Code Enforcement, Housing Abatement, Planning and Zoning) - Reported during Work Session.

Sustainability (Streets & Sanitation, Recycling, Arbor & Beautification, ValloCycle, Environmental Preservation Initiatives, and Historical Commission) - Reported during Work Session.

Recreation, Preservation and Community Development (Parks & Recreation, Youth Athletics, Trails, Annexations) – Reported during Work Session.

Education, Arts & Outreach (Schools, Library, UM, Boys & Girls Club, American Village, Sister City Commission, Artwalk, IMPACT) - Reported during Work Session.

Finance, Economic Development & Tourism (Finance, MDCD, IDB, Chamber, Main Street) - Reported during Work Session.

Consent to Pay the Bills: Mayor Nix asked for a Motion to Pay the Bills. Council Member King made a motion to pay the bills, Seconded by Council Member Dukes, All Ayes. Motion passed.

Recognition: None

Awards: None

New Business:

- **Resolution 03242025-324** A Resolution authorizing The City to apply for a Community Development Block Grant via Shelby County for the purpose of remodeling the James D. Seaman Scout Lodge. Motion Made by Council Member Dukes, Seconded by Council Member King, All Ayes, Motion Passed. See Appendix 5.
- **Request to change regular Order of Business** to Allow for Executive Session. Old Business, Board Appointments and Citizen Participation to be moved up in Order, Executive Session to Follow as last Order of Business. Motion made by Council Member King, Seconded by Council Member Mitchell, All Ayes.

Old Business: None

Board Appointments: Sharon Gilbert, George Henry and Melinda Nix to the Montevallo Personnel Board. Terms to expire 03.24.28. Motion made by Council Member Dukes, Seconded by Council Member King, 1 Abstain, Council Member Mitchell, Motion passed. See Melinda Nix (Appendix 6); George Henry (Appendix 7); and Sharon M. Gilbert (Appendix 8).

Other Business: None

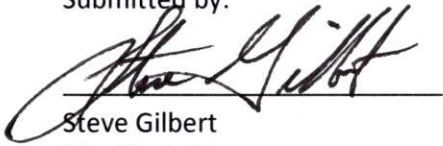
Citizen Participation: Bobby CP Pierson, 1121 Oak St would like consideration for “Bulldogs” signage.

Request for a Motion to go into Executive Session: Motion made by Council Member King, Seconded by Council Member Dukes, All Ayes. Executive Session began at 6:04 P.M.

Request to Return to Regular Business: Motion made by Council Member David King, Seconded by Council Member Dukes, All Ayes. Return to Regular Business at 6:43 P.M.

Adjourn: Mayor Nix called for a Motion to adjourn the meeting. Motion made by Council Member Dukes, Seconded by Council Member Mitchell, All Ayes. Meeting adjourned at 6:44 P.M.

Submitted by:

A handwritten signature in black ink, appearing to read "Steve Gilbert", is written over a horizontal line.

Steve Gilbert
City Clerk / Treasurer

APPENDIX 2

Fire Department Report 3.24.25 -- March 1st - March 15th 2025

EMS- 45

Lift assist- 1

Structure Fire- 2

Brush Fire- 2

Dumpster Fire- 0

Electrical Fire - 0

Vehicle Fire- 0

Appliance Fire- 0

Fire Alarm - 4

MVC- 6

Fuel Spill/ gas leak- 0

Assist other agency- 1

Assist Public- 0

Assist Law Enforcement- 0

Total Calls for the first half of

March - 61

Brad Davis

Fire Chief

City of Montevallo

Montevallo Fire & Rescue Service

541 Main Street

Montevallo, AL 35115



Report to City Council

March 24, 2025

Upcoming Special Events

Friday Nights at the Cove season is set to begin on April 25. Join us in beautiful downtown Montevallo for an evening of live entertainment! Each event will feature a different musician at Owl's Cove Park (737 Main Street). This family-friendly, free admission event is the perfect way to kick off your weekend. Bring a chair or picnic blanket, grab dinner to-go from your favorite downtown restaurant, and make yourself at home on Main Street! Live music starts at 6:30 PM.

April 25: The Wringers is a Birmingham-based Classic Rock band bringing out all of your favorite hits! They rocked the Cove in 2023 and we can't wait to have them back. Sponsored by Dr. Bobby F. Shunnarah.

Montevallo Main Street, Impact Montevallo, and DRUM the Program invite you to experience our 4th Annual Spring Fling Family Food Truck Fest! From noon to 6 PM on Saturday, April 26, join us on Island Street at the Orr Park Pecan Grove (940 Island Street) to grab lunch or an early dinner from one of our featured food trucks! Confirmed food trucks include:

- BG's Mini Donuts
- C's Cake & Coffee House
- Coke Sales by Montevallo Athletic Club
- Crêpe Magic
- DogNation
- Fox & Fredia
- M&M's Lemonade Stand

More will be added as they are confirmed! This fest will be fun for the whole family. Activities will be provided by Impact Montevallo and DRUM the Program. This event is free admission. It is also "rain or shine." If the event must be cancelled due to inclement weather, we will announce via our social media.

Business Opportunities

- Falcon Consulting program for local businesses with the UM Michael E. Stephens College of Business continues at the City Annex. The next open time slot is Thursday, April 3, from 10 AM – noon. For more information or to make an appointment, email FalconConsulting@montevallo.edu.
- Registration is open for April's Business Basics class at the City Annex, which will be led by Dr. Carolyn Garrity about "Chat GPT 101" on April 10 at 8 AM.

Youth Engagement

- Our April 1 deadline for submissions of youth artwork for the Black History Month banner project is coming up quickly! Applications and templates are available at Parnell Library. This project is a partnership between Main Street, Impact, and Montevallo Legacy Project.

Courtney Bennett, Executive Director

03/24/2025 Chamber/Council Report

- 1) Montevallo Chamber **April Chatter** delivery will be Friday March 28
- 2) Montevallo will be part of the 2025 **Saturday Walking Tours in Alabama**, Sat April 5, 12 & 26 at Bicentennial Park (in front of the Tavern) beginning at 10am / hosted by Montevallo Chamber
- 3) **2025 Montevallo Onion Sale** deadline April 14th with tentative pick-up date of May 8th. Funds raised will go to support the Annual Montevallo Community Grant Fund. 5 (five) lb. bag Cost \$6. each
- 4) **April Chamber Luncheon** / "Montevallo Education Appreciation" / Speakers: Shelby County School District Representatives / Honoring Montevallo Elementary, Montevallo Middle & Montevallo High School Teachers of the Year / Wed. April 16th from 11:30am to 1pm ; noon - lunch \$15.00 per person / Parnell Library Meeting Room , RSVP by Fri. April 11th / Sponsor - Alabama Power
- 5) Montevallo Chamber will have a booth at the **Montevallo ArtsFest** on Sat. April 19th.
- 6) **Montevallo Chamber Golf Tournament** Thursday April 24 / to benefit the Mary Lou Williams Scholarship Fund / Cahaba Fall Country Club - Centreville / 11am lunch with shotgun at 12:30pm
- 7) Co-host **Shelby County Small Business Awards** Luncheon / Wed May 21 / Pelham Civic Complex / Deadline for nomination April 28, 2025 (Due to the Shelby County Small Business Awards luncheon date, the Montevallo Chamber will not host a luncheon in May)



Adele Nelson

Executive Director

Montevallo Chamber of Commerce

P.O. Box 270 Montevallo, AL 35115

205.665.1519 office

www.montevallocc.com



Resolution 03242025-324

A Resolution authorizing The City to apply for a Community Development Block Grant via Shelby County for the purpose of remodeling the James D. Seaman Scout Lodge

WHEREAS, The James D. Seaman Scout Lodge was constructed in 1995 and has served the community's scouting program, as well as, provided for community meeting space and,

WHEREAS, the City of Montevallo wishes to remodel and renovate the existing structure to continue to provide a facility for the scouting program and to offer community meeting space for youth and,

WHEREAS, the facility will be updated to offer an after school activity area for community youth.

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

Section 1. That the Council hereby authorizes the application for a Community Development Block Grant in the amount of \$ 102,273.16.

Section 2. That matching funding shall be made available in the amount of \$ 11,363.69 (10%) of the total Project amount of \$ 113,636.85.

Section 3. That Mayor Rusty Nix is authorized to sign and enter the application for said grant on behalf of the City of Montevallo.

ADOPTED AND APPROVED THIS 24th DAY OF March, 2025.

Signed:

Attest:

Rusty Nix
Mayor

Steve Gilbert
City Clerk / Treasurer

Melinda B. Nix
686 Salem Road
Montevallo, Alabama 35115
205-288-2482
Ryntukmo@gmail.com

APPENDIX 6

EMPLOYMENT EXPERIENCE

Birmingham Board of Education

2015 Park Place, Birmingham, Alabama 35202

Position: Payroll and Benefits Manager
(December 2, 2002 – March 1, 2013)

Position: Executive Assistant to the Assistant Superintendent
(Human Resources Division)
(July 1, 1998 – December 1, 2002)

Position: Administrative Assistant to the General Counsel/Executive Director of Human Resources
(June 27, 1997 – June 30, 1998)

Position: Senior Secretary to the Director of Personnel
(March 2, 1996 – June 26, 1997)

Position: Secretary to the Personnel Coordinator K-5
(August 1, 1994 – March 1, 1996)

The University of Alabama at Birmingham

500 - 22nd Street, South, Birmingham, Alabama 35233

Position: Research/Surgery Coding Clerk for Department of Cardiovascular and Thoracic
Transplant Services (July 1, 1991 - July 30, 1994)

Position: Medical Records Clerk (June 13, 1988 – June 30, 1991)

EDUCATION

- University of Alabama College of Continuing Studies (May 2008)
Graduate of Finance and Benefits Management Certification Program
- University of Alabama College of Continuing Studies (December 2006)
Graduate of Human Resources Management Certification Program
- University of Alabama at Birmingham Continuing Studies (May 1989)
Graduate of Computer Database and User Professional Certification Program

EDUCATION (Continued)

- Attended the University of Montevallo - Montevallo, Alabama (1983 - 1987)
Major: English
Minor: Philosophy and Religion
- Graduated from Hueytown High School - Hueytown, Alabama (1983)
Earned Advanced Academic Diploma

PROFESSIONAL ORGANIZATION ACTIVITIES/MEMBERSHIPS

- Alabama Association of School Business Officials (2002-2013)
- Alabama Association of School Office Personnel (1995-2013)
- Elected Birmingham Board of Education Sick Leave Bank Committee for six (6) terms and elected and served as Chairperson for (4) terms

CIVIC/COMMUNITY SERVICE

- Montevallo Historic Society – Founding Board of Directors
- Montevallo Civitan Club – Member, Club Treasurer
- Montevallo Historic Preservation Commission (2008-2019)
- Montevallo Arbor and Beautification Board
- Montevallo Jaycees
- Montevallo Youth Athletic Association – Board Secretary

Chief Executive Officer

Detail-oriented and accomplished leader with extensive experience in managing and streamlining multi-faceted company operations.

Stellar track record of success in boosting productivity, generating revenue, improving processes, and achieving operational excellence leveraging strong business acumen. Excel at operations management, proposal development, and regulatory compliance. Recognized for spearheading multiple developmental programs, designing quality management systems, and devising robust execution strategies. Expert in assessing marketplaces to unveil vital business expansion opportunities. Skilled at building long-term professional relationships with clients, staff, and management to achieve key business objectives. Adept at steering, mentoring, and empowering cross-functional teams within challenging environments. Proven success maintaining revenues and assets of SME.

Areas of Expertise

- Operations Management
- Risk Assessment & Mitigation
- Strategic Planning & Implementation
- Team Leadership & Direction
- Cross-Functional Collaboration
- Continuous Process Improvement
- Training & Development
- Cash Flow Optimization
- Business Growth

Accomplishments

- Achieved Malcolm Baldrige National Quality Award Recipient.
- Oversaw debt structure for securing \$10M in recurring debt/interest costs.
- Maintained in excess of \$14M in federal funding for infrastructure projects, first time in company's history.
- Minimized operational expenses by \$8M+ through debt restructuring, consolidations, and system efficiencies.
- Designed first ROI/financial modeling related to incentive/development agreements used in City.

Career Experience

2750 Crestwood Blvd Irondale, AL

2019 – Present

Vice President Enterprise Architecture - ibml

Verify integration of enterprise-wide operational workflows through toolsets, processes, technology, and human resources of business; prepare and present progress reports to CEO. Leverage workflow of business and toolsets by delivering proper alignment of organizational structure for analysis of competitive landscape to provide potential alternatives through assessment of technology fit responsibility. Train team to design architectural vision for delivery team alignment with product vision, stakeholder requirements, and future capabilities.

- Designed and executed Quality Management System to ensure consistently high levels of output across business units.
- Improved operational maturity of toolsets, workflows, and associated documentation for seamless company functions.
- Reduced operational expenses significantly thru toolset analysis, consolidation and efficiency programs.

Henry Financial Services, Birmingham, AL

2007 – Present

Registered Representative & Owner

Provide financial services as independent broker dealer representative. Offer life insurance, disability, long-term care, and worksite products to organizations and individual consumers. Lead recruitment and training activities as well as assist independent insurance brokers. Utilize Excel to build financial models for personal and business use.

- Surpassed sales goals by providing effective training to representatives.

- Successfully directed and maintained \$10M management revenue.
- Identified and resolved complex issues through analysis of customers, utilization of insurance, and management of mutual funds of 401K/529 annuities.
- Saved million dollars under supervision of various management operations.

Central State Bank, Calera, AL

2016 – 2019

Chief Operating Officer (Officer of Human Resources, Physical Security, Information Security, Marketing, Digital Services)

Drove organizational performance and effectiveness in line with board authorized strategic plan and reported to CEO, including executive and strategic leadership.

Supported in problem-solving and delegation of tasks at all levels of organization, such as retail, operations, lending, and marketing.

Leveraged leadership skills to build and coach team members for improving professional development.

Supervised several regulatory examinations, primary focus being FFIEC, vendor management, cyber-security, covering compliance and regulatory.

Served as communicator between technical and non-technical users for steering all aspects of information technology for Bank.

Developed, analyzed, and delivered feedback related to Bank marketing.

Organized and led training and coaching of all internal team.

- Introduced mobile first platform for banking services.
- Performed multiple roles in operations, compliance, and HR.
- Maximized net income by creating and implementing goals relative, while capping expenses.
- Enhanced mobile and digital utilization for Bank customers, covering digital/mobile software and tools through delivery and execution of bank-wide projects.
- Gathered \$25M deposits and loans for bank within 18 months.

City of Alabaster, Alabaster, AL

2008 – 2016

City Manager/Clerk

Acted as Chief operating and Chief financial officer for municipal government. Performed as liaison between Mayor and City Council as well as county, state, and federal agencies. Facilitated infrastructure and cross-governmental improvements for City, including regional planning commission by managing boards and agencies operations. Conducted managerial analyses for mayor and city council pertaining to city functions and programs under consideration. Streamlined activities and mitigated redundancy by designing, bidding, and executing organization wide IT system. Built and retained economic development projects for City.

- Designed and enhanced city-wide IT infrastructure.
- Monitored 250+ staff members for performance enhancement.
- Reduced debt expenses by over \$7 million using proper technical analysis and funding mechanisms.
- Secured matching funds from state and county highway departments for local projects value of \$16M; first time in history.
- Improved negative balances to cash reserve within six months by enhancing operational cash flow.
- Directed end-to-end initiative to attain certified financial reporting designation.
- Led project for first ever grants for road improvements in excess of 20M dollars.

Additional Experience

General Manager/Controller, Details Direct, Homewood, AL

Production Manager, Clarke American, Homewood, AL

Dispatcher/Bulk Materials Coordinator, Sherman International, Birmingham, AL

Branch Manager/Field Sales Manager, Vector Marketing, Birmingham, AL

Education

- **Master's in Business Administration**
Samford University, Birmingham, Al

Bachelor of Science in Business Administration
Samford University, Birmingham, Al

Sharon M. Gilbert
 170 Cambridge Circle
 Montevallo, Alabama 35115
directorgilbert@gmail.com
 (205)616-9909

- OBJECTIVE:** To serve on the City of Montevallo Personnel Board.
- EDUCATION:** **Master of Education degree, 1989**
 University of Montevallo, Montevallo, Alabama 35115
 Major: Counseling and Guidance
Bachelor of Science degree, 1986
 University of Montevallo, Montevallo, Alabama 35115
 Major: Counseling and Guidance
- WORK EXPERIENCE:**
- 1/06 – 1/21** **Director of TRIO Upward Bound, University of Montevallo, Station 6268, Montevallo, Alabama 35115**
 Managed 1.1-million-dollar budget. Wrote three successful grants which received perfect scores. Hired and trained staff. Supervised five full-time and thirty-five part-time employees. Assisted with fundraising for scholarship fund.
- 9/91-1/06** **Assistant Director/Counselor, Upward Bound Program, University of Montevallo, Alabama 35115**
 Assisted in planning and implementing the objective of the program. Developed curriculum for each component. Coordinated testing, scheduling of classes and tutoring. Provided individual and group counseling.
- 5/90-9/91** **Rehabilitation Counselor, Department of Human Resources, Division of Rehabilitation Services, 1727 Wrightsboro Road, Augusta, Georgia 30904**
 Assisted clients with mental and/or physical disabilities to function independently in the work force. Assisted clients with job search strategies, resume preparation and interview techniques. Interpreted federal and state regulations governing the provision of vocational and rehabilitation services.
- 8/88-5/90** **Director, Career Planning and Placement/Cooperative Education, Paine College, 1235 15th Street, Augusta, Georgia 30910**
 Managed and administered all aspects of Career Planning and Placement Center. Developed collaborative relationships with recruiters from business, government, and education. Supervised cooperative education students and evaluated work performance of students participating in J.T. P.A. summer work program.

**PROFESSIONAL
AFFILIATIONS:**

City of Montevallo Personnel Board 2020-2023
Montevallo City Council, 2012-2016: Education, Arts & Outreach
Committee
Montevallo Park and Recreation Board
Montevallo Sister City Commission
Alabama Association of Educational Opportunity Program Personnel
1991-2021
Southeastern Association of Educational Opportunity Program Personnel
1991-2021
Council for Opportunity in Education 1991-2021
University of Montevallo Office Support Personnel Position Evaluation
Committee
Kiwanis Club of Montevallo, Vice President 1997-98; President 1998-
2000; Past President 2000-2001, Advisor for Montevallo High School Key
Club
Leadership Shelby County 2002
Positive Image Outreach Ministries Board of Directors 1997-2002;
Education Committee Chair, Public Relations, and Program committee
1998-2002; Assistant Secretary 2001-2002

REFERENCE: Available upon request.