

**MONTEVALLO DEVELOPMENT COOPERATIVE DISTRICT
BOARD OF DIRECTORS MEETING
Montevallo City Hall
Minutes**

**Special Called Meeting
November 14, 2016
4:00 p.m.**

Members Present: Dee Woodham, DeAnna Smith
Staff Present: Chris Hershey, Regina Ashmore
Others Present: Mary Ellen Houten, University of Montevallo; Steve Gilbert, Montevallo Chamber of Commerce; Janice Seaman, Montevallo Historic Commission

The meeting was called to order at 4:04 pm by Chairman Woodham.

Ms. Smith made a motion to approve the minutes of October 24, 2016. The motion was seconded by Chairman Woodham. The motion was approved by all with a two to zero vote.

Chairman Woodham updated the Board on the brownfield grant application process. Mr. Gilbert attended a seminar recently outlining the purpose and procedures. If granted, the city has three years to spend the funds and receive suggestions on redevelopment ideas. The city would be required to identify a list of proposed properties for assessment. The grant application process would cost \$5K and if not awarded this year, the following year would be prepared free of charge. Mr. Gilbert stated the review process would outline reasons the award was declined. This year must be submitted by December 20th and would not be awarded until May with the funds being available in the fall of 2017. Ms. Smith made a motion to pay up to \$5,000 out of excess funds from the city's MDCD revenues to the city to contract Scott Wilson of Ayres Associates to prepare a brownfield grant application for the city of Montevallo. The motion was seconded by Chairman Woodham. The motion was approved by all with a two to zero vote.

Chairman Woodham informed the Board of a grant awarded to the city for creek bank restoration for Orr Park Creek.

Mr. Gilbert informed the Board the UMoM park committee is recommending the park be named Owls Cove. Chairman Woodham stated the Main Street Project pre-construction bid meeting is scheduled for the end of November with the first excavation to begin at the first of the year. The committee should have preliminary plans in place before that time to ensure scheduling of construction is parallel as needed. Mr. Gilbert asked for an account or a line item set aside for donations within the City's general or more likely restricted fund/s (not MDCD) for Owls Cove construction fund be created. This would allow donations to be tax-deductible.

Chairman Woodham made a motion to cancel the regularly scheduled November 28th meeting and reschedule the December 26th meeting to December 19th. The motion was seconded by Ms. Smith. The motion was approved by all with a two to zero vote.

Ms. Smith made a motion to adjourn the meeting. The motion was seconded by Chairman Woodham. The motion was approved by all with a two to zero vote.

There being no other business, the meeting adjourned at 4:37 p.m.