

**MONTEVALLO DEVELOPMENT COOPERATIVE DISTRICT
BOARD OF DIRECTORS MEETING
Parnell Memorial Library
Minutes**

**Special Called Meeting
November 25, 2019
1:00 p.m.**

Members Present: Dee Woodham, Reed Prince, Mary Ellen Heuton
Staff Present: Regina Ashmore, Trey Gauntt, Susan Hayes
Others Present: Steve Gilbert; Hollie Cost, Mayor; Maggie Benson, Jason Peterson, David Willingham

The meeting was called to order at 1:12 pm by Chairman Woodham. Ms. Heuton, Mr. Prince, and Chairman Woodham were in attendance creating a quorum. A notice for this meeting was posted on November 18, 2019. The next regularly scheduled meeting will be December 9, 2019 @ 1:00 pm.

Mr. Prince made a motion to approve the minutes of November 18, 2019. The motion was seconded by Ms. Heuton. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed the bond funding timeline and the projects currently outstanding. All bond funds should be expended by March, except portions of the paving projects. The paving is being delayed due to the gas company's replacement of the lines in Arden subdivision and work on the Center for the Arts. The City Hall demolition has begun and should be completed today. The wayfinding signage at the park should be completed by March. The Trail Vision work should be completed within the next several weeks. Some paving projects are on hold temporarily. There should be about \$170,000 to \$180,000 of the overage bond funds not allocated for a project on March 31, 2020 that will be eligible for an additional project. Mr. Gauntt suggested the Board advance portions of the paving project such as Oak & the Tavern parking lot then move on to Phase 4 estimated at \$226,000. He further stated the ADA plan contract had been executed. He also reminded the Board the Main Street streetscape-project had not received the final invoices from ALDOT, therefore, the project overage is outstanding. Ms. Heuton provided the Board with a project overview which is affixed to and should be considered a part of the minutes of this meeting.

Ms. Heuton made a motion to approve the reconciliation and revised funding report documents supporting \$352,302.33 funding for current and pending projects. The motion was seconded by Mr. Prince. The motion was approved by a unanimous vote of three (3-0), with Chairman Woodham, Mr. Prince and Ms. Heuton voting in favor, the motion was approved.

The Board discussed Nabors Street patching and repaving work. Mr. Peterson & Mr. Gauntt will discuss the project further with the Water and Sewer Board to determine timelines and determine which entity will perform the work prior to repaving Highland. Mr. Gauntt informed the Board

he would gather cost estimates for a two restroom facility at Dailey Park but cautioned that his crew would not be capable of beginning any work until August 2020. He advised outside contractors would need to be procured if the work had to be performed before the end of summer.

There being no further business, Mr. Prince made a motion to adjourn. The motion was seconded by Ms. Heuton and by a unanimous vote of three (3-0), with Chairman Woodham, Ms. Heuton and Mr. Prince voting in favor, the meeting of November 25, 2019 was adjourned at 1:53 p.m.

Regina Ashmore
Recording Secretary

Dee Woodham, Chairman
Montevallo Development Cooperative District