

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

**Regular Meeting
January 13, 2025
1:00 p.m.**

Members Present: Sonya Swords, Mark Richard, Trey Gauntt
Staff Present: Regina Ashmore (Zoom); Susan Hayes (Zoom)
Others Present: Steve Gilbert, City of Montevallo

The meeting was called to order at 1:05 pm by Chairman Swords. Chairman Swords, Mr. Richard and Mr. Gauntt were in attendance creating a quorum. A notice for this meeting was posted on December 2, 2024.

Mr. Richard made a motion to approve the minutes of the November 12, 2024 meeting. The motion was seconded by Mr. Gauntt. The motion was approved by a vote of three (3-0), with Chairman Swords, Mr. Richard and Mr. Gauntt voting in favor.

Ms. Hayes stated the audit is complete and is expected to be presented in February for formal approval.

The Board discussed which projects could be closed and which should remain open. The sidewalk project had \$21,366.24 underrun that should be moved to unallocated funds. The tennis courts, Orr Park pavilion, Wadsworth, and bridge project are all complete and can be closed. The hotel and community center remain open. The Shoal Creek Park cemetery trail project was under budget and a balance of \$4,978.75 should be moved to unallocated funds. Mr. Gauntt suggested the city verify with the City Clerk all reimbursement payments have been made from MDCD to the City before the Board closes a project.

The scope of work associated with the concrete retaining wall at the parking lot improvement project has been awarded, however, the contractor fell ill and the project is holding steady until he is capable of beginning work. The paving and pavilion items of work will continue to hold until more is know about needed parking and layout area associated with the hotel construction.

The Board discussed Ms. Hayes pending retirement and the effects it will have on the accounting function for the Board. Ms. Hayes was appointed to perform the MDCD Accounting services by Ms. Smith, the University of Montevallo (UM) CFO and UM MDCD Board member when the MDCD partnership was formed in 2012. Ms. Hayes was hired as the UM Controller in 2009. Ms. Hayes has maintained the Accounting role for MDCD after promotion to the University CFO/Treasurer in 2020 since the Controller position was not replaced at that time. The decision to have these accounting services performed by the current UM Controller will be reviewed by the end of this fiscal year to allow a reasonable period of job training for UM requirements. Mr. Gauntt made a motion to engage Ms. Hayes for the accounting function at \$50 an hour and any software expenses related to the function until the end of FY 2025. The motion was seconded by Mr.

Richard. The motion was approved by a vote of three (3-0), with Chairman Swords, Mr. Richard and Mr. Gauntt voting in favor.

Chairman Swords stated the City Water and Sewer Board held a meeting to discuss the necessary improvements along the Highway 119 corridor that included the Highway 22 intersection widening. The area needs larger piping to handle the additional strain created by the proposed shopping center improvements at the intersection and the proposed additional homes in the general location. The existing pump station located near the American Village runs continually and is incapable of handling an additional load. The Water/Sewer Board requested an installation plan, which is needed to formulate a cost estimate. Mr. Gauntt stated the Water/Sewer Board could offset some of the expense with tap fees in the future and that would need to be taken into consideration when project cost are assigned and if any request are made regarding project expenses from the MDCD or City versus the Water and Sewer Board. The Board continued to discuss the overall impact the proposed development in that area would have on the cities tax income.

58, Inc. has tentatively scheduled a groundbreaking event for the Hotel project mid-February. During a recent conversation with Mr. Gilbert, the developer expressed concern about the elevation change at the site, however, is ready to see the project advance.

Mr. Gilbert stated the Crossroads project has not received ALDOT's environmental assessment paperwork causing a delay in right-of-way acquisition.

The next regularly scheduled meeting will be on Monday, February 10, 2025 at 1:00 pm in the Council Chambers at Montevallo City Hall. The Zoom login will be provided for the meeting.

There being no further business, Mr. Richard made a motion to adjourn. The motion was seconded by Mr. Gauntt. The motion was approved by a unanimous vote of three (3-0), with Mr. Gauntt, Mr. Richard and Chairman Swords voting in favor, the regular meeting of January 13, 2025 was adjourned at 1:37 pm.

Regina Ashmore
Recording Secretary

Sonya Swords
Montevallo Development Cooperative District