

CITY OF NORTHPORT
COMMUNITY OUTREACH COMMITTEE AGENDA
MARCH 21, 2022
12:00 P.M.

The Community Outreach Committee is responsible for recommending to Council all community relation efforts of outreach including but not limited to, involvement with schools, promoting city services, educating citizens of new programs, and finding creative ways to engage citizen input.

Members:

Mayor, Bobby Herndon; Chairman, Councilwoman Jamie Dykes; Co-Chairman, Councilman Woodrow Washington; City Administrator, Glenda Webb; Community Relations Coordinator, Whitney DuBose

- I. Approval of Minutes
- II. Old Business
 - A. Northport School System Due Diligence Update (Webb)
 - B. Pickle Ball Courts Update (Webb)
 - C. Green Space and Parks around City (Dykes)
 - D. Kentuck Park Improvements (Webb)
- III. New Business
 - A. Establish a Community Center (Washington)
 - B. Food Truck Event (Washington)
 - C. Other Community Events (Webb)
- IV. Other Discussion
- V. Adjournment

**CITY OF NORTHPORT
PROJECTS COMMITTEE AGENDA
MARCH 21, 2022
1:15 P.M.**

The Projects Committee is responsible for recommendations to the Council regarding public improvement projects (water, sewer, drainage, streets, etc.), as well as, making recommendations regarding policies for the Public Works Department, Engineering Department, Utilities Department and Planning Department.

Members:

Mayor, Bobby Herndon; President/Chairman, Councilman Jeff Hogg; Co-Chairman, Councilwoman Jamie Dykes; City Administrator, Glenda Webb; City Engineer, Tera Tubbs; Planning Director, Julie Ramm; Public Works Director, Brooke Starnes and Utilities Director, John Powell Webb.

I. Approval of Minutes

II. Old Business

- | | |
|--|---------|
| A. City Hall Clean Up Project-Updates | (Hogg) |
| B. City Hall Sinkhole -Update | (Hogg) |
| C. 2022 Resurfacing Projects- Council Member List Update | (Hogg) |
| D. Setting a Plan to Pave Dirt Roads within City Limits | (Dykes) |

III. New Business

- | | |
|-------------------------------------|--------|
| A. Sidewalk Request for Harper Road | (Hogg) |
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IV. Other Discussion

V. Adjourn

**OFFICIAL MINUTES
CITY OF NORTHPORT PROJECTS COMMITTEE MEETING**

The Projects Committee met in a regular session meeting at 1:15 p.m. on Monday, February 21, 2022 in the Council Meeting Room at Northport City Hall.

The meeting was called to order by President Jeff Hogg. Others in attendance were: Councilwoman Jamie Dykes; City Administrator, Ms. Glenda D. Webb; Councilman Woodrow Washington, III; HR Director, Mr. Joseph Rose; City Attorney, Mr. Ron Davis; City Engineer, Mrs. Tera Tubbs; Utilities Director, Mr. John Powell Webb; Public Works Director, Ms. Brooke Starnes; Finance Director, Mr. Darren McGee; IT Director, Mr. Scott Murphy; Public Works Administrative Assistant, Mrs. Summer Cockrell and Engineering Administrative Assistant, Ms. Ne'Kenja Boyd. Guest attendees were Mr. Russ Ware, Mr. Frank Summers and Mr. Doug Varnon.

Approval of Minutes

President Hogg opened the meeting by making a motion to approve the January 17, 2022 minutes.

Councilwoman Dykes second.

Old Business

City Hall Clean Up Project – Mrs. Tubbs stated that the layout is on the agenda this evening. We are hoping to have plants delivered the first week in March.

Recreational Comprehensive Plan for 151 Acres Update – Mrs. Tubbs stated that the preliminary survey has been done. She also stated that we will have the proposal on the next Council agenda.

City Hall Sinkhole Status – Mrs. Tubbs stated that things are going good with this project. There was an unexpected repair to a water line. The end of March is the proposed time of completion on this project.

MPO Projects – Mrs. Tubbs stated that Watermelon Rd. and Charlie Shirley Rd. are under design.

Councilwoman Dykes asked when will people be out there working?

Mrs. Tubbs stated that these are ALDOT projects. Hopefully, we will see people out there working in the fall for Watermelon Rd. and Charlie Shirley Rd. Main Avenue will take a while. She also stated that she requested that Rose Blvd. be on the 2023 MPO list.

Northport Funding Opportunity Matrix & Grants Update – Mrs. Tubbs stated that she submitted three grants to the EMA. One of these grants was for a storm shelter.

Mrs. Tubbs stated that the aluminum has finally arrived to start work on the Levee Trail and shade structure. She will receive weekly updates from Mr. Wedderspoon.

2022 Resurfacing Projects – Mrs. Tubbs stated that they are evaluating what needs to be resurfaced based on the budget. She stated that she needs a list from council members of what roads in their district need to be resurfaced.

Overall City Comprehensive Plan – Ms. Webb stated that the RFP was issued last week. The due date is April 1, 2022. She will check the website.

Branding of Departments – Ms. Starnes stated that she will follow up on the branding; they have not said how long it will be.

New Business

Southern Pedestrian Plan – Mrs. Tubbs stated that this will be on the next agenda. Comments were received that said we were only looking at the northern side, but we are also looking at the southern side. The proposal has been received, and an amendment will be made to the current contract.

Setting a Plan to Pave all Dirt Roads within City Limits – Councilwoman Dykes asked what is the possibility of having all of the dirt roads in the city paved?

Mrs. Tubbs responded that the residents don't understand why we won't resurface. We would have to purchase right-of-way that we shouldn't have to purchase. Some of these people are not even our residents. What would be our funding source? We would have to figure all of that out first.

Other Discussion – there are no other items for discussion.

There being no further items for discussion, the meeting adjourned at 1:45 p.m.

Jeff Hogg, Chairman

**CITY OF NORTHPORT
PUBLIC SAFETY AGENDA
MARCH 21, 2022
2:45 P.M.**

This committee is responsible for assuring the effective working relationship among the Police and Fire Departments and for recommending to Council specific action regarding the plans and policies of these two departments.

Members:

Mayor, Bobby Herndon; Chairman, Councilman Woodrow Washington; Co-Chairman, Councilman John Hinton; City Administrator, Glenda Webb; Police Chief, Gerald Burton; Fire Chief, Bart Marshall; Court Clerk, Teresa Brown

I. Approval of Minutes

II. Old Business

III. New Business

A. Revisit Speed Table Policy

(Tubbs)

B. Updates from FD

(Marshall)

C. Updates from PD

(Burton)

D. Updates from Court

(Brown)

IV. Other Discussion

V. Adjourn

(Washington)

**OFFICIAL MINUTES
CITY OF NORTHPORT PUBLIC SAFETY COMMITTEE MEETING**

The Public Safety Committee met in a regular session meeting at **2:45 p.m.** on Monday, **January 24, 2022**, in the Civic Meeting Room at Northport City Hall.

The meeting was called to order by Chairman Woodrow Washington. Members in attendance: Co-Chairman, Councilwoman Jaime Dykes; City Administrator, Glenda Webb; Police Chief, Gerald Burton; Fire Chief, Bart Marshall. Others in attendance were as follows: City Engineer, Tera Tubbs; City Attorney, Ron Davis; Planning Director, Julie Ramm; Public Works Director, Brooke Starnes; Human Resource Director, Joseph Rose; Court Clerk, Teresa Brown; Utilities Director, John Powell Webb; and Finance Director, Darren McGee.

Motion by Councilman Washington, **Second** by Pro Tem Hinton to **approve the minutes from the December 13, 2021 meeting.**

Ms. Tubb, City Engineer, gave update on road striping in the City of Northport along with the status of the updating of the streetlights to LED. Ms. Tubbs stated this would be in resolution form the first Council meeting in February.

Motion by Councilman Washington **Second** by Councilwoman Dykes to **adjourn the meeting.**

There being no further business to come before the Committee, the meeting was adjourned at 2:52 p.m.

Woodrow Washington, Chairman

Glenda D. Webb
City Administrator

CITY OF NORTHPORT
ADMINISTRATIVE COMMITTEE AGENDA
MARCH 21, 2022
3:30 P.M.

The Administrative Committee is responsible for recommendations to the Council regarding disposition of municipal properties; for policy development (including personnel policies, operating policies, etc.) and for recommending board appointments. The types of topics discussed by this committee include: property purchases, sales and leasing; right-of-way vacation and acquisition, the Pay Plan; group insurance; compensatory and over time policies; individuals to serve on the various "citizen committees", etc. and Information Technology policies on internet security, use, and other municipal social media info, etc.

Members:

Mayor, Bobby Herndon; Chairman, Councilman John Hinton; Co-Chairman, Councilwoman Christy Bobo; City Administrator, Glenda Webb; City Attorney Ron Davis, Human Resource Director Joseph Rose, IT Director, Scott Murphy

I. Approval of Minutes

A. January 24, 2022 -Regular Meeting

II. Old Business

A. None

III. New Business

- | | |
|------------------------------------|--------|
| A. 305 Sick Time Benefits | (Rose) |
| B. 313 Retirement Plan | (Rose) |
| C. 205 Workplace Harassment Policy | (Rose) |

IV. Other Discussion

V. Adjourn

**CITY OF NORTHPORT
FINANCE COMMITTEE AGENDA**

**March 21, 2022,
4:15 P.M.**

The Finance Committee is responsible for recommending to Council specific action on financial matters, generally related to the budget (amendments, transfers, etc.) and major financial decisions regarding project funding.

Members:

Mayor, Bobby Herndon; Chairman, Councilwoman Christy Bobo; Co-Chairman, Councilman Dr. John Hinton; City Administrator, Glenda Webb; Finance Director, Darren McGee.

I. Approval of Minutes

II. Old Business

A. None

III. New Business

A. Water and Sewer Cost of Service Study

(John Powell Webb)

B. 2021 Audit

(Glenda Webb)

C. 2022 Northport 1st Funds

(McGee)

- Allocate \$76,877.66 to sinkhole

MINUTES OF THE MEETING OF THE
FINANCE COMMITTEE
FEBRUARY 21, 2022

The Finance Committee met at 4:15 pm on Monday, February 21, 2022, at City Hall.

Attending were as follows: Mayor Bobby Herndon, Chairwoman Christy Bobo, Co-Chairman John Hinton, Councilman Woodrow Washington, Councilman Jeff Hogg, Ms. Glenda Webb, Ms. Tera Tubbs, Mr. Darren McGee, Mr. Scott Murphy, Mr. John Powell Webb, Mr. Joseph Rose, Mr. Ron Davis, Chief Bart Marshall, Ms. Brooke Starnes, Ms. Julie Ramm, Ms. Kim Braughton, and Ms. Ashton Lesley.

The Committee discussed the following items:

Approval of the Minutes

Motion by Chairwoman Bobo, second by Co-Chairman Hinton to approve the minutes from the January 24th meeting.

Old Business

None.

New Business

Para Update and Feedback- Mike Crady gave a presentation regarding updates to PARA's finances that included their notable revenues and expenses.

2022 Northport 1st Funds Approval- We would like to allocate \$100,000 to due diligence expenses for Northport School System. Currently, we know we will need \$70,000 so allocating \$100,000 would cover other expenses that may arise. A formal vote will go to council to vote on during the March 7th council meeting.

Northport 1st Funds Update- Mr. McGee gave an update on Northport 1st Funds. Of the 2020 Funds we have \$795,000 allocated but not spent. Of the 2021 funds we have \$1,223,000 allocated but not spent. Seven of the schools have sent back their education grant report summaries.

Other Discussion- Tera gave an update that Kimley-Horn will conduct the drainage study. It will likely take two to three months to complete the study. We have also applied for two grants to help fund drainage issues.

There being no further business, the meeting was adjourned at 4:57 p.m.

Christy Bobo, Chairwoman