

PRE-COMMISSION WORK SESSION

December 2, 2025

For Commission Approval

All Items appearing have been approved by the County Attorney and County Manager unless otherwise designated.

PUBLIC WORKS, COMMUNITY SERVICES & INTER - GOVERNMENTAL RELATIONS COMMITTEE

BOARD OF EQUALIZATION

No items submitted

ENVIRONMENTAL SERVICES

1. **Garver, LLC - 2026 Valley Creek WRF Electrical, Instrumentation, and Controls Improvements**
Engineering Design Services for an estimated \$25,000,000 sewer construction project. The future construction project will include new electrical instrumentation and control improvements throughout the facility to improve overall reliability, redundancy and ensure regulatory compliance.

<i>Contract Term:</i>	<i>560 DAYS</i>
<i>Original Budget:</i>	<i>\$ 107,810,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 107,110,000.00</i>
<i>Requested Amount:</i>	<i>\$ 1,983,900.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 105,126,100.00</i>
<i>30 Day Cancellation:</i>	<i>YES</i>

2. **PerkinElmer U.S. LLC 2026 Annual Maintenance of the Inductively Coupled Plasma System**
This three-year renewable contract is for the annual maintenance of the Inductively Coupled Plasma (ICP) System used for metals analysis. The contract will provide services by factory trained technicians and will include on-site repairs at Barton laboratory with parts, labor, shipping, and travel costs.

<i>Contract Term:</i>	<i>3 Years</i>
<i>Original Budget:</i>	<i>\$3,042,119.99</i>
<i>Current Remaining Budget:</i>	<i>\$ 486,458.65</i>
<i>Requested Amount:</i>	<i>\$ 18,072.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 468,386.65</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

3. **Alabama Power Company - Village Creek WRF Master Services Agreement**
Modify the original resolution to reflect as-needed services for substation electrical service at an estimated \$20,000 per year and approved on February 20, 2025.

GENERAL RETIREMENT SYSTEM OF JEFFERSON COUNTY

No items submitted

HUMAN RESOURCES

No items submitted

COMPLIANCE OFFICE

No items submitted

PERSONNEL BOARD OF JEFFERSON COUNTY

No items submitted

DISTRICT 1 REPORT/OTHER BUSINESS

1. Community Grant - Community Food Bank of Central Alabama

Community Grant - Community Food Bank of Central Alabama District 1 Holiday Food Box Distribution

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget:</i>	<i>\$700,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 390,000.00</i>
<i>Requested Amount:</i>	<i>\$ 7,546.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$ 382,454.00</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>

COMMUNITY DEVELOPMENT & HEALTH SERVICES COMMITTEE

COOPER GREEN MERCY HEALTH SERVICES

No items submitted

CORONER

No items submitted

DEPARTMENT OF COMMUNITY SERVICES

1. One Roof, Inc.; HESG2024-SO/CE

Resolution authorizing the Commission President to execute a federal Emergency Solutions Grant agreement with One Roof, Inc., (HESG2024-SO/CE) for an amount not to exceed \$38,843.00.

<i>Contract Term:</i>	<i>Upon execution-6/30/2026</i>
<i>Original Budget:</i>	<i>\$.00</i>
<i>Current Remaining Budget:</i>	<i>\$.00</i>
<i>Requested Amount:</i>	<i>\$38,843.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

DISTRICT ATTORNEY

No items submitted

FAMILY COURT

No items submitted

SHERIFF

No items submitted

YOUTH DETENTION

No items submitted

DISTRICT 2 REPORT/OTHER BUSINESS

No items submitted

ADMINISTRATIVE, & INFRASTRUCTURE COMMITTEE

ROADS & TRANSPORTATION

1. **Debris Removal - November 25, 2025 Storms**

Resolution authorizing Roads and Transportation to pick up and dispose of debris caused by the storms on November 25, 2025.

2. **IGA - City of Clay Paving Clayton Road**

Jefferson County and the City of Clay desire to enter into an intergovernmental agreement for the public purpose of paving on Clayton Road located and maintained by the City of Clay.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Revenue Amount:</i>	<i>\$ 173,667.12</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>

3. **Underwater Bridge Inspections - Volkert Inc.**

Jefferson County desires to enter into an agreement with Volkert Inc. to perform underwater bridge inspections for eight bridges located in the County.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget:</i>	<i>\$2,392,345.00</i>
<i>Current Remaining Budget:</i>	<i>\$1,955,692.00</i>
<i>Requested Amount:</i>	<i>\$ 32,831.04</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$1,922,860.96</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>

FLEET MANAGEMENT

No items submitted

COUNTY ATTORNEY

1. Minutes from the Commission Meeting November 20, 2025
2. **Opioid Settlement Fund Grant Agreement - City of Adamsville - Adamsville Police Department**
Resolution authorizing the Commission President to execute an Opioid Settlement Fund Grant Agreement with the City of Adamsville - Adamsville Police Department in the amount of \$8,579.20.
3. **Opioid Settlement Fund Grant Agreement - HOV Foundation (Our House 501c3)**
Resolution authorizing the Commission President to execute an Opioid Settlement Fund Grant Agreement with HOV Foundation (Our House 501 c3) in the amount of \$15,000.00.

COUNTY MANAGER

1. **Resolution - Authorizing County Intervention in Simplified Sellers Use Tax**
Authorization for Jefferson County to participate in intervention activities, in coordination with other counties, in response to the action brought by other municipalities challenging certain aspects of the SSUT

PUBLIC INFORMATION OFFICE

No items submitted

DISTRICT 3 REPORT/OTHER BUSINESS

No items submitted

FINANCE, JUDICIAL, EMERGENCY MANAGEMENT & DEVELOPMENT AND GENERAL SERVICES COMMITTEE

FINANCE

1. **Unusual Demand Report**
Unusual Demand Report
2. **Purchasing Exceptions Report**
Resolution authorizing the approval of the Purchasing Exceptions Report for the week 11/6/2025-11/12/2025.
3. **Purchasing Exceptions Report**
Resolution authorizing the approval of the Purchasing Exception Report for the week of 11/13/2025-11/19/2025.
4. **Purchasing Agenda Report**
Resolution authorizing the approval of the Purchasing Agenda Report for the week of 11/6/2025-11/12/2025.
5. **Purchasing Agenda Report**
Resolution authorizing the approval of the Purchasing Agenda Report for the week of 11/13/2025-11/19/2025.
6. **Encumbrance Reports**
Resolution authorizing the approval of the Encumbrance Report for the week of 11/6/2025-11/12/2025.
7. **Encumbrance Reports**
Resolution authorizing the approval of the Encumbrance Report for the week of 11/13/2025-11/19/2025.
8. **Procurement Card - Jefferson Credit Union**
Jefferson Credit Union Visa Statement Closing Date 11.03.2025 for Ratification

BUDGET MANAGEMENT OFFICE

1.

MULTIPLE STAFF DEVELOPMENT

Environmental Services

Travis Mills	650.00
Christy Quinn	
Wastewater Exam	
Online - Various	

Revenue

Toni Williams	886.61
Theresa Rouse	865.84

Theresa Kirkwood	886.61
Kim Dillard	843.49
Mashelleous Jones	869.53
LaQueta Campbell	862.36
Licensing Conference	
Montgomery, AL – December 2-4, 2025	
Menisha Baldwin	1,052.74
Demetrius Price	1,189.33
Scott Moore	1,052.54
LaShawn Pegues	1,012.68
Scott Smith	1,044.34
Shelley Raia	1,098.24
Joan Moffett	1,046.44
AMROA Conference	
Auburn, AL – December 10-12, 2025	

INDIVIDUAL STAFF DEVELOPMENT

Board of Registrars

Barry Stephenson	2,866.06
Election Official Conference	
Arlington, VA – January 7-11, 2026	

County Manager

James D. Howell	870.50
ACCA Conference	
Florence, AL – December 9-11, 2025	

James D. Howell	161.50
ACCA District Meeting	
Millbrook, AL – November 18, 2025	

Development Services

Willie Brown	903.83
Planning Conference	
Hattiesburg, MS – October 28-30, 2025	

Finance

Latosha Adams	257.87
CGAT Accounts Receivable	
Tuscaloosa, AL – November 12, 2025	

Revenue

Eric Pruitt	425.00
Accounting and Auditing Forum	
Birmingham, AL – December 8-10, 2025	

Charles Bell 250.00
CRE Update
Online – August 8, 2025

FOR INFORMATION ONLY

Sheriff

Nickolas Andrews 2,558.56
Parker Moseley 2,558.56
Ballistic Shield Instructor Program
Lithia, FL – November 10-14, 2025

Ashanti McKinney 20.00
Basic Street Gang Identification
Tuscaloosa, AL – October 16, 2025

BOARD OF REGISTRARS

No items submitted

CIRCUIT CLERK

No items submitted

DEVELOPMENT SERVICES

1. **Z-25-0027**

Jeremy Weston, owner; requests a change of zoning to A-1 (Agriculture) for a 30' x 76' mobile home. Property zoned I-3 (Industrial). PID# 1900140000004000 in section 14 / Township 17/ Range 6 W. (Site address 1955 Alliance Road, Hueytown, 35023)(2.55 Acres +/-)

P&Z Recommendation: Approval

2. **Resolution-Special Assessment for Demolition Costs at 100 4th St-35060.**

Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 100 4th St 35060 in the amount of. \$12,320.00.

3. **Resolution-Special Assessment for Demolition Costs at 104 3rd St-35060.**

Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 104 3rd St-35060 in the amount of \$9,240.00.

4. **Resolution-Special Assessment for Demolition Costs at 104 5th St-35060.**

Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 104 5th St-35060 in the amount of \$16,940.00.

5. **Resolution-Special Assessment for Demolition Costs at 107 5th St-35060.**

Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 107 5th St-35060 in the amount of \$18,216.00.

6. **Resolution-Special Assessment for Demolition Costs at 108 5th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 108 5th St-35060 in the amount of \$12,320.00.
7. **Resolution-Special Assessment for Demolition Costs at 112 1st St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 112 1st St-35060 in the amount of \$25,542.00.
8. **Resolution-Special Assessment for Demolition Costs at 114 7th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 114 7th St 35060 in the amount of \$11,550.00.
9. **Resolution-Special Assessment for Demolition Costs at 200 7th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 200 7th St-35060 in the amount of \$15,950.00.
10. **Resolution-Special Assessment for Demolition Costs at 201 3rd St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 201 3rd St 35060 in the amount of \$8,250.00.
11. **Resolution-Special Assessment for Demolition Costs at 206 5th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 206 5th St 35060 in the amount of \$17,094.00
12. **Resolution-Special Assessment for Demolition Costs at 206 7th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 206 7th St 35060 in the amount of \$23,408.00.
13. **Resolution-Special Assessment for Demolition Costs at 207 5th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 207 5th St 35060 in the amount of \$15,708.00.
14. **Resolution-Special Assessment for Demolition Costs at 300 Circle Dr-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 300 Circle Dr 35060 in the amount of \$14,652.00.
15. **Resolution-Special Assessment for Demolition Costs at 308 7th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 308 7th St 35060 in the amount of \$11,550.00.
16. **Resolution-Special Assessment for Demolition Costs at 309 6th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 309 6th St 35060 in the amount of \$13,398.00.
17. **Resolution-Special Assessment for Demolition Costs at 412 6th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 412 6th St 35060 in the amount of \$19,448.00.
18. **Resolution-Special Assessment for Demolition Costs at 311 7th St-35060.**
Resolution fixing costs of demolition of nuisance property and authorizing a SPECIAL ASSESSMENT, which shall constitute a LIEN at 311 7th St 35060 in the amount of \$7,436.00.

EMERGENCY MANAGEMENT AGENCY

No items submitted

GENERAL SERVICES

1. **Landscape Workshop - Professional Landscape Maintenance - Jefferson County Medical Examiner's Office**

Contract for professional landscaping maintenance and grounds management services at the Jefferson County Medical Examiner's Office.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget:</i>	<i>\$8,739,352.00</i>
<i>Current Remaining Budget:</i>	<i>\$4,231,143.74</i>
<i>Total Contract Amount:</i>	<i>\$71,040.00 (3 years)</i>
<i>Requested Amount Yr 1</i>	<i>\$23,500</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$4,208,163.74 (Year 1)</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

2. **Hinkle Roofing Products, Inc. - Roof Replacement - Camp Ketona**

Contract for the replacement of the roof on Roads and Transportation's Ketona Maintenance Camp asphalt shed.

<i>Contract Term:</i>	<i>6 months</i>
<i>Original Budget:</i>	<i>\$8,739,352.00</i>
<i>Current Remaining Budget:</i>	<i>\$4,231,143.74</i>
<i>Requested Amount:</i>	<i>\$18,930.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$4,212,213.74</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

LAW LIBRARY

No items submitted

PROBATE COURT

No items submitted

REVENUE

1. **Jefferson County Alcoholic Beverage License Fees**

Resolution levying and fixing privilege license fees on businesses dealing in alcoholic beverages within Jefferson County in accordance with Title 28 Chapter 3A Code of Alabama and consistent with Alabama Alcoholic Beverage Control Board Licensing.

STATE COURT

No items submitted

TAX ASSESSOR

No items submitted

TAX COLLECTOR

No items submitted

TREASURER

No items submitted

DISTRICT 4 REPORT/OTHER BUSINESS

No items submitted

INFORMATION TECHNOLOGY & ECONOMIC DEVELOPMENT COMMITTEE

ECONOMIC DEVELOPMENT

1. **Innovation Depot Agreement**

Authorization for Jefferson County to allocate Economic Development funds to Innovation Depot in support of its mission to cultivate entrepreneurship, accelerate business growth, and expand workforce-development capacity. Funding will enable the Innovation Depot to deliver programs, technical assistance, and innovation-focused services aligned with the County's economic-development strategy, strengthening job creation, talent development, and regional competitiveness.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Grant Amount:</i>	<i>\$400,000.00</i>
<i>30 Day Cancellation</i>	<i>Per Agreement</i>

2. **Birmingham Business Alliance Agreement**

Resolution authorizing Economic development funds to utilize resources of the Birmingham Business Alliance as they support Jefferson County's economic development, public policy and strong workforce development.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Grant Amount:</i>	<i>\$400,000.00</i>
<i>30 Day Cancellation</i>	<i>Per Agreement</i>

INFORMATION TECHNOLOGY

No items submitted

DISTRICT 5 REPORT/OTHER BUSINESS

1. **City of Vestavia Hills Fire Department-Community Grant D5**

Resolution authorizing the Community Grant Program Agreement with the City of Vestavia to assist the Vestavia Hills Fire Department.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget</i>	<i>\$700,000</i>
<i>Current Remaining Amount</i>	<i>\$650,000.00</i>
<i>Requested Amount:</i>	<i>\$21,000</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$629,000</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>

2. **Sav-A-Life DBA Alabama Pregnancy Test Center - Community Grant**

Resolution authorizing the execution of a Community Grant Program Agreement with Sav-A-Life, Inc., d/b/a Alabama Pregnancy Test Center in the amount of \$10,000.00.

<i>Contract Term:</i>	<i>Per Agreement</i>
<i>Original Budget</i>	<i>\$700,000</i>
<i>Current Remaining Amount</i>	<i>\$629,000.00</i>
<i>Requested Amount:</i>	<i>\$10,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$619,000.00</i>
<i>30 Day Cancellation:</i>	<i>Per Agreement</i>