

**MINUTES FROM A WORK SESSION OF THE
COUNCIL OF MUSCLE SHOALS, ALABAMA, HELD**

August 7, 2023

The City Council of Muscle Shoals, Alabama met at the Muscle Shoals City Hall auditorium in said City at 5:00 p.m. on the 7th day of August 2023. The following members were found to be present or absent, as indicated:

PRESENT: CHRIS HALL, GINA CLARK, WILLIS THOMPSON, KEN
 SOCKWELL, DAVID MOORE
ABSENT: NONE

Ken Sockwell, Council President, presided at the meeting. Mayor Mike Lockhart was also present. Brittney Walker, Finance Officer, and Kate McCollister, Administrative Assistant/Marketing, were present and kept the minutes of the meeting.

Mayor Lockhart discussed information regarding the general fund balance sheet through June 2023.

Mayor Lockhart and Captain Todd Bohannon discussed the Muscle Shoals Fire Department needing to replace an older fire truck with a new one.

Mayor Lockhart and Chief Clint Reck discussed the Muscle Shoals Police Department needing to place an order for 3 new police cars.

Jalen Johnson, Director of Human Resources, answered questions the Council had regarding the changes made of the following job descriptions: City Clerk, Finance Officer, and HR Director.

The council reviewed agenda items.

There being no further business the meeting was adjourned at 6:45 p.m.

CITY OF MUSCLE SHOALS, ALABAMA
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COUNCIL MEMBER – PLACE ONE



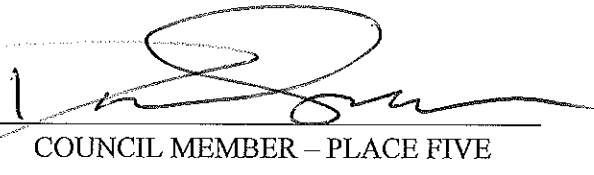
COUNCIL MEMBER – PLACE TWO



COUNCIL MEMBER – PLACE THREE

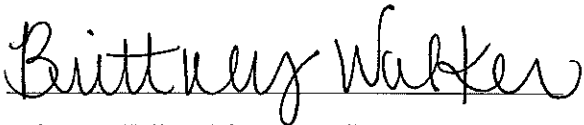


COUNCIL MEMBER – PLACE FOUR

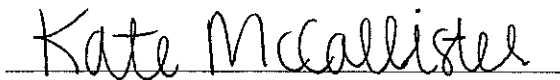


COUNCIL MEMBER – PLACE FIVE

ATTEST:



Brittney Walker, Finance Officer



Kate McCallister, Administrative Assistant/Marketing

**MINUTES FROM A REGULAR MEETING
OF THE COUNCIL OF MUSCLE SHOALS, ALABAMA, HELD
August 7, 2023**

The City Council of Muscle Shoals, Alabama met at the Muscle Shoals City Hall auditorium in said City at 6:00 p.m. on the 7th day of August 2023 being the scheduled place for said meeting once the previously held work session ended. The meeting was called to order by Ken Sockwell, Council President. On roll call the following members were found to be present or absent, as indicated:

PRESENT: CHRIS HALL, GINA CLARK, WILLIS THOMPSON, KEN
SOCKWELL, DAVID MOORE
ABSENT: NONE

Ken Sockwell, Council President, presided at the meeting and declared that a quorum was present and that the meeting was convened and opened for the purposes of transaction of business. Mayor Mike Lockhart was also present. Brittney Walker, Finance Officer, and Kate McCollister, Administrative Assistant/Marketing, were present and kept the minutes of the meeting.

The invocation was given by James Vance. President Ken Sockwell led in the pledge of allegiance.

Upon motion duly made by Council Member Moore and seconded by Council Member Thompson and unanimously adopted, the Council waived the reading of the minutes of the previously held regular meeting and work session of July 17th, 2023, and approved the minutes as written.

Mayor Lockhart announced that the City of Muscle Shoals is partnering with the Shoals Chamber of Commerce for Dashing Through the Shoals. The City will host the location of the ice-skating rink for the winter months.

President Sockwell announced that the next item of business was consideration of approving the Finance Officer job description. Council Member Clark made a motion to approve the job description; Council Member Thompson seconded that motion.

President Sockwell stated that approval of the motion and second was before the Council. Those in favor of the application would indicate so by voting aye and those opposed would indicate by voting nay. Upon said question being put to a vote, all voted "AYE" and "NAYS" were none.

President Sockwell announced that the next item of business was consideration of approving the HR Director job description. Council Member Clark made a motion to approve the job description; Council Member Thompson seconded that motion.

President Sockwell stated that approval of the motion and second was before the Council. Those in favor of the application would indicate so by voting aye and those opposed would indicate by voting nay. Upon said question being put to a vote, all voted "AYE" and "NAYS" were none.

President Sockwell announced that the next item of business was consideration of approving the City Clerk/Treasurer job description. Council Member Clark made a motion to approve the job description; Council Member Thompson seconded that motion.

President Sockwell stated that approval of the motion and second was before the Council. Those in favor of the application would indicate so by voting aye and those opposed would indicate by voting nay. Upon said question being put to a vote, all voted "AYE" and "NAYS" were none.

President Sockwell announced that the next item of business was to set a public hearing for the Infusions Bar & Grille (100 Airport Road) retail liquor license. The hearing will be on September 5th, 2023 at 5:00 p.m. in the City Hall Auditorium.

President Sockwell announced that the next item of business was consideration of approving the resolution to approve contract with Place Associates, LLC and Design Consulting, LLC for planning advisory services. Council Member Moore made a motion to approve the resolution; Council Member Hall seconded that motion.

RESOLUTION NUMBER 3274-23

WHEREAS, the City Council of the City of Muscle Shoals has been presented and has reviewed the presentation of Place Associates, LLC and LVL Design Consulting, LLC, to provide Planning Advisory Services as set forth in the proposed scope of work;

WHEREAS, the City Council of the City of Muscle Shoals deems it beneficial and expedient that action be taken to approve and authorize Place Associates, LLC and LVL Design Consulting, LLC, to provide the scope of work to provide the services to include comprehensive and strategic planning and economic development and community development proposals to the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Muscle Shoals does hereby authorize and approve Place Associates, and LVL Design Consulting, LLC the proposed scope of work as set out herein:

Overview

The City of Muscle Shoals (CMS) requires expertise in the areas of city planning, real estate development, and urban design to support the implementation of a comprehensive plan, to support the development of a new community park, and to provide advisory services to the Mayor's Office and the City of Muscle Shoals Building and Permits Department related to planning, design, and economic development projects.

The Consultant Team (Place Associates, LLC and LVL Design Consulting, LLC) has significant experience in comprehensive planning, real estate development, strategic planning, economic development, and community development projects of the nature and type contemplated by The City of Muscle Shoals.

Timeframe

The agreement will be effective for 12 months from the date of execution.

Scope of Work

The Consultant Team shall perform the following advisory services for The City of Muscle Shoals (CMS) under this agreement:

1. *Planning Advisory Services*

Assist or advise The Mayor's Office and the City of Muscle Shoals Building and Permits Department on planning projects.

- a. Advise The Mayor's Office during development of the comprehensive plan. Provide feedback and perspective relative to its potential for implementation with a focus on accelerating individual projects following adoption of the final Comprehensive Plan by City Council.
- b. Attend city council or planning meetings as requested by The Mayor's Office to support comprehensive plan development.

2. *Special Projects*

Assist or advise the Mayor's Office and the City of Muscle Shoals Building and Permits Department on community, economic, and real estate development projects.

- a. Develop and manage a Request for Qualifications (RFQ) or Request for Proposal (RFP) for a new city park. This process will include working with the Mayor's Office to document the park site and develop a spatial program, programming opportunities, a RFP or RFQ document, and provide distribution recommendations.
- b. Support the development of community and economic development projects as identified by the Mayor's Office that may include Comprehensive Plan outcomes, those projects included in the 2023 Design Alabama report, or other significant projects of opportunity. Services may include conceptual design, market research, visioning, process recommendations, partnership development, or stakeholder outreach.

Compensation

As compensation for the Consultant Team's services under this agreement, the City of Muscle Shoals shall pay to the Consultant Team the amounts described below which compensation shall be payable to the Consultant in arrears, on or before the fifth (5th) day of each month.

1. *Planning Advisory Services*

\$4,000 per month to include services as described under Scope of Work, Section 1a and 1b. Travel and lodging for in-person meetings, site meetings, and other necessary travel will be reimbursed as described under the section Reimbursement.

2. *Special Projects*

- a. \$16,000 for all services described in 2a under Scope of Work. Travel and lodging for in-person meetings, site visits, and other necessary travel will be reimbursed as described under the section Reimbursement.
- b. Scopes of Work and Compensation for individual projects will be developed and agreed upon prior to commencement of work and will follow the terms of this master agreement. Total compensation for these projects shall not exceed \$20,000 unless prior authorization has been provided in writing by the Mayor's office. Travel and lodging for in-person meetings, site visits, and other necessary travel will be reimbursed as described under the section Reimbursement.

Reimbursement

The Consultant Team shall submit to The City of Muscle Shoals, by the end of each month during the term of this Agreement, a report setting forth in reasonable detail the Consultant Team's out-of-pocket expenses arising from the Consultant's performance of its obligations under this Agreement during such month. The City shall reimburse the Consultant Team for the Consultant Team's reasonable out-of-pocket expenses arising from the Consultant Team's performance of its obligations under this Agreement during such month, on or before the fifth (5th) day of the immediately following month, provided that the Consultant has furnished documentation satisfactory to CMS to verify Consultant Team's services and expenses.

BE IT FURTHER RESOLVED that the City Council of the City of Muscle Shoals, Alabama, does hereby authorize the Mayor to execute and deliver and enter into an agreement with Place Associates LLS and LVL Design Consulting, LLC, for the services set forth hereinabove

APPROVED and ADOPTED this the 7th day of August 2023.

President Sockwell stated that approval of the motion and second was before the Council. Those in favor of the application would indicate so by voting aye and those opposed would indicate by voting nay. Upon said question being put to a vote, all voted "AYE" and "NAYS" were none.

President Sockwell announced that the next item of business was consideration of approving the resolution for Approval of the Assignment of the Tax Rebate. Council Member Thompson made a motion to approve the resolution; Council Member Clark seconded that motion.

RESOLUTION NUMBER 3272-23

WHEREAS, the City Council of the City of Muscle Shoals has been presented and has reviewed that certain instrument styled Assignment of Tax Abatement Agreement between DUS Operating, Inc. and Linamar Structures USA (Alabama), Inc.; and

WHEREAS, the City Council of the City of Muscle Shoals deems it necessary and expedient that action be taken to approve said assignment of the Tax Abatement Agreement heretofore described;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Muscle Shoals does hereby approve and authorize the City to consent to the Assignment of the Tax Abatement previously granted to DUS Operating, Inc, unto Linamar Structures USDA (Alabama), Inc.

BE IT FURTHER RESOLVED that the City Council of the City of Muscle Shoals, Alabama, does hereby approve said Assignment Agreement hereinabove described and does hereby authorize Mike Lockhart as Mayor the City of Muscle Shoals, Alabama to acknowledge and agree to the Assignment and deliver an executed copy to all interested parties and the City Clerk is hereby directed to retain a copy of the executed document in the City's records.

APPROVED and ADOPTED this the 7 day of August, 2023.

President Sockwell stated that approval of the motion and second was before the Council. Those in favor of the application would indicate so by voting aye and those opposed would indicate by voting nay. Upon said question being put to a vote, all voted "AYE" and "NAYS" were none.

President Sockwell announced that the next item of business was to appoint a member to the Riverbend Mental Health Board. Roll call was given to record a vote, and the vote of each Council Member is the following:

Council Member Hall:	Donnie Linley
Council Member Clark:	Donnie Linley
Council Member Thompson:	Donnie Linley
Council Member Sockwell:	Donnie Linley
Council Member Moore:	Donnie Linley

RESOLUTION NUMBER 3273-23

WHEREAS, a term on the Riverbend Mental Health Board has unexpired and the City Council being desirous of making the necessary appointment to said board;

WHEREAS, notice was given to the public of said pending vacancy and applications solicited for a member to said board;

WHEREAS, the following individuals made proper application and met the requirements for appointment, are eligible for appointment to fill the pending vacancy:

Don H. Linley Jr.

WHEREAS, a roll call vote was had by the City Council as follows:

Council Member Hall:	Don H. Linley Jr.
Council Member Clark:	Don H. Linley Jr.
Council Member Sockwell:	Don H. Linley Jr.
Council Member Thompson:	Don H. Linley Jr.
Council Member Moore:	Don H. Linley Jr.

WHEREAS, Council President Sockwell announced that Don H. Linley Jr. had received a majority of the votes cast,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Muscle Shoals, Alabama does hereby appoint the following named person to serve as set forth herein:

Appointee
Don H. Linley Jr.

Board
Riverbend Mental Health Board

Term Expiration
April 2025

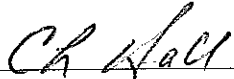
The Clerk is hereby directed to notify the above-named person of their appointment and to further notify the respective board of said appointment.

ADOPTED and APPROVED this 7th day of August, 2023.

Council Member Hall provided closing remarks of disagreement of the Mayor's decision to terminate former Parks & Recreation Director Rusty Wheelles.

There being no further business to come before the meeting, upon the motion duly made and seconded the meeting was adjourned.

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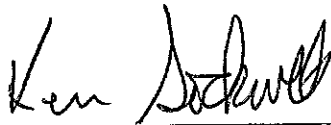
COUNCIL MEMBER - PLACE ONE



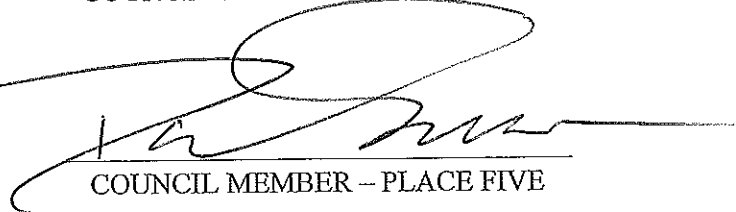
COUNCIL MEMBER - PLACE TWO



COUNCIL MEMBER - PLACE THREE



COUNCIL MEMBER - PLACE FOUR




COUNCIL MEMBER - PLACE FIVE

ATTEST:



Brittney Walker, Finance Officer



Kate McCallister, Administrative Assistant/Marketing

