



Minutes of the City of Calera Council Meeting November 18, 2024

The Council of the City of Calera met in the Council Chambers of the City Hall at 7901 Highway 31 on Monday, November 18, 2024, at 6:30 p.m. in a regular meeting. Mayor Graham presiding.

Mayor and Council Members Present:

Jon G. Graham, Mayor
Debbie Byers, Council Member
Kenny Dale Cost, Council Member
Ernest Montgomery, Mayor Pro Tem
Calvin Morgan, Council Member
Kay Snowden Turner, Council Member
Alan Watts, Council Member

Attorney:

Brian Kilgore - Absent

Guests:

James Fuller, David Hyché, Bill Hilyer, Kelly Ellison, Richard Byers, Dennis Torrealba, Sean Kendrick, Reggie Darden, Alison Powers, Seth Gandy, Kevin Shirey, Dawn Cost, Lydia Godwin, Chris Bunn, Dee and Ryan Starkey, Terrell Lykes, Jennifer Flournoy, Trey Oliver, Brent Ellison, Robbie Grant, Donald Brockway, Laura Abell, Cullen Miculek

Mayor Graham called the meeting to order at 6:30 p.m.

Word of Prayer and Pledge of Allegiance:

Council Member Watts opened the meeting with prayer and the Pledge of Allegiance.

Approval of Agenda:

Council Member Morgan made a motion to approve the Agenda for November 18, 2024, with the addition of Emerald Ridge Street Lights. Council Meeting. Council Member Montgomery seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Motion Passed

Approval of Minutes:

Council Member Cost made a motion to approve and dispense with the reading of the following minutes:

Regular Meeting – November 4, 2024

Work Session – November 4, 2024

Council Member Watts seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Motion Passed

Old Business:

Public Hearing

Ordinance PZ 2024-09 Waterford, LLC - Hwy 70 - Waterford PUD North (Original Waterford Subdivision) -Master Plan Approval

Speakers:

Donald Brockway, Chris Bunn, Cullen Miculek, Laura Abell, Lydia Godwin, Trey Oliver

Council Member Byers moved that unanimous consent of the Council be given for immediate action upon said Ordinance. Council Member Montgomery seconded said motion and upon vote the results were:

AYES: Montgomery, Watts, Morgan, Graham, Cost, Byers, Turner

NAYS: None

The Mayor declared said motion carried and unanimous consent given.

Council Member Byers moved that Ordinance PZ No. 2024-09 be adopted, which motion was seconded by Council Member Montgomery and upon vote the results were as follows:

AYES: Montgomery, Watts, Morgan, Graham, Cost, Byers, Turner

NAYS: None

Motion Passed - Adopted this 18th day of November 2024

Public Hearing

Waterford, LLC Ordinance No. PZ 2024-12 -Hwy 70 - Dunsmore Subdivision -Master Plan Approval

Council Member Cost made a motion to table Ordinance No. PZ 2024-12 until the next council meeting. Council Member Turner seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Motion Passed

New Business:

Resolution No. 2024-53 Surplus Public Works Department Inventory

Council Member Cost made a motion to approve Resolution No. 2024-53. Council Member Turner seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Motion Passed

Resolution No. 2024-54 Adoption of Police Policies, 806 Animal Control, 609 Forensic Genetic Genealogy, 342 Generative Artificial Intelligence Use, 341 Police Facility Security

Council Member Turner moved that unanimous consent of the Council be given for immediate action upon Resolution No. 2024-54. Council Member Morgan seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Thereupon, the Mayor declared said motion carried and unanimous consent given for the consideration of said Resolution.

Council Member Watts moved that Resolution No. 2024-54 is adopted. Council Member Turner seconded the motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYES: None

Motion Passed- Adopted this 18th day of November 2024

Public Hearing

Ordinance No. 2024-13 Amending Zoning Ordinance - Building Facades -Special Provision for Pre February 6, 2023 -Platted Lots Regarding Zoning Requirements

Council Member Montgomery moved that unanimous consent of the Council be given for immediate action upon said Ordinance. Council Member Morgan seconded said motion and upon vote the results were:

AYES: Montgomery, Watts, Morgan, Graham, Cost, Byers, Turner

NAYS: None

The Mayor declared said motion carried and unanimous consent given.

Council Member Morgan moved that Ordinance No. 2024-13 be adopted, which motion was seconded by Council Member Watts and upon vote the results were as follows:

AYES: Montgomery, Watts, Morgan, Graham, Turner

NAYS: Cost, Byers

Motion Passed - Adopted this 18th day of November 2024

Emerald Ridge Street Lights will be placed on the next agenda.

Guests:

Jennifer Flournoy, Christy Pickering, Chris Bunn

Public Comments:

Laura Abell

Council Member Cost made a motion to adjourn the meeting at 7:54 p.m.

Approved this 2nd day of December 2024.

Jon G. Graham, Mayor

ATTEST:

Connie B. Payton, City Clerk

Mayor Graham introduced the following Ordinance:

ORDINANCE NO. PZ 2024-09

WHEREAS, on August 12, 2024, the Planning Commission of the City of Calera, Alabama conducted a public hearing recommending approval of the Waterford Subdivision Master Plan subject to the express condition that Waterford, LLC abide by all terms and provisions of the Developer's Agreement with the City as referenced in **Attachment A: July 7, 2014, Agreement** (the "Agreement"); and

WHEREAS, on September 3rd, 2024, the Council of the City of Calera, Alabama (herein "the Council") conducted a public hearing and reiterated that no additional development at or adjacent to the Waterford Development, including any development using any Waterford street and/or streets to provide access to Alabama Highway No. 70, will be approved until Village Ridge Parkway, as shown on the map of Waterford Village Sector 5 Phase 5 and the associated improvements to Alabama Highway No. 70 (herein the "Improvements"), are substantially completed pursuant to all Alabama Department of Transportation (herein "ALDOT") specifications and expressly accepted by Calera; and

WHEREAS, the Council has held additional public hearings on this application for approval and confirmed that Waterford, LLC may provide a sufficient bond for the referenced Improvements in accord with the Agreement; and

WHEREAS, the Council has held discussions and received public comments regarding concerns that the Development may cause additional wear and damage to those roadways utilized by Waterford, LLC for the construction of the Development due to the heavy loaded trucks used for the construction of the Development; and

WHEREAS, the Council has conducted a final public hearing on November 18th, 2024 on this matter after proper legal and actual notice was sent to adjacent landowners to consider approval of the Waterford Subdivision Master Plan.

**IT IS THEREFORE ORDAINED BY THE MAYOR AND COUNCIL OF
THE CITY OF CALERA, ALABAMA AS FOLLOWS:**

1. The Council conditions its approval of the Waterford Subdivision Master Plan on Waterford, LLC and its successor's full compliance with all terms and provisions of **Attachment A: July 7, 2014, Agreement**; and
2. Waterford, LLC and its successor shall execute any and all additional documents required for compliance with the Agreement and take any additional actions necessary to carry out the terms of such Agreement; and
3. The Council **ORDAINS** that no additional development will be approved at the Waterford Development until those Improvements to Alabama Highway No. 70, as specified in **Attachment A: July 7, 2014**, are substantially completed, approved by ALDOT and expressly accepted by the City of Calera; and
4. Waterford, LLC shall comply with all existing regulations for the protection of those streets and roadways utilized by Waterford, LLC during construction of the Development, to include full compliance with the City's bonding regulations for streets or roads use for construction traffic pursuant to City Code Section 6.2.3.

Council Member Byers moved that unanimous consent of the Council be given for immediate action upon Ordinance No. PZ 2024-09 Council Member Montgomery seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Thereupon, the Mayor declared said motion carried and unanimous consent given for the consideration of said Ordinance.

Council Member Byers moved that Ordinance No. PZ 2024-09 be adopted. Council Member Montgomery seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Mayor Graham declared Ordinance No. PZ 2024-09 adopted.

Adopted this 18th day of November 2024.

Connie B. Payton, City Clerk

Jon G. Graham, Mayor

PLANNED UNIT DEVELOPMENT
DEVELOPMENT PLAN
FOR
WATERERFORD NORTH SUBDIVISION

Submitted by
WATERFORD, LLC

To
The City of Calera, August 12, 2024

WATERFORD SUBDIVISION
PLANNED UNIT DEVELOPMENT
DEVELOPMENT PLAN

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WATERFORD SUBDIVISION
Planned Unit Development Application
and
Development Plan

THIS PLANNED UNIT DEVELOPMENT APPLICATION AND DEVELOPMENT PLAN (the Development Plan) , dated August 12 , 2024, is submitted by Waterford, LLC, an Alabama Limited Liability Corporation (Developer), to the City of Calera, Alabama, an Alabama municipal corporation(the City).

RECITALS

The Developer Is the Owner of that certain real property (the Property) situated in the City of Calera, in Shelby County, Alabama, which Is more particularly described in Exhibit A, attached hereto and Incorporated herein by reference.

Developer desires to develop the property for mixed uses which will include detached single family residential housing , A swimming pool, clubhouse, lake, playground, walking trails and several parks and undisturbed areas.

The Developer desires that all of the property be zoned as a Planned Unit Development pursuant to the terms and provisions of the Zoning Ordinance of the City (the Zoning Ordinance)

In accordance with the requirements of the Zoning Ordinance. Developer does hereby submit the following to the City for Its approval:

- A. **Submission of application.** In Accordance with Article 5 , Section 20 of the Zoning Ordinance of the City of Calera, Alabama . Developer has contemporaneously herewith submitted to City all pertinent applications.
- B. **Area requirements.** In accordance with Article 20, Section 20.2, Property is in excess of the 150 acre minimum.
- C. **Contents of Application**
 - 1. The Engineer and Surveyor for the project is :
Engineering Design Group

120 Bishop Circle

Pelham, AL 35124

2. Current property zoning is PUD. P-RG

3. Property is owned by : Waterford, LLC

96 Spring Road

Birmingham, AL 35242

The Sole Member is John G. Reamer, Jr

4. **Master Development Plan.** In accordance with the provisions of the Zoning Ordinance, a master development plan (the Master Plan) is attached hereto as Exhibit B and Incorporated herein by reference.
5. **Planning Criteria of the PUD**
 - a. **Legal description** The legal description of the property is attached hereto as Exhibit A
 - b. **General Description of Surrounding area and current zoning.** The property is located on Highway 70 , East of Highway 42. The property is located in the City of Calera. Surrounding zoning is A-1, B-1, C-1 and R-2
 - c. **Planning Objectives.** The utilization of PUD zoning for the Property will (a) allow for the control of a mixed use development for all of the Property; (b) Permit concentrated land use densities in certain areas of the Property while maintaining land use densities in certain areas while maintaining land use densities under an overall basis which are comparable or even less than the densities permitted under conventional zoning classifications; and (c) allow and promote an efficient land use that progresses through individual and distinct areas of a large neighborhood.

The proposed development will consist of a single-family residential development consisting of a mix of attached and detached residential dwelling units, Incorporated within the development will be a swimming pool, clubhouse, lake, playground, walking trails and several parks and undisturbed areas.
 - d. **Development Schedule.** Development of the Property has already begun and will continue following the approval of the approval of the Development Plan by the City. It is contemplated that complete build out will occur within 15 years following the approval of the Development Plan. Market conditions will impact the overall development schedule and may lengthen or shorten the development period.

e, f, g, and h Quantitative Data

(a) The only land use district planned for the Property is Planned Single-Family (PR-G), which will be the zoning district for the entire approximate 800 acres, more or less, comprising the Property. Only property owned by Waterford, LLC, or its successors or assigns will be allowed to be part of the PUD and included in the Master Development

Plan. The parcel comprising the Pool, Clubhouse, Tennis Court, Lake and Playground comprise approximately 21 acres. North of Highway 70 there are approximately 50 acres planned for Common Area and trail and parks.

(b) The development criteria to be utilized for the Property , including such matters as minimum/maximum densities, setbacks, floor areas and other criteria, is set forth in Exhibit D attached hereto and incorporated herein by reference.

i. Principal Ties to the Community. The following utilities are available to serve the Property (through existing service lines in the Subdivision) :

<u>Type of Utility</u>	<u>Utility Provider</u>
Electricity	Alabama Power Company
Telephone	Bellsouth
Water	Calera Water Board
Sanitary Sewer	Calera Public Works
Natural Gas	Calera Gas

j. Amenity areas, Common areas and Open Space The Waterford Homeowners Association will be in control of the amenity areas, Common Areas and open spaces that exist for the benefit of the residents of the subdivision that was developed by Waterford, LLC, and/or or its assigns. Any property not developed by Waterford, LLC may not be a member of the Waterford Homeowners Association , without the express, written consent of Waterford, LLC, and or its assigns.

k. Covenants, Conditions and Restrictions, Homeowners Association , and Architectural Review Committee. The restrictive Covenants for the Property shall be recorded with the recording of the record plat for each sector of the Subdivision. The Waterford Homeowners Association and Architectural Review Committee have been established under existing restrictive covenants. In the event of any conflict between the terms and conditions of the Restrictive Covenants and the Development Plan , the more restrictive provisions shall at all times control. The Developer shall have the unilateral authority to change any provision of the Covenants and/or the Development Plan.

l. Planned Street / Subdivision Designs

(1) The street/subdivision design standards and regulations for the Property shall be the same as the Subdivision regulations for the City. However , Developer may request that the City consider road design variations that may differ from the current

City Subdivision Regulations. The Master Plan show using alleys to provide access to certain lots for better traffic control, safety and aesthetics.

(2.) The Master Plan is also a preliminary development plan for portions of the Property, which is submitted with this Development Plan and, to the extent this Development Plan is approved by the City, such development plan shall be deemed to be approved by the City , and may be implemented for the property. As shown on the Master Plan, the existing and proposed scheme of the development for the Property will utilize cul-de-sacs. No vehicular access will be permitted between the Property and ANY adjacent property, except as shown on the Master Plan, or approved by the Developer or its assigns.

(3). Street lighting will be utilized within the right of ways of any or all of the public streets within the Property. The Developer will be responsible for the installation of lights as it deems necessary. The City will be responsible for payment of the utility bills thereafter.

(4) Informational signage which may identify the name of the proposed development for the Property and directional signage for the same, including signs for the sales and marketing of the property, shall be allowed to be erected within public or private road rights of way, including any medians thereto; provided, however . the City shall have no obligation to maintain any such informational signage located within the right of ways.

(5) All storm sewers, lines, pipes, drains and conduit within the Property shall be constructed in accordance with the then applicable requirements of the City, shall be subject to inspection by the City and , to the extent located upon or within the right of ways or easements of any public roads or storm easements which have been dedicated to the City, and all said lines shall be maintained by the City.

(6) Building permits will be issued by the City only if the Architectural Review Committee of the HOA established under the restrictive covenants for the property has approved the plans and specifications for the proposed improvements.

m. Interim Uses The property may be used for any of the following interim uses, for construction trailers and temporary parking to be utilized only during the development of the property, or construction of houses; utilization of the Property for cut and fill areas in connection with the mass grading operations; the temporary storage of construction materials, equipment and machinery with the development of the Property; models homes utilized in connection with the sale of residential dwelling units within the Property; temporary signage advertising the property for sale.

n. Landscaping Criteria. Each residential lot within the Property shall have a minimum of one(1) large deciduous tree which is either planted or retained in the front yard of

each such residential lot. Said trees will be maintained, or replanted if necessary. Areas of trees will be saved as-is will be allowed by the development of the Property.

p. Additional or Subsequent Government Requirements. Except as otherwise specifically provided to the contrary in this Development Plan, Developer and its successors and assigns shall comply with all existing ordinances, statutes, rules, regulations and requirements of the City(collectively the Governmental Regulations), as the same may be amended from time to time; provided, however, that in the event (a) any conflict or ambiguity arises between the terms and provisions set forth in this Development Plan and the terms and provisions set forth in any existing or future Governmental requirements of the City, then the terms and provisions of this Development Plan shall at all times control and (b) the provisions of any existing Governmental Requirements of the City are amended or modified in any manner so as to impose more requirements on the Development or use any portion of the property, then such increased or additional requirement shall not be effective as applied to the Property unless such change is mutually agreed upon by the City and all of the present Owners(Including Developer) of those portions of the Property to which such additional requirements shall apply.

p. Municipal Services. The City agrees that all municipal services, rights and privileges afforded to residents of and all properties within the limits of the City, including without limitation, fire and police protection, emergency medical, and garbage and trash pick-up and removal services, shall be extended and provided to the property on the same basis as such services are provided to all the residences and other properties within the corporate limits of the City.

q. Miscellaneous Provisions. Each exhibit which is referenced and attached to this Development Plan is incorporated herein as if set out fully in the body hereof. The options and headings use herein are included for convenience and general reference only and shall not be construed to describe, define or limit the scope, intent or construction of this Development Plan. Neither this Development Plan nor any provisions thereof may be waived, modified or amended, except by written instrument signed by (a) the Developer, or (b) the party against whom the enforcement of such waiver, modification or instrument signed by the party against whom the enforcement of such waiver, modification or amendment is sought and then only to the extent specifically set forth in such instrument. This Development Plan shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The rights and interest of the Developer set forth herein may be transferred and assigned to any subsequent owner of any portion of the Property, however the Developer shall maintain final approval of any such change. This Development Plan shall be governed by, and construed in accordance with the laws of the State of Alabama. This Development Plan constitutes the entire and complete agreement between the parties

hereto and supersedes any and all oral or written agreements or understandings between the parties with respect to the matter hereof. It is expressly agreed that there is no verbal understandings or agreements which in any way change the terms, covenants and conditions set forth herein. If any term or provision of this Development Plan or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then the remainder of this Development Plan or the application of such provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and each provision shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, Developer has caused this Development Plan to be executed as of the date first written above.

Waterford, LLC, an Alabama Limited Liability Corporation

By: _____

Printed Name: John G. Reamer, Jr

Its: Sole Member

Approval of Application

The foregoing Planned Unit Development Zoning Application and Development Plan dated May 12, 2023 is hereby approved.

The Planning and Zoning Commission
of The City of Calera, Alabama

By: _____
Its Chairman

The City Council of the City of Calera, Alabama

By: _____
Its Council President

By: _____
Its Mayor

Exhibit C

Development criteria for Planned Single Family (PR-1) District

- A. The Master Plan for the property consists of approximately 800 acres, which exceeds the minimum 150 acres for a PUD as required in 5.20.1 paragraph 2

All of the Property is zoned PR-G, which would allow, as a conditional use, The swim and tennis facilities, and any common areas.

- B. Setbacks/Yards. The following minimum building setback requirements shall be applicable:

40' wide lots:

Front setback	15 Feet
Rear Setback	20 Feet
Side setback	10' between structures

60' Foot and larger lots

Front setback	20 Feet
Rear Setback*	25 Feet
Side setback	10' with 20 ' minimum between structures

*Homes constructed with rear loaded, attached garage units will have a 10' minimum rear setback. Additionally, the rear setback will be reduced to 5' in the event that the garage units are detached from the house.

The following minimum building setback requirements shall be applicable to the swim and tennis facility:

Front setback	20 Feet
---------------	---------

Rear Setback 20 Feet
Side setback 20 Feet

Any parking areas or parking lots on the swim and tennis facility shall be located a minimum of ten (10) feet from the property lines of any adjoining single family lot.

C. Floor Areas

Any existing home or previously approved lot in the Waterford PUD is exempt from the requirements in this PUD Application.

The minimum floor area for any single family detached residential dwelling constructed on the property shall be as follows:

40' wide lots - 1,200 square feet with respect to any one story dwelling.

1,400 square feet with respect to any one and one half story dwelling.

1,600 square feet with respect to any two story dwelling.

60' wide and larger lots shall comply with 5.9.5 – Residential Garden Home District requirements

One story 1,500 square feet

More than one story 1,500 square feet on the first floor, 2,200 total

D. Minimum lot size. The minimum lot size of any other new lot shall comply with 5.9.1 and 5.9.2

Minimum lot area 7,000 square feet

Minimum lot width shall be 70'

E. Maximum Building Height Maximum Building Height shall comply with 5.9.4

No dwelling shall exceed 35' or two and a half stories

F. Off Street Parking Off Street Parking of any future lot shall comply with 5.9.3

a. Parking shall be located to the side or rear of the unit. Vehicle should use an alley where available.

b. There shall be four (4) paved, off street parking spaces for each unit. Spaces in garages do not count toward this requirement.

G. Signage All traffic and street signage shall at all times comply with the minimum requirements of the City. The restrictive covenants for the Property may adopt standards for the mailboxes and other signage, such as for sale and for rent signage, utilized within the Property as well as other guidelines and architectural standards for any other signage to be used within or relating to the property.

H. Exterior lighting No exterior light on any dwelling shall be installed higher than the eaves of said dwelling. Freestanding street lights shall be allowed within any of the areas of the Property. Additional lighting standards and regulations may be provided in the Restrictive Covenants for the Property.

I. Conditional uses. Any portion of the Property may be utilized for any of the conditional uses authorized in PR-G Districts under the City's PUD zoning Ordinance.

STATE OF ALABAMA
COUNTY OF SHELBY

AGREEMENT

This Agreement is made the 7TH day of July, 2014, between the City of Calera, Alabama ("Calera") and Waterford, L.L.C..

WHEREAS, Waterford L.L.C. has owned and developed certain residential subdivisions within the corporate limits of Calera which are accessed from Alabama Highway No. 70, including all sectors and phases of Waterford Cove, Waterford Highlands, Waterford Townhomes, Waterford Village, and the streets and common areas located on the various recorded plats of these subdivisions (collectively "Waterford"); and

WHEREAS, large portions of the Waterford streets have never been completed or are in disrepair, including Waterford Parkway, which currently is the sole access to Waterford, and Waterford L.L.C. or parties associated with Waterford L.L.C. are currently in negotiations to provide funds which will be applied to the completion or repair of the Waterford streets ("Funds"); and

WHEREAS, Waterford L.L.C. has previously named Calera as beneficiary on certain Certificates of Deposit (and all amounts evidenced by such Certificates of Deposit) held by First American Bank, or its successors or assigns, with account numbers 3041661, 3041662, and 3041664, or successor accounts thereto as security or "bond" to secure the completion of portions of the Waterford streets (collectively, the "Certificates of Deposit"); and

WHEREAS, Waterford L.L.C. wishes to apply the Certificates of Deposit to the cost of the completion or repair of the Waterford streets should the Funds prove to be insufficient, as shown by a separate document titled "AGREEMENT REGARDING EXISTING CERTIFICATES OF DEPOSIT"; and

WHEREAS, Calera is willing to apply the Certificates of Deposit as requested by Waterford L.L.C., which may include street completion and repairs for areas of Waterford not covered by the Certificates of Deposit, provided that no additional development at or adjacent to Waterford which uses any Waterford street or streets to provide access to Alabama Highway No. 70 will be approved until Village Ridge Parkway as shown on the map of Waterford Village Sector 5 Phase 5 and the associated improvements to Alabama Highway No. 70, is completed and accepted by Calera, or until sufficient bond equal to one-hundred-fifty percent (150%) of an acceptable bid from either Dunn Construction Company, Inc. or Wiregrass Construction Company, Inc. for such completion is accepted and approved by Calera.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. No additional development at or adjacent to Waterford which uses any Waterford street or streets to provide access to Alabama Highway No. 70 will be approved until Village Ridge Parkway as shown on the map of Waterford Village Sector 5 Phase 5 and the associated improvements to Alabama Highway No. 70, is completed and accepted by Calera, or until sufficient bond for such completion is accepted and approved by Calera.

2. The parties agree to execute any additional documents and take any additional actions necessary to carry out the terms of this Agreement.

City of Calera, Alabama

Waterford, L.L.C.

by _____
Mayor

by _____
as its

[Signature]
MEMBER

STATE OF ALABAMA
COUNTY OF SHELBY

I, the undersigned, a Notary Public in and for said County in said State, hereby certify that Jon Graham, whose name as Mayor of the City of Calera, Alabama, a municipal corporation, is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he, as such officer and with full authority, executed the same voluntarily for and as the act of said municipal corporation.

Given under my hand and official seal, this the _____ day of _____, 2014.

Notary Public

STATE OF ALABAMA
COUNTY OF _____

I, the undersigned, a Notary Public in and for said County in said State, hereby certify that JOHN C. REAMER JR. whose name as MEMBER of Waterford, L.L.C., a limited liability company, is signed to the foregoing instrument, and who is

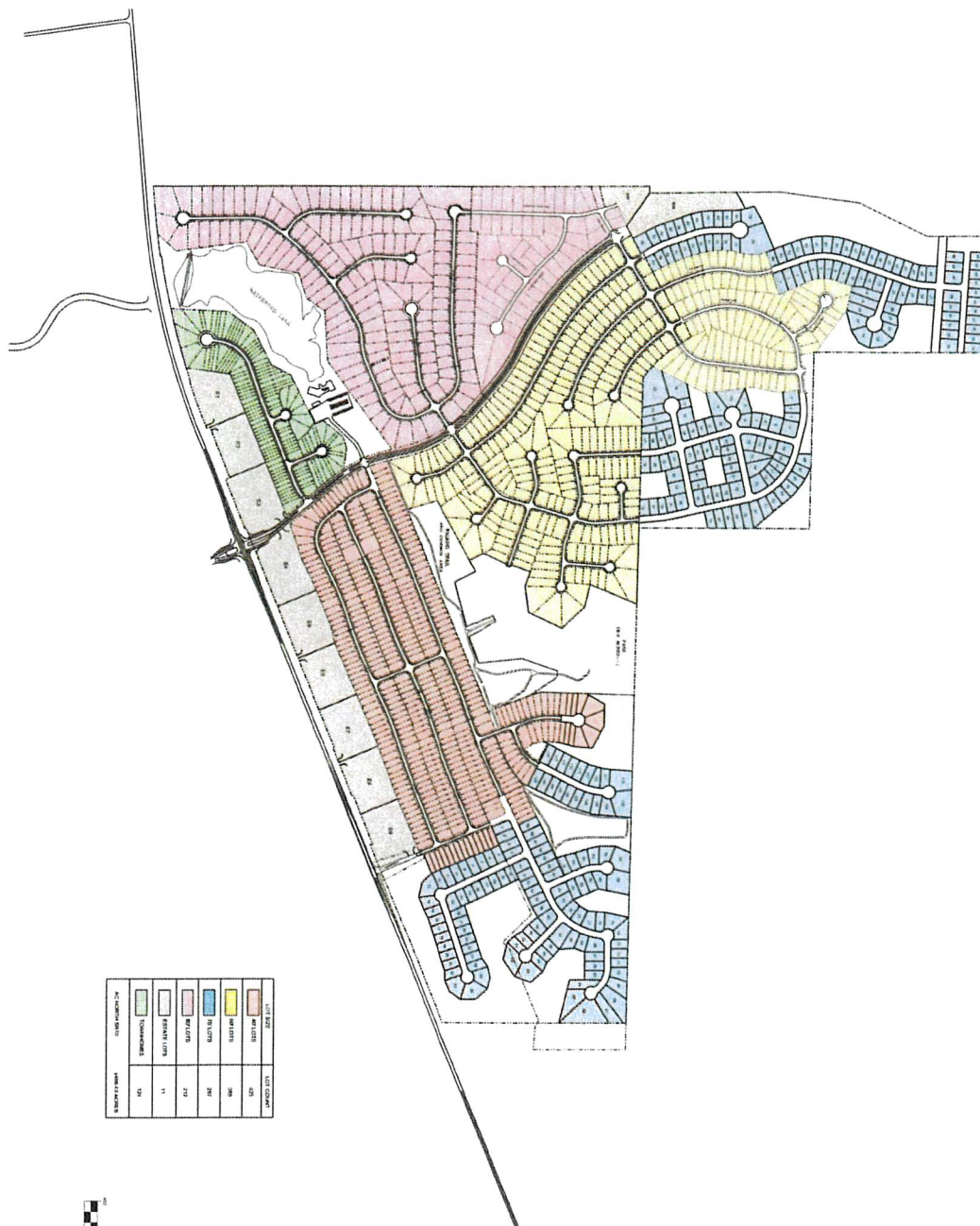
known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he or she, as such officer and with full authority, executed the same voluntarily for and as the act of said company.

Given under my hand and official seal, this the 7th day of July, 2014,
2014.

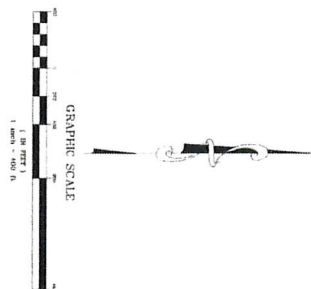
Heather Dagnan
Notary Public

my commission expires 3/15/15





LOT SIZE	LOT AREA
1/2 ACRE	13,636
1/4 ACRE	6,818
1/8 ACRE	3,409
1/16 ACRE	1,704
1/32 ACRE	852
1/64 ACRE	426
1/128 ACRE	213
1/256 ACRE	106
1/512 ACRE	53
1/1024 ACRE	26
1/2048 ACRE	13
1/4096 ACRE	6
1/8192 ACRE	3
1/16384 ACRE	1



EXB1

PROJECT NAME
WATERFORD
A PROPOSED RESIDENTIAL SUBDIVISION

PROJECT ADDRESS
**WATERFORD SUBDIVISION
CALERA, ALABAMA**

SHEET TITLE
OVERALL MASTER PLAN

REVISIONS

EDG
2700 N. ALABAMA AVE.
CALERA, AL 35008
(205) 437-1000
WWW.EDGALABAMA.COM

PRELIMINARY
NOT FOR CONSTRUCTION

Mayor Graham introduced the following Resolution:

RESOLUTION NO. R-2024-53

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF CALERA, ALABAMA AS FOLLOWS:

WHEREAS, the City of Calera, Alabama has inventoried all Departments Inventory and requesting approval to Surplus the following items for the Public Works Department.

WHEREAS, the City has found the following items for the City of Calera no longer needed.

Item	Dept
G-7 Sullair 155 Air Compressor	Gas
Rawson Koenig Truck Tool boxes	Gas
Spool 2" Pipe Trailer	Gas
Roll-N-Lock Bed Cover (2500 GM)	Gas
Decked Truck Bed Storage Box (2500 GM)	Gas
Husky Diamond Plate Tool Boxes	Gas
Benwill 7,000 lb Car lift	Mechanic
Lincoln ARC Welder Model 9181	Mechanic
Continental Heavy Duty Drill Press	Mechanic
Coats 40-48 Power Plus Tire Machine	Mechanic
G00599 Boring Machine	Water
G00621 CAT Backhoe 416C G-11	Gas
870 John Deere Tractor with loader	Street
Blue 18' dual axle dove tail trailer	Water
000686 John Deere MX7	Street
000755 Rotary Cutter 6' 95 HP Galv	Street
Bush Hog 72" Finishing Mower Model#12-15606	Street
7' John Deere Bush Hog	Street
2004 Dodge R2500 1078-ST1	Street
Aluminum Metal Dog Box	Street
Case Traktor 480LL Serial #9864357	Sewer Treatment
1985 GMC Dump Truck VIN#1GDE6D1A7FV612920	Sewer Treatment
2001 dodge ram 1500 VIN#1B7HC16Y61S323648	Sewer Treatment
Onon Generator Model #GGFC-4476344 serial # B000068829	Sewer Collections
Fleetline Tire & Wheel lift Model 59249 serial no. 201328410020	Mechanic
Accu-turn Brake lathe model 8944/serial 31526	Mechanic
RTI Technologies transmission exchange Part No. 400-80001-00 serial # 001062-040806-004	Mechanic
2004 GMC Sierra 1500 4x4 VIN 2GTEK19T541263193 G-76	Gas

Council Member Cost moved that Resolution No. R-2024-53 is adopted. Council Member Turner seconded said motion and upon vote, the results were as follows:

AYES: Montgomery, Watts, Morgan, Graham, Cost, Byers, Turner

NAYS: None

Mayor Graham declared Resolution No. R-2024-53 adopted.

Adopted this 18th day of November 2024

Connie Payton, City Clerk

Jon G. Graham, Mayor

Mayor Graham introduced the following Resolution:

RESOLUTION NO. R-2024-54

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF CALERA, AS FOLLOWS:

WHEREAS, the Calera Police Department is reviewing and adopting New Department Policies and Procedures through Lexipol

WHEREAS, during the Fiscal Year needs may arise to amend the Calera Police Department's Policies and Procedures; and

WHEREAS, these new Policies and Procedures are needed for the day-to-day operations of this department; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Calera that the following policies, as attached to this Resolution and incorporated herein, are approved and adopted, to take effect immediately;

806	Animal Control
609	Forensic Genetic Genealogy
342	Generative Artificial Intelligence Use
341	Police Facility Security

Council Member Turner moved that unanimous consent of the Council be given for immediate action upon Resolution No. R-2024-54. Council Member Morgan seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Council Member Watts moved that Resolution No. R-2024-54 be adopted. Council Member Turner seconded said motion and upon vote, the results were as follows:

AYES: Byers, Cost, Graham, Montgomery, Morgan, Turner, Watts

NAYS: None

Mayor Graham declared Resolution No. R-2024-54 adopted.

Adopted this 18th day of November 2024.

Connie B. Payton, City Clerk

Jon G. Graham, Mayor

Animal Control

806.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for interacting with animals and responding to calls for service that involve animals.

806.2 POLICY

It is the policy of the Calera Police Department to be responsive to the needs of the community regarding animal-related issues. This includes enforcing local, state, and federal laws relating to animals and appropriately referring animal-related problems, as outlined in this policy.

806.3 ANIMAL CONTROL RESPONSIBILITIES

Animal control (Public Works) services are generally the primary responsibility of Animal Control and includes (Ala. Code § 13A-11-242; Ala. Code § 3-1-16):

- (a) Animal-related matters during periods when Animal Control is available.
- (b) Ongoing or persistent animal nuisance complaints. Such complaints may be scheduled, if reasonable, for handling during periods that Animal Control is available for investigation and resolution.
- (c) Follow-up on animal-related calls, such as locating owners of injured animals.

806.4 MEMBER RESPONSIBILITIES

Members who respond to or assist with animal-related calls for service should evaluate the situation to determine appropriate actions to control the situation.

Due to the hazards of handling animals without proper training and equipment, responding members generally should not attempt to capture or pick up any animal, but should keep the animal under observation until the arrival of appropriate assistance.

Members may consider acting before the arrival of such assistance when:

- (a) There is a threat to public safety.
- (b) An animal has bitten someone. Members should take measures to confine the animal and prevent further injury.
- (c) An animal is creating a traffic hazard.
- (d) An animal is seriously injured.
- (e) The owner/handler of an animal has been arrested or is incapacitated. In such circumstances, the member should find appropriate placement for the animal.
 - 1. This is only necessary when the arrestee is expected to be in custody for a time period longer than would reasonably allow him/her to properly care for the animal.

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2. With the owner's consent, locating appropriate placement may require contacting relatives or neighbors to care for the animal.
3. If no person can be found or the owner does not or cannot give consent, the animal should be taken to a designated animal care facility.

806.5 ANIMAL CRUELTY COMPLAINTS

Laws relating to the cruelty to animals should be enforced, including but not limited to animal cruelty or dog fighting (Ala. Code § 13A-11-243; Ala. Code § 3-1-29).

- (a) An investigation should be conducted on all reports of animal cruelty.
- (b) Legal steps should be taken to protect an animal that is in need of immediate care or protection from acts of cruelty.

806.6 ANIMAL BITE REPORTS

Members investigating an animal bite should obtain as much information as possible for follow-up with the appropriate health or animal authorities. Efforts should be made to capture or otherwise have the animal placed under control. Members should attempt to identify and notify the owner of the final disposition of the animal. See animal control directive for further information.

806.7 STRAY DOGS

Animal Control (Public Works), has the primary responsibility, the equipment, and the training necessary to capture (quarantine) stray dogs. If the dog has a license or can otherwise be identified, the owner should be contacted, if possible. If the owner is contacted, the dog should be released to the owner and a citation may be issued, if appropriate. If a dog is taken into custody, it shall be transported to the appropriate shelter/holding pen (Ala. Code § 3-7A-7).

Members shall provide reasonable treatment to animals in their care (e.g., food, water, shelter).

806.8 DANGEROUS ANIMALS

In the event responding members cannot fulfill a request for service because an animal is difficult or dangerous to handle, the Patrol Sergeant will be contacted to determine available resources, including requesting the assistance of animal control services from an allied agency.

806.8.1 EMILY'S LAW

Members receiving a sworn statement regarding a dangerous dog should conduct an investigation and impound any dangerous animal pursuant to the requirements of Emily's Law (Ala. Code § 3-6A-1 et seq.). In cases where a dog has caused serious physical injury or death, an officer shall conduct the investigation (Ala. Code § 3-6A-1 et seq.).

806.9 PUBLIC NUISANCE CALLS RELATING TO ANIMALS

Members should diligently address calls related to nuisance animals (e.g., barking dogs), because such calls may involve significant quality-of-life issues.

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806.10 INJURED ANIMALS

When a member becomes aware of an injured domesticated animal, all reasonable attempts should be made to contact an owner or responsible handler. If an owner or responsible handler cannot be located, the animal should be taken to a designated animal care facility.

806.10.1 VETERINARY CARE

When the owner or responsible handler of a domesticated animal cannot be located or is unavailable to provide care, or when the domesticated animal has been used in fighting and the domesticated animal is not an immediate danger to the community, it shall be taken to a veterinarian, humane society, or other animal welfare agency handling stray animals for care as may be reasonably necessary (Ala. Code § 13A-11-243; Ala. Code § 3-1-29).

806.11 DESTRUCTION OF ANIMALS

When it is necessary to use a firearm to euthanize a badly injured animal or stop an animal that poses an imminent threat to human safety, the Firearms Policy shall be followed. A badly injured animal shall only be euthanized with the approval of a supervisor.

Forensic Genetic Genealogy

609.1 PURPOSE AND SCOPE

This policy provides guidance for the use of forensic genetic genealogy (FGG) to generate investigative leads.

609.1.1 DEFINITIONS

Definitions related to this policy include:

Combined DNA Index System (CODIS) - An FBI computer software program that operates deoxyribonucleic acid (DNA) profile databases for law enforcement use.

DNA typing laboratory - A laboratory that analyzes biological samples, including extracted DNA, in order to provide various DNA profile types. State or local crime labs are generally not equipped to provide single nucleotide polymorphism (SNP) DNA profiles; therefore, the use of private DNA typing laboratories is often necessary for FGG.

Extracted DNA - The DNA isolated from a biological sample remaining after previous DNA testing has been completed.

Forensic genetic genealogy (FGG) - The process of obtaining a SNP DNA profile from a biological sample collected during an investigation; uploading the profile to a genetic genealogy site for comparison to the consumer profiles in the site's database to identify genetic relatives; and using the identified genetic relationships, as well as traditional genealogy research, to generate investigative leads.

Genetic genealogist - A genealogist who uses DNA testing with traditional genealogical research methods to assist law enforcement or private clients in identifying biological relatives of an individual.

Genetic genealogy site - A database of DNA profiles voluntarily submitted by public consumers for the purpose of identifying genetic relatives. The availability of genetic genealogy sites for law enforcement use varies depending on their terms of service.

Short tandem repeat (STR) DNA profile - The results of DNA typing in a format that can be processed through CODIS and state DNA databases. This is the type of DNA used in conventional non-FGG law enforcement investigations.

Single nucleotide polymorphism (SNP) DNA profile - The results of DNA typing in a format that enables an unknown DNA sample to be compared to the DNA profiles maintained by a genetic genealogy site. This is the DNA type used in FGG.

609.2 POLICY

The Calera Police Department's use of FGG will be in coordination with prosecutors, the Coroner, and other appropriate resources only in qualifying cases after reasonable conventional investigative methods have been pursued. Members will take reasonable steps to maintain the

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integrity of the FGG process and safeguard the privacy rights of individuals whose DNA profiles are analyzed.

609.3 CRITERIA FOR FGG USE

Before using FGG, the lead investigator should coordinate with the supervisor to determine whether the case meets the following requirements:

- (a) Biological evidence collected as part of the underlying investigation (or extracted DNA from the biological evidence) is available for additional testing and is reasonably believed to be attributable to:
 - 1. The perpetrator of an unsolved violent felony.
 - 2. The unidentified human remains of a suspected homicide victim.
- (b) All reasonable conventional investigative methods have been utilized and all reasonable investigative leads have been pursued (e.g., relevant case information entered in the National Missing and Unidentified Persons System (NamUs) and the Violent Criminal Apprehension Program (VICAP) national database).
- (c) An STR DNA profile has been developed from the biological evidence collected in the case and, absent unusual circumstances, has been uploaded to CODIS and any applicable state DNA database for comparison with negative results.

609.4 COORDINATION

Once a preliminary determination has been made that a case may qualify for the use of FGG, the lead investigating member should consult with the appropriate prosecutor to address current and prospective legal issues and determine if a search warrant is required.

In the case of unidentified human remains, the lead investigator should also consult with the Coroner.

609.5 SUBMISSION OF SAMPLE

The biological evidence or extracted DNA should be submitted to a DNA typing laboratory approved by the Department in order to obtain a SNP DNA profile.

Once a SNP DNA profile has been obtained from the biological evidence or extracted DNA, the lead investigating member should arrange for it to be compared to the SNP DNA profiles contained in one or more genetic genealogy sites to identify possible genetic relatives. The lead investigator should work with a qualified genetic genealogist as needed during this process.

When submitting a SNP DNA profile for comparison, the lead investigator or the authorized designee (e.g., assigned genetic genealogist) shall notify the genetic genealogy site that the request for comparison is from a law enforcement agency and confirm that the site's terms of service permit FGG for the type of case being investigated. The use of the SNP DNA profile and any subsequent comparison shall be limited to the original underlying investigation.

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If at any time during the FGG process the case no longer meets the criteria for FGG use, the lead investigator should promptly notify the DNA typing laboratory, genetic genealogy site, and/or genetic genealogist to cease any further analysis and to return all evidence, data, and materials to the Department.

609.6 ANALYSIS OF FGG DATA

Once results of a comparison are received from a genetic genealogy site, the information should be evaluated by a genetic genealogist, who will assist the lead investigator in identifying potential investigative leads.

The lead investigator should promptly and diligently pursue each viable lead identified through the FGG process using traditional investigative methods, as appropriate, to:

- (a) Eliminate an individual as a potential suspect in the case.
- (b) Link an individual to the case as a potential suspect.
- (c) Identify human remains.

609.7 COLLECTION OF THIRD-PARTY DNA SAMPLE

If it is determined that a third-party DNA sample (i.e., from a person not likely to be a suspect in the investigation) should be collected and analyzed for FGG, consent from the third party should be obtained prior to collection.

If there is a reasonable belief that the integrity of the investigation would be compromised by seeking consent from the third party prior to collection, the lead investigator should consult with the prosecutor regarding applicable laws and procedures in both the jurisdiction of the investigation and the jurisdiction where the collection will occur, if different.

The use of a third-party DNA sample shall be limited to the original underlying investigation.

609.8 POST-IDENTIFICATION

Members shall not rely solely on FGG identification of a potential suspect for probable cause to make an arrest or obtain an arrest warrant. Unless there is sufficient evidence independent of the FGG data to support an arrest, a potential suspect identified through FGG should not be arrested until the suspect's identity is confirmed.

Members shall not rely solely on FGG to identify human remains unless there is sufficient evidence independent of the FGG data to declare the identification or confirmation testing has been completed.

Confirmatory DNA testing should be conducted by collecting a known DNA sample from the potential suspect or, in the case of unidentified human remains, from a close biological relative. This known DNA sample should be submitted for comparison to the original unknown STR DNA profile through conventional methods (e.g., in CODIS).

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The lead investigator should consult with the prosecutor to determine the appropriate method of obtaining a known DNA sample.

Once the identity of a suspect or the identity of unidentified human remains has been confirmed through conventional DNA testing, the lead investigator should:

- (a) Consult with the prosecutor to evaluate the entire investigative file for consideration of criminal charges or further investigation.
- (b) If applicable, consult with the Coroner for an amendment to a certificate of death.

609.9 PRIVACY CONSIDERATIONS

Members should make reasonable efforts to respect and protect the privacy of non-suspect genetic relatives identified through the FGG process. The names and identifying information of any non-suspect genetic relatives should not be included in official reports, probable cause declarations, or affidavits for search warrants and should not be disclosed unless otherwise required by law or court order.

The lead investigator should formally request that the SNP DNA profile be removed from all genetic genealogy sites upon identity confirmation and should retain a copy of the request for department records. The lead investigator should request that all case-related records and data provided to, or generated by, a genetic genealogist during the FGG process be returned to the Department.

609.10 RETENTION OF DNA SAMPLES AND RELATED RECORDS

Genetic information, including any derivative profiles and genetic genealogy site user information, should be retained in accordance with the established records retention schedule. The lead investigator should coordinate with the evidence custodian and provide adequate notice to the appropriate prosecutor's office before destroying any profiles or data obtained from the FGG process.

See the Property Division Policy for guidelines regarding biological evidence, including DNA samples.

Generative Artificial Intelligence Use

342.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for department use of generative artificial intelligence (GenAI). This policy does not apply to artificial intelligence that is integrated into facial recognition applications, voice recognition applications, biometric access controls, or software that redacts documents or video or similar applications.

Additional guidelines for the use of department information technology resources are found in the Information Technology Use Policy.

342.1.1 DEFINITIONS

Definitions related to this policy include:

Generative artificial intelligence (GenAI) - A type of artificial intelligence that is algorithmically trained on one or more large data sets and designed to generate new and unique data (e.g., text, pictures, video) in response to a prompt (generally questions, instructions, images, or video) input by the user.

342.2 POLICY

The use of GenAI systems carries unique benefits within a law enforcement agency, providing ways to increase operational efficiency, enhance department procedures, and improve the overall effectiveness of the Calera Police Department.

However, the prompts input into GenAI systems can present risks to both individuals and law enforcement agencies by making accessible to the public information such as department tactics, investigative and training techniques, confidential information (e.g., confidential informants, protected information), active investigations, and security procedures. In addition, without safeguards in place, GenAI can produce unintended discriminatory or biased output as well as content that is inaccurate, misleading, or copyrighted.

It is the policy of the Department to develop, implement, and use GenAI ethically and responsibly in a way that minimizes potential risk and harm in accordance with the guidelines set forth below.

Any function carried out by a member of the Department using GenAI is subject to the same laws, rules, and policies as if carried out without the use of GenAI. The use of GenAI does not permit any law, rule, or policy to be bypassed or ignored.

342.3 RESPONSIBILITIES

342.3.1 CHIEF OF POLICE

The Chief of Police or an authorized designee shall approve all GenAI systems, their acceptable uses, and their authorized user groups prior to the use, implementation, or development for any department functions.

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Generative Artificial Intelligence Use

342.3.2 AI COORDINATOR

The Chief of Police or the authorized designee shall appoint an AI coordinator. The AI coordinator shall report to the Administration Lieutenant or the authorized designee.

The responsibilities of the AI coordinator include but are not limited to:

- (a) Evaluating potential GenAI systems and recommending those GenAI systems that appear to be appropriate and trustworthy to the Chief of Police or the authorized designee. The trustworthiness of GenAI systems should be evaluated by balancing the following characteristics:
 - 1. Validity and reliability - The system's apparent ability to meet the intended purpose and fulfill the needs of the Department consistently over time.
 - 2. Safety - Any apparent risk to human life, health, property, or the environment that could result from the department's use of the system.
 - 3. Security and resiliency - The system's capability to prevent unauthorized access and misuse and its ability to return to normal function should misuse occur.
 - 4. Accountability and transparency - The ability to track and measure the system's use and activity through histories, audit logs, and other processes to provide insight about the system and identify potential sources of error, bias, or vulnerability.
 - 5. Explainability and interpretability - The ability of the user to understand the purpose and impact of the system, how and why the system reached the resulting output, and what the output means for the user.
 - 6. Privacy - The ability of the system to protect confidentiality and meet applicable privacy standards for the types of data intended to be input into the system (e.g., state privacy laws, Criminal Justice Information Services (CJIS), Health Insurance Portability and Accountability Act (HIPAA)).
 - 7. Fairness - The ability of the system to operate in a way that avoids or minimizes bias and discrimination.
- (b) Ensuring appropriate contractual safeguards are in place to manage third-party use of department data and to restrict the use of input in AI training data sets. If the input of protected information is necessary for the proper use of the GenAI system, an information-exchange agreement in compliance with applicable rules and standards (e.g., CJIS requirements) should be used to outline the roles, responsibilities, and data ownership between the Department and third-party vendor.
- (c) Coordinating with others within the Department and City, such as the information technology or legal departments, as appropriate to ensure GenAI systems are procured, implemented, and used appropriately.
- (d) Maintaining a list or inventory of department-approved GenAI systems and, when appropriate for department transparency, making the list or inventory available to the public.
- (e) Developing and maintaining appropriate procedures related to the use of GenAI systems, including procedures for editing and fact-checking output.

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- (f) Ensuring any public-facing GenAI systems notify the user that GenAI is being used.
- (g) Developing and updating training for the authorized users of each department-approved GenAI system.
- (h) Ensuring access to department GenAI systems is limited to authorized users and establishing requirements for user credentials such as two-factor authentication and appropriate password parameters.
- (i) Conducting audits at reasonable time intervals for each of the GenAI systems utilized by the Department to evaluate the performance and effectiveness of each approved system and to determine if it continues to meet the department's needs and expectations of trustworthiness. The coordinator should arrange for audits to be conducted by an external source, as needed.
- (j) Ensuring each GenAI system is updated and undergoes additional training as reasonably appears necessary in an effort to avoid the use of outdated information or technologies.
- (k) Keeping abreast of advancements in GenAI and any GenAI-related legal developments.
- (l) Reviewing this policy and department practices and proposing updates as needed to the Chief of Police.
- (m) Developing procedures in coordination with the *Brady* information coordinator and the Records Clerk for the compilation and potential release of any discovery or records related to the use of GenAI systems consistent with *Brady* and the Alabama Public Records Law.

342.4 USE OF GENERATIVE AI

The use of department GenAI systems by department members shall be limited to official work-related purposes, and members shall only access and use GenAI systems for which they have been authorized and received proper training.

Members shall use AI-generated content as an informational tool and not as a substitution for human judgment or decision-making. Members should not represent AI-generated content as their own original work.

AI-generated content should be considered draft material only and shall be thoroughly reviewed prior to use. Before relying on AI-generated content, members should:

- (a) Obtain independent sources for information provided by GenAI and take reasonable steps to verify that the facts and sources provided by GenAI are correct and reliable.
- (b) Review prompts and output for indications of bias and discrimination and take steps to mitigate its inclusion when reasonably practicable (see the Bias-Based Policing Policy).
- (c) Include a statement in the final document or work product that GenAI was used to aid in its production.

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342.4.1 PRIVACY CONSIDERATIONS

Information not otherwise available to the public, including data reasonably likely to compromise an investigation, reveal confidential law enforcement techniques, training, or procedures, or risk the safety of any individual if it were to become publicly accessible, should not be input into a GenAI system unless contractual safeguards are in place to prevent such information from becoming publicly accessible. Members should instead use generic unidentifiable inputs, such as "suspect" or "victim," and hypothetical scenarios whenever possible.

Protected information should only be input into GenAI systems that have been approved for such use and comply with applicable privacy laws and standards (see the Protected Information Policy).

342.5 PROHIBITED USE

Members shall not use GenAI systems to rationalize a law enforcement decision, or as the sole basis of research, interpretation, or analysis of the law or facts related to a law enforcement contact or investigation.

Members shall not create user accounts in their official capacity or input work-related data (including information learned solely in the scope of their employment) into publicly available GenAI systems unless the system has been approved by the Chief of Police or the authorized designee for the intended use.

342.6 TRAINING

The AI coordinator should ensure that all members authorized to use GenAI have received appropriate initial training that is suitable for their role and responsibilities prior to their use of GenAI and receive periodic refresher training. Training should include but is not limited to the following:

- (a) A review of this policy
- (b) The need for human oversight of GenAI outputs
- (c) The interpretation, review, and verification of GenAI output
- (d) Checking GenAI output for bias or protected information
- (e) Ethical use of GenAI technology
- (f) Data security and privacy concerns

Police Facility Security

341.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the safety and security of Department members within, and the physical security of, all Department facilities.

341.2 POLICY

It is the policy of the Calera Police Department to provide physical security measures for all facilities under department control.

341.3 PROCEDURE

Police Department members should be mindful of their responsibility to protect themselves from any potential physical threats and to protect the security of department facilities.

Members are responsible for ensuring that all department facilities remain secure from unauthorized access at all times. All police facility exterior doors should be equipped with self-closing and self-locking doors.

All exterior doors should be kept closed and locked at all times, unless there are secondary barriers or a member is present to prevent unauthorized access to controlled areas. All points of access to any police facility should be closed and locked any time no members are present. All exterior storage rooms, lockers or other facilities should remain locked at all times unless directly observed by a department member.

Secure parking areas (i.e., fenced or gated) should be kept secured at all times unless directly observed by a department member.

Any criminal activity discovered should be immediately documented in a police report and reported through the chain of command to the Patrol Sergeant. Any criminal activity that occurs and posed or poses a threat to department members should immediately be reported, through the chain of command, to the Chief of Police.

Police Department members should apply the following guidelines whenever practicable.

341.3.1 PUBLIC ACCESS AREAS

Public access to police facilities should only be during established business hours and only when sufficient staffing is available to monitor the movement of visitors and restrict access to areas containing confidential or sensitive materials or information. Any department facility allowing access to the public should have a designated reception area and some method of limiting public access to controlled areas. Care should be taken to ensure that information system devices are positioned in such a way as to prevent viewing from publicly accessible areas such as lobbies or reception areas.

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341.3.2 FACILITY ACCESS CONTROL

A visitor control process, including a physical barrier, should be implemented at each police facility that allows public access. There may be varying degrees of access established, with different access and escort requirements.

- (a) Visitor categories may include, but are not limited to:
 - 1. Law Enforcement
 - 2. City Administrators
 - 3. Contractors and/or vendors
 - 4. Members of the public.
- (b) Visitors requiring escort should be accompanied at all times while inside the controlled areas of the facility and monitored throughout the visit. Exceptions may be made with the express authorization of the Chief of Police and confirmation that the visitor has had a security clearance that meets Criminal Justice Information Services requirements.
- (c) Members of the public should be prohibited from using photographic, electronic imaging or recording equipment while inside the controlled areas of the facility, unless such use is necessary for the business purpose of the visit and then only with the approval of the Patrol Sergeant.

341.3.3 BREACH OF SECURITY

Police Department members should adhere to the following guidelines regarding any breach in security at any department facility:

- (a) Any breach in security should be immediately addressed by an officer and reported as soon as practicable, through the chain of command, to the Patrol Sergeant.
- (b) If warranted by conditions or circumstances, all on-duty department members should be notified of the incident, and any recommended precautions, as soon as practicable. Other members of the Department should be notified of the incident as soon as practicable, given the totality of the circumstances.

341.3.4 SUSPICIOUS ACTIVITY

Department members should be vigilant about any suspicious activity occurring in or around department facilities and should report any such activity to an officer, and through the chain of command, to the Patrol Sergeant.

- (a) Suspicious activity may include, but is not limited to:
 - 1. Anyone loitering in the vicinity of the facility for an extended period of time.
 - 2. Unknown individuals photographing or taking images of the facility, of members of the department assigned to the facility or of department vehicles.
 - 3. Unknown individuals who appear to be monitoring the activities taking place at the facility.
 - 4. Anyone attempting to gain access or requesting access to department facilities without proper authorization.

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5. Any abandoned packages or other items left on department grounds or adjacent to department facilities.
6. Any unknown or abandoned vehicles left on department grounds or adjacent to the department facility.

341.3.5 THREATS AGAINST CALERA POLICE DEPARTMENT FACILITIES

Department members receiving a threat against department facilities should obtain as much information from the individual as reasonably possible. The member receiving the threat should ensure that the Patrol Sergeant is immediately advised and informed of the details. The Patrol Sergeant will direct and assign officers as required for coordinating appropriate response activities. Any threat received will be documented on the appropriate report form.

341.4 KEYS AND ELECTRONIC ACCESS DEVICES

The control and accountability of facility keys and electronic access devices is a vital factor in maintaining a safe and secure environment for all members.

All keys and access devices that are not issued to members shall be maintained in a locked key box in the Dispatch Center or the Patrol Sergeant's office. Any access to the contents of the locked key box should be documented on an access log and the records retained in accordance with the established records retention schedule.

Members shall not duplicate, mark, alter or manufacture any key or access device without written authorization from a Lieutenant.

341.4.1 MISSING KEYS OR ACCESS DEVICES

The loss of any exterior access key should be immediately reported to the Patrol Sergeant via the chain of command and a determination made as to whether the locks should be re-keyed and whether this should be done immediately.

341.4.2 ELECTRONIC ACCESS DEVICES

Proximity cards, key fobs, remote controls or other devices may be issued to members to allow access to restricted or controlled areas of the facility. In the event of a lost or stolen device, a member shall notify his/her supervisor as soon as it is known the device is missing. The device shall be immediately deactivated to prevent unauthorized use.

341.4.3 INVESTIGATIONS AND AUDITS

The Patrol Sergeant shall initiate an investigation into the disappearance of any exterior access key or electronic access device and reexamine the procedures for access control. The Chief of Police should be notified of the findings.

The contents of the locked key box should be periodically inventoried by the Patrol Sergeant to ensure all keys and access devices are accounted for or present on the access log.

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341.5 SALLYPORT CONTROL

If the facility has a sallyport, department members shall ensure that only one of the doors is opened at any time for entry or exit purposes, except where the entry or exit of emergency personnel requires the operator to override the doors and allow for rapid entry or exit. Each time the override function is engaged, the member must submit a written report to the Patrol Sergeant prior to the end of his/her shift.

341.6 BUILDING EVACUATION PLAN

The Administration Lieutenant should develop a general evacuation plan for all Police facilities to use in the event of any emergency requiring the evacuation of members, the public and prisoners.

In the event of an emergency that requires evacuation of a Police facility, all members should follow established evacuation plans and posted exit strategies.

The posted exit strategies should include any special directions for disabled members.

Evacuation plans for persons who are in temporary custody at the facility should not be posted any place where they are visible to persons in custody.

Mayor Graham introduced the following Ordinance:

ORDINANCE NO. 2024-13

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CALERA, ALABAMA:

(1) **WHEREAS**, the Code of Ordinances of the City of Calera, Alabama is hereby amending by deleting the current Zoning Ordinance and substituting therefore the following

Current in the following districts- E-1, R-1, R-2, R-2-A, R-4, R-G, R-T, PUD

7. Building Facades.

a. Building facades must use durable materials. Durable materials include brick, stucco (EIFS is not permitted within 36 inches of finished grade), heavy timber, wood, slate, metal, and tile roofing. Vinyl and cementitious siding may be used as an accent material and shall be limited to thirty percent (30%) of each individual exterior wall. The percent calculation shall be based on the area of each individual exterior wall, excluding openings for windows and doors.

***Change verbiage in the following districts- E-1, R-1, R-2, R-2-A, R-4, R-G, R-T, PUD**

7. Building Facades.

a. Building facades must use durable materials. Durable materials include brick, stucco (EIFS is not permitted within 36 inches of finished grade), heavy timber, wood, slate, metal, cementitious siding and tile roofing. Vinyl may be used as an accent material and shall be limited to thirty percent (30%) of each individual exterior wall. The percent calculation shall be based on the area of each individual exterior wall, excluding openings for windows and doors.

***Add note to beginning of Article 5 Establishment of Districts:**

Special Provision for Pre-February 6, 2023, Platted Lots Regarding Zoning Requirements

For any residential lot platted before February 6, 2023, all zoning requirements as outlined in the zoning ordinance passed on August 21, 2017, shall apply, with the exception of building facade regulations. This includes, but is not limited to, minimum livable floor area, setbacks, and other relevant standards. Building facade requirements shall adhere to the current ordinance as adopted on April 15, 2024, or any subsequent amendments.

***Change 5.9.2 #3 A**

Current Front: Twenty-five (25) ft minimum, thirty-five (35) ft maximum

Replace with: Twenty-five (25) ft minimum

Council Member Montgomery moved that unanimous consent of the Council be given for immediate action upon Ordinance No. 2024-13. Council Member Morgan seconded said motion and upon vote, the results were as follows:

AYES: Montgomery, Watts, Morgan, Graham, Cost, Byers, Turner

NAYS: None

Thereupon, the Mayor declared said motion carried and unanimous consent given for the consideration of said Ordinance.

Council Member Morgan moved that Ordinance No. 2024-13 be adopted, which motion was seconded by Council Member Watts and upon vote, the results were as follows:

AYES: Montgomery, Watts, Morgan, Graham, Turner

NAYS: Cost, Byers

Adopted this 18th day of November 2024.

Mayor Graham declared Ordinance No. 2024-13 adopted.

Connie B. Payton, City Clerk

Jon G. Graham, Mayor