



March 3, 2025

Work Session Time: 5:45 p.m.

Reports of Department Heads

Brian Kilgore, City Attorney

Council Member Reports

Debbie Byers

Kenny Dale Cost

Ernest Montgomery

Calvin Morgan

Kay Snowden Turner

Alan Watts

Mayor Report

Council Meeting Time: 6:30 p.m.

CITY OF CALERA - COUNCIL AGENDA

Call to Order

Word of Prayer & Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Regular Meeting and Work Session for February 17, 2025

Old Business

New Business

Seth Gandy, Parks and Recreation Director
Strawberry Festival - Special Event Approval Request

David Hyche, Police Chief
Swearing In Ceremony for Officer David Bassett

Shelby County Visitors Guide

Resolution No. 2025-14
Adoption of Police Policies, 317 Victim and Witness Assistance, 502 Vehicle Towing,
601 Sexual Assault Investigations, 1022 Conflict of Interest, 1012 Commendations and
Awards, 1023 Badges, Patches and Identification, 426 Automated License Plate
Readers (ALPRs)

Kelly Ellison, Finance Director
Budget Adjustments

Cara Stallman
Grant Overview and Status Update

Public Hearing
Review City Application - Fiscal Year 2025 Community Development Block Grant
(CDBG) Program

Resolution No. 2025-15
Program Year 2025 Community Development Grant Block Grant
to Shelby County Commission - Water Improvements Co Rd 147

Proposed Calera City Board of Education

Guests:

Public Comments

Motion to Adjourn

City of Calera – City Council
Work Session Minutes

February 17, 2025

The members of the Calera City Council met on February 17, 2025, at 5:45 p.m. with Mayor Pro Tem Montgomery presiding. The meeting was held at Calera City Hall.

The following members were present:

Mayor: Jon G. Graham - Absent

Mayor Pro Tem: Ernest Montgomery

Council Members: Debbie Byers, Kenny Dale Cost, Calvin Morgan,
Kay Snowden Turner, Alan Watts

City Attorney: Brian Kilgore

Department Heads: James Fuller, David Hyche, Sean Kendrick, Reggie Darden, Kelly
Ellison, Bill Hilyer, Alison Powers, Kevin Shirey,

Guests: Richard Byers, Bill and Ann Davis, Noah Wortham

The meeting was called to order.

Reports from the following:

Department Heads
Council Members
Mayor

The Council discussed the agenda for the Council meeting.

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully Submitted:

Connie B. Payton, City Clerk

Approved:

Ernest Montgomery, Mayor Pro Tem



Minutes of the City of Calera Council Meeting February 17, 2025

The Council of the City of Calera met in the Council Chambers of the City Hall at 7901 Highway 31 on Monday, February 17, 2025, at 6:30 p.m. in a regular meeting. Mayor Pro Tem Montgomery presiding.

Mayor Pro Tem and Council Members Present:

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

Absent:

Jon G. Graham, Mayor

Attorney:

Brian Kilgore

Guests:

James Fuller, David Hyche, Richard Byers, Sean Kendrick, Reggie Darden, Kelly Ellison, Bill Hilyer, Alison Powers, Kevin Shirey, Noah Wortham, Bill and Ann Davis, Bruce Kincaid, David Brazier and Family, Phillip Porter and Family, Chris Jones and Family, Calera Fire Department

Mayor Pro Tem Montgomery 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 Byers made a motion to approve the Agenda for February 17, 2025. Council Meeting. Council Member Cost seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Motion Passed

Approval of Minutes:

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

Regular Meeting – February 3, 2025

Work Session – February 3, 2025

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

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

NAYS: None

Motion Passed

Old Business:

No old business

New Business:

Resolution No. 2025-10 RPS Rental Lease Agreement

Council Member Byers made a motion to approve Resolution No. 2025-10. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Motion Passed

Recognition of David Brazier



Recognition of Phillip Porter



David Hyche, Police Chief – Swearing In Ceremony – Officer Chris Jones



Resolution No. 2025-11 Adoption of Police Policies, 1024 Temporary Modified – Duty Assignments, 1011 Request for Change of Assignment, 804 Records Maintenance and Release, 803 Records Division, 805 Protected Information, 1017 Outside Employment and Outside Overtime, 1015 Lactation Breaks

Council Member Watts moved that unanimous consent of the Council be given for immediate action upon Resolution No. 2025-11. Council Member Cost seconded said motion and upon vote, the results were as follows:

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

NAYS: None

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

Council Member Turner made a motion to approve Resolution No. 2025-11. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Motion Passed

Resolution No. 2025-12 Public Amending the Classification Plan to add the following Job Descriptions: Administrative Fire Marshall and Administrative Training Chief

Council Member Cost moved that unanimous consent of the Council be given for immediate action upon Resolution No. 2025-12. Council Member Turner seconded said motion and upon vote, the results were as follows:

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

NAYS: None

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

Council Member Byers made a motion to approve Resolution No. 2025-12. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Motion Passed

Resolution No. 2025-13 Lease Agreement – Cadence Equipment Finance 2025 Kenworth T480 Chassis New Way 24 YD ASL Garbage Truck

Council Member Byers made a motion to approve Resolution No. 2025-13. Council Member Watts seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Motion Passed

Guests:

Public Comments:

Brian Kincaid

Council Member Cost made a motion to adjourn the meeting at 6:48 p.m.

Approved this 3rd day of March 2025.

Ernest Montgomery, Mayor Pro Tem

ATTEST:

Connie B. Payton, City Clerk

Mayor Pro Tem Montgomery introduced the following Resolution:

RESOLUTION NO. R-2025-10

**AGREEMENT FOR RENTAL SERVICES WITH REGIONAL PARAMEDICAL SERVICES,
INC. AND CITY OF CALERA, CALERA, ALABAMA**

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

WHEREAS, the Council hereby agrees to authorize the Mayor to sign the Agreement with Regional Paramedical Services, Inc. for Rental Services for the City of Calera. Said contract listed below.

LEASE AGREEMENT

This Lease Agreement by and between Regional Paramedic Services (herein “Lessor” and/or “RPS”) and the City of Calera, Alabama (herein “Lessee” and/or the “City”) is executed under the following conditions, uses, and purposes:

1. Lessor hereby leases to Lessee real property located at 1310 17th Avenue, Calera, Alabama 35040 (herein “the Property”).

2. In addition to the above-described Property, Lessor also leases Lessee the right to utilize all necessary ingress/egress associated with the Property.

3. RPS agrees that during the term of this Lease Agreement it will be responsible for payment for all utilities and other costs necessary for upkeep, maintenance, repairs, and use of the Leased Premises.

4. Lessee understands and agrees that it accepts the Leased Property in its existing condition, and Lessor shall not be liable to Lessee for any damage suffered by Lessee or any person allowed on the Leased Premises by Lessee as a result of any condition of the Leased Premises.

5. Lessee agrees that during the term of this Lease Agreement it will maintain the Leased Premises and any structures or facilities located thereon in such manner so as not to damage Lessor’s property.

6. Lessee agrees it will only use Leased Premises for the designated purpose of maintaining emergency response vehicles, house paramedics and conduct all business associated with providing paramedic services. Lessee shall not allow any private or commercial use of the Property without Lessor’s prior written consent. Except as described in this paragraph, any other use of the

Leased Premises shall violate the terms of this Lease Agreement.

7. The term of this Lease Agreement shall be for a period of one (1) year term, which shall begin on an agreed upon date after the City vacates the Property. Either party has the right to terminate this lease on sixty (60) days written notice to the other if any of the conditions of this Lease Agreement are not met. The Lease shall thereafter automatically renew each year unless one of the parties notifies the other in writing of its intent to terminate the lease within sixty (60) days of the renewal date.

1. Lessee shall pay an amount equal to three thousand dollars (\$3,000) each month to be due on the first day of the month as rent.

2. Lessee shall have the right to enter or to leave the Leased Premises and agrees, at its own expense, to take whatever measures and precautions shall be necessary to render Lessee's structures and facilities inaccessible to unauthorized persons. Lessor agrees it will not give unauthorized persons access to Lessee's structures and facilities located on the Leased Premises.

3. Lessee agrees that in exchange for its right to use the Leased Premises, Lessee will comply with all applicable federal, state, and local laws and regulations, and will hold Lessor harmless from all liabilities that may result of Lessee's failures to abide by such laws and regulations.

4. Lessee agrees to hold Lessor harmless from any loss, damage or liability, consequential or otherwise, in any way caused by Lessee or suffered by any persons brought on the premises by Lessee to the extent permitted by the laws and the Constitution of the State of Alabama.

5. This Lease Agreement constitutes the entire agreement of the parties, and it shall be construed in all respects under the laws of the State of Alabama, and shall be binding on the heirs, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on this the _____ day of _____, 2025.

LESSEE:

The City of Calera, Alabama

Jon G. Graham
Mayor

LESSOR:

Regional Paramedic Services

Kyle McDonnell

Council Member Byers moved that Resolution No. R-2025-10 be adopted. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Mayor Pro Tem Montgomery declared Resolution No. R-2025-10 adopted.

Adopted this the 17TH of February 2025.

Ernest Montgomery, Mayor Pro Tem

ATTEST:

Connie B. Payton, City Clerk

Mayor Pro Tem Montgomery introduced the following Resolution:

RESOLUTION NO. R-2025-11

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;

- 1024 Temporary Modified – Duty Assignments
- 1011 Request for Change of Assignment
- 804 Records Maintenance and Release
- 803 Records Division
- 805 Protected Information
- 1017 Outside Employment and Outside Overtime
- 1015 Lactation Breaks

Council Member Watts moved that unanimous consent of the Council be given for immediate action upon Resolution No. R-2025-11. Council Member Cost seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Council Member Turner moved that Resolution No. R-2025-11 be adopted. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Mayor Pro Tem Montgomery declared Resolution No. R-2025-11 adopted.

Adopted this 17th day of February 2025.

Connie B. Payton, City Clerk

Ernest Montgomery, Mayor Pro Tem

Mayor Pro Tem Montgomery introduced the following Resolution:

RESOLUTION NO. R-2025-12

BE IT RESOLVED, by the Mayor and City Council of City of Calera as follows:

That, in order to comply with Section 12-1, Subsection (b) of the Code of Ordinances of the City of Calera, Alabama which reads as follows:

CHAPTER 12.

ARTICLE 1. IN GENERAL

SECTION 12.1 PURPOSE

There is hereby established a personnel system for the City of Calera, Alabama. Such system shall be established on the following merit principles:

(b) Establishing pay rates consistent with the principle of providing comparable pay for comparable work.

That, in order to comply with Section 12.5, Subsections (a) and (b) of the Code of Ordinances of the City of Calera, Alabama which reads as follows:

CHAPTER 12.

ARTICLE 5. PREPARATION OF PERSONNEL RULES AND REGULATIONS.

(a) The classification of all positions, based on duties, authority and responsibly of each position, with adequate provisions for reclassification of any positions warranted by changed circumstances.

(b) A pay plan of classified service positions

That, the Mayor and Council are amending the adopt the “**City of Calera Classification Plan Effective adopted on 10/1/2022**” for all City of Calera employees in the classified service; by adding the following two Job Descriptions:

Administrative Fire Marshall	Grade G19	Job Description Attached
Administrative Training Chief	Grade G19	Job Description Attached

That, The Mayor and Council adopt the attached Job Descriptions for all City of Calera employees in the classified service;

That, The Mayor, HR Administrator and Department Head can amend Job Description as needed for all City of Calera employees in the classified service;

That, the City of Calera reserves the right to freeze step raises in the event of financial difficulties due to economic trends;

Council Member Cost moved for unanimous consent on the Council be given for immediate action upon Resolution No. 2025-12. Council Member Turner seconded said motion and upon vote, the results were as follows:

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

NAYS: None

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

Council Member Byers moved that Resolution No. R-2025-12 be adopted. Council Member Morgan seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Mayor Pro Tem Montgomery declared Resolution No. R-2025-12 adopted.

Adopted this 17th day of February 2025.

Connie B. Payton, City Clerk

Ernest Montgomery, Mayor Pro Tem

CITY OF CALERA JOB DESCRIPTION

Job Title: Administrative Training Chief
Department: Fire
Reports to: Deputy Fire Chief
Direct Reports: None
Employment Status: Full-Time/Non-Exempt
Grade: G19
Approved:



GENERAL DESCRIPTION:

The purpose of this position is to plan, develop, and manage training programs for the Fire Department.

ESSENTIAL DUTIES:

1. Develops, plans, conducts, and/or supervises in-service training activities and fire education programs to ensure compliance NFPA standards, City of Calera policies and procedures, and other established guidelines.
2. Identifies training needs, defines training objectives, and identifies resources and activities necessary for training completion.
3. Develops training schedules for personnel; secures training locations and supplies; coordinates training with Alabama Fire College and other organizations as necessary.
4. Compiles, submits, and maintains training records for annual certification of personnel; authorizes and registers personnel for training.
5. Facilitates training, manages records and licensure in compliance with State and National EMT and Paramedic Standards and Protocols.
6. Prepares fire training budget requests and monitors expenditures; maintains inventory of training supplies.
7. Performs other related duties as required.
8. Responds to emergency calls involving fire scenes, emergency medical incidents, hazardous materials incidents, man-made and natural disasters, technical rescue operations, and other emergency situations.
9. Directs and provides emergency medical care as a first responder, EMT or paramedic, as licensed/certified.
10. Directs and provides fire suppression activities including fire combat, containment, and extinguishment of fires; evacuates individuals; lays and connects water hoses; holds nozzles and water streams operates pumps; carries, raises, and climbs ladders; uses forcible entry; takes necessary safety precautions.
11. Ensures safety procedures are followed, and proper safety equipment is utilized; continually

monitors work environment to ensure safety of employees and others.

12. Monitors and communicates effectively and coherently over radio channels; receives and shares information with dispatchers, medical professionals, and other department employees.
13. Participates in health-related fitness programs in accordance with National Fire Protection Association (NFPA) standards.
14. Provides a variety of community outreach activities related to fire prevention and safety.
15. Composes, prepares, reviews, and/or approves a variety of reports, forms, logs and other types of documentation electronically and on paper.
16. Ensures maintenance of departmental records in compliance with city, state, and federal recordkeeping requirements.
17. Communicates with the public concerning problems, complaints, or emergency situations related to department activities.
18. Communicates with supervisor, subordinates, co-workers, other departments, city officials, citizens, local/state/federal agencies, vendors/suppliers, outside agencies, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Essential Job Duties are intended to be examples of duties and are not intended to be all inclusive. There will be other duties as assigned. All incumbents may not perform all job duties listed, and some incumbents may perform duties which are not listed.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of firefighting practices and techniques
- Knowledge of emergency medical techniques and protocols
- Knowledge of department and city policies and procedures, and relevant federal, state, and local laws and regulations
- Knowledge of National Fire Protection Association (NFPA) standards and International Fire code
- Knowledge of the layout of the City and streets
- Knowledge of instructional techniques and ability to plan, organize, and schedule.
- Knowledge of computers and other job-related software programs
- Skill in incident command
- Skill in administering first aid and medical treatment
- Skill in operating radios and communication equipment
- Skill in supervising others
- Skill in verbal and written communication
- Ability to perform mathematical computations
- Ability to work on a team
- Ability to stay calm and maintain composure in times of crises
- Ability to think critically and solve problems
- Ability to exercise sound judgment within the scope of responsibility
- Ability to establish and maintain effective working relationships with co-workers, subordinates, supervisors, and the public
- Ability to maintain confidential information
- Must be able to meet regular attendance requirements and work a rotating 24-hour shift

including weekends and holidays

- Must be able to be on-call and respond to emergency situations
- Must be able to perform strenuous physical work for prolonged periods of time under conditions of extreme heights, intense heat, cold, or smoke.
- Must be able to use a self-contained breathing apparatus

MINIMUM QUALIFICATIONS:

High school diploma or GED; five years' experience as a company officer or higher. Must possess and maintain the following certifications: Firefighter I/II, Safety Officer, Fire Officer IV, Fire Instructor III, Fire Inspector II, Fire Investigator I, Public Information Officer, Public Fire and Life Safety Educator, Command and Control of Incident Operations, Hazardous Materials Incident Commander. Must possess and maintain a valid State of Alabama driver license.

ESSENTIAL PHYSICAL REQUIREMENTS:

The physical activities required for this position involve: Sitting, standing, walking, reaching, stooping, crouching, kneeling, climbing, smelling, talking and hearing.

This position requires lifting: Up to and over 100 pounds frequently.

This position has the following special vision requirements: Close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Must meet NFPA minimum vision requirements.

ENVIRONMENTAL WORKING CONDITIONS:

The following environmental conditions and hazards may be encountered while working in this position: Extreme heat and cold, outdoor weather conditions, loud noise, vibration, electrical hazards, confined spaces, hazardous fumes, toxic chemicals, and infectious diseases. This position is required to frequently work alongside moving machinery/equipment and alongside moving traffic on roads.

CITY OF CALERA JOB DESCRIPTION

Job Title: Administrative Fire Marshal
Department: Fire
Reports to: Deputy Fire Chief
Direct Reports: Fire Lieutenants
Employment Status: Full-Time/ Non-Exempt
Grade: G19
Approved:



GENERAL DESCRIPTION:

The purpose of this position is to direct and perform fire prevention activities, fire investigations, fire inspections, and fire code enforcement in order to protect life and property.

ESSENTIAL DUTIES:

19. Interprets, applies, and enforces the provisions of all city fire codes and ordinances and other applicable state and federal laws and regulations.
20. Reviews construction plans; conducts inspections; issues permit and certificates of occupancy; initiates any actions necessary to correct deviations or violations.
21. Plans, develops, Implements fire prevention programs; makes presentations and conducts classes as needed.
22. Conducts fire investigations and inspections; attends hearing and meetings as necessary; testifies in court.
23. Assists in the development of, or reviews, fire exit plans; conducts fire exit drills to monitor and evaluate evacuation procedures.
24. Inspects and tests fire protection and/or fire detection systems to verify that such systems are installed in accordance with appropriate standards.
25. Meets with City staff, community and business representatives, and the public on building and code enforcement issues.
26. Responds to questions, complaints, and requests for information by telephone or in person from news media, merchants, community/civic organizations, citizens, officers, employees, superiors, and individuals; investigates complaints as appropriate.
27. Develops long-term and short-term plans and goals for areas of responsibility; develops and implements policies and procedures; revises/updates as necessary.
28. Directs and provides emergency medical care as a first responder, EMT or paramedic, as licensed/certified.
29. Directs and provides fire suppression activities including fire combat, containment, and extinguishment of fires.
30. Directs and performs search and rescue operations including vehicle extrication, swift water rescue, and high-angle rescue.

31. Ensures safety procedures are followed and proper safety equipment is utilized; continually monitors work environment to ensure safety of employees and others.
32. Monitors and communicates effectively and coherently over radio channels; receives and shares information with dispatchers, medical professionals, and other department employees.
33. Composes, prepares, reviews, and/or approves a variety of reports, forms, logs, memos and other types of documentation electronically and on paper.
34. Ensures maintenance of departmental records in compliance with city, state, and federal recordkeeping requirements.
35. Communicates with supervisor, subordinates, co-workers, other departments, city officials, citizens, local/state/federal agencies, vendors/suppliers, outside agencies, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.
36. Attends conferences and meetings to keep abreast of current trends in the field.

Essential Job Duties are intended to be examples of duties and are not intended to be all inclusive. There will be other duties as assigned. All incumbents may not perform all job duties listed, and some incumbents may perform duties which are not listed.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of firefighting practices and techniques
- Knowledge of emergency medical techniques and protocols
- Knowledge of department and city policies and procedures, and relevant federal, state, and local laws and regulations
- Knowledge of National Fire Protection Association (NFPA) standards and International Fire code
- Knowledge of the layout of the City and streets
- Knowledge of computers and other job-related software programs
- Skill in incident command
- Skill in administering first aid and medical treatment
- Skill in operating radios and communication equipment
- Skill in supervising others
- Skill in verbal and written communication
- Ability to perform mathematical computations
- Ability to lead a fire shift
- Ability to stay calm and maintain composure in times of crises
- Ability to think critically and solve problems
- Ability to exercise sound judgment within the scope of responsibility
- Ability to establish and maintain effective working relationships with co-workers, subordinates, supervisors, and the public
- Ability to maintain confidential information
- Must be able to meet regular attendance requirements including weekends and holidays
- Must be able to occasionally work a 24-hour shift when needed
- Must be able to be on-call and respond to emergency situations
- Must be able to perform strenuous physical work for prolonged periods of time under conditions of extreme heights, intense heat, cold, or smoke.

- Must be able to use a self-contained breathing apparatus

MINIMUM QUALIFICATIONS:

High school diploma or GED; two years' experience as a Lieutenant with Calera Fire Department. Must possess and maintain the following certifications: Firefighter I/II, Safety Officer, Fire Officer IV, Fire Instructor III, Fire Inspector II, Fire Investigator I, Public Information Officer, Public Fire and Life Safety Educator, Command and Control of Incident Operations, Hazardous Materials Incident Commander. Must possess and maintain a valid State of Alabama driver license.

ESSENTIAL PHYSICAL REQUIREMENTS:

The physical activities required for this position involve: Sitting, standing, walking, reaching, stooping, crouching, kneeling, climbing, smelling, talking and hearing.

This position requires lifting: Up to and over 100 pounds frequently.

This position has the following special vision requirements: Close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Must meet NFPA minimum vision requirements.

ENVIRONMENTAL WORKING CONDITIONS:

The following environmental conditions and hazards may be encountered while working in this position: Extreme heat and cold, outdoor weather conditions, loud noise, vibration, electrical hazards, confined spaces, hazardous fumes, toxic chemicals, and infectious diseases. This position is required to frequently work alongside moving machinery/equipment and alongside moving traffic on roads.

Mayor Pro Tem Montgomery introduced the following Resolution:

RESOLUTION NO. R-2025-13

**AGREEMENT WITH CADENCE EQUIPMENT FINANCE,
A DIVISION OF CADENCE BANK
AND CITY OF CALERA, CALERA, ALABAMA**

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

WHEREAS, the Council hereby agrees to authorize the Mayor to sign the Agreement with Cadence Equipment Finance, a division of Cadence Bank. for the lease of (1) New 2025 Kenworth T480 Chassis New Way 24 YD ASL Garbage Truck, for the City of Calera. Said contract attached.

Exhibit A - See Attached Agreement

Council Member Byers moved that Resolution No. R-2025-13 be adopted. Council Member Watts seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Mayor Pro Tem Montgomery declared Resolution No. R-2025-13 adopted.

Adopted this the 17th of February 2025.

Ernest Montgomery, Mayor Pro Tem

ATTEST:

Connie B. Payton, City Clerk

Exhibit A



CADENCE EQUIPMENT FINANCE

2/14/2025

Sent via: kyle@secequip.com

City of Calera, AL

It is a pleasure to submit for your consideration the following proposal to provide lease-purchase financing based on the terms and conditions set forth below:

1. Lessor: Cadence Equipment Finance, a division of Cadence Bank
2. Lessee: City of Calera, AL
3. Equipment Description: One (1) New 2025 Kenworth T480 Chassis
New Way 24 YD ASL Garbage Truck
4. Equipment Cost: \$393,170.11
5. Lease Term: 3 years
6. Lease Payments: (These are approximate payment amounts. The actual payment will be determined at funding date.)

3 annual payments @ \$87,947.68 arrears with balloon payment of \$180,160.00
7. Lease Rate: 5.03%
8. Funding Date: This proposal is contingent upon the equipment being delivered and the lease funded prior to increase in the prime rate above 7.50%. Any extension of the funding or delivery date must be in writing.
9. Purchase Option: Title is passed to Lessee at lease expiration for no further consideration.
10. Non-appropriation/Termination: The lease provides that Lessee is to make reasonable efforts to obtain funds to satisfy the obligation in each fiscal year. However, the lease may be terminated without penalty in the event of non-appropriation. In such event, the Lessee agrees to provide an attorney's opinion confirming the events of non-appropriation and Lessee's exercise of diligence to obtain funds.

11. **Bank Qualification:** This lease-purchase financing shall be designated as a bank qualified tax-exempt transaction as per the 1986 Federal Tax Bill. **This means that the Lessee's governing body will pass a resolution stating that it does not anticipate issuing more than \$10 million in General Obligation debt or other debt falling under the Tax Bill's definition of qualifying debt during the calendar year that the lease is funded.**
12. **Tax Status:** This proposal is subject to the Lessee being qualified as a governmental entity or "political subdivision" within the meaning of Section 103(a) of the Internal Revenue Code of 1954 as amended, within the meaning of said Section. Lessee agrees to cooperate with Lessor in providing evidence as deemed necessary or desirable by Lessor to substantiate such tax status.
13. **Net Lease:** This will be a net lease transaction whereby maintenance, insurance, taxes (if applicable), compliance with laws and similar expenses shall be borne by Lessee.
14. **Financial Statements:** Complete and current financial statements must be submitted to Lessor for review and approval of Lessee creditworthiness
15. **Lease Documentation:** This equipment lease-purchase package is subject to the mutual acceptance of lease-purchase documentation within a reasonable time period, otherwise payments will be subject to market change.

If the foregoing is acceptable, please so indicate by signing this letter in the space provided below and returning it to Cadence Equipment Finance. **The proposal is subject to approval by Cadence Equipment Finance's Credit Committee and to mutually acceptable terms, conditions and documentation.**

Acceptance of this proposal expires as the close of business on 3/13/2025. Extensions must be approved by the undersigned.

Any concerns or questions should be directed to Jonathan King at 228-223-4642 or Jonathan.King@cadencebank.com.

Jonathan King

Jonathan King
Municipal Territory Manager

ACKNOWLEDGMENT AND ACCEPTANCE

By: _____
Title

Date: _____

Connie Payton

From: Seth Gandy
Sent: Monday, February 24, 2025 11:50 AM
To: Connie Payton
Subject: Agenda

Please add to agenda we are request that the strawberry festival be a special event and to waive all buisness license fee with the exception of food trucks. Thanks Seth Gandy CPRP, CPO, CPSI Calera Park and Recreation Director

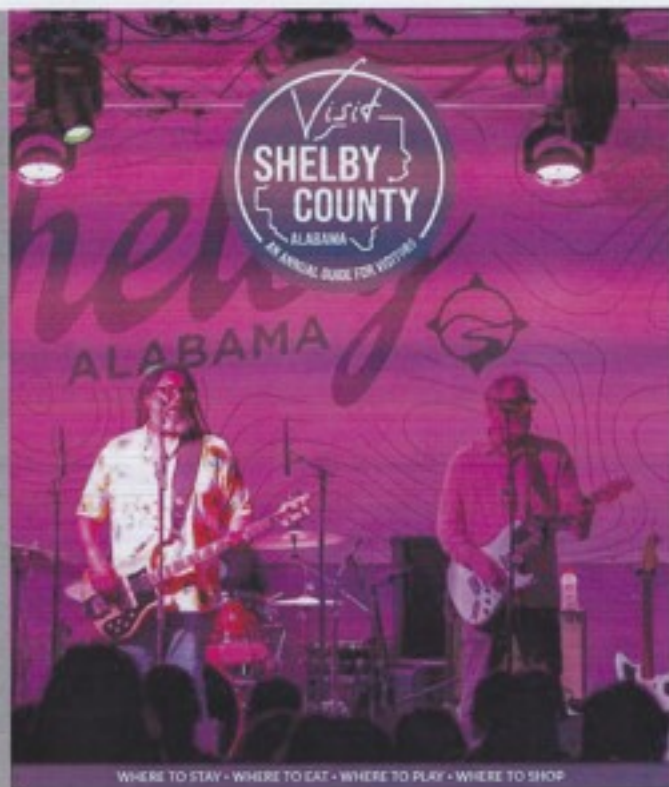
Connie Payton

From: Debbie Byers
Sent: Tuesday, February 18, 2025 9:21 AM
To: Connie Payton
Subject: Visitor's Guide Information
Attachments: Visitors Guide.jpeg

Good Morning,

Attached is the information that I have regarding the visitor's guide. I was thinking we could start with a full page ad that features Eagle Complex. Also, it would be great if we could add something that references the RV sites available at Rolling Hills Campground and those in the parking lot behind the new fire station.

Thanks again for all your help,
Debbie



Explore Shelby County

This annual magazine is the go-to guide for all things Shelby County! Visitors, newcomers, and even Shelby County natives can find their new favorites in this comprehensive guide. From parks and attractions to events and dining, there's so much here to explore!

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Dining Feature

\$750

Includes a full page photo with location, contact info, and 75 word description in the Food & Drinks section. Only 10 spots available!

Dining Guide (1/4 page)

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Mayor Graham introduced the following Resolution:

RESOLUTION NO. R-2025-14

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;

- 317 Victim and Witness Assistance
- 502 Vehicle Towing
- 601 Sexual Assault Investigations
- 1022 Conflict of Interest
- 1012 Commendations and Awards
- 1023 Badges, Patches and Identification
- 426 Automated License Plate Readers (ALPRs)

Council Member ____ moved that unanimous consent of the Council be given for immediate action upon Resolution No. R-2025-14. Council Member ____ seconded said motion and upon vote, the results were as follows:

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

NAYS: None

Council Member ____ moved that Resolution No. R-2025-14 be adopted. Council Member ____ 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-2025-14 adopted.

Adopted this 3rd day of March 2025.

Connie B. Payton, City Clerk

Jon G. Graham, Mayor

Victim and Witness Assistance

317.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that crime victims and witnesses receive appropriate assistance, that they are provided with information from government and private resources, and that the agency meets all related legal mandates.

317.2 POLICY

The Calera Police Department is committed to providing guidance and assistance to the victims and witnesses of crime. The members of the Calera Police Department will show compassion and understanding for victims and witnesses and will make reasonable efforts to provide the support and information identified in this policy.

317.3 CRIME VICTIM ADVOCATE

The Chief of Police may appoint a member of the Department to serve as the crime victim liaison. The crime victim liaison will be the point of contact for individuals requiring further assistance or information from the Calera Police Department regarding benefits from crime victim resources. This person shall also be responsible for maintaining compliance with all legal mandates related to crime victims and/or witnesses.

317.3.1 CRIME VICTIM ADVOCATE DUTIES

The crime victim advocate is responsible for the following:

- (a) Facilitating the timely return of a victim's property that was taken as evidence (Ala. Code § 15-23-77).
- (b) When the Calera Police Department has custody of a person convicted or adjudicated of an offense against the victim, making notification to the victim within 15 days (Ala. Code § 15-23-78):
 - 1. Prior to the end of sentence release of the person.
 - 2. Of the death of the person.
- (c) Providing the victim, within 72 hours of initial contact between the victim and the Calera Police Department, with the following information (Ala. Code § 15-23-62):
 - 1. The availability of emergency and crisis services.
 - 2. The availability of victims' compensation benefits and the contact information for the Alabama Crime Victims Compensation Commission.
 - 3. Contact information for the Calera Police Department, including the statement "If within 60 days you are not notified of an arrest in your case, you may call the telephone number of the Calera Police Department for the status of the case."
 - 4. An explanation of the procedural steps in a criminal prosecution.
 - 5. The rights set forth in the Alabama constitution on the rights of victims, including a form to invoke these rights.

Victim and Witness Assistance

6. The existence and eligibility requirements of restitution and crime victim compensation.
7. Steps to be taken if the victim is subjected to threats or intimidation.
8. Contact information of the prosecuting attorney, if available.

317.4 CRIME VICTIMS

Officers should provide all victims with the applicable victim information handouts.

Officers should never guarantee a victim's safety from future harm but may make practical safety suggestions to victims who express fear of future harm or retaliation. Officers should never guarantee that a person qualifies as a victim for the purpose of compensation or restitution but may direct him/her to the proper written department material or available victim resources.

317.4.1 SPECIFIC REQUIREMENTS REGARDING VICTIMS

Upon written request, the Calera Police Department shall provide sexual assault victims with information regarding policies governing the collection and preservation of a sexual assault evidence collection kit (Ala. Code § 15-23-121).

317.5 VICTIM INFORMATION

The Administration Lieutenant shall ensure that victim information handouts are available and current. These should include as appropriate:

- (a) Shelters and other community resources for victims including domestic violence and sexual assault victims.
- (b) An advisement that a person who was arrested may be released on bond or some other form of release and that the victim should not rely upon an arrest as a guarantee of safety.
- (c) A clear explanation of relevant court orders and how they can be obtained.
- (d) Information regarding available compensation and restitution for qualifying victims of crime (Ala. Code § 15-18-65 et seq.; Ala. Code § 15-23-1 et seq.).
- (e) VINE® information (Victim Information and Notification Everyday), including the telephone number and whether this free service is available to allow victims to check on an offender's custody status and to register for automatic notification when a person is released from jail.
- (f) Notice regarding U visa and T visa application processes.
- (g) Resources available for victims of identity theft.
- (h) A place for the officer's name, badge number, and any applicable case or incident number.
- (i) For victims of domestic violence, the "Legal Rights and Remedies Notice to Victims" distributed by the Alabama Law Enforcement Agency (ALEA) (Ala. Code § 13A-6-134).

Victim and Witness Assistance

- (j) Information regarding crime victims' rights pursuant to Ala. Code § 15-23-62 and the Alabama constitution.
- (k) Information regarding the Sexual Assault Survivors Bill of Rights (Ala. Code § 15-23-120 et seq.).

317.6 WITNESSES

Officers should never guarantee a witness' safety from future harm or that his/her identity will always remain confidential. Officers may make practical safety suggestions to witnesses who express fear of future harm or retaliation.

Officers should investigate allegations of witness intimidation and take enforcement action when lawful and reasonable.

Vehicle Towing

502.1 PURPOSE AND SCOPE

This policy provides guidance related to vehicle towing. Nothing in this policy shall require a member of this department to tow a vehicle.

502.2 POLICY

The Calera Police Department will tow vehicles when appropriate and in accordance with the law.

502.3 REMOVAL OF VEHICLES DUE TO HAZARD

When a vehicle should be towed because it presents a hazard, the owner or operator should arrange for the towing. Department members may assist by communicating requests through the Dispatch Center to expedite the process.

If the owner or operator is unable to arrange for towing and the vehicle presents a hazard, the vehicle may be towed at the direction of the department member (Ala. Code § 32-13-2; Ala. Code § 32-5A-139).

Vehicles that are not the property of the City should not be driven by department members unless it is necessary to move the vehicle a short distance to eliminate a hazard, prevent the obstruction of a fire hydrant or comply with posted signs.

502.4 ARREST SCENES

Whenever the owner or operator of a vehicle is arrested, the arresting officer should provide reasonable safekeeping by leaving the vehicle secured and lawfully parked at the scene or, when appropriate, by having the vehicle towed, such as when the vehicle presents a traffic hazard or the vehicle would be in jeopardy of theft or damage if left at the scene (Ala. Code § 32-13-2; Ala. Code § 32-5A-139).

Officers are not required to investigate whether alternatives to towing a vehicle exist after an arrest. However, a vehicle should not be towed if reasonable alternatives exist. When considering whether to leave a vehicle at the scene, officers should take into consideration public safety as well as the reasonable safety of the vehicle and its contents.

The following are examples of situations where a vehicle should not be towed:

- The vehicle can be legally parked, left in a reasonably secure and safe location and is not needed as evidence.
- The vehicle is parked on private property, on which the arrestee or owner is legally residing, or the property owner does not object to the vehicle being parked at that location.
- The arrestee or owner of the vehicle requests that it be released to a person who is present, willing and able to legally take control of the vehicle.

Vehicle Towing

- The vehicle is legally parked and the arrestee or owner requests that it be left at the scene. In such cases the requester should be informed that the Department will not be responsible for theft or damages.

502.5 VEHICLES RELATED TO CRIMINAL INVESTIGATIONS

Officers should tow vehicles that are needed for the furtherance of an investigation or prosecution of a case, or that are otherwise appropriate for seizure as evidence. Officers should make reasonable efforts to return a recovered stolen vehicle to its owner rather than have it towed, so long as the vehicle is not needed for evidence (Ala. Code § 32-13-2; Ala. Code § 32-5A-139).

502.6 RECORDS

Records Division members shall ensure that pertinent data regarding a towed vehicle is promptly entered into the appropriate database.

502.6.1 VEHICLE STORAGE REPORT

Department members towing a vehicle shall complete a vehicle tow report. The report should be submitted to the Records Division as soon as practicable after the vehicle is towed.

502.6.2 NOTICE OF TOW

Within five calendar days of a vehicle being towed, it shall be the responsibility of the Records Division to send a notice of tow to the Secretary of the Alabama Law Enforcement Agency, all registered owners, and others having a recorded interest in the vehicle. Notice shall be sent to all such individuals by certified mail. The notice shall include (Ala. Code § 32-13-2):

- (a) The name, address, and telephone number of the Calera Police Department.
- (b) The location where the vehicle is stored.
- (c) A description of the vehicle, including:
 1. Color.
 2. Manufacturer year.
 3. Make and model.
 4. License plate number and Vehicle Identification Number (VIN), if available.
 5. Mileage.
- (d) The authority and purpose for the removal of the vehicle.
- (e) An explanation of the procedure for release of the vehicle and for obtaining a vehicle tow hearing.

502.7 TOWING SERVICES

Members shall not show preference among towing services that have been authorized for use by the Department. A rotation or other system established by the Department for tow services should be followed.

Vehicle Towing

502.8 VEHICLE INVENTORY

The contents of all vehicles towed at the request of department members shall be inventoried and listed on the inventory report. When reasonably practicable, photographs may be taken to assist in the inventory.

- (a) An inventory of personal property and the contents of open containers will be conducted throughout the passenger and engine compartments of the vehicle including but not limited to any unlocked glove box, other accessible areas under or within the dashboard area, any pockets in the doors or in the back of the front seat, in any console between the seats, under any floor mats, and under the seats.
- (b) In addition to the passenger and engine compartments as described above, an inventory of personal property and the contents of open containers will also be conducted in any other type of unlocked compartments that are a part of the vehicle, including unlocked vehicle trunks and unlocked car-top containers.
- (c) Any locked compartments including but not limited to locked glove compartments, locked vehicle trunks, locked hatchbacks, and locked car-top containers should be inventoried, provided the keys are available and released with the vehicle to the third-party towing company or an unlocking mechanism for such compartment is available within the vehicle.
- (d) Closed containers located either within the vehicle or any of the vehicle's compartments will not be opened for inventory purposes except for the following: wallets, purses, coin purses, fanny packs, personal organizers, briefcases, or other closed containers designed for carrying money, small valuables, or hazardous materials.

Members should ask the occupants whether the vehicle contains any valuables or hazardous materials. Responses should be noted in the inventory report. If the occupant acknowledges that any closed container contains valuables or a hazardous material, the container shall be opened and inventoried. When practicable and appropriate, such items should be removed from the vehicle and given to the owner, or booked into property for safekeeping.

Any cash, jewelry, or other small valuables located during the inventory process will be held for safekeeping, in accordance with the Property Division Policy. A copy of the property receipt form should be given to the person in control of the vehicle or, if that person is not present, left in the vehicle.

A copy of the vehicle inventory will be given to the tow truck operator.

These inventory procedures are for the purpose of protecting the vehicle owner's property, providing for the safety of department members, and protecting the Department against fraudulent claims of lost, stolen, or damaged property.

Towing a vehicle in order to perform an inventory should not be used as a pretext for an evidence search. Nothing in this policy prevents the towing of a vehicle that would occur for reasons independent of any suspicion that the vehicle may contain evidence if it is otherwise justified by law or this policy.

Vehicle Towing

502.9 SECURITY OF VEHICLES AND RETRIEVAL OF PROPERTY

If the search of a vehicle leaves the vehicle or any property contained therein vulnerable to unauthorized entry, theft or damage, the department member conducting the search shall take such steps as are reasonably necessary to secure or protect the vehicle or property from such hazards.

Unless it would cause an unreasonable delay in towing the vehicle or create an issue of officer safety, reasonable accommodations should be made to permit the owner, operator or occupant to retrieve small items of value or personal need (e.g., cash, jewelry, cell phone, prescriptions) that are not considered evidence or contraband.

Members who become aware that a vehicle may have been towed by the Department in error should promptly advise a supervisor. Supervisors should approve, when appropriate, the release of the vehicle without requiring the owner or his/her agent to request a hearing to contest the tow.

Sexual Assault Investigations

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the investigation of sexual assaults. These guidelines will address some of the unique aspects of such cases and the effects that these crimes have on the victims.

Mandatory notification requirements are addressed in the Child Abuse and Adult Abuse policies.

601.1.1 DEFINITIONS

Definitions related to this policy include:

Sexual assault - Any crime or attempted crime of a sexual nature, to include but not limited to offenses defined in Ala. Code § 13A-6-60 et seq.

Sexual Assault Response Team (SART) - A multidisciplinary team generally comprises advocates; law enforcement officers; forensic medical examiners, including sexual assault forensic examiners (SAFEs) or sexual assault nurse examiners (SANEs) if possible; forensic laboratory personnel; and prosecutors. The team is designed to coordinate a broad response to sexual assault victims.

601.2 POLICY

It is the policy of the Calera Police Department that its members, when responding to reports of sexual assaults, will strive to minimize the trauma experienced by the victims, and will aggressively investigate sexual assaults, pursue expeditious apprehension and conviction of perpetrators, and protect the safety of the victims and the community.

601.3 QUALIFIED INVESTIGATORS

Qualified investigators should be available for assignment of sexual assault investigations. These investigators should:

- (a) Have specialized training in, and be familiar with, interview techniques and the medical and legal issues that are specific to sexual assault investigations.
- (b) Conduct follow-up interviews and investigation.
- (c) Present appropriate cases of alleged sexual assault to the prosecutor for review.
- (d) Coordinate with other enforcement agencies, social service agencies and medical personnel as needed.
- (e) Provide referrals to therapy services, victim advocates and support for the victim.
- (f) Participate in or coordinate with SART or other multidisciplinary investigative teams as applicable.

Sexual Assault Investigations

601.4 REPORTING

In all reported or suspected cases of sexual assault, a report should be written and assigned for follow-up investigation. This includes incidents in which the allegations appear unfounded or unsubstantiated.

601.5 VICTIM INTERVIEWS

The primary considerations in sexual assault investigations, which begin with the initial call to the Dispatch Center, should be the health and safety of the victim, the preservation of evidence and preliminary interviews to determine if a crime has been committed and to attempt to identify the suspect.

Whenever possible, a member of the SART or multidisciplinary response team should be included in the initial victim interviews.

An in-depth follow-up interview should not be conducted until after the medical and forensic examinations are completed and the personal needs of the victim have been met (e.g., change of clothes, bathing). The follow-up interview may be delayed to the following day based upon the circumstances. Whenever practicable, the follow-up interview should be conducted by a qualified investigator.

No opinion of whether the case is unfounded should be included in a report.

Victims should not be asked or required to take a polygraph examination (34 USC § 10451).

Victims should be apprised of applicable victim's rights provisions, as outlined in the Victim and Witness Assistance Policy.

601.6 COLLECTION AND TESTING OF BIOLOGICAL EVIDENCE

Whenever possible, a SART or the multidisciplinary response team member should be involved in the collection of forensic evidence from the victim.

When the facts of the case indicate that collection of biological evidence is warranted, it should be collected regardless of how much time has elapsed since the reported assault. If a drug-facilitated sexual assault is suspected, urine and blood samples should be collected from the victim as soon as practicable.

Biological evidence from all sexual assault cases, including cases where the suspect is known by the victim, should be submitted for testing.

Victims who choose not to assist with an investigation, do not desire that the matter be investigated or wish to remain anonymous may still consent to the collection of evidence under their control. In these circumstances, the evidence should be collected and stored appropriately.

601.6.1 DNA TEST RESULTS

If requested by the victim, the Calera Police Department shall notify the victim of information and test results from the sexual assault evidence kit, including a DNA profile match, if the

Sexual Assault Investigations

disclosure would not impede or compromise an ongoing law enforcement investigation (Ala. Code § 15-23-121).

A SART or the multidisciplinary response team member should be consulted regarding the best way to deliver biological testing results to a victim so as to minimize victim trauma, especially in cases where there has been a significant delay in getting biological testing results (e.g., delays in testing the evidence or delayed DNA databank hits). Members should make reasonable efforts to assist the victim by providing available information on local assistance programs and organizations as provided in the Victim and Witness Assistance Policy.

Members investigating sexual assaults cases should ensure that DNA results are entered into databases when appropriate and as soon as practicable.

601.7 DISPOSITION OF CASES

If the assigned investigator has reason to believe the case is without merit, the case may be classified as unfounded only upon review and approval of the Criminal Investigation Division supervisor.

Classification of a sexual assault case as unfounded requires the Criminal Investigation Division supervisor to determine that the facts have significant irregularities with reported information and that the incident could not have happened as it was reported. When a victim has recanted his/her original statement, there must be corroborating evidence that the allegations were false or baseless (i.e., no crime occurred) before the case should be determined as unfounded.

601.8 CASE REVIEW

The Criminal Investigation Division supervisor should ensure cases are reviewed on a periodic basis, at least annually. The reviews should include an analysis of:

- Case dispositions.
- Decisions to collect biological evidence.
- Submissions of biological evidence for lab testing.

The SART or multidisciplinary response team and/or victim advocates should be considered for involvement in this audit. Summary reports on these reviews should be forwarded through the chain of command to the Chief of Police.

601.9 RELEASING INFORMATION TO THE PUBLIC

In cases where the perpetrator is not known to the victim, and especially if there are multiple crimes where more than one appear to be related, consideration should be given to releasing information to the public whenever there is a reasonable likelihood that doing so may result in developing helpful investigative leads. The Criminal Investigation Division supervisor should weigh the risk of alerting the suspect to the investigation with the need to protect the victim and the public, and to prevent more crimes.

Sexual Assault Investigations

601.10 REPORTING REQUIREMENTS

The Criminal Investigation Division supervisor or the authorized designee shall annually provide a detailed report to the Alabama State Law Enforcement Agency to include (Ala. Code § 41-27-13):

- (a) The number of sexual offense cases received during the prior calendar year.
- (b) The number of sexual offense cases reported where evidence from a medical forensic examination was submitted for forensic analysis or, where applicable, the reason evidence was not submitted.
- (c) The number of and reason for sexual assault cases that were closed due to judicial or investigative reasons.

601.11 TRAINING

Subject to available resources, periodic training should be provided to:

- (a) Members who are first responders. Training should include:
 - 1. Initial response to sexual assaults.
 - 2. Legal issues.
 - 3. Victim advocacy.
 - 4. Victim's response to trauma.
- (b) Qualified investigators, who should receive advanced training on additional topics. Advanced training should include:
 - 1. Interviewing sexual assault victims.
 - 2. SART or multidisciplinary response team.
 - 3. Medical and legal aspects of sexual assault investigations.
 - 4. Serial crimes investigations.
 - 5. Use of community and other federal and state investigative resources, such as the Violent Criminal Apprehension Program (ViCAP).
 - 6. Techniques for communicating with victims to minimize trauma.

Conflict of Interest

1022.1 PURPOSE AND SCOPE

The purpose of this policy is to assist members in recognizing and avoiding potential conflicts of interest, thereby ensuring effective and ethical operating practices on the part of the Calera Police Department.

1022.1.1 DEFINITIONS

Definitions related to this policy include:

Conflict of interest - Any actual, perceived or potential conflict, in which it reasonably appears that a member's action, inaction or decisions are or may be influenced by a personal or business relationship, including conflicts as defined in Ala. Code § 36-25-1.

1022.2 POLICY

Members of the Calera Police Department are expected to conduct themselves with the utmost professional integrity and objectivity. Members will guard against actual or perceived conflicts of interest in order to ensure the fair and equitable treatment of department members and the public, and thereby maintain the trust of the public and department members.

1022.3 PROHIBITIONS

The Department prohibits the following types of personal or business relationships among members:

- (a) Members are prohibited from directly supervising, occupying a position in the line of supervision or being directly supervised by any other member who is a relative or with whom they are involved in a personal or business relationship.
 - 1. If circumstances require that such a supervisor/subordinate relationship exist temporarily, the supervisor shall make every reasonable effort to defer matters pertaining to the involved member to an uninvolved supervisor
 - 2. When personnel and circumstances permit, the Department will attempt to make every reasonable effort to avoid placing members in such supervisor/subordinate situations. The Department, however, reserves the right to transfer or reassign any member to another position within the same classification in order to avoid conflicts with any provision of this policy
- (b) Members are prohibited from participating in, contributing to or recommending promotions, assignments, performance evaluations, transfers or other personnel decisions affecting a member who is a relative or with whom they are involved in a personal or business relationship.
- (c) Whenever possible, field training officers (FTOs) and other trainers will not be assigned to train relatives. Department FTOs and other trainers are prohibited from entering into or maintaining personal or business relationships with any member they are assigned to train until such time as the training has been successfully completed and the person is off probation.

Conflict of Interest

- (d) Members shall not enter into any contract with the Department that is prohibited by Ala. Code § 36-25-11.

1022.4 MEMBER RESPONSIBILITIES

Members shall avoid situations that create a conflict of interest. Members should take reasonable steps to address a perception of a conflict of interest when such a perception is reasonably foreseeable and avoidable (e.g., deferring a decision to an uninvolved member).

Whenever any member is placed in circumstances that would require him/her to take enforcement action or to provide official information or services to any relative or individual with whom the member is involved in a personal or business relationship, that member shall promptly notify his/her uninvolved, immediate supervisor.

In the event that no uninvolved supervisor is immediately available, the member shall promptly notify the communications operator to have another uninvolved member either relieve the involved member or, minimally, remain present to witness the action.

1022.4.1 DISCLOSURES

Members shall be responsible for filing a statement of economic interests in a timely manner pursuant to the requirements of state law, if applicable (Ala. Code § 36-25-14). Certain financial interests are required to be disclosed, including a list of occupations, business activity and income earned.

1022.5 SUPERVISOR RESPONSIBILITIES

Upon being notified of or otherwise becoming aware of any circumstance that could result in or constitute an actual or potential violation of this policy, a supervisor shall take all reasonable steps to promptly mitigate or avoid such violations whenever possible. Supervisors shall also promptly notify the Chief of Police or the authorized designee of such actual or potential violations through the chain of command.

Commendations and Awards

1012.1 PURPOSE AND SCOPE

This policy provides general guidelines for recognizing commendable or meritorious acts of members of the Calera Police Department and individuals from the community.

1012.2 POLICY

It is the policy of the Calera Police Department to recognize and acknowledge exceptional individual or group achievements, performance, proficiency, heroism and service of its members and individuals from the community through commendations and awards.

1012.3 COMMENDATIONS

Commendations for members of the Department or for individuals from the community may be initiated by any department member or by any person from the community.

1012.4 CRITERIA

A meritorious or commendable act may include, but is not limited to:

- Superior handling of a difficult situation.
- Conspicuous bravery or outstanding performance.
- Any action or performance that is above and beyond typical duties.

1012.4.1 DEPARTMENT MEMBER DOCUMENTATION

Members of the Department should document meritorious or commendable acts. The documentation should contain:

- (a) Identifying information:
 1. For members of the Department - name, section and assignment at the date and time of the meritorious or commendable act
 2. For individuals from the community - name, address, telephone number
- (b) A brief account of the meritorious or commendable act with report numbers, as appropriate.
- (c) The signature of the member submitting the documentation.

1012.4.2 COMMUNITY MEMBER DOCUMENTATION

Documentation of a meritorious or commendable act submitted by a person from the community should be accepted in any form. However, written documentation is preferred. Department members accepting the documentation should attempt to obtain detailed information regarding the matter, including:

- (a) Identifying information:

Calera Police Department

Calera Police Department Policy Manual

Commendations and Awards

1. For members of the Department - name, section and assignment at the date and time of the meritorious or commendable act
 2. For individuals from the community - name, address, telephone number
- (b) A brief account of the meritorious or commendable act with report numbers, as appropriate.
- (c) The signature of the person submitting the documentation.

1012.4.3 PROCESSING DOCUMENTATION

Documentation regarding the meritorious or commendable act of a member of the Department should be forwarded to the appropriate Lieutenant for his/her review. The Lieutenant should sign and forward the documentation to the Chief of Police for his/her review.

The Chief of Police or the authorized designee will present the commendation to the department member for his/her signature. The documentation will then be returned to the Administration Sergeant for entry into the member's personnel file.

Documentation regarding the meritorious or commendable act of an individual from the community should be forwarded to the Administration Lieutenant. The documentation will be signed by the Lieutenant and forwarded to the Chief of Police for his/her review. An appropriate venue or ceremony to acknowledge the individual's actions should be arranged. Documentation of the commendation should be maintained in a file designated for such records.

1012.5 AWARDS

Awards may be bestowed upon members of the Department and individuals from the community. These awards include:

- Award of Valor.
- Award of Merit.
- Lifesaving Award.
- Meritorious Conduct.

Criteria for each award and the selection, presentation and display of any award are determined by the Chief of Police.

Badges, Patches and Identification

1023.1 PURPOSE AND SCOPE

The Calera Police Department (CPD) badge, patch and identification card, as well as the likeness of these items and the name of the Department, are property of the Department. Their use shall be restricted as set forth in this policy.

1023.2 POLICY

The Calera Police Department issues each member appropriate identification, which may include a badge, patch and/or identification card, depending on the member's position within the Department.

1023.3 MEMBER RESPONSIBILITIES

Members of the Calera Police Department will use the CPD badge, patch and identification card, as well as the likeness of these items, appropriately and professionally. The CPD badge, patch and identification card shall only be displayed or used by a member when acting in an official or authorized capacity.

Department members shall not:

- (a) Display or use the CPD badge, patch or identification card for personal gain or benefit.
- (b) Loan the CPD badge, patch or identification card to others or permit these items to be reproduced or duplicated.
- (c) Use images of the CPD badge, patch or identification card, or the likeness thereof, or the Calera Police Department name, for personal or private reasons including, but not limited to, letters, memoranda and electronic communications, such as email, blogs, social networking or websites.

1023.4 LOST BADGE, PATCH OR IDENTIFICATION CARD

Department members shall promptly notify their supervisors whenever their CPD badges, patches or identification cards are lost, damaged or are otherwise removed from their control.

1023.5 BADGES

The Chief of Police shall determine the number and form of badges authorized for use by department members.

Only badges issued by this department are authorized to be used, displayed, carried or worn by members while on-duty or otherwise acting in an official or authorized capacity.

1023.5.1 RETIREE BADGES

The Chief of Police may establish rules for allowing honorably retired members to keep their badges in some form or possess a retirement badge upon retirement (Ala. Code § 36-21-8; Ala. Code § 36-21-8.2; Ala. Code § 36-21-8.3).

Badges, Patches and Identification

1023.5.2 PERMITTED USE BY EMPLOYEE GROUPS

The likeness of the CPD badge shall not be used for any purpose without the express authorization of the Chief of Police.

- (a) An authorized employee group may use the likeness of the CPD badge for merchandise and official employee group business provided it is used in a clear representation of the employee group and not the Calera Police Department. The following modification shall be included:

1023.6 PATCHES

The Chief of Police shall determine the form of patches authorized for use by the Department. Any request to modify the authorized patches for specialty divisions (e.g., K-9, SWAT) should be submitted to the Chief of Police in writing.

Only patches issued by this department are authorized to be displayed or worn by members while on-duty or otherwise acting in an official or authorized capacity.

Members, with the written approval of the Chief of Police, may request additional patches, at their own expense.

1023.7 IDENTIFICATION CARDS

All members will be issued an official CPD identification card bearing the member's name, full-face photograph, member identification number, member's signature and signature of the Chief of Police or the official seal of the Department. All members shall be in possession of their department-issued identification cards at all times while on-duty or in department facilities.

- (a) Whenever on-duty or acting in an official capacity representing the Department, members shall display their department-issued identification cards in a courteous manner to any person upon request and as soon as practicable.
- (b) Officers or other members working specialized assignments may be excused from the possession and display requirements when directed by their Lieutenants.

1023.8 BUSINESS CARDS

The Department will supply business cards to those members whose assignments involve frequent interaction with the public or who may require the use of a business card. The only authorized business cards are those issued or approved by the Department and should contain identifying information including, but not limited to, the member's name, section, badge or other identification number and contact information (e.g., telephone number, email address).

Members should provide a business card to any member of the public who requests one.

Automated License Plate Readers (ALPRs)

426.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

426.2 POLICY

The policy of the Calera Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

426.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Calera Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Lieutenant. The Administration Lieutenant will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

426.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) An ALPR shall only be used for official law enforcement business (Ala. Admin. Code r. 265-X-6-.04).
- (b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped vehicles to canvass areas around homicides, shootings, and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training (Ala. Admin. Code r. 265-X-6-.08).

Automated License Plate Readers (ALPRs)

- (e) No ALPR operator may access confidential department, state or federal data unless authorized to do so.
- (f) If practicable, the officer should verify an ALPR response through the appropriate official law enforcement database before taking enforcement action that is based solely on an ALPR alert.

426.5 DATA COLLECTION AND RETENTION

The Administration Lieutenant is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data (Ala. Admin. Code r. 265-X-6-.08). Data will be transferred from vehicles to the designated storage in accordance with department procedures (Ala. Admin. Code r. 265-X-6-.03).

All stored ALPR data should be retained for no more than five years. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances, the applicable data should be downloaded onto portable media and booked into evidence.

Notice shall be sent to the Alabama Law Enforcement Agency (ALEA) when data is retained beyond the retention period (Ala. Admin. Code r. 265-X-6-.06).

426.5.1 STATE REGISTRY

The Administration Lieutenant shall establish procedures to ensure that collected ALPR data is timely submitted to the State LPR Registry as required by Ala. Admin. Code r. 265-X-6-.05.

426.6 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The Calera Police Department will observe the following safeguards regarding access to and use of stored data:

- (a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- (b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- (c) ALPR system audits should be conducted on a regular basis.

426.6.1 ACCESS LOGS

The Administration Lieutenant is responsible for the creation of access logs to document access to ALPR data by department members and authorized criminal justice agencies as required by Ala. Admin. Code r. 265-X-6-.04.

Automated License Plate Readers (ALPRs)

426.7 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures (Ala. Admin. Code r. 265-X-6-.04; Ala. Admin. Code r. 265-X-6-.08):

- (a) The agency makes a written request for the ALPR data that includes:
 - 1. The name of the agency.
 - 2. The name of the person requesting.
 - 3. The intended purpose of obtaining the information.
- (b) The request is reviewed by the Administration Lieutenant or the authorized designee and approved before the request is fulfilled.
- (c) The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies should be reviewed by the Administration Lieutenant who should work with the Public Records Officer so that only records related to criminal justice or public safety purposes are released (see the Records Maintenance and Release Policy).

426.7.1 DISSEMINATION LOGS

The Administration Lieutenant should create dissemination logs to track shared ALPR data as specified by Ala. Admin. Code r. 265-X-6-.04.

426.8 POLICY AVAILABILITY

This policy should be published on the department website (Ala. Admin. Code r. 265-X-6-.08).

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
ACCOUNT					LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2025	05	1275 02/26/2025		CM 3-3-25	BUA CM 3-3-25	1	3			
1	1701717	595703		Capital Expense	Restrooms RH Pickleball		.00	115,142.20	115,142.20	
	170.00.17	595703.			Shelby Co Grant PB Restrooms	02/26/2025				
2	1700100	406089		Capital Revenue	Grant RH Restrooms PB Shelby C		.00	-81,075.00	-81,075.00	
	170.01.00	406089.			Shelby Co Grant PB Restrooms	02/26/2025				
3	1709595	599110		Capital Transfers	Transfer From General Fund		-3,728,303.00	-34,067.20	-3,762,370.20	
	170.95.95	599110.			GF Match RH PB Restrooms	02/26/2025				
4	1009595	599217		General Fund Transfers	Transfer To Cap Proj Fund		3,728,303.41	34,067.20	3,762,370.61	
	100.95.95	599217.			GF Match RH PB Restrooms	02/26/2025				
5	1000100	406030		General Fund Revenues	Cops Grant Doj		.00	-22,804.00	-22,804.00	
	100.01.00	406030.			JAG Funds Received JAG24 Grant	02/26/2025				
6	1004040	597156		Police	Grant - Equipment/Other		.00	22,804.00	22,804.00	
	100.40.40	597156.			JAG24 Grant Side by Side	02/26/2025				
7	1000100	409260		General Fund Revenues	Donations - Library		.00	-10,000.00	-10,000.00	
	100.01.00	409260.			Library St of Alabama Donation	02/26/2025				
8	1006060	597152		Library	Buildings		15,000.00	10,000.00	25,000.00	
	100.60.60	597152.			Library Study Rooms	02/26/2025				
9	1000100	409451		General Fund Revenues	Insurance Reimbursements		.00	-1,870.11	-1,870.11	
	100.01.00	409451.				02/26/2025				
10	1000100	409550		General Fund Revenues	Lawsuit & Court Settlements		.00	-387.26	-387.26	
	100.01.00	409550.				02/26/2025				
11	1000100	409552		General Fund Revenues	Opioid Settlement		.00	-24,943.41	-24,943.41	
	100.01.00	409552.				02/26/2025				
12	1004040	597155		Police	Vehicle		380,000.00	43,648.24	423,648.24	
	100.40.40	597155.			Police Case Vehicle	02/26/2025				
13	1000100	409700		General Fund Revenues	Racing Commission Receipts		.00	-3,639.40	-3,639.40	
	100.01.00	409700.				02/26/2025				
14	1000100	401020		General Fund Revenues	Audit Income		-50,000.00	-119,337.26	-169,337.26	
	100.01.00	401020.				02/26/2025				
15	1001012	597154		IT	Equipment		55,800.00	5,000.00	60,800.00	
	100.10.12	597154.			IT Security RH PB Restrooms	02/26/2025				

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT				LINE DESCRIPTION				
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND									
2025	05	1275	02/26/2025		CM 3-3-25	BUA CM 3-3-25	1	3	
16	1003030	521129		P&Z/Business License	Training Registration P&Z		1,500.00	5,473.00	6,973.00
	100.30.30.	521129.			Zoning Training		02/26/2025		
17	1003035	521150		Maintenance and Custodial	Payroll Offset - Capital Labor		.00	-14,936.36	-14,936.36
	100.30.35.	521150.			Maintenance Capital Labor		02/26/2025		
18	1003035	594360		Maintenance and Custodial	Partial Power Main St Labor		.00	7,130.53	7,130.53
	100.30.35.	594360.			Maint Cap Labor Partial Power		02/26/2025		
19	1003035	594361		Maintenance and Custodial	Tennis/Pickleball Eagle Labor		.00	511.98	511.98
	100.30.35.	594361.			Maint Cap Labor Tennis		02/26/2025		
20	1003035	594363		Maintenance and Custodial	Police Dept Lobby Floors		15,000.00	7,293.85	22,293.85
	100.30.35.	594363.			Maint Cap Labor Police Floors		02/26/2025		
21	1004040	594400		Police	Dispatch Reno Proj - Non Grant		.00	18,490.00	18,490.00
	100.40.40.	594400.			Dispatch Reno- Non Grant		02/26/2025		
22	1004040	597152		Police	Buildings		.00	43,499.00	43,499.00
	100.40.40.	597152.			Police Investigation Roof		02/26/2025		
23	1004040	597154		Police	Equipment		50,709.00	7,500.00	58,209.00
	100.40.40.	597154.			Police Dog Kennel		02/26/2025		
24	1004045	533065		Fire	Small Tools & Equipment		60,000.00	-7,500.00	52,500.00
	100.40.45.	533065.			Fire Purchased Trailer from PD		02/26/2025		
25	1004045	566015		Fire	Consulting Fees		390,000.00	-100,000.00	290,000.00
	100.40.45.	566015.			Reduction RPS		02/26/2025		
26	1004045	597154		Fire	Equipment		52,000.00	70,000.00	122,000.00
	100.40.45.	597154.			Compressor New Fire Station		02/26/2025		
27	1004045	597154		Fire	Equipment		52,000.00	30,000.00	82,000.00
	100.40.45.	597154.			Radio System New Fire Station		02/26/2025		
28	1701717	597409		Capital Expense	I-65 widening 1 of 3 Payments		1,166,000.00	584,000.00	1,750,000.00
	170.00.17.	597409.			Full Payment Required by ALDOT		02/26/2025		
** JOURNAL TOTAL								584,000.00	Z

BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: Kellison

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
	EFF	DATE								LINE					
2025	5	1275													
BUA	1701717-595703														
	02/26/2025	CM	3-3-25								Restrooms RH Pickleball	5		115,142.20	
											Shelby Co Grant PB Restrooms				
BUA	1700100-406089										Grant RH Restrooms PB Shelby C	5			81,075.00
	02/26/2025	CM	3-3-25								Shelby Co Grant PB Restrooms				
BUA	1709595-599110										Transfer From General Fund	5			34,067.20
	02/26/2025	CM	3-3-25								GF Match RH PB Restrooms				
BUA	1009595-599217										Transfer To Cap Proj Fund	5		34,067.20	
	02/26/2025	CM	3-3-25								GF Match RH PB Restrooms				
BUA	1000100-406030										Cops Grant Doj	5			22,804.00
	02/26/2025	CM	3-3-25								JAG Funds Received JAG24 Grant				
BUA	1004040-597156										Grant - Equipment/Other	5		22,804.00	
	02/26/2025	CM	3-3-25								JAG24 Grant Side by Side				
BUA	1000100-409260										Donations - Library	5			10,000.00
	02/26/2025	CM	3-3-25								Library St of Alabama Donation				
BUA	1006060-597152										Buildings	5		10,000.00	
	02/26/2025	CM	3-3-25								Library Study Rooms				
BUA	1000100-409451										Insurance Reimbursements	5			1,870.11
	02/26/2025	CM	3-3-25												
BUA	1000100-409550										Lawsuit & Court Settlements	5			387.26
	02/26/2025	CM	3-3-25												
BUA	1000100-409552										Opioid Settlement	5			24,943.41
	02/26/2025	CM	3-3-25												
BUA	1004040-597155										Vehicle	5		43,648.24	
	02/26/2025	CM	3-3-25								Police Case Vehicle				
BUA	1000100-409700										Racing Commission Receipts	5			3,639.40
	02/26/2025	CM	3-3-25												
BUA	1000100-401020										Audit Income	5			119,337.26
	02/26/2025	CM	3-3-25												
BUA	1001012-597154										Equipment	5		5,000.00	
	02/26/2025	CM	3-3-25								IT Security RH PB Restrooms				
BUA	1003030-521129										Training Registration P&Z	5		5,473.00	
	02/26/2025	CM	3-3-25								Zoning Training				
BUA	1003035-521150										Payroll Offset - Capital Labor	5			14,936.36
	02/26/2025	CM	3-3-25								Maintenance Capital Labor				
BUA	1003035-594360										Partial Power Main St Labor	5		7,130.53	
	02/26/2025	CM	3-3-25								Maint Cap Labor Partial Power				
BUA	1003035-594361										Tennis/Pickleball Eagle Labor	5		511.98	
	02/26/2025	CM	3-3-25								Maint Cap Labor Tennis				
BUA	1003035-594363										Police Dept Lobby Floors	5		7,293.85	
	02/26/2025	CM	3-3-25								Maint Cap Labor Police Floors				
BUA	1004040-594400										Dispatch Reno Proj - Non Grant	5		18,490.00	
	02/26/2025	CM	3-3-25								Dispatch Reno- Non Grant				
BUA	1004040-597152										Buildings	5		43,499.00	
	02/26/2025	CM	3-3-25								Police Investigation Roof				
BUA	1004040-597154										Equipment	5		7,500.00	
	02/26/2025	CM	3-3-25								Police Dog Kennel				
BUA	1004045-533065										Small Tools & Equipment	5			7,500.00

BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE	DESC	
BUA	1004045-566015	02/26/2025	CM	3-3-25			CM	3-3-25		Fire Purchased Trailer from PD Consulting Fees	
		02/26/2025	CM	3-3-25			CM	3-3-25	5		100,000.00
BUA	1004045-597154	02/26/2025	CM	3-3-25			CM	3-3-25		Reduction RPS Equipment	
		02/26/2025	CM	3-3-25			CM	3-3-25	5		70,000.00
BUA	1004045-597154	02/26/2025	CM	3-3-25			CM	3-3-25		Compressor New Fire Station Equipment	
		02/26/2025	CM	3-3-25			CM	3-3-25	5		30,000.00
BUA	1701717-597409	02/26/2025	CM	3-3-25			CM	3-3-25		Radio System New Fire Station I-65 Widening 1 Of 3 Payments	
		02/26/2025	CM	3-3-25			CM	3-3-25	5		584,000.00
										Full Payment Required by ALDOT	
											.00
											.00
BUA	100-380200	02/26/2025	CM	3-3-25			CM	3-3-25		Appropriation	182,981.44
BUA	170-380200	02/26/2025	CM	3-3-25			CM	3-3-25		Appropriation	665,075.00
BUA	100-380101	02/26/2025	CM	3-3-25			CM	3-3-25		Estimated Revenues	182,981.44
BUA	170-380101	02/26/2025	CM	3-3-25			CM	3-3-25		Estimated Revenues	81,075.00
BUA	170-380300	02/26/2025	CM	3-3-25			CM	3-3-25		Budgetary Fb-Unres	584,000.00
										SYSTEM GENERATED ENTRIES TOTAL	848,056.44
											848,056.44
										JOURNAL 2025/05/1275 TOTAL	848,056.44
											848,056.44

BUDGET AMENDMENT JOURNAL ENTRY PROOF

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
100	General Fund	2025	5	1275	02/26/2025			
	100-380101					Estimated Revenues	182,981.44	
	100-380200					Appropriation		182,981.44
						FUND TOTAL	182,981.44	182,981.44
170	Capital Projects	2025	5	1275	02/26/2025			
	170-380101					Estimated Revenues	81,075.00	
	170-380200					Appropriation		665,075.00
	170-380300					Budgetary Fb-Unres	584,000.00	
						FUND TOTAL	665,075.00	665,075.00

BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: kellison

PA JOURNAL	EFF DATE	GL YEAR/PER/JNL	REF1	REF2	REF3	REF4	T	AMOUNT
SOURCE PROJECT STRING								
49	02/26/2025	2025/05/1275						
BUA 7291 .PJEXP.				CM 3-3-25		CM 3-3-25	5	115,142.20
BUA 3127 .PJEXP.				CM 3-3-25		CM 3-3-25	5	584,000.00
Project Totals								
3127 Total:								584,000.00
7291 Total:								115,142.20
								699,142.20
** END OF REPORT - Generated by Kelly Ellison **								

PUBLIC HEARING NOTICE

The City of Calera will hold a public hearing on March 3, 2025 at 6:00 pm. at the Calera City Hall, 7901 US 31, Calera, AL 35040, to review the City's submission of an application for the Fiscal Year 2025 Community Development Block Grant (CDBG) Program. The city is interested in obtaining all citizens' input on community development needs with the City. Activities that are eligible for funding include the improvement of public works, public facilities, housing rehabilitation, and others allowed by law. At least 51% of the funds must be used to benefit low and moderate income persons. The city is proposing to apply for \$187,011 in funding to improve the City's infrastructure. All citizens are encouraged to attend to comment on the proposed activities. No displacement of persons will be proposed. For more information, or if you require special accommodation at the hearing, please contact Connie Payton, City Clerk at (205) 668-3500.

Mayor Graham introduced the following Resolution:

**RESOLUTION NO. 2025-15
AUTHORIZING THE SUBMISSION OF AN
PROGRAM YEAR 2025 COMMUNITY DEVELOPMENT BLOCK GRANT
TO THE SHELBY COUNTY COMMISSION
TO CONSTRUCT WATER IMPROVEMENTS ON COUNTY ROAD 147**

WHEREAS, the Shelby County Commission is accepting applications from municipal governments for Program Year 2025 Community Development Block Grant (CDBG) funds made available through the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the City of Calera has identified has identified community development needs and determined that there is a critical need to upgrade the water line on CR 147; and

WHEREAS, a public hearing was held on March 3, 2025, informing the public of the availability of the funds and identifying the project that the City intends to address with the funds;

WHEREAS, the City of Calera will request \$187,011 of CDBG funds and the City of Calera agrees to provide \$20,779 of cash matching funds and \$8,000 of in kind matching funds for a total project construction cost of \$215,790; and

WHEREAS, the City of Calera will provide for the long-term operation and maintenance costs of the project.

THEREFORE, BE IT RESOLVED BY the City of Calera, IN REGULAR SESSION ASSEMBLED, that by this Resolution the City of Calera authorizes submission of a CDBG Grant to Shelby County requesting funds for water improvements on County Road 147; and

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor to sign all required grant application documents on behalf of the City.

BE IT FURTHER RESOLVED, that upon the adoption and execution of this resolution, a copy of this policy be kept on record by the City Clerk.

Council Member ____ made a motion to adopt Resolution No. R-2025-15. Council Member ____ seconded said motion and upon vote, results were as follows:

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

NAYS: None

The Mayor declared Resolution No. R-2025-15 adopted this the 3rd day of March 2025.

Jon G. Graham, Mayor

ATTESTED BY:

Connie B. Payton, City Clerk

**ISSUES FOR DISCUSSION WITH CALERA FEBRUARY 27, 2025
10:00 AM**

- 1. Concerns regarding the process of legally creating the Proposed Calera City Board of Education and appointing the first Calera City Board of Education.**
- 2. Concerns regarding the levy and collection of local taxes (ad valorem and excise, franchise, and privilege license taxes in both Shelby and Chilton counties) to operate the Proposed Calera City Board of Education.**
- 3. Concerns regarding participation in Shelby County and Chilton County countywide taxes dedicated for and distributed to boards of education.**
- 4. Concerns regarding State and Federal financial aid for schools in Alabama. Concerns about restrictions and statutory purposes on expenditures.**
- 5. Concerns of State Requirement of local matching tax effort to receive Alabama ETF and 3.0 mill statewide Capital Purchase Allocation. Concerns about restrictions and statutory purposes on expenditures.**
- 6. Concerns regarding unrestricted local taxation for the Proposed Calera City School System and its importance.**
- 7. Concerns regarding the Financial Separation Agreement that would be required between the Shelby County Board of Education and the Proposed Calera City Board of Education and between the Chilton County Board of Education and the Proposed Calera City Board of Education.**
- 8. Concerns regarding the financial obligations that must be assumed in the process of financial separation; why July 1 is a presumed date for complete financial separation.**
- 9. Concerns for hiring necessary officials to advise the Proposed Calera City Board of Education in the period between creation of the Calera City Board of Education and the final contractual Agreements of Separation.**
- 10. Concerns about student attendance, who will attend, etc.**
- 11. Concerns about operating student transportation program.**
- 12. Concerns about physical plant, capital outlay needs, and maintenance, repair, and required future construction.**

Questions for Calera City Council

- A. What are the long term goals and aspirations of the residents of Calera for the students of Calera and the schools located in Calera and the City itself? How about Five years from now, and then Ten years from now?
- B. What do the residents of Calera see as the benefits, if any, of having local control over their schools?
- C. If a local city school system was within the fiscal means of the city of Calera even if it cost a little more than residents were currently paying in taxes, would the benefits be worth creating a city school system?
- D. What do the city council and the residents of Calera have as a vision for their city? Would a city school system help accomplish that vision?