

**PRE-MEETING AGENDA
MOUNTAIN BROOK CITY COUNCIL**

**CITY HALL COUNCIL CHAMBER (A108)
56 CHURCH STREET
MOUNTAIN BROOK, AL 35213**

APRIL 25, 2023, 6:15 P.M.

As a matter of convenience, members of the public are invited to listen, observe and participate in public meetings by Internet video conference. Presenters and others interested in a particular matter for discussion are encouraged to attend the meeting in-person. The City is not responsible for technical issues that may occur that interfere with the virtual meeting. The City Council, at its sole discretion, may proceed with its in-person business meeting regardless of whether virtual attendees can hear and/or observe the proceedings. The City intends to make the meeting available by way of the Zoom app (re: Meeting ID 801-559-1126, password 04252023)

1. Teresa Callahan to address the City Council regarding the dog ban on playing fields. (See attached information.)
2. Budget amendment for the Police Department-Chief Loggins (See attached information. This item could be added to the formal agenda.)
3. Change order request for the Junior High drainage project-Mike Culwell of Brasfield & Gorrie (See attached information. This item could be added to the formal agenda.)
4. Set date for FY-2024 Budget kick-off meeting-Sam Gaston
5. Executive Session

Date: April 6, 2023

To: Council Members

From: Shanda Williams, Parks and Recreation

Subject: Feedback on Dog Ban

It has been about 6-7 months since dogs have been banned from the parks and sports fields. I asked representatives from each sports group and the principals from each school about their experience since then.

I have not heard from everyone, but the feedback has been mixed.

MBA hasn't been through a whole season yet, but they have not had any negative issues with dogs like they have had in the past. I believe they are still supportive of the ban.

The Jr High field has been under construction for most of the time so they do not have any feedback.

Soccer and the MBHS principal have a neutral stance on the subject.

MBE would like to keep the ban in place, but have better enforcement. They are still seeing dogs during school hours and evidence of dogs being on the field.

I still need to hear back from Crestline Elementary and may have more information to offer by Monday. With the construction going on there, they may not have much feedback to give.

As far as our department's experiences go, things have been better. Our fields and parks are looking better with no yellow spots or holes. We don't get as much dog waste in the tires of the mowers and tracked elsewhere as much. We still see evidence that a few people are bringing dogs to the Athletic Complex and other fields and letting them defecate on the concrete and fields (including the turf fields) and leaving it.

Overall, I think we need more time to evaluate the effects of not having dogs in the parks and fields. Sports haven't had a full season and PE/recess will be more active as the weather warms up. We may be able to re-visit this before summer and get more feedback from everyone.



Mountain Brook Police Department
Chief Jaye Loggins
101 Tibbett Street
Mountain Brook, Alabama 35213
Phone: 205.879.0486
Fax: 205.802-2415

To: Mountain Brook City Council
From: J. Loggins, Chief of Police *JL*
Date: April 18, 2023
Re: Budget Amendment

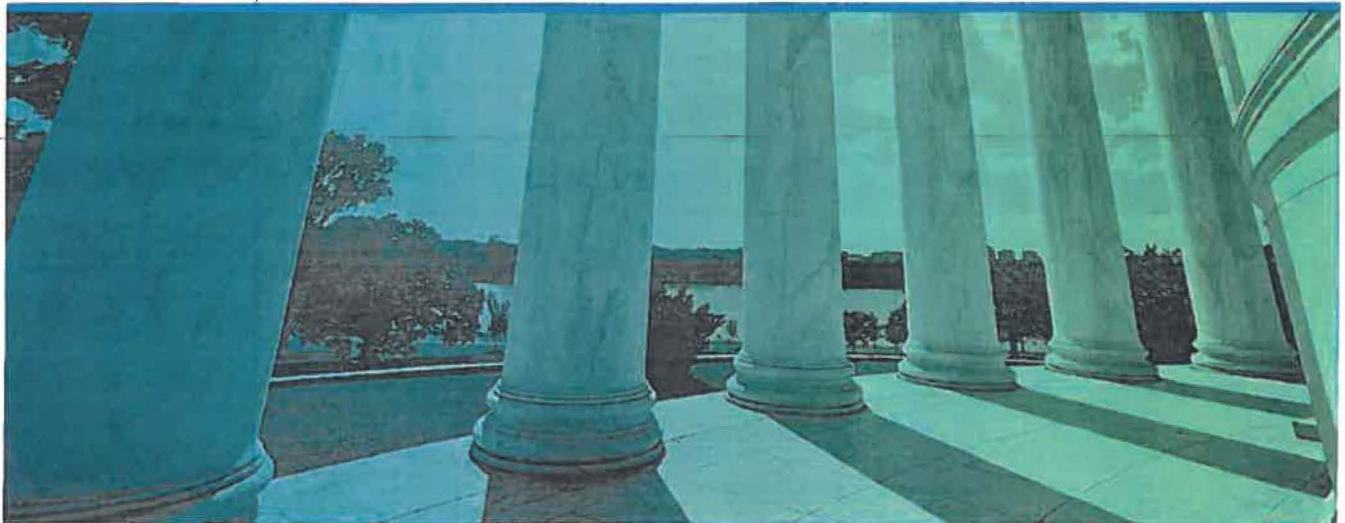
I am submitting this memorandum as a request for an amendment to the Police Department's FY23 budget. The amendment will affect the "Annual Maint-Software" line item 100-3510-6463-3502. The request is for approval of utilizing Lexipol in creating, revising, and maintenance of department policies. The current policies are inconsistent and outdated. Many of the policies date back to 2009 signed by then Chief J. Stanley.

By utilizing Lexipol, our policies will be established through the current laws and court decisions surrounding employee and law enforcement practices. The company will work with our department in review and revision with personnel specific for Alabama. Through the use of Lexipol, our department's policies and practices will have consistent maintenance as the company will inform us and also amend policies due to Alabama Supreme Court and US Supreme Court decisions as well as new and changing legislation and practices. The services will include written policies, training bulletins, updates and reporting of employees completing trainings and acknowledgement of receiving the policies. Included in the policies will be high-risk, high-liability, and daily operations policies.

The service will make the Mountain Brook Police Department stronger and will meet the professional standards expected of our personnel. In a recent review of our department's practices, the Alabama Municipal Insurance Corporation recommended a service of this type to bring our policies up to date. Several departments within the state utilize the service and all are complimentary of the company and services provided. I have included a proposal along with this request for your review. The company will be able to produce a "sole source letter" when requested. Thank you for any and all consideration in this matter. I will be available for questions and/or comments.



SOLUTIONS PROPOSAL



PREPARED FOR:

Mountain Brook Police Department
Lieutenant Chris Thompson
thompsonc@mtbrook.org
2052837253

PREPARED BY:

Allen Payne
apayne@lexipol.com

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Mountain Brook Police Department to address your unique challenges.

Scope of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Implementation Policy Tier I: High-Risk Policies

Benefit from our proven, systematic approach to implementing policies. Tier I represents about 20% of the manual, including foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier II: High-Liability Policies

Benefit from our proven, systematic approach to implementing policies. Tier II represents about 20% of the manual, including policies that relate to common day-to-day calls for service that have a higher level of potential liability.

You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier III: Daily Operations Policies

Benefit from our proven, systematic approach to implementing policies. Tier III represents about 20% of the manual, including policies needed for orderly daily operations of your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Allen Payne
 Phone:
 Email: apayne@lexipol.com

Quote #: Q-54339-3
 Date: 1/27/2023
 Valid Through: 4/27/2023

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Yearly Subscription

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins (12 Months)	USD 18,971.00	5%	USD 948.55	USD 18,022.45
	Subscription Line Items Total			USD 948.55	USD 18,022.45
				USD 948.55	USD 18,022.45
				Yearly Subscription Discount:	USD 948.55
				Yearly Subscription TOTAL:	USD 18,022.45

One Time Implementation

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Law Enforcement Tier I Implementation	USD 4,701.00	5%	USD 235.05	USD 4,465.95
1	Law Enforcement Tier II Implementation	USD 4,112.00	5%	USD 205.60	USD 3,906.40
1	Law Enforcement Tier III Implementation	USD 3,428.00	5%	USD 171.40	USD 3,256.60
	One-Time Line Items Total			USD 612.05	USD 11,628.95
				USD 612.05	USD 11,628.95
				One Time Implementation Discount:	USD 612.05
				One Time Implementation TOTAL:	USD 11,628.95

*Law Enforcement pricing is based on 64 Law Enforcement Sworn Officers.

Discount Notes
 5% Sourcwell Discount

**Mountain Brook Junior High Drainage Improvements Project
Allowance Summary**

I. Owner Contingency (included in original contract) = **\$150,000**

II. Approved changes/credits to date that have been billed against Owner Contingency:

Amount	Change Order	Description
\$10,750	Original Contract with Building & Earth	Compaction and Rock Testing
\$74,699	Unsuitable Soils	Unsuitable materials encountered when installing storm across the field requiring additional materials and labor
\$32,830	Added Gabion Wall at Pond	Additional stack of gabion baskets added to pond on west side to allow for more landscaping buffer
(\$38,922)	Water Line Credit	Credit received for scope of water line being reduced from original scope
\$70,643	Remaining Owner Contingency to Date	

III. New Changes for City Consideration:

Amount	Change Order	Description
\$150,000	Additional Rock	Allowance of 650 CY in base bid; 716.563 CY used as of April 5 th , 2023 (66 CY+/- over Base Bid) + additional 700+/- CY anticipated for remainder of Phase 2. Contract unit price for rock = \$195/CY
\$3,848	Undermined Asphalt	Additional asphalt paving required due to undermining of asphalt that occurred when excavating to install the storm pipe in the alley
\$20,000 <i>estimated fee, B&E to provided proposal for additional services</i>	Additional Services Building & Earth	Due to additional visits and rock quantification that exceeds original scope
(\$10,000) <i>projected credit to be confirmed by Contractor</i>	VE Wall Option in Alley (block wall to concrete retaining wall)	VE option to change segmental block wall in alley to be replaced with concrete retaining wall and eliminating portion of curb & gutter
\$163,848	Sum of New Change Requests	

Requested Amount for City Council Consideration = \$120,000*

**rounded up for budgetary purposes*

\$163,848	-	\$70,643	+	\$25,000	=	\$118,205
<i>Sum of New Change Requests</i>	-	<i>Remaining Owner Contingency</i>	+	<i>Contingency to hold for Remainder of project</i>	=	