

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

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

**SEPTEMBER 25, 2023 6:00pm**

**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 09252023).**

1. Residents on Halbrook Lane to address the City Council regarding cut-through traffic on their street-Craig Ogard (See attached information.)
2. Alabama Association of Fire Chiefs Mutual Aid Consortium agreement-Chief Mullins (See attached information. This item maybe added to the formal agenda.)
3. Conditional Use request for Pinnacle Branch Bank at 2020 Cahaba Road-Dana Hazen (See attached information. This item maybe added to the formal agenda.)
4. Executive Session

September 11, 2023

Members of the City Council  
City of Mountain Brook, Mountain Brook, Alabama

RE: Traffic Volume on Halbrook Lane

Members of the City Council,

Halbrook Lane is a residential street in the Halbrook Estates Block of Mountain Brook. The street consists of 17 homes. Halbrook Lane connects with Asbury Road which then connects with Arundel Drive and Cromwell Drive. All three streets at the north end have access to Overton Road. Halbrook Lane, where it connects to Asbury Road, was at one time blocked off and traffic could not continue south on Asbury and access Green Valley Road. Traffic could only go right at the south end of Halbrook Lane and up Asbury Road to Arundel. Some time ago the south end of Halbrook Lane was opened allowing traffic to connect with Green Valley Road.

The past years have seen continued development in the surrounding areas which has resulted in an alarming number of every type of vehicle using Halbrook Lane as a thoroughfare from Green Valley to Overton Road. The stop sign at Asbury Road and Halbrook Lane is often ignored and the straight path to Overton Road allows some to disregard the speed limit. Two years ago, Craig Ogard reached out to City Council Member Lloyd Shelton to voice concerns regarding the volume of traffic on Halbrook Lane. They met several times, walked the street together, engaged with neighbors, and met with City Officials. Two traffic studies have been conducted as a result. The first study was just on Halbrook Lane. The second study included Halbrook Lane, Arundel Drive, Cromwell Road and Knollwood Drive and was conducted when the improvements to Crosshaven Road were nearly complete. Both studies revealed nearly 2,500 vehicles a day travel north and south on Halbrook Lane. This volume is greater than that of Knollwood Drive, a street with sidewalks and designed to be a connector road for Overton Road and Green Valley.

The second traffic study concluded that closing off Halbrook Lane to Asbury Road is the only way to reduce the volume. As residents of Halbrook Lane our hope is that the south end of Halbrook Lane could return to a loop road up Asbury Road connecting with Arundel Drive, eliminating traffic flow to Green Valley but allowing walking/running and bicycle access. This would be an effective, expedient and cost-effective solution. As residents of Halbrook Lane, closing off the south end of the street would be an inconvenience for us, but that is an inconvenience we are more than willing to accept.

We appreciate the opportunity to present this request for your consideration and trust that an effective resolution to this matter can be decided and implemented.

Respectfully and with gratitude for your service to the City of Mountain Brook,

The Residents of Halbrook Lane.

3833 Halbrook Lane Stephen Rhodes Stephen Rhodes

3828 HALBROOK LANE DAVID TYTELL D → Tytell

3824 Halbrook Lane Grace Coker Grace Coker

3812 HALBROOK LANE PRESTON MESSER Preston Messer

3808 Halbrook Lane Greg and Maria McAttee <sup>Greg McAttee</sup> Maria McAttee

3801 Halbrook Lane L.S. Rogers L.S. Rogers

3805 HALBROOK LANE Hunter + Amber Craig Hunter + Amber Craig

3809 Halbrook Lane Michael + Kathryn Humber Michael Humber

3813 HALBROOK LANE HARVEY TORMAN & VICKY JOHNSON Harvey Torman

3800 Halbrook Lane Briggs and Ann Wade Shreck Briggs

3804 Halbrook Lane Claudia & Dan Hildreth Claudia Hildreth

3816 Halbrook Lane Candace King Candace King

3820 Halbrook Lane James and Helen Sappington Helen Sappington

3821 HALBROOK LANE Murray Lichter Murray Lichter

3829 Halbrook Lane Florence Jackson Florence Jackson

3825 Halbrook Lane <sup>CRALD CRALD</sup> Julie COARD Julie COARD

September 11, 2023

Members of the City Council  
City of Mountain Brook, Mountain Brook, Alabama

RE: Traffic Volume on Halbrook Lane

Members of the City Council,

In July of 2018, my husband and I moved into our home on Halbrook Ln after months of searching for a home following our move back to Birmingham. We knew this location was perfect for our growing family and looked forward to the days of strolling to the park and early morning walks to Magic Muffins. We take so much pride in our unique area of Mountain Brook with walkability to local businesses plus being zoned for my alma mater, Brookwood Forest. Fast forward we now have 2 boys who join us on foot, bicycle, or scooter to all their favorite local spots...including racing down the street to see if their neighborhood friends are home to play.

We quickly learned that, while we love to be in our front yard, it's a dangerous place to be with small children. Rush hour, especially, brings a constant flow of drivers hurrying to get to work or to return home, sometimes speeding or texting while driving. After a long day at school and work, we look forward to going for a walk but are quickly deterred by the traffic. We aren't the only ones either - many people from surrounding neighborhoods walk, run, and bike on our street and have to contend with the traffic as well. The curve leading downhill to the 3-way stop is particularly dangerous, with limited visibility for both drivers and pedestrians. While our neighborhood has tried to promote vigilant driving with yard signs—no one seems to care, or they slam on their brakes as I make eye contact with them desperately hoping they slow down. I regularly move my children and their bikes into driveways and gutters on our way to the sidewalks on Overton.

While we continue to teach and reinforce pedestrian safety with our boys and neighborhood friends, there is a heightened risk for an accident to occur on Halbrook Ln in its current state. With the recent improvements made to Crosshaven, we believe traffic on Halbrook Ln should be diverted to that non-residential street. We ask for your prompt consideration in this safety matter.

Sincerely,

Maria Scalici McAtee and Gregory McAtee  
3808 Halbrook Ln



September 11, 2023

My husband and I were so excited when we were able to find a corner lot on Halbrook Lane in 2014. Before having kids, we weren't hyper aware of the traffic level on our street. However, now that we have 3 kids under the age of 7, we are in a constant state of stress with the number of cars that FLY down our street. Our family loves being outside and spends almost every single afternoon in the front yard playing soccer, riding bikes, and playing with our neighbors. It is a little mind blowing how cars seems to literally slam on the gas as if they were in a drag race as soon as they turn off Overton Road and onto Halbrook Lane.

We always have and continue to put a large amount of fear into the kids to not get remotely close to the street...however, we all know that kids can get distracted, and accidents can certainly happen. I feel like I live in a constant state of holding my breath when my kids are playing in the front yard.

It seems like an oversight that our street seems to have been overlooked by the city when considering safety with the number of children, runners, walkers, bikers, etc. that are on Halbrook Lane daily. The number of cars has clearly increased greatly over the last few years and seems to only get worse.

My husband and I are begging that you would please consider closing off one end of Halbrook Lane for the safety of our three children, and all the other children and friends we treasure on our street. A potential tragedy could be avoided with your help.

Thank you for your consideration.

Ann Wade and Briggs Shreve  
3800 Halbrook Lane

September 12, 2023

3809 Halbrook Lane  
Birmingham, AL 35243

Members of the Mountain Brook City Council:

I am writing to you regarding the volume and speed of traffic on Halbrook Lane and a proposed solution. As you have no doubt gathered from the petitions and letters of our neighbors, we are experiencing traffic problems beyond reasonable expectations for the design of this street.

My husband and I have lived in this neighborhood for almost 18 years – our first apartment was on Overton Road behind St. Stephens, our first home was on Buckingham Lane and we now live on Halbrook Lane. We love this area of Mountain Brook and are committed to our neighborhood! However, having lived within such a small perimeter for so long, we have observed with sadness (and frustration, honestly) the increase in volume and speed of cars on Overton Road and the adjacent streets.

We moved onto Halbrook Lane when our children were 3 and 4 (they are now 10 and almost 12) and have never, ever felt safe letting them play in the front yard, ride bikes or scooters to the neighbors, or cross the street on foot without close adult supervision. This is particularly sad as ours is a “front yard” street. Most people come out to let their children play, visit with each other, etc., in our front yards. This is great for building community, but our concerns have increased as the number of cars using our street as a cut through has multiplied.

Our understanding is that Knollwood Drive was originally envisioned as the street which could accommodate through traffic from Green Valley Road to Overton Road; given the larger size of those lots and the larger setbacks, this does seem to make sense.

We, with our neighbors, would like to ask that you give serious consideration to the request to close the southern end of Halbrook Lane (consistent with the original planning document.) We are so hopeful that we might be able to give our children a greater degree of freedom and independence and appreciate your willingness to entertain this as a viable solution.

Thank you,

  
Kathryn Humber

September 12, 2023

Members of the City Council,

Thank you for the opportunity to express our concerns regarding the traffic volume on Halbrook Lane. In 2013, we expressed our concerns at a City Planning and Zoning meeting. Since that time, significant residential and business development has happened in our neighboring city of Vestavia Hills that has increased the traffic flow to this area substantially. Based on 2 traffic studies conducted by Mountain Brook, 2,500 cars drive on our neighborhood street daily. This increased traffic has created a safety issue for residents on our street.

It is our understanding that on the original neighborhood plan, Halbrook Lane, was a loop connecting Asbury Road to Arundel Drive and Knollwood Drive was intended to be the throughfare to Green Valley. The only solution to the traffic issue, with safety as the top priority, is to return the south end of Halbrook Lane to a loop as intended. Although this would be a minor inconvenience to the residents of Halbrook, it is one we are willing to accept to keep our children and neighbors safe.

We appreciate your willingness to serve our great city of Mountain Brook and trust that a resolution to this matter can be decided with safety at the forefront.

Sincerely,

A handwritten signature in cursive script that reads "Amber Craig". The signature is written in black ink and is positioned above the printed name.

Amber and Hunter Craig

3805 Halbrook Lane

Mountain Brook, AL 35243

3804 Halbrook Lane  
Mountain Brook, AL, 35243  
September 11, 2023

The Honorable Mayor  
Stewart H. Welch III  
56 Church Street  
Mountain Brook, AL 35213

Members of the City Council  
Virginia Carruthers Smith, Council President  
Billy Pritchard, Council President Pro Temp  
Graham Smith, Council Member  
Gerald Garner, Council Member  
Lloyd Shelton, Council Member

Dear Council Members,

I am writing to ask you to introduce and/or support this traffic calming policy for volume control measure for Halbrook Lane in the City of Mountain Brook.

A traffic calming policy for volume control as presented by the residents of Halbrook Lane makes sense to me. The volume of traffic has become more complicated and challenging. Complicated by the volume of traffic and challenging as we are losing our local street as it is being turned into a connector.

A traffic calming policy for volume control as presented by the residents of Halbrook Lane makes good sense to me. for health reasons, as pedestrians can be free to circulate. For economic reason as our neighborhood has seen investments in family and community. For environmental reasons makes sense from the vehicle petro run off, trash, cans and cigarette butts.

With the benefits, so great to protect this Mountain Brook Neighborhood and its residents.

It makes good sense to support this traffic calming policy.

Thank you so much for your needed help.

Sincerely,

Dan Hildreth



**Analysis of Cut-Through Traffic  
Green Valley Road – Overton Road  
Cromwell Drive, Arundel Drive, and Halbrook Lane  
City of Mountain Brook**

This report documents an analysis performed to determine the extent of cut-through traffic on three residential roadways in the City of Mountain Brook and also analyze the speed of traffic on these roadways. The roadways included in this analysis are Cromwell Drive, Arundel Drive, and Halbrook Lane. The residents of these three roadways, particularly Halbrook Lane, noticed a considerable increase in traffic during the recent reconstruction of Crosshaven Drive. Now that the Crosshaven Drive project is practically complete, the City of Mountain Brook determined that a traffic study would be appropriate to examine the traffic volumes and speeds on Cromwell Drive, Arundel Drive, and Halbrook Lane with the view to determine if traffic control measures to redirect cut-through traffic or slow traffic are needed. Another cut-through route, Knollwood Drive, is also included in this document for comparison purposes. It is recognized that Knollwood Drive has historically served as a cut-through route between Green Valley Road and Overton Road. A map of the roadway network is shown in Figure 1, with the four roadways included in this report highlighted.



**Figure 1. Study Roadways**

**Traffic Counts**

Traffic counts were conducted on the study roadways for 48 continuous hours on Tuesday to Wednesday, January 31-February 1, 2023 by Traffic Data, LLC on behalf of Skipper Consulting, Inc. The traffic count information is included in Appendix A and is summarized in Tables 1 through 4, below.

**Table 1**  
**Hourly Traffic Count - Cromwell Drive**

<i>Time</i>	<i>Tuesday, January 31, 2023</i>			<i>Wednesday, February 1, 2023</i>			
	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>	<i>Time</i>	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>
12-1 AM	0	0	0	12-1 AM	0	0	0
1-2 AM	0	0	0	1-2 AM	0	0	0
2-3 AM	0	0	0	2-3 AM	1	0	1
3-4 AM	0	1	1	3-4 AM	0	0	0
4-5 AM	0	0	0	4-5 AM	0	0	0
5-6 AM	1	3	4	5-6 AM	1	1	2
6-7 AM	5	4	9	6-7 AM	2	5	7
7-8 AM	11	27	38	7-8 AM	14	23	37
8-9 AM	15	17	32	8-9 AM	12	16	28
9-10 AM	8	20	28	9-10 AM	18	10	28
10-11 AM	23	16	39	10-11 AM	15	15	30
11-12 PM	10	9	19	11-12 PM	10	11	21
12-1 PM	16	24	40	12-1 PM	12	16	28
1-2 PM	18	13	31	1-2 PM	18	18	36
2-3 PM	21	15	36	2-3 PM	9	15	24
3-4 PM	32	27	59	3-4 PM	21	19	40
4-5 PM	23	13	36	4-5 PM	23	20	43
5-6 PM	23	18	41	5-6 PM	24	19	43
6-7 PM	10	8	18	6-7 PM	15	11	26
7-8 PM	17	12	29	7-8 PM	11	6	17
8-9 PM	8	5	13	8-9 PM	5	9	14
9-10 PM	5	3	8	9-10 PM	6	2	8
10-11 PM	2	1	3	10-11 PM	2	0	2
11-12 AM	3	0	3	11-12 AM	0	0	0
<b>Total</b>	<b>251</b>	<b>236</b>	<b>487</b>	<b>Total</b>	<b>219</b>	<b>216</b>	<b>435</b>

**Table 2**  
**Hourly Traffic Count - Arundel Drive**

<i>Time</i>	<i>Tuesday, January 31, 2023</i>			<i>Wednesday, February 1, 2023</i>			
	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>	<i>Time</i>	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>
12-1 AM	1	0	1	12-1 AM	0	0	0
1-2 AM	0	0	0	1-2 AM	0	0	0
2-3 AM	0	0	0	2-3 AM	1	0	1
3-4 AM	0	0	0	3-4 AM	0	0	0
4-5 AM	0	0	0	4-5 AM	0	0	0
5-6 AM	1	2	3	5-6 AM	2	0	2
6-7 AM	9	5	14	6-7 AM	3	8	11
7-8 AM	21	23	44	7-8 AM	25	23	48
8-9 AM	28	41	69	8-9 AM	31	27	58
9-10 AM	15	37	52	9-10 AM	18	24	42
10-11 AM	17	13	30	10-11 AM	23	35	58
11-12 PM	16	25	41	11-12 PM	16	28	44
12-1 PM	33	39	72	12-1 PM	29	27	56
1-2 PM	33	25	58	1-2 PM	31	22	53
2-3 PM	35	20	55	2-3 PM	30	25	55
3-4 PM	33	42	75	3-4 PM	25	43	68
4-5 PM	45	41	86	4-5 PM	30	26	56
5-6 PM	33	43	76	5-6 PM	37	45	82
6-7 PM	17	28	45	6-7 PM	17	24	41
7-8 PM	7	10	17	7-8 PM	13	13	26
8-9 PM	12	7	19	8-9 PM	9	2	11
9-10 PM	6	5	11	9-10 PM	5	5	10
10-11 PM	0	2	2	10-11 PM	1	3	4
11-12 AM	0	0	0	11-12 AM	0	0	0
<b>Total</b>	<b>408</b>	<b>362</b>	<b>770</b>	<b>Total</b>	<b>380</b>	<b>346</b>	<b>726</b>

**Table 3**  
**Hourly Traffic Count - Halbrook Lane**

<i>Time</i>	<i>Tuesday, January 31, 2023</i>			<i>Wednesday, February 1, 2023</i>			
	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>	<i>Time</i>	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>
12-1 AM	1	2	3	12-1 AM	0	0	0
1-2 AM	1	0	1	1-2 AM	2	0	2
2-3 AM	0	0	0	2-3 AM	0	0	0
3-4 AM	1	0	1	3-4 AM	3	0	3
4-5 AM	1	1	2	4-5 AM	2	1	3
5-6 AM	4	7	11	5-6 AM	10	11	21
6-7 AM	21	22	43	6-7 AM	24	32	56
7-8 AM	76	82	158	7-8 AM	88	114	202
8-9 AM	77	70	147	8-9 AM	66	69	135
9-10 AM	70	62	132	9-10 AM	75	64	139
10-11 AM	71	76	147	10-11 AM	87	62	149
11-12 PM	100	88	188	11-12 PM	79	84	163
12-1 PM	123	84	207	12-1 PM	111	98	209
1-2 PM	114	83	197	1-2 PM	95	78	173
2-3 PM	135	101	236	2-3 PM	112	84	196
3-4 PM	131	88	219	3-4 PM	126	107	233
4-5 PM	140	93	233	4-5 PM	156	77	233
5-6 PM	127	102	229	5-6 PM	112	99	211
6-7 PM	80	56	136	6-7 PM	76	43	119
7-8 PM	51	35	86	7-8 PM	59	29	88
8-9 PM	23	23	46	8-9 PM	30	29	59
9-10 PM	14	12	26	9-10 PM	12	4	16
10-11 PM	6	2	8	10-11 PM	6	2	8
11-12 AM	3	1	4	11-12 AM	2	3	5
<b>Total</b>	<b>1370</b>	<b>1090</b>	<b>2460</b>	<b>Total</b>	<b>1333</b>	<b>1090</b>	<b>2423</b>



**Table 4**  
**Hourly Traffic Count – Knollwood Drive**

<i>Time</i>	<i>Tuesday, January 31, 2023</i>			<i>Wednesday, February 1, 2023</i>			
	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>	<i>Time</i>	<i>Northbound</i>	<i>Southbound</i>	<i>Total</i>
12-1 AM	0	1	1	12-1 AM	2	1	3
1-2 AM	0	0	0	1-2 AM	0	1	1
2-3 AM	0	1	1	2-3 AM	0	1	1
3-4 AM	0	1	1	3-4 AM	1	3	4
4-5 AM	2	4	6	4-5 AM	1	2	3
5-6 AM	6	17	23	5-6 AM	5	13	18
6-7 AM	17	37	54	6-7 AM	17	38	55
7-8 AM	44	104	148	7-8 AM	37	118	155
8-9 AM	59	106	165	8-9 AM	51	109	160
9-10 AM	45	111	156	9-10 AM	53	100	153
10-11 AM	37	103	140	10-11 AM	40	67	107
11-12 PM	49	98	147	11-12 PM	56	98	154
12-1 PM	58	92	150	12-1 PM	74	106	180
1-2 PM	53	107	160	1-2 PM	74	92	166
2-3 PM	58	126	184	2-3 PM	41	97	138
3-4 PM	81	133	214	3-4 PM	68	102	170
4-5 PM	87	99	186	4-5 PM	75	95	170
5-6 PM	98	123	221	5-6 PM	95	115	210
6-7 PM	58	51	109	6-7 PM	65	72	137
7-8 PM	51	36	87	7-8 PM	46	50	96
8-9 PM	22	19	41	8-9 PM	27	29	56
9-10 PM	19	20	39	9-10 PM	20	15	35
10-11 PM	11	9	20	10-11 PM	8	3	11
11-12 AM	2	1	3	11-12 AM	4	4	8
<b>Total</b>	<b>837</b>	<b>1399</b>	<b>2236</b>	<b>Total</b>	<b>860</b>	<b>1331</b>	<b>2191</b>

### Speed Surveys

Speed surveys were conducted on the study roadways for 48 continuous hours on Tuesday to Wednesday, January 31-February 1, 2023 by Traffic Data, LLC on behalf of Skipper Consulting, Inc. The speed survey information is included in Appendix B and is summarized in Tables 5 through 8, below.

**Table 5**  
**Speed Survey - Cromwell Drive**

	<i><b>Tuesday, January 31, 2023</b></i>	<i><b>Wednesday, February 1, 2023</b></i>
Number in Sample	487 vehicles	435 vehicles
Average Speed	24 mph	24 mph
Pace Speed	20-30 mph	18-28 mph
Number in Pace	386	331
Percent in Pace	79%	76%
85 <sup>th</sup> Percentile Speed	28 mph	28 mph
0-15 mph	18 (4%)	21 (5%)
15-20 mph	57 (12%)	60 (14%)
20-25 mph	191 (39%)	175 (40%)
25-30 mph	189 (39%)	144 (33%)
30-35 mph	29 (6%)	27 (6%)
35-40 mph	2 (0%)	7 (2%)
>40 mph	1 (0%)	0 (0%)

**Table 6**  
**Speed Survey - Arundel Drive**

	<i><b>Tuesday, January 31, 2023</b></i>	<i><b>Wednesday, February 1, 2023</b></i>
Number in Sample	770 vehicles	726 vehicles
Average Speed	22 mph	23 mph
Pace Speed	17-27 mph	18-28 mph
Number in Pace	617	620
Percent in Pace	80%	85%
85 <sup>th</sup> Percentile Speed	26 mph	26 mph
0-15 mph	61 (8%)	36 (5%)
15-20 mph	129 (17%)	106 (15%)
20-25 mph	383 (50%)	388 (53%)
25-30 mph	186 (24%)	184 (25%)
30-35 mph	11 (1%)	12 (2%)
35-40 mph	0 (0%)	0 (0%)
>40 mph	0 (0%)	0 (0%)

**Table 7**  
**Speed Survey – Halbrook Lane**

	<b><i>Tuesday, January 31, 2023</i></b>	<b><i>Wednesday, February 1, 2023</i></b>
Number in Sample	2460 vehicles	2423 vehicles
Average Speed	26 mph	26 mph
Pace Speed	20-30 mph	22-32 mph
Number in Pace	1988	1947
Percent in Pace	81%	80%
85 <sup>th</sup> Percentile Speed	30 mph	30 mph
0-15 mph	51 (2%)	31 (1%)
15-20 mph	128 (5%)	117 (5%)
20-25 mph	780 (32%)	746 (31%)
25-30 mph	1161 (47%)	1098 (45%)
30-35 mph	308 (13%)	389 (16%)
35-40 mph	27 (1%)	38 (2%)
>40 mph	5 (0%)	4 (0%)

**Table 8**  
**Speed Survey – Knollwood Drive**

	<b><i>Tuesday, January 31, 2023</i></b>	<b><i>Wednesday, February 1, 2023</i></b>
Number in Sample	2236 vehicles	2191 vehicles
Average Speed	31 mph	31 mph
Pace Speed	26-36 mph	27-37 mph
Number in Pace	1761	1725
Percent in Pace	79%	79%
85 <sup>th</sup> Percentile Speed	36 mph	36 mph
0-15 mph	13 (0%)	13 (1%)
15-20 mph	22 (1%)	12 (1%)
20-25 mph	150 (7%)	142 (7%)
25-30 mph	720 (32%)	653 (29%)
30-35 mph	976 (44%)	969 (44%)
35-40 mph	305 (14%)	348 (16%)
>40 mph	50 (2%)	54 (2%)

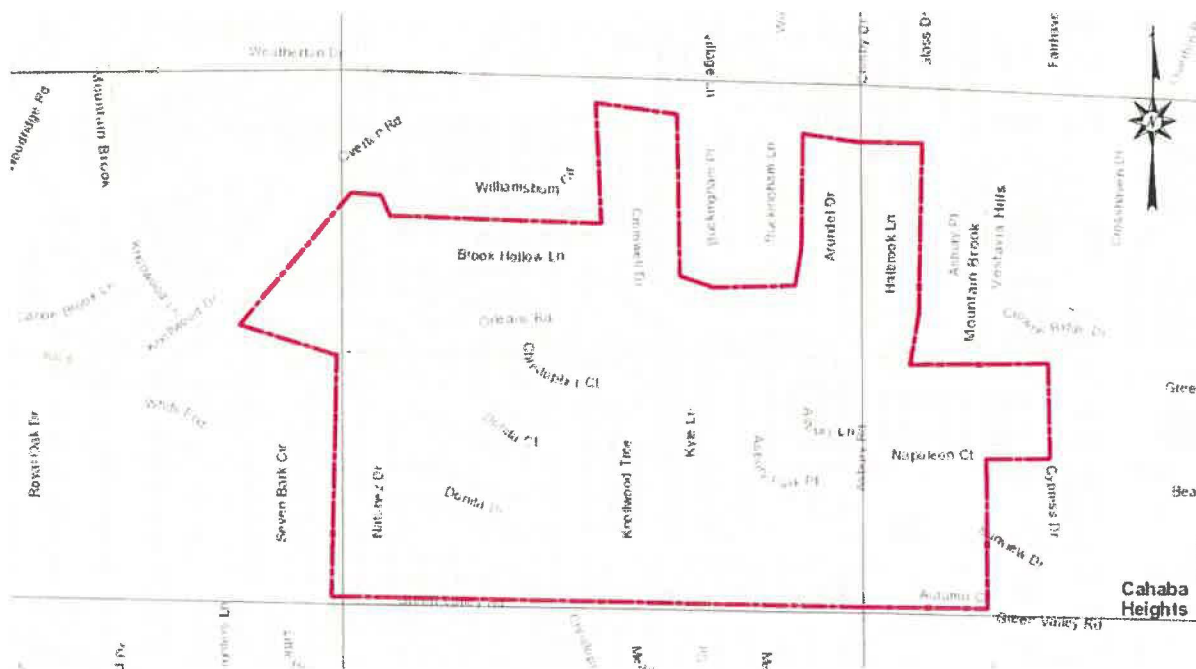
### **Estimate of Cut-Through Traffic**

An analysis was conducted to attempt to estimate the magnitude of cut-through traffic which is occurring on Cromwell Drive, Arundel Drive, and Halbrook Lane. Cut-through traffic is defined as vehicles which use these three roadways to travel between Overton Road and Green Valley Road (in both travel directions). Without license plate matching, location-based services, or other similar origin-destination data sources, estimating the volume of cut-through traffic is difficult. The methodology presented below should be considered only an estimate.

The total daily traffic volume on Cromwell Drive, Arundel Drive, and Halbrook Lane combined is approximately 3,700 vehicles per day. Some of this traffic is generated by land uses between Overton Road and Green Valley Road and is considered local traffic. Other traffic would be cut-through traffic between Overton Road and Green Valley Road.

An analysis area was identified geographically between Overton Road and Green Valley Road which would contribute local traffic (non-cut through traffic) to Cromwell Drive, Arundel Drive, and Halbrook Lane. This analysis area is shown in Figure 2. Within this area, there are approximately:

- 269 single family detached dwelling units
- 145 single family attached dwelling units (duplexes and townhomes)
- 116 low rise multi-family attached dwelling units (apartments)
- A limited amount of commercial space, including a U.S. Post Office



**Figure 2. Local Traffic Analysis Area**



Daily trip generation estimates were performed for the land uses with local traffic analysis area based on daily trip generation rates included in the Institute of Transportation Engineers' publication *Trip Generation*. The following shows the estimated trips produced within the study area:

Single Family Detached Dwelling Units	269 units x 9.43 daily trips per unit =	2,537 daily trips
Single Family Attached Dwelling Units	145 units x 7.20 daily trips per unit =	1,044 daily trips
Multi-Family Attached Dwelling Units	116 units x 6.74 daily trips per unit =	<u>782</u> daily trips
Total Daily Trips		4,363 daily trips

It was then estimated that these daily trips would distribute themselves to the roadways exiting the study area as follows:

38% to Green Valley Road =	1,658 daily trips
38% to Overton Road =	1,658 daily trips
20% to Knollwood Drive =	872 daily trips
4% to Sunview Drive =	175 daily trips

Using this information, the number of cut-through trips on Cromwell Drive, Arundel Drive, and Halbrook Lane can be estimated as follows:

$$3,700 \text{ actual count} - 1,650 \text{ estimated local traffic} = 2050 \text{ estimated cut-through trips}$$

If we use the approximate 500 vehicles per day on Cromwell Drive as a baseline for no cut-through traffic, then we can calculate the estimated cut-through trips on each of the three study roadways as follows:

Cromwell Drive	0 daily cut-through trips
Arundel Drive	200-300 daily cut-through trips
Halbrook Lane	1800-1900 daily cut-through trips

### Cut-Through Traffic Sample

A sample of the destination of traffic on turning onto Halbrook Lane southbound from Overton Road was conducted from 2:00 to 4:00 p.m. on Tuesday, February 7, 2023 by Skipper Consulting, Inc. A total of 31 vehicles were tracked from the north end of Halbrook Lane until they exited the immediate vicinity. The following is a listing of the destinations of the sampled southbound vehicles on Halbrook Lane.

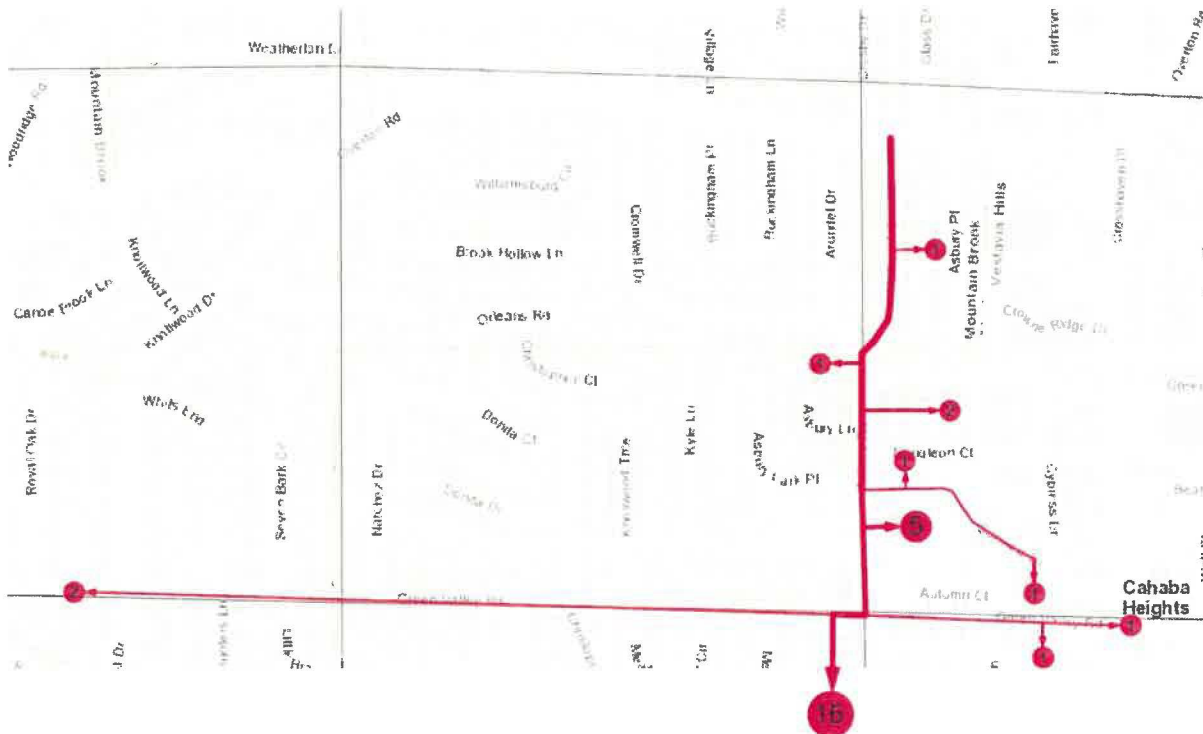
#### Local Destinations

Post Office	5
Chateau Orleans Apartments	2
Sunview Drive	1
Halbrook Lane	1
Asbury Road	<u>1</u>
Total	10 (32%)

### Cut-Through Destinations

Dolly Ridge Road	16
Green Valley Road (west)	2
Walgreens	1
Crosshaven Drive	1
Subway	<u>1</u>
<b>Total</b>	<b>21 (68%)</b>

A graphic showing the distribution of traffic on Halbrook Lane southbound is shown in Figure 3.



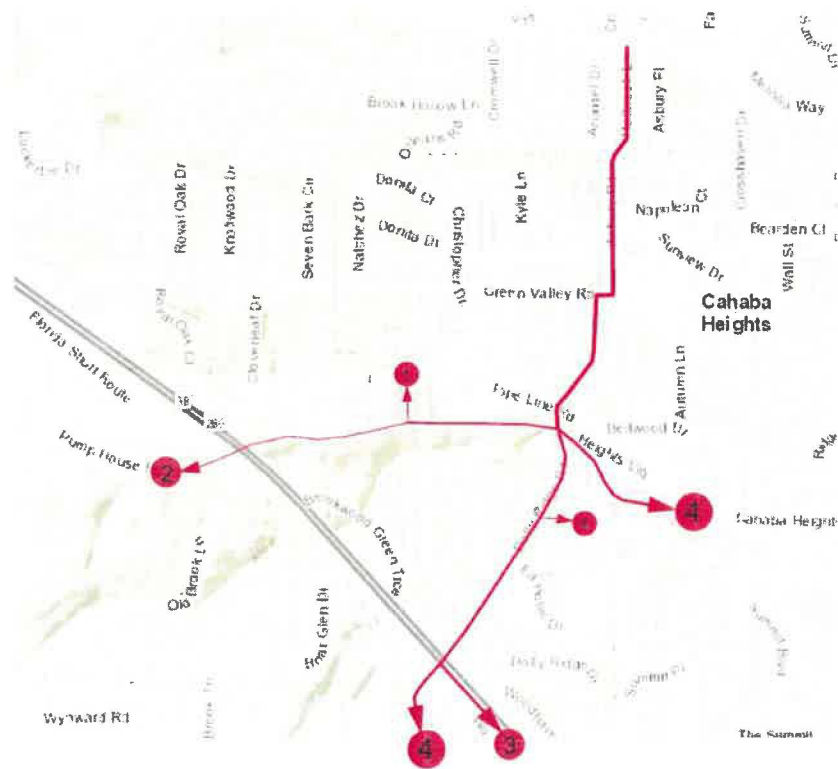
*Figure 3. Destinations of Vehicles on Halbrook Lane Southbound*

This sample indicates that approximately two-thirds of the traffic on Halbrook Lane is cut-through traffic. The daily traffic volume on Halbrook Lane is approximately 2,450 vehicles per day; therefore, approximately 1,650 vehicles per day are cut-through traffic on Halbrook Lane. Furthermore, it is evident that Halbrook Lane is not used only as a cut-through between Green Valley Road and Overton Road, but due to the fact that the majority (52%) of the cut-through traffic is bound for Dolly Ridge Road, it is evident that the path of Halbrook Lane-Asbury Road-Dolly Ridge Road is being used as a path to travel between Overton Road and Cahaba Heights Road, most likely to bypass the congestion and long delays at traffic signals on Crosshaven Drive.

Based on the fact that over one-half of the vehicles on Halbrook Lane southbound are bound for Dolly Ridge Road, further sampling was performed to determine the more extended destination of the vehicles cutting through on Halbrook Lane to Dolly Ridge Road. This sample was performed on Wednesday, February 8, 2023 from 1:00 to 3:00 p.m. A total of 15 vehicles were sampled in this period. The following is a list of the destinations:

Crossed US-280 onto Cahaba River Road	4
Turned onto Cahaba Heights Road Eastbound	4
Turned onto US-280 Eastbound from Dolly Ridge Road	3
Crossed US-280 and continued on Pump House Road	2
Turned onto Pump House Lane	1
Stopped on Dolly Ridge Road past Cahaba Heights Road	1

A graphic showing the distribution of traffic originally recorded on Halbrook Lane southbound and then turning onto Dolly Ridge Road is shown in Figure 4.



*Figure 4. Destinations of Vehicles on Halbrook Lane Southbound to Dolly Ridge Road*

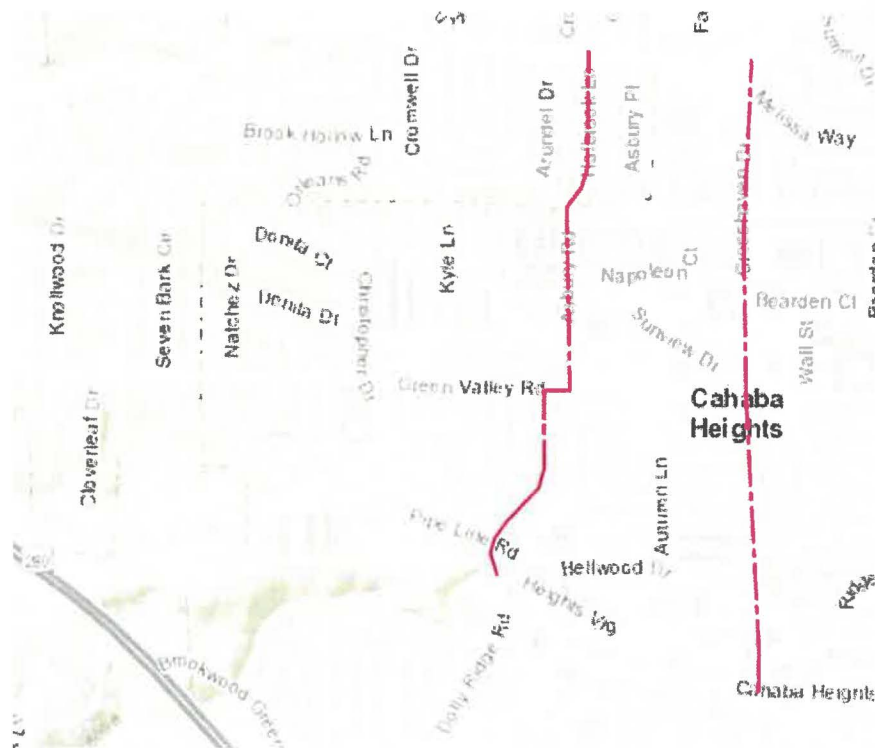
The distribution of vehicles from Halbrook Lane southbound which turn onto Dolly Ridge Road does not show a recognizable pattern of their extended destination, but are rather dispersed to several roadways in the network. The only generalization which appears to be possible is that some vehicles may be avoiding delays on Crosshaven Drive and Summit Boulevard.

### Travel Time Comparison

Travel time comparisons were made for travel between Overton Road and Cahaba Heights Road via two different paths to determine if delays on Crosshaven Drive may be contributing to cut-through traffic on Halbrook Lane. The two paths considered are:

- Overton Road – Cahaba Heights Road via Crosshaven Drive
- Overton Road – Cahaba Heights Road via Halbrook Lane/Asbury Road/Dolly Ridge Road

The two routes are depicted in Figure 5.



*Figure 5. Travel Time Routes between Overton Road and Cahaba Heights Road*

The travel time comparison was made for conditions on Wednesday, February 8, 2023 by hour from 7:00 a.m. to 7:00 p.m. using the Iteris ClearMobility web application. The results of the travel time analysis is shown in Table 9.

The conclusion which can be drawn from Table 9 is this: it is typically 30-40 seconds faster to travel between Overton Road and Cahaba River Road using Halbrook Lane, Asbury Road, and Dolly Ridge Road as compared to using Crosshaven Drive. In the afternoon, the difference can be as large as 1 minute.



**Table 9**  
**Travel Times**  
**Overton Road-Cahaba Heights Road**

<i><b>Time</b></i>	<i><b>Overton Road-Cahaba Heights Road Via Halbrook Lane/Asbury Road/Green Valley Road</b></i>		<i><b>Overton Road-Cahaba Heights Road Via Crosshaven Drive</b></i>	
	<i><b>Northbound</b></i>	<i><b>Southbound</b></i>	<i><b>Northbound</b></i>	<i><b>Southbound</b></i>
7-8 AM	2.19 mins	2.15 mins	2.65 mins	2.66 mins
8-9 AM	2.19 mins	2.15 mins	2.68 mins	2.78 mins
9-10 AM	2.19 mins	2.15 mins	2.60 mins	2.43 mins
10-11 AM	2.19 mins	2.15 mins	2.37 mins	2.62 mins
11-12 PM	2.20 mins	2.17 mins	2.84 mins	3.03 mins
12-1 PM	2.21 mins	2.16 mins	2.81 mins	2.94 mins
1-2 PM	2.20 mins	2.16 mins	2.67 mins	3.04 mins
2-3 PM	2.20 mins	2.16 mins	2.68 mins	2.84 mins
3-4 PM	2.19 mins	2.15 mins	2.70 mins	2.88 mins
4-5 PM	2.20 mins	2.16 mins	2.75 mins	2.97 mins
5-6 PM	2.45 mins	2.16 mins	2.89 mins	3.17 mins
6-7 PM	2.20 mins	2.16 mins	2.71 mins	2.84 mins

### **Conclusions**

Based on the results of the information presented in this report, the following conclusions may be drawn:

1. Travel speeds are not an issue on Cromwell Drive, Arundel Drive, or Halbrook Lane. The average and 85<sup>th</sup> percentile speed of traffic on all three roadways is at or under 30 miles per hour.
2. Traffic volumes on Cromwell Drive and Arundel Drive do not indicate a significant problem with cut-through traffic.
3. Traffic volumes on Halbrook Lane indicate a significant problem with cut-through traffic. Traffic volumes are higher on Halbrook Lane than on Knollwood Drive, which has been long recognized as a cut-through route.
4. The attractiveness of Halbrook Lane as a cut-through route is due to the fact that there is a clearly defined path along Halbrook Lane, Asbury Road, and Dolly Ridge Road.
5. The cut-through path along Halbrook Lane, Asbury Road, and Dolly Ridge Road takes at least 30 seconds and sometimes up to one minute less time to traverse as compared to Crosshaven Drive. It is unlikely that completion of the improvements on Crosshaven Drive will result in 1 minute of travel time savings, and therefore, the Halbrook Lane, Asbury Road, and Dolly Ridge Road cut-through route is anticipated to remain highly desirable for cut-through traffic.
6. Any traffic control measures implemented on Halbrook Lane (such as speed humps) will not increase the travel time on the Halbrook Lane, Asbury Road, and Dolly Ridge Road route sufficient to cause traffic to shift over to Crosshaven Drive.
7. Implementation of traffic control measures (such as speed humps) on Halbrook Lane is likely to shift some cut-through traffic over to Arundel Drive and Cromwell Drive.

8. The only potential solution which is feasible to eliminate the cut-through on Halbrook Lane would be to block Asbury Road at the Mountain Brook/Vestavia Hills City Limits line. However, this would adversely impact approximately one-third of the traffic on Halbrook Lane, which has a local destination on the south side of the City Limits line.

### **Recommendation**

Based on the analysis presented in this report and conclusions enumerated in the previous section of this report, the following is the recommendation presented by the engineer of record:

*It is recommended that the City of Mountain Brook recognize that cut-through traffic is an issue on Halbrook Lane. Any traffic control measures (such as speed humps), if installed on Halbrook Lane, would shift cut-through traffic to Arundel Drive and Cromwell Drive and likely not decrease the overall magnitude of cut-through traffic in the neighborhood. Therefore, installation of traffic control measures (such as speed humps) should not be considered. The possibility of closing Asbury Road at the Mountain Brook/Vestavia Hills City Limits line would eliminate cut-through traffic, but would also adversely impact traffic which is bound for local destinations between Overton Road and Green Valley Road, and is therefore not recommended. The volume of cut-through traffic on Halbrook Lane does have an adverse impact to the quality of life of citizens living on Halbrook Lane. A reasonable project which could be considered by the City of Mountain Brook would be to install sidewalks along either one or both sides of Halbrook Lane in order to provide greater safety for pedestrians.*

*Alabama Association of  
Fire Chiefs  
Mutual Aid Consortium*



*Rules and Procedures*

Version 1.0

02/2023

## **Purpose**

The purpose of the Alabama Association of Fire Chiefs Mutual Aid Consortium (AAFCMAC) is to provide local fire chiefs and emergency officials access to large quantities of fire and specialized rescue resources that may be needed in a disaster or major emergency. The Alabama Fire Chiefs developed this plan to provide for the systematic mobilization, deployment, and management of resources to assist local agencies during a major emergency. No jurisdiction has sufficient resources to cope with all emergencies.

The AAFCMAC coordinates emergency rapid response and sustained operations when a jurisdiction or region is stricken by an overwhelming event generated by manmade, technological, or environmental threats through mutual aid agreements. Upon request, the AAFCMAC will mobilize and deploy assets to a sustained fire, mass casualty, technical rescue, water rescue, and incident management team resources to prevent loss of life, human suffering and further damage to property or the environment.

Member organizations of the AAFCMAC are defined as Departments or Agencies that have agreed through a resolution or ordinance enacted by the governing body and have a current signed the AAFCAC agreement submitted to the AAFC. A sample agreement is attached as Appendix A.

## **Structure**

The AAFCMAC will operate under the direction of the Mutual Aid Committee. The Mutual Aid Committee is led by the Mutual Aid Coordinator as appointed by the AAFC President, and two (2) regional delegates as appointed by each AAFC Regional group.

The resources of AAFCMAC for events that exceed the capabilities of the local jurisdiction will be coordinated primarily through the Mutual Aid Coordinator. The Mutual Aid Coordinator will maintain resource inventory lists and coordinate assets with Mutual Aid Committee.

Each region's delegates will be responsible for maintaining annual updates to the region's resources and pre-designated strike team and task force rotation. The Mutual Aid Coordinator is responsible for ensuring the resource inventory is updated. The Mutual Aid Coordinator will serve as the liaison to the Alabama All Hazards Incident Management Team, Alabama EMA and Emergency Support Function #4 Coordinator.

## **Activation of the Mutual Aid Consortium**

When a local jurisdiction is affected by natural or a manmade disaster, the incident commander will initially request additional assistance using their local mutual aid system. The AAFCMAC does not replace or inhibit the development of any local or regional mutual aid agreements. When a local jurisdiction exhausts their available resources through local mutual aid, or needs specialized assets not otherwise available, the AAFCMAC may be activated. The AAFCMAC may also be activated to pre-deploy assets for anticipated hurricane landfalls and other events or incidents pre-approved by the Mutual Aid Committee.

In cases of anticipated deployments, the Mutual Aid Coordinator or a designated advance team may pre-deploy to serve as a liaison between the local fire chief and AAFCMAC.

**All AAFCMAC requests and deployments are department to department or county to county.** Each Member Organization is responsible costs incurred for providing aid under the AAFCMAC, subject to any negotiated reimbursements for equipment, supplies, or other costs. Notwithstanding the foregoing, all Member Organizations shall maintain deployment documentation in accordance with the current EMA and/or FEMA recommendations.

## **Deployment Request**

**A fire chief or department requesting aid through the AAFCMAC must be a member organization through a signed Alabama Association of Fire Chiefs Mutual Aid Consortium Agreement and / or resolution of adoption.**

**A fire chief requesting aid through the AAFCMAC can request assets through contacting the Mutual Aid Coordinator, their regional delegation, or the AAFC President. The AAFC President and Executive Officers shall be notified of any request for resources or activation of the AAFCMAC as soon as reasonably practicable.**

## Deployment Steps

1. The requesting fire chief will contact the AAFC President, Mutual Aid Coordinator or regional AAFC representative. The Chief will give the following information.
  - a. Type of resources needed
  - b. Speed of arrival
  - c. Anticipated length of deployment
2. The AAFC President, Mutual Aid Coordinator, and regional delegates will identify the best resources to mobilize. In cases of multiple requests, widespread damage or AMAS resource requests, the State EMA, IMT or Fire Desk will be consulted.
3. The Mutual Aid Coordinator, or his or her specific designee, will contact the identified resources to verify availability and build the deployment package.
4. The Mutual Aid Coordinator will contact the requesting fire chief. The chief will receive the name of the deployment package, make up, contact information and estimated time of arrival.

- a. **Example**

- Engine Strike Team 111*

Hoover E4	Shelby County
Vestavia Hills E1	Jefferson County
Birmingham E6	Jefferson County
Tuscaloosa E7	Tuscaloosa County
Oxford E2	Calhoun County

5. The requesting chief will have their county EMA enter the request for the resources in WebEOC. In cases of resources originating from multiple counties; one county will serve as the Primary and the remaining will be entered as Support Missions. This serves multiple purposes.
  - a. Generates a tracking number for possible later reimbursement
  - b. Allows the receiving county, deploying counties and State EMA to track resources
6. Following the completion of the mission, the requesting EMA will terminate the deployment and report the resources are returning.
7. The deployed assets will complete all related documents including ICS 214 and any FEMA required documentation.

## **Deployment**

A Task Force or Strike Team that is requested to respond to an event will assemble at a pre-designated assembly area or rally point and will respond to the event's staging area as a unit. IMT members traveling individually will report as requested. Each team should be self-sufficient during the duration of the response mode.

- **Scramble Response:** enroute within 30 minutes, on site for up to 24 hours
- **Standard Response:** enroute within 3 hours, on site up to 72 hours
- **Extended Response:** enroute within 24 hours, on site up to 7 days
- **Planned Response:** scheduled event for specific time (training, exercise, etc.)

Excluding scramble responses, responding personnel shall bring food, water, clothing and personal hygiene items to support themselves up to a 72-hour mission. For a basic list of personal and team needed for deployment refer to Appendix G pre-trip checklist of the AAFCMAC Rules and Procedures. The team leader should add to the list as appropriate to facilitate the mission and weather conditions.

## **Dispatch Orders**

The strike team / task force leader or the person in charge of an individual /single resource will receive dispatch orders before responding to the incident. The orders will clearly identify:

1. The incident / mission number
2. Call back telephone number of ALEMA and Mutual Aid Coordinator
3. Contact name, telephone number, and radio frequency of the jurisdiction requesting assistance
4. Staging area location in affected area
5. Directions to staging area (maps are always helpful)
6. Any special instructions or relevant information

**No resources are to be mobilized until a tracking number is obtained.**



# **Pre-Designated Mutual Aid Task Force and Strike Team Protocol**

## **Background**

It is the intent of the Alabama Association of Fire Chief's Mutual Aid Consortium to develop and recognize pre-designated task forces and strike teams that can be quickly assembled and deployed during a mutual aid request or disaster response. This document establishes the baseline criteria for the development of pre-designated teams across the state.

## **Designation of Teams (Locations, Identification, etc.)**

A local agency or group of agencies whose intent is to participate as a pre-designated task force and/or strike team will meet the criteria designated in this chapter and present to the Mutual Aid Committee for approval. Upon approval, the Committee will issue the task force/strike team designation and number.

Task Force and Strike Teams will be designated by a three number system. The first number will correspond with the region number where the resource is located:

Central Alabama	1
North Alabama	2
Southeast Alabama	3
Southwest Alabama	4

The second number will be a 1 - 3 for pre-designated teams and 4 - 9 for teams that are developed during an event.

The third number will be the task force or strike team number for that area.

Example: The first Task Force from the Southwest Alabama district would be "Task Force 411." An Engine Strike Team from the North Alabama district that was assembled during an event would be "Engine Strike Team 241."

Pre-designated task forces and strike teams will be documented in the mutual aid database as a resource and all teams will have an alternate. Pre-designated task forces and strike teams will be the initial resource contacted for deployment, in the event local needs prevent a pre-designated deployment, an alternate team will be contacted. In areas with multiple teams, a "first-call" rotation will be setup.

## Criteria

All resource elements within a Task Force / Strike Teams must have common communications and a designated Team Leader. Refer to the appropriate section of this document for specific typing of equipment and credentialing of personnel.

**Task Force:** Any combination of resources assembled to support a specific mission or operational need, and a Team Leader.

- A Heavy Rescue Task Force will consist of 1 Heavy Rescue, 3 Type I Engine Companies, 1 Transport, a Chief Officer and aide.
- A Water Supply Task Force will consist of 3 Tanker / Tenders, 2 Engines with Large Diameter Hose, a Chief Officer and aide
- A Wildland Task Force will consist of one Type I or II Engine, three Type III through VI Engines (Brush), one Water Tanker / Tender, Chief Officer and aide.

**Strike Team:** A set number of resources of the same kind and type that have an established minimum number of personnel, and a Team Leader.

- An Engine Strike Team will consist of 5 Type I Engine Companies, a Chief Officer and aide.
- A Tender Strike Team will consist of 5 Type I or II Water Tenders / Tankers, a Chief Officer and aide
- A Wildland Strike Team will consist of 5 Type III through VI Engines a Chief Officer and aide.

Teams are expected to train, drill, and exercise with all members on a regular basis, and have an established accountability system in place. Communication equipment that is reliable and programmed with designated mutual aid frequencies is required of each team to coordinate operations during an incident.

A Team Leader must be designated for each Task Force / Strike Team which will be the point of contact for each team and responsible for the operations of the team. This will include ensuring all team members and equipment meet the required training and qualifications.

## Resource Typing

### FEMA Typing

All departmental resources will be typed in accordance to the FEMA 508-4 ***Typed Resource Definitions Fire and Hazardous Materials Resources*** and FEMA 508-8 ***Typed Resource Definitions Search and Rescue Resources***.

### Documentation

Once requested resources arrive in the designated Staging Area or assigned location, it is critical that the documentation process begin. Documentation is required in order to receive funds should the incident become eligible for reimbursement at the State or Federal level. The documentation process is the responsibility of the requesting jurisdiction. The responding jurisdictions will be responsible for providing ICS Form 214 Activity Logs, FEMA Force Account Labor Summary, FEMA Force Account Equipment Summary Record and any additional documents required for Public Assistance reimbursement.

### Demobilization

Demobilization from incidents will be relayed through appropriate dispatch channels to notify home units of the release of their resources. All assigned resources must follow established incident demobilization procedures. Resources shall not leave the incident until the demobilization process is complete by the Incident Command System in place



ALABAMA  
ASSOCIATION  
OF FIRE CHIEFS  
Mutual Aid Consortium

## **APPENDIX**

- A. Alabama Association of Fire Chiefs Mutual Aid Consortium Agreement**
- B. Deployment Worksheet Sample**
- C. Deployment Worksheet Blank**
- D. ICS 214 Activity Log**
- E. Force Account Labor Record**
- F. Force Account Equipment Record**
- G. Pre-trip Checklist**

## **ALABAMA ASSOCIATION OF FIRE CHIEFS MUTUAL AID CONSORTIUM AGREEMENT**

### **I. PURPOSE**

This Agreement is intended to provide an understanding between and among public fire protection agencies of Alabama in the provision and reception of resources, equipment, and personnel for response to natural or man-made disasters, acts of war or unrest, or other emergencies requiring outside assistance.

### **II. AUTHORITIES**

Pursuant to §11-43-140 et seq. of the Code of Alabama, 1975, the governing body of a city or town may enter into agreements to provide aid beyond their corporate limits.

Pursuant to §11-89-1 et seq. of the Code of Alabama, 1975, the board of a recognized fire district may enter into agreements as may be necessary to accomplish the purpose of the fire district, including providing and receiving aid.

### **III. DEFINITIONS**

For the purposes of this Agreement, the following terms shall have the following meanings, except as otherwise expressly provided or unless the context otherwise requires:

- a. "Board" means board of directors of a fire protection district, or corporate or tribal organization providing public fire protection, as defined and applicable according to the Code of Alabama, 1975, or applicable Federal law.
- b. "Emergency requiring outside assistance" means an event or incident that in the subjective opinion of the local fire chief or other Authority Having Jurisdiction (AHJ) exceeds the capabilities or resources locally available.
- c. "Fire Chief" means the appointed and recognized Chief of the fire department based upon the subjective procedures of the local governing body or board, or his or her expressed designee.
- d. "Fire Department" means any fire department, fire district, or emergency response provider recognized by the Alabama Fire College

and Personnel Standards Commission, or recognized by the Alabama Forestry Commission. This includes any emergency public safety response organization associated with federally recognized Indian tribes located within the State.

- e. "Governing Body" means a county, city, or town council, mayor, or commission as defined and applicable according to the Code of Alabama, 1975. Or any other board, group or body having authority over a fire department as defined above.
- f. "Mutual Aid Member" means any fire department whose governing body or board has ratified this agreement.

#### **IV. SCOPE**

This Alabama Association of Fire Chiefs (AAFC) Mutual Aid Consortium (MAC) Agreement includes all Alabama fire departments who have ratified this agreement pursuant to Section VII of this document.

#### **V. LIMITATIONS**

Ratification of this Agreement in no way creates, expresses, or implies a duty or responsibility that a fire department must provide aid upon request.

#### **VI. AGREEMENT**

There shall be a MAC Board of Directors consisting of a chairperson and 8 Regional Directors. The AAFC President will appoint a MAC Chairperson from the AAFC membership. The AAFC President shall determine the qualifications required for a MAC Director. Each regional division of the AAFC will appoint 2 members meeting the qualifications set forth by the AAFC President, to serve as a MAC Director. All Directors shall serve on a volunteer, unpaid basis, and terms running concurrently with the AAFC President, unless otherwise removed by a majority of the AAFC Board of Directors.

The MAC Directors will develop and maintain the AAFC Mutual Aid Rules and Procedures (Rules and Procedures) for presentation to the AAFC Board of Directors as needed. The Rules and Procedures will set forth the process of requesting aid, reporting and documenting available assets and personnel, and other processes as may be necessary for effective mutual aid preparation and deployment. The Rules and

Procedures will be approved by the AAFC Board of Directors and promulgated to all Mutual Aid Members.

Mutual Aid Member departments agree to provide reports on available assets and resources on an annual basis as provided by the Rules and Procedures.

Mutual Aid Member departments agree that the Fire Chief of the jurisdiction requesting assistance shall be the sole judge of determining when an event or incident meets the parameters of an emergency requiring outside assistance, the level and amount of assistance needed, if any, and from whom the assistance is requested.

Mutual Aid Member departments agree that the Fire Chief of the jurisdiction receiving a request for assistance has the responsibility of determining, pursuant to the policy and circumstances of his/her jurisdiction at that time, the level and amount of assistance that can be provided to the requesting jurisdiction.

Mutual Aid Member departments agree that the Fire Chief receiving a request for assistance shall promptly notify the Fire Chief requesting assistance what, if any, resources are available for assistance.

Mutual Aid Member departments agree that a recognized Incident Command System shall be used on any event or incident where mutual aid is being provided.

Mutual Aid Member departments agree that during mutual aid operations, any resources or personnel providing aid from an outside jurisdiction will be under the direction and command of the Fire Chief requesting aid.

Mutual Aid Member departments agree that resources, including equipment and personnel, in transit to or from a mutual aid operation but not under the direction and control of the Fire Chief receiving aid, are under the direction and control of the Fire Chief providing aid.



To the extent provided by law, including those in accordance with § 31-9-16 and § 11-89-15 Code of Alabama (1975) as amended, and without waiving sovereign immunity, or those limitations provided by law, each Member Mutual Aid department to this agreement shall be responsible for any and all claims, demands, suits, actions, damages, and causes of action related to or arising out of or in any way connected with its own actions, and the actions of its personnel, in providing mutual aid assistance rendered or performed pursuant to the terms of this Agreement.

Mutual Aid Member departments agree to indemnify and hold harmless any other party to this Agreement from any liability, losses, and damages incurred as a result of performance pursuant to this agreement, except to the extent that the indemnified party is determined, absent this agreement, to have legal liability and responsibility for such liability, losses, or damages. For purposes of this paragraph, the term "losses or damages" includes, but is not limited to, any and all costs associated with a legal defense including investigation, attorney fees, and other reasonable expenses in connection with any claim or lawsuit.

Mutual Aid Member departments agree to provide for the payment of compensation, medical, or death benefits of its employees who sustain injury or death while providing aid to a jurisdiction other than that of his/her employer in the same manner and on the same terms as if the injury or death occurred in his/her regular course of employment.

Mutual Aid Member departments agree that any costs incurred in the performance of this agreement, including, but not limited to, compensation, insurance, or otherwise associated with the providing of mutual aid resources, equipment, or personnel, are the responsibility of the fire department providing the resources, equipment, or personnel subject to any negotiated reimbursements provided by the lawful authority of federal, state, or local authority.

Participation in this Agreement and providing aid to or requesting aid from a Mutual Aid Member shall be done for a public and governmental purpose and no term or provision of this Agreement is intended or shall be construed to waive immunity granted the parties by the Code of Alabama, 1975, or any other rule of law or provision, statute, ordinance, or regulation having the force and effect of law.

If any provision or term of this Agreement, or the application of the Agreement to any party or entity, is found to be invalid or otherwise unenforceable, the remainder of this Agreement, or the application of the Agreement to remaining parties or entities, shall not be affected thereby.

## **VII. RATIFICATION**

This Agreement shall become binding and effective when it shall have been approved by resolution or ordinance of the Governing Body or Board overseeing a Fire Department and a signed copy of such resolution or ordinance has been transmitted to the AAFC. An example resolution is provided in Appendix I.

This Agreement may be terminated at any time by providing 30-day written notice to the AAFC from the Governing Body or Board.



**CITY OF MOUNTAIN BROOK**

**Dana O. Hazen, AICP**  
**City Planner**  
56 Church Street  
Mountain Brook, Alabama 35213  
Telephone: 205/802-3816  
Fax: 205.879.6913  
hazend@mtnbrook.org  
www.mtnbrook.org

## MEMO

**DATE:** September 25, 2023

**TO:** Mayor, City Council  
City Manager  
City Attorney

**FROM:** Dana Hazen, City Planner

**RE:** 2020 Cahaba Road, English Village (previous Chester's Headquarters)  
Conditional Use – Pinnacle Branch Bank

The proposed use is a branch bank in English Village. The attached letter from the applicant indicates that there will be 10-15 employees on the site during peak hours. There are 22 on-site parking spaces, which appear to be sufficient for employees and any patrons of the branch bank.

The zoning ordinance requires council approval of service uses as a conditional use, and states that any proposed conditional use will be reviewed as to the following:

- Whether the use would disparately impact public parking in the area;
- Whether vehicular or pedestrian circulation would be impacted by the use;
- Whether the use is compatible with surrounding existing uses;
- Whether the hours of operation or peak traffic times would impact existing uses.

September 21, 2023

Mountain Brook City Council  
56 Church Street  
Mountain Brook, AL 35213

Dear Mountain Brook City Council Members,

I'm writing, as an Officer of Pinnacle Financial Partners ("Pinnacle") a Tennessee bank, to request your approval to operate a branch office located at 2020 Cahaba Rd., Birmingham, AL 35223. This location was previously occupied by Chester's Chicken as its corporate headquarters. With your approval, Pinnacle will operate as a bank branch serving the business and consumer needs of its customers, including mortgage, trust and wealth.

In terms of parking, there are 22 spaces for employees and patrons on site. During our peak hours, we will operate the location with approximately 10-15 employees. It's anticipated that the remaining 7-12 spaces will be sufficient to handle customer traffic during peak hours. The site is sufficient to handle all employee and customer parking.

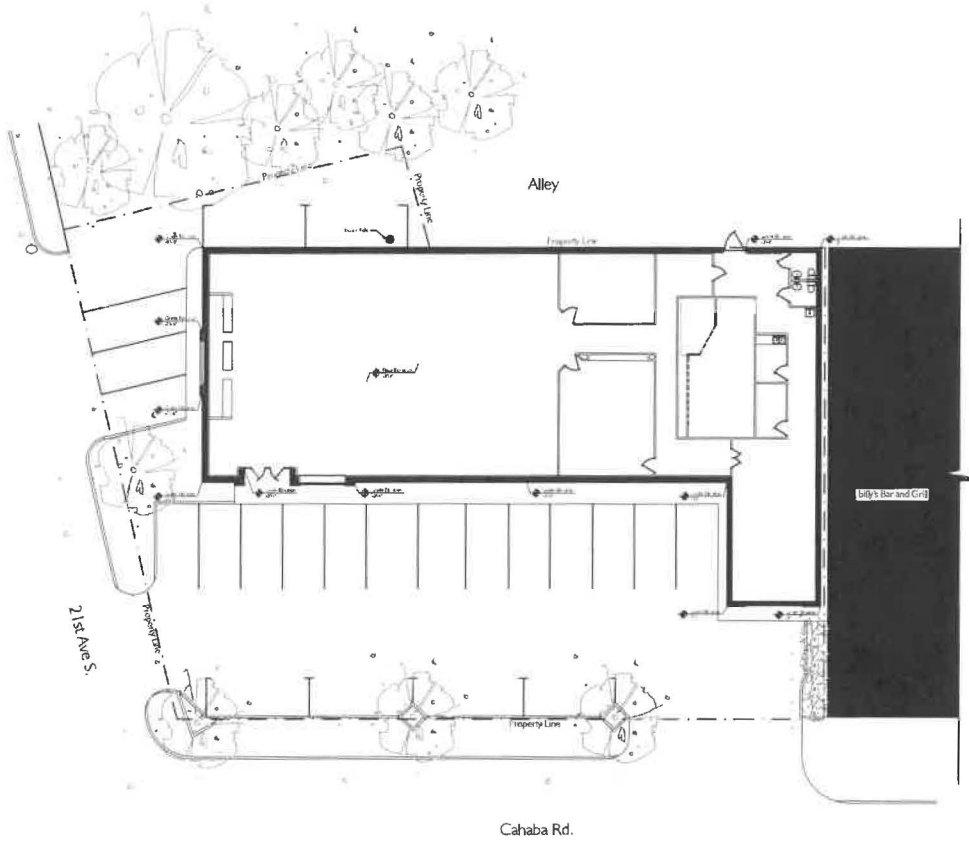
Our maximum stated hours of operation will be from 9am – 5pm M-F and from 9-1 on Saturdays. These are the hours we'll be open to the public as a retail branch operation. Employees will arrive prior to these hours and stay later, as needed.

Thank you for your consideration of this request. Please let me know if you have any questions.

Best regards,

A handwritten signature in blue ink, appearing to read "Mark Imig", written over the printed name.

Mark Imig  
EVP, Market President  
Pinnacle Financial Partners



Existing Site Plan

DUNGAN  
NEQUETTE  
ARCHITECTS

2375 S. 2nd Avenue Street  
Suite 200  
Huntington, AL 35891-1101  
205.934.1101  
dungannequette.com

100% Construction Set

CHESTER'S  
CORPORATE  
OFFICE

1/10/2018 10:00 AM  
1/10/2018 10:00 AM  
1/10/2018 10:00 AM

SHEET INDEX

REVISIONS

1/10/2018 10:00 AM

A01