



FINANCE DEPARTMENT

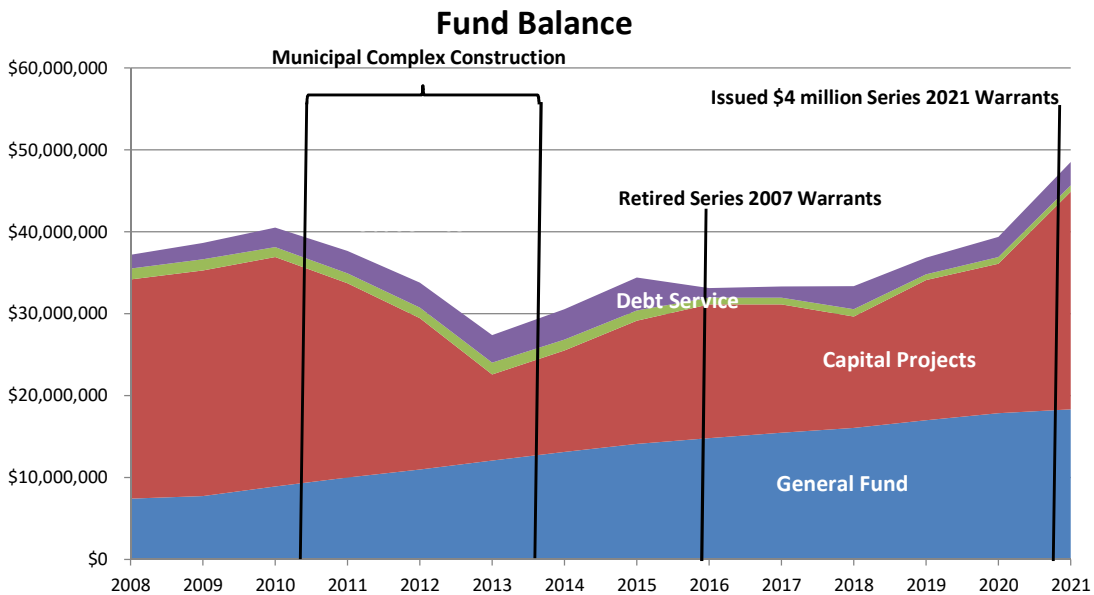
FY 2021 ANNUAL REPORT

**GENERAL FINANCIAL CONDITION (UNAUDITED)
CITY OF MOUNTAIN BROOK, ALABAMA
AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2021**

For the year ended September 30, 2021, the City realized an overall surplus of \$9.2 million resulting in fund balances as of September 30, 2021, as follows:

	Surplus (Deficit)	Fund Balance
General Fund	\$ 502,524	\$ 18,330,088
Other Governmental Funds	(1,468)	806,596
Debt Service Fund	374,832	2,836,843
Capital Projects Funds	8,279,493	26,548,074
City-wide Totals	\$ 9,155,381	\$ 48,521,601

The chart below depicts the changes in fund balance from 2008 through 2021:



Summary Analysis of the City's Operations

Revenues

The City's primary source of revenue is real estate taxes which comprised 38% of total General Fund revenues in 2021. Real estate taxes increased \$833,000 (5%) during 2021 largely due to annual property revaluations conducted by the Jefferson County Commission.

The second largest source of revenue for the City is sales and use tax which totaled 27% of total General Fund revenues in 2021. Sales and use tax revenue increased by \$1,816,000 (17.1%) during 2021 due largely to increased economic activity experienced across the state following a year of repressed demand caused by the pandemic.

In 2015, the State of Alabama simplified the reporting and remittance of sales taxes attributable to online sales. As a result, collections of sales taxes from online transactions have increased steadily each year since. In 2021, online sales tax collections increased by \$175,500 (12.5%) for the year.

Business license fees (generally based on prior year gross sales) decreased 1.7% attributed to repressed sales in the preceding year caused by the pandemic.

Construction permits increased by \$533,000 (46%) due to increased building activity attributed to the fast growing economy in contrast to the previous year.

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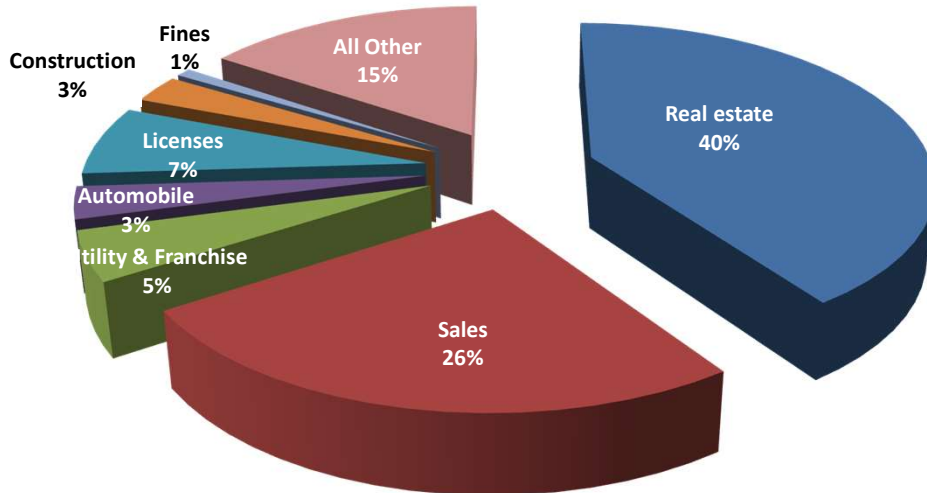
The 24% increase in fines is attributed to increased ticket volume as vehicular traffic increased following the pandemic and the end of the State's Safer at Home order imposed in the prior year.

Grant revenues increased by \$813,000 due to increases in State and Local Fiscal Recovery funds received in 2021 over the Coronavirus Aid Relief and Economic Security Act (CARES Act) funds received in 2020.

Investment earnings decreased by \$370,000 (92%) in spite of increased (9%) General Fund cash and investment balances due to rising interest rate environment and its impact of debt security valuations.

Following is a comparative summary of the major General Fund revenues as reported in the Governmental Funds financial statements:

	<u>2021</u>	<u>2020</u>	<u>Increase (Decrease)</u>
Real estate ad valorem tax	\$ 17,609,603	\$ 16,776,932	\$ 832,671
Sales and use tax	12,427,680	10,612,050	1,815,630
Streamlined sellers' use tax (SSUT) from online sales	1,118,250	942,715	175,535
Business licenses	2,809,295	2,859,211	(49,916)
Personal property ad valorem tax	1,433,142	1,329,488	103,654
Construction permits	1,695,728	1,162,500	533,228
Utility taxes	1,268,828	1,410,584	(141,756)
Grants	1,733,036	919,162	813,874
Fine and forfeitures	432,980	348,811	84,169
Investment earnings	32,813	402,465	(369,652)
All other General Fund revenues	<u>5,353,192</u>	<u>4,929,871</u>	<u>423,321</u>
Totals	<u>\$ 45,914,547</u>	<u>\$ 41,693,789</u>	<u>\$ 4,220,758</u>



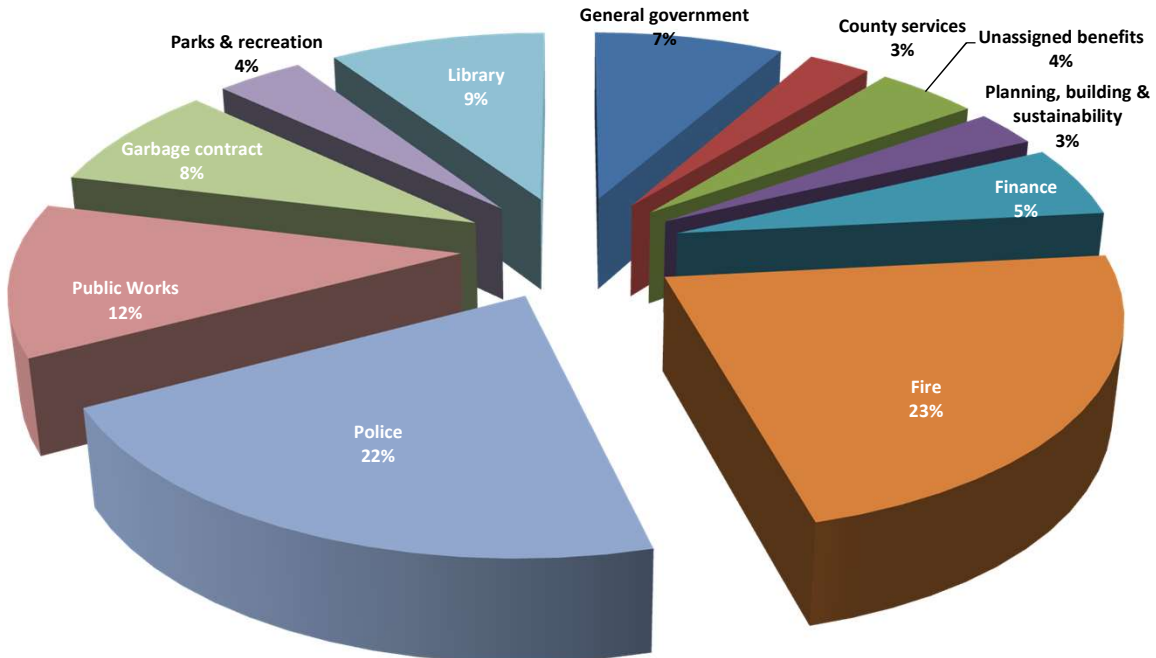
**GENERAL FINANCIAL CONDITION (UNAUDITED)
CITY OF MOUNTAIN BROOK, ALABAMA
AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2021**

Expenditures

Salaries and benefits increased \$641,551 (3%) in 2020 to \$24.9 million. Labor-related costs made up (53%) of the City's total General Fund expenditures (including interfund transfers) in 2021. Following is a comparative summary of the major expenditure categories (all funds combined) of the City as reported in the Governmental Funds financial statements.

	<u>2021</u>	<u>2020</u>	<u>Increase (Decrease)</u>
Salaries and benefits	\$ 23,454,101	\$ 23,004,500	\$ 449,601
Excess pension contribution	685,000	678,000	7,000
OPEB (retiree medical) trust deposit	300,000	200,000	100,000
Retiree medical premiums, net	492,658	407,708	84,950
Garbage contract fees	2,847,373	2,897,901	(50,528)
Capital outlay	6,341,328	6,029,393	311,935
Intergovernmental services	933,275	1,001,787	(68,512)
Utilities and communication	906,350	926,756	(20,406)
Development agreement payments	1,451,502	1,262,760	188,742
Property and casualty insurance	287,389	292,229	(4,840)
Legal and accounting	518,294	375,277	143,017
Library collection	392,235	358,829	33,406
Fuel and lubricants	249,219	216,515	32,704
Software licenses and maintenance	287,920	208,386	79,534
Hydrant and parking lot rents	203,705	210,110	(6,405)
Chamber of Commerce	153,235	153,235	0
Birmingham Zoo, Inc. subsidy	10,000	10,000	0
All other	4,176,259	3,785,857	390,402
Totals	\$ 43,689,843	\$ 42,019,243	\$ 1,670,600

Below is a chart depicting General Fund expenditures by department for the year ended September 30, 2021:



**GENERAL FINANCIAL CONDITION (UNAUDITED)
CITY OF MOUNTAIN BROOK, ALABAMA
AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2021**

General Budgetary Highlights (budgets are administered based on, and variances are stated in terms of, the Governmental Fund accounting model)

Following is a summary of the pertinent General Fund budget variances:

- Actual General Fund revenue exceeded the final budgeted revenue by \$5,496,000. (13.6%). Following is a summary of the favorable (unfavorable) budget variances:

	<u>Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Real estate tax	\$ 17,129,000	\$ 17,609,603	\$ 480,603
Sales and use tax	10,545,000	12,427,680	1,882,680
Sales and use tax (county administered)	401,000	609,646	208,646
Sales and use tax (state on-line sales)	0	95,128	95,128
Lodging tax	585,000	593,052	8,052
Personal property taxes	1,299,000	1,433,142	134,142
Other taxes	1,054,300	1,193,601	139,301
Utility taxes	1,432,000	1,268,828	(163,172)
Road and bridge tax	697,000	738,707	41,707
Construction permits	906,000	1,695,728	789,728
Fines and forfeitures	423,000	432,950	9,950
Charges for services	1,048,785	1,065,504	16,719
Fees for road repairs	30,000	36,113	6,113
Grants	16,692	1,733,036	1,716,344
Investment earnings	208,700	32,813	(175,887)
All other	4,643,565	4,949,016	305,451
Totals	<u>\$ 40,419,042</u>	<u>\$ 45,914,547</u>	<u>\$ 5,495,505</u>

- Total General Fund expenditures were \$653,000 (1.8%) less than the final budget. The favorable (unfavorable) budget variances are summarized below:

	<u>Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Salaries and benefits	\$ 25,032,512	\$ 24,931,759	\$ 100,753
Garbage contract fees	2,924,000	2,847,373	76,627
Intergovernmental services	992,500	933,275	59,225
Utilities and communication	859,570	906,350	(46,780)
Development agreement payments	1,476,000	1,451,502	24,498
Fuel and lubricants	308,023	249,219	58,804
Fleet and equipment maintenance	303,337	250,978	52,359
Legal and accounting (financial and revenue compliance)	328,000	518,294	(190,294)
Property and casualty insurance	304,625	287,389	17,236
Employee development and travel	288,424	259,723	28,701
Traffic studies	40,000	36,780	3,220
Street striping	175,000	146,924	28,076
Street cut repairs	100,000	176,048	(76,048)
Park and recreation special projects	0	3,518	(3,518)
Capital outlay	393,335	401,846	(8,511)
All other	2,208,958	1,680,641	528,317
Totals	<u>\$ 35,734,284</u>	<u>\$ 35,081,619</u>	<u>\$ 652,665</u>

**GENERAL FINANCIAL CONDITION (UNAUDITED)
CITY OF MOUNTAIN BROOK, ALABAMA
AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2021**

- The favorable salaries and benefits budget variance occurs routinely due largely to the City's practice of under-estimating (for budget purposes) position vacancies that occurs through normal employee turnover.
- The development agreement payments, which are based on revenues generated from the underlying developments, were more than budgeted due to increases in retail and lodging activity in contrast to the previous year which was repressed due to the pandemic.
- The favorable employee development and travel budget variance occurred partially as a result of reduced travel in lieu of remote learning and conservative budget practices.
- Total operating transfers out exceeded the amount budgeted by \$5,531,000. This variance resulted largely from the Council's decision (after year-end) to transfer \$3 million more than budgeted from the General Fund to the Capital Projects Fund. Additionally, the Council allocated 100% of the Public Safety Dispatcher labor costs attributable to the Emergency Communications District to the Other Governmental Funds that resulted in a \$756,000 increase in the General Fund transfer to said fund to offset the resulting deficit. Also, the General Fund transfers to the Debt Service fund exceeded the amount budgeted by \$200,000 for debt service payments on debt issued during the year.
- The total excess of General Fund revenues and other financing sources over expenditures in the amount of \$503,000 was \$629,000 more than budgeted.

Other Matters of Interest

Pension Plan

The City participates in an agent multi-employer, defined benefit pension plan which is administered by the Employees' Retirement System of Alabama (RSA). The most recent actuarial valuation data available is as of and for the year ended September 30, 2020.

As of September 30, 2020, the RSA reported the actuarial value of plan assets to be \$64.5 million and the actuarial accrued liability to be \$96.6 million resulting in an unfunded actuarial accrued liability of \$32.1 million. The actuarial value of assets was \$2 million less than the market value of assets as of September 30, 2020. These actuarial valuations are not the same as the accounting basis presented in the government-wide financial statements.

To address concerns about the unfunded actuarial accrued pension liability, the City Council has often contributed more than the actuarially determined required contribution (ARC). Following are the City's deposits to the pension trust in excess

<u>Year</u>	<u>Amount</u>	<u>Percentage</u>
		<u>Pensionable Wages</u>
2001	\$ 2,000,000	21.5%
2007	7,000,000	57.8%
2008	300,000	2.4%
2017	600,000	4.0%
2018	610,000	3.9%
2019	638,000	4.0%
2020	678,000	4.0%
2021	685,000	4.0%
2022	Budgeted	4.0%
	<u>\$ 13,211,000</u>	

Additionally, the City Council has authorized the accumulation of cash reserves in the Debt Service Fund which is available to pay toward this (or other) obligation(s). As of September 30, 2021, the City had accumulated \$2.8 million in the Debt Service Fund.

Cash and Temporary Investments

As of September 30, 2021, the City reported cash and temporary investments of \$47.5 million (excluding the cash and investments held by the Other Post-Employment Benefits (OPEB) trust and discretely presented component unit) which consisted of unrestricted and donor-restricted cash and temporary investments of \$47.2 million and \$296,000, respectively. Following is a summary of the carrying value of the cash and investments by fund as of September 30, 2021, including the OPEB trust:

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CITY OF MOUNTAIN BROOK, ALABAMA
AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2021**

	<u>Unrestricted</u>	<u>Restricted</u>
General Fund	\$ 17,860,249	\$ 296,445
Capital Projects Fund	25,774,604	0
Other Governmental Funds (Debt Service)	2,836,843	0
Other Governmental Funds (Special Revenue)	740,714	0
Section 115 irrevocable, retiree medical trust	<u>0</u>	<u>4,536,720</u>
Totals	\$ 47,212,410	\$ 4,833,165

The \$17.9 million General Fund cash and investment balance as of September 30, 2021, represents approximately 6 months of General Fund expenditures (excluding intrafund transfers).

Capital Assets and Related Replacement Reserves

Regarding capital assets, the City Council has adopted a policy of (partially) funding its depreciation expense in order to accumulate reserve funds for the eventual replacement of property, plant and equipment. As of September 30, 2020, the City had accumulated approximately \$26.5 million in the Capital Projects Fund for such purpose. Accumulated depreciation (considered by management to be the benchmark with respect to measuring the funding status of the property, plant and equipment replacement reserves) totaled \$88.7 million as of year-end. Following is a summary of the capital expenditures, depreciation expense and transfers to the Capital Projects Fund for the years ended September 30:

	<u>2021</u>	<u>2020</u>
Capital expenditures	\$ 6,341,328	\$ 6,029,393
Depreciation expense	\$ 5,636,843	\$ 5,545,989
Transfers to the Capital Projects Fund:		
Funded depreciation policy	\$ 2,936,100	\$ 2,813,700
Other transfers to fund current and future capital acquisitions	<u>6,119,262</u>	<u>2,652,073</u>
Totals	\$ 9,055,362	\$ 5,465,773

The City maintains approximately 185 miles of paved roadways and alleys. The state shared gasoline tax revenues, the City's allocation of the Alabama Trust Fund Earnings, and other monies transferred from the General Fund are used to fund the City's street maintenance program. Following is a summary of the revenues and expenditures as they pertain to the maintenance of the City's roadways:

	<u>2021</u>	<u>2020</u>
Revenues		
State shared gasoline tax revenues	\$ 522,809	\$ 477,566
Alabama Trust Fund Earnings	209,083	198,690
Transfers from the City's General Fund	0	50,000
Investment earnings	<u>5,732</u>	<u>3,125</u>
Total Revenues	737,624	729,381
Street paving expenditures	<u>789,140</u>	<u>654,563</u>
Excess of Revenues Over Expenditures	(51,516)	74,818
Fund balance, beginning of the year	<u>508,609</u>	<u>433,791</u>
Fund Balance, end of year	\$ 457,093	\$ 508,609



FIRE DEPARTMENT

**FY 2021
ANNUAL REPORT**



CITY OF MOUNTAIN BROOK
Fire Department



Annual Report 2021

The year 2021, very much like 2020, presented us with many unique challenges. We have all experienced the world changing around us and how these changes have impacted, sometimes dramatically, each of our lives both personally and professionally. We learned that now, more than ever, a word of encouragement and reassurance goes a long way and that simple human interaction, heart-felt care, compassion and empathy is often the best medicine.

We are very grateful for the support that we have received from the community, our city leaders and elected officials during these challenging times.





CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

New Faces in FY 2021

We welcomed two new members into the Fire Department family in 2021. One of the most important functions and responsibilities that we have is to hire and promote the right people, as our people are our greatest resource. We put great effort into carefully selecting the people who will have the honor to serve this community and become the future leaders of this department.

Quartavious “Tay” Hill



Tay was hired on 6/8/2021 and comes to us from the Bessemer Fire Department. He is a state certified Firefighter and a Nationally Registered Paramedic.

Ryan Acton



Ryan was hired on 12/7/2021. He is new to the fire service and will be attending the Mountain Brook Fire Department's Firefighter recruit school in the spring of 2022. He is a Nationally Registered Paramedic.



CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

Retirements

We would like to offer our gratitude to William Lucas for his years of dedicated service to our department and this community.



Apparatus Operator/Medic
William Lucas
Retired 1/1/2021
25 years of service

Promotions

Congratulations to Heathe Watkins on his promotion to Apparatus Operator. We are proud of his accomplishment and have high expectations for his future.



Heathe Watkins
promoted to Apparatus
Operator



CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

Emergency Operations / EMS – Deputy Chief Stacey Cole

Mountain Brook Fire Department spent a majority of 2021 dealing with the effects of the COVID-19 pandemic. The department spent time reviewing best practices to develop guidelines and procedures that best protected our employees and customers, while reducing COVID's effect on staffing levels and services.

The department responded to 2356 incidents from 3 fire stations. Total calls for service were up 9% from 2020, with increases in almost every category. We saw a sharp increase of 29% in fire incidents and a rise of 10% in Emergency Medical Incidents, resulting in 733 patients being transported to local hospitals and freestanding emergency rooms.

Safety and Training – Battalion Chief David Kennedy

The Training Division is proud to report that 64 Fire Training Classes were attended by our members in 2021. This includes training classes taught at the Alabama Fire College and classes taught at our own training facility. This does not include our daily station level training or our Emergency Medical Services training. Training outside of the department was limited during 2021 due to our precautions concerning the Coronavirus outbreaks. We hope to resume normal training activities in 2022. We are also proud to report that with more formal degrees earned during 2021, we now have five personnel with a Masters Degree, 27 with a Bachelors Degree, and 6 with an Associates Degree. So currently, 36 of our 64 fire department employees have formal degrees. We also currently have one Fire Lieutenant working on a Masters Degree and seven Firefighters working towards a Bachelors Degree.

We are also proud of the fact that we hosted our fifth state certified Firefighter I/II recruit school in the Fall of 2021. We will be hosting our sixth in the Spring of 2022. We have a wonderful training facility/drill field currently to host these events and training exercises and we hope to continue to make it even better. These types of events help our Instructors and Firefighters stay sharp with their skills and gives them an opportunity to have their "fingerprints" on these great achievements. They are training future firefighters who will be employed throughout the state of Alabama.



CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

We are nearing completion of our Live Fire Training Building (pictured below) which we are very proud of. Our Firefighters provided the majority of the labor on this project, at a huge cost savings to the city.



Firefighters working to complete the live fire training building

Fire Prevention – Battalion Chief Leland Rhudy

For the vast majority of 2021, Lieutenant Adam Bomar, Deputy Fire Marshal, was reassigned as the COVID Liaison for the Fire Department. Adam has also served as the Liaison for the entire city. Lt. Bomar has been instrumental in securing our CARES Act funding both through FEMA and through the Jefferson County EMA.

As the COVID Liaison, Lt. Bomar coordinated rapid Covid testing for all city employees when needed. Lt. Bomar also collaborates with department heads on recommendations and guidelines for quarantine and isolation time for affected employees and has made our department a certified testing facility for COVID-19.



CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

The Fire Prevention Division conducted 263 inspections citing 24 violations. As of this date, 19 of the violations have been cleared.

A total of 30 fire protection permits were purchased for sprinkler installation in new and preexisting structures.

Fire Investigation

We had 10 structure fires, 3 cooking fires and 7 vehicle fires. Each of these structures were investigated by both the Fire Marshal and/or Deputy Fire Marshal.

There was a total of \$15,029,000 worth of property that was impacted by fire. The department was able to save approximately \$10,383,000 of those structures.



Brook Manor Drive



Briarglen Drive

Child Passenger Seats

Car seat installations were suspended during the majority of 2021 due to the COVID-19 pandemic and the unnecessary and potential risk of exposure to our firefighters. However, we were able to install 37 prior to being temporarily shut down.



CITY OF MOUNTAIN BROOK
Fire Department



Annual Report 2021

2021 Response Statistics

Total Numbers of Fires	58	(2.46%)
Structure Fire	10	
Cooking fire confined to container	6	
Chimney fire	2	
Passenger vehicle fire	9	
Brush/grass/woods fire	10	
Outside rubbish fire	6	
Dumpster fire	2	
Outside equipment fire	8	
Other fires (non-categorized)	5	
EMS Incidents	1,228	(52.12%)
EMS calls, excluding vehicles accidents	1061	
Motor vehicle accident with injuries	57	
Motor vehicle accident without injuries	21	
Other EMS related calls	89	
Number of EMS transports	733	
Hazardous Conditions (No Fire)	139	(5.89%)
Gas leak - natural gas or LPG	25	
Gasoline or other flammable liquid	1	
Electrical wiring / equipment problem	11	
Power line down	50	
Arching, shorted electrical equipment	11	
Carbon monoxide incident	11	
Other hazardous conditions	30	
Service Calls	449	(19.05%)
Person in distress	41	
Water problem	18	
Smoke or odor removal	21	
Public service	95	
Assist invalid	205	
Assist police or other agency	18	
Other service calls	51	



CITY OF MOUNTAIN BROOK Fire Department



Annual Report 2021

Good Intent Calls	46 (1.95%)
False Alarm and False Calls	415 (17.61%)
Other Incident Types	21 (0.09%)
Total Number of Responses in 2021	2,356

Looking forward to 2022

Although 2021 met us with challenges, it also allowed us new opportunities to serve in unconventional ways. Our intent and commitment was and will continue to be to provide services commensurate with the expectations of our customers. We are excited and looking forward to what 2022 will bring and how we can prepare ourselves for whatever we may face. Two major projects that we are working on in 2022 is the delivery of a new 115' ladder truck and the design and construction of the new fire station number two.



*Rosenbauer 115' ladder truck with platform.
Expected delivery – September 2022
(stock photo)*



Conceptual design and rendering of the new fire station number two.

Chris J. Mullins
Fire Chief



PARKS AND RECREATION DEPARTMENT

**FY 2021
ANNUAL REPORT**

City of Mountain Brook
Parks and Recreation
Annual Report
2020-2021

General Information:

- P&R had a total of 15 full time employees out of 17 positions as of September 30, 2021. One employee left and was replaced this past year, but two vacancies remain open.
- We asked for an increase in starting pay for laborers to help with recruitment and retention of good employees during the budgeting process. That was approved with the FY-2022 budget.
- Tim Mari was Park and Recreation's Employee of the Year for 2020. He has been with the city for six years and is the labor supervisor on the complex crew. He was promoted due to an unexpected vacancy and has impressively handled the hectic construction projects at the Athletic Complex. He has gotten every certification asked of him which includes Pesticide Applicator's license and Certified Playground Inspector. He has a great work ethic and everyone respects him.
- We did not replace any of our equipment or purchase new equipment since it was a tight budget year due to Covid.
- We installed one donated bench at Cahaba River Walk in memory of Mr. Carter Kennedy. He originally owned the park property and his grandson completed the spur trail as an Eagle Scout project when the park was created.
- We worked with the Leadership Mountain Brook students on two projects:
 - Installing a Disc Golf course at CBE. This was approved for FY 2022
 - Installing BBQ grills at Cahaba River Walk and Overton. This was not approved by the Park Board or City Council
- We worked with three scouts to complete their Eagle Scout projects:
 - Wilhelm Monroe-replaced the split rail fence along Woodhill
 - Mike Mullen- replaced and added birdhouses along the Jemison Trail
 - Marbury Cox-placed a storage building at Cherokee Bend Elementary for MBA
- We continued the use and promotion of battery powered equipment at Overton Park and other areas of Mountain Brook. An article was published in the Washington Post about it.
- Our department trained along with the other departments on Human Trafficking Awareness.
- Park Board members as of September 30, 2021: Brian Lucas (Chairman), Helen Drennen, Trent Wright, Bill Wyatt, Aimee Reese, Charlie Carper, Dean Nix, David Price, Meredith Waldrop. Meredith Waldrop and Trent Wright were reappointed to their second terms this past year.
- Mountain Brook had a very wet year. We had 6 inches fall in one day in May that caused severe flooding. We did not have to run the irrigation on the fields much this year. This caused several games and practices to be cancelled on our natural fields, but not the ones with artificial turf. The rain has also affected construction projects.
- Covid-19 hit in March 2020 and we slowly opened back up all of our parks and facilities. A second round called Delta variant picked up in the Spring of 2021 but it did not affect us in the same ways.
 - All sports were played in Fall 2020 and Spring 2021 with no issues due to Covid.
 - Restrooms were open to the public and we cleaned them every day. Employees worked overtime on the weekend cleaning them.

- Pavilion rentals started back in the Spring of 2021 due to high demand. The Park Board voted to raise the fee from \$35 to \$50 for 2 hours for residents. From \$75 to \$100 for non-residents.
- Two employees were positive for Covid without complications in the first round (2020) and two more contracted it in 2021. One of those employees lost his wife to Covid during that time. Allergy and sinus issues had several employees being tested for Covid.
- About half of our employees admit to receiving the vaccination.
- We have continued to work within the employees' comfort zones. We have allowed them to use different vehicles or other methods of separating when needed. We have continued to disinfect our offices regularly.
- Citizen's Appreciation Day and Shades Creek Fest were cancelled again.
- We started holding Park Board meetings in person again with the option to attend by Zoom. At first, the meetings were in the big council room so we had room to separate. We eventually went back to the pre-council room, but continued the Zoom option.
- Schools continued to use the fields for classes as much as possible which limited when we could cut grass.
- The Park Board approved letting Villager Yoga use Overton Park for classes since Covid was causing them hardships on having indoor classes. This has worked well for them and they have continued to offer classes there when the weather was nice.

Parks:

We maintain a total of nine parks and trails.

- **Jemison Park:**
 - Spire replaced a gas line along MB Parkway last year and finished up at the end this year. They repaired the areas that they messed up, mostly around the parking areas.
 - The Little Garden Club planted 38 new trees that were donated by Henry Hughes.
 - Voted best trail in MB Magazine
 - A pedestrian counter was used to see how many people are using the trail. The results were compared to a survey taken in 2016. The two day total in 2016 was 911. The two day total in 2021 was 1367! That is an increase of 50.1%
 - We replaced the drinking fountain with a new one and moved it to the left and made it more accessible.

- **Watkins Trail:**
 - We have continued the fight against an infestation of Chinese parasol trees by the large pedestrian bridge. We have made good progress and should only have to keep new saplings from growing. This is a joint effort with the Friends of Jemison.

- **Nature Trail:**
 - The Friends of Jemison had Landscape Services replace some drainage pipes that ran under the trail.

- **Irondale Furnace:**
 - A tree fell and damaged a section of the decorative fencing around the ruins. We had that replaced.
 - We did work on the trail to clear it of obstacles/roots and dress up washed out areas.
 - Cherokee Bend Elementary Pack 86 donated a tree in honor of their den leader, Chris Eagan, that we planted near the ruins.

- **Cahaba River Walk:**
 - We installed a new drinking fountain and connected the water line to the faucet inside the dog park.

- **Overton Park:**
 - We had the area between the tennis courts and fire station cleared out. It had become overgrown with Eleagnus and was killing the trees.

- **Canterbury Park**
 - We did not do anything significant in this park.

- **Crestline Tot Lot**
 - A family donated a double swing so a parent and baby can swing together.

- **Mountain Brook Presbyterian Church:**
 - We added a doggie station in the green space between the parking lot and road.

Sports Fields:

We maintain the Sports Complex and all the sports fields at outlying schools.

- All the fields were overseeded with Rye, aerated, fertilized, and treated for weeds as usual throughout the year

- **Mountain Brook High School**
 - Morris-Shea finished Phase I at the Athletic Complex. This was mostly converting the fields to artificial turf and adding pedestrian lighting.
 - We had several trees removed around the new fields to help protect them from debris and damage.
 - Phase II was awarded to Clements Dean and they began working in the summer of 2021.
 - Morris-Shea was awarded the contract for converting Field 1 to artificial turf and they began in the late summer of 2021.
 - We removed the wisteria and replaced the arbor structure at the tennis courts. We covered it with a metal roof for shade and rain protection. We also created a new viewing area behind the courts.
 - The BOE started construction on the back side of the school that overlooks the Athletic Complex.

- **Brookwood Forest Elementary:**
 - The BOE started construction on a new addition that blocked our normal access to the field. We created a new path from the back entrance to the field. The construction did have our power and water turned off for a while.
- **Crestline Elementary**
 - We have had increased complaints about dog waste on the fields.
 - We continued working with the BOE on plans to build a new gym, pickleball courts, and parking lot. The new gym will provide restroom facilities to the groups using the field.
- **Mountain Brook Elementary:**
 - We replaced the athletic lights with new LED lights from Ephesus. Senator Dan Roberts helped with funding these lights.
- **Mountain Brook Jr High**
 - The school placed temporary classrooms on part of the field while new classrooms in the building are under construction.
- **Cherokee Bend Elementary.**
 - Duncan and Thompson was awarded the contract to make improvements to the field. They got a good start, but they had some setbacks including: rainy weather, Covid, and sub-contractors not showing up.
- **Jewish Community Center.**
 - We did not have any significant events happen at this field.

Route:

We maintain over 117 parcels of land on the Right-Of-Ways including some intersections of Hwy 280. Approximately 106 are traffic islands.

- Stoneridge Drive: We assisted the residents in replacing the sign to the entrance of their neighborhood, Dunbarton by the Cahaba.

Photos

Athletic Complex (Phase I)



Cherokee Bend Elementary



Cahaba River Walk fountain



Jemison Park fountain



Stoneridge Road sign



**Irondale Furnace tree donation
from Pack 86**



Flooding from June 2021

MB Parkway



Nature Trail



MBE





POLICE DEPARTMENT

FY 2021 ANNUAL REPORT



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



Mountain Brook Police Department
Annual Report
October 1, 2020 - September 30, 2021



Mountain Brook continues to be one of the safest communities in Alabama. Mountain Brook continues to have one of the lowest crime rates in the state. Total crime numbers and yearly comparisons can be seen in a chart near the end of this report.

In serious crimes, 1 robbery occurred this fiscal year. The case was closed by arrest. The arrest also closed several other robbery and assault cases in the Birmingham metro area.

Family violence rose this year, from 15 last year to 30 for this year. Other Assaults remained the same with 7 assaults being reported.

As far as property crimes, residential burglaries rose from 19 last year to 31 reported this year. Business burglaries also have a slight increase from 4 last year to 6 this year. As always, we desperately need citizens to call and report any suspicious activity as soon as they see it.

This year auto theft rose from 6 reports to 14. Thefts, however, decreased from 131 to 117. Car break-ins rose dramatically from 29 last year to 71. A large portion of these thefts are easily preventable by the victims. Word gets out among thieves that people leave items in unlocked vehicles within the City of Mountain Brook. Having valuables in sight in an unlocked vehicle is an open invitation for thieves. It takes little effort to remove items from your vehicle and lock it. The vast majority of our car break-ins are on UNLOCKED cars and stolen vehicles have the keys left in them.

Identity Theft cases increased from 105 cases reported in 2020 to 136 reported this year. Residents need to be vigilant in protecting their personal information by checking their financial statements each time they are received.

Drug related arrests saw similar numbers from 53 to 66 this year. This is a statistic that is measured by arrests.

Traffic accidents decreased again this year, from 763 to 744. We had 1 traffic fatality this year. To help prevent an accident remember these things: drive the speed limit, don't tailgate, avoid distracted driving and be courteous. Just these simple factors will go a long way toward keeping you out of a crash.

In the past year the police department has answered approximately 24,117 calls for service. This is a significant increase from 17,564 a year ago. We continue to encourage our residents to not hesitate to call if you should see something that you think may need our attention. There is no one who knows better what is out of place in your neighborhood than you. If it looks suspicious, it probably is. Call us.

For operational effectiveness, the department is divided into three divisions, Administration, Detectives, and Patrol. Lieutenants are in command of each Division and they report to a Deputy Chief.

The Police Department has gone through a change of leadership. Chief Cook announced his retirement and Jaye Loggins was named Acting Chief in September of 2021. Acting Chief Loggins had previously served as Deputy Chief and was second in command. He was responsible for day to day operations as well as providing support to the Division Commanders and to the Chief of Police.

Administration: This division is under the command of Lieutenant Thomas Boulware. Admin provides civilian support in E-911 response, communications, radio dispatch, records, computer services and clerical resources for the department.

Many of our calls for service came through our Enhanced 911 system. If you call 911 by mistake, don't hang up. Make the dispatcher aware that it was a mistake and that there is no emergency. Regardless, we will dispatch a car to your location to be sure you are OK. It is also a good idea to make a test 911 call annually. Just dial 802-2414 and, when the dispatcher answers, tell them you want to make a test 911 call. Then dial 911 and allow them to verify your name and address as shown in our 911 systems. If you live in Mountain Brook, dial 911 and another agency answers, notify us immediately so that we can correct the problem.

Detectives: Lieutenant Jason Rhoads is assigned to Investigations. The Detective Division investigates cases requiring additional follow-up as well as all major cases. The collection and preservation of evidence, juvenile services and 6 School Resource Officers are also part of this division. A lieutenant, two sergeants and nine officers are assigned to these duties. The Training Sergeant also falls under this command.

Our Detectives work tirelessly on every case. New technology is constantly being evaluated and, when appropriate, implemented to enhance the capabilities of the Mountain Brook Police Department. We have added numerous Flock Safety Cameras around the city to aid in investigations as well as alert us for wanted persons and stolen vehicles. The training our officers receive continues to be cutting edge and leads the way in investigations throughout the area.

Patrol: Lieutenant Jason Carmack is assigned to the Patrol Division. Patrol personnel provide direct, immediate service to the public. Jail operations are also a part of this division. As the largest division in the department, the majority of our officers are assigned here. These officers provide preventive patrol, traffic enforcement, and conduct the preliminary investigation of crimes committed in the city. During these twelve months, they also conducted more than 1,874 residence checks. If your home will be vacant, provide us with the necessary contact information and we will check your home while you are away.

The department has also committed to future transitions in some of the services provided to it through other vendors. The 911 call taking and dispatching services will soon be administered by Shelby County 911. For the general public, nothing will change. This service will be provided through Shelby County's new 911 Center with the most state of the art technology along with dedicated and professional employees. We look forward to partnering with them. The transition of the services will take place on January 10, 2022. The department has also entered into contract with a new vendor for our Reporting Management System and Jail Management System. The same service is used by many agencies across the state. This will benefit the MBPD as it will enable MBPD to access reports and data from other agencies.

The Department resumed some of our programs as a service to our community over the last year. This included both our Citizens Firearms Safety Course and our Situational Awareness and Basic Self Defense Course. The classes are very popular and we look forward to the opportunity to continue to offer these classes to promote the safety of our citizens.

Our department participates in the Birmingham Area Crime Stoppers Program coordinated by the Birmingham Area Chamber of Commerce. The program's function is to make the public aware of crimes occurring in their community and to solicit help in the form of information from citizens. This department actively participates in this highly successful program by providing financial support and information exchange.

The Department also supports other worthy charitable causes. The department supports Prescott House and the Alabama Torch Run benefitting Special Olympics. Many of the department's usual charities and involvement in different events were not available due to COVID-19. We hope to participate in those events as they start to resume again.

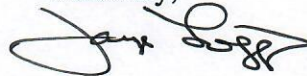
Our goal is to create a partnership between the police, citizens and business owners. We utilize a Departmental FaceBook account, Twitter account, Instagram account as well as our highly successful weekly email update. The weekly update has been more automated now with the administration of it being handled through the City Webpage. Citizens can either sign up to receive or cancel getting the update themselves through the webpage. Our Facebook page has grown from 8,768 followers last year, to 9,607 this year. In addition, 3,560 people follow us on our Mountain Brook Animal Control page. We also have an app on which residents can receive notifications on up to date information as it becomes available, such as accidents, road closures etc. You can sign up and dictate what alerts you wish to receive. Follow us by searching for mountainbrookpd on social media platforms and app store. We have dedicated a sworn position to handle these responsibilities. A Community Relations Officer position has been created. This position will handle the responsibilities of our social media, public information, and serve as our businesses liaison.

We instruct all our officers to enforce traffic laws with special attention to moving violations in neighborhoods where we receive complaints. These officers may issue a verbal/written warning or a traffic citation when a violation occurs. We receive many requests for traffic studies to identify appropriate corrective measures to insure public safety. Education, engineering, and consistent enforcement are the best methods to insure that our roadways are safe.

The Juvenile Officer continues to provide a valuable service to the young people in the community. He is also responsible for the investigation and follow-up of crimes involving juvenile offenders. A School Resource Officer is now assigned to each of the 6 Mountain Brook City Schools for a total of 6 SROs. These officers work closely with school officials in coordinating searches on school property using police dogs trained in finding drugs. Minor violations involving young people are referred with their parents to the appropriate community resource.

Citizens become the eyes and ears of the department in their area, reporting suspicious activity to the police. We ask everyone to help us by remembering to See it - Hear it - Report it! We wish to partner with you and that you become fully engaged in the safety and well-being of those that live, work and visit this great city. It takes all involved to make this community as great as it is! The men and women of the Police Department, both sworn and civilian are committed to protecting life and property. Our goal is to preserve the quality of life enjoyed by the residents of Mountain Brook by providing the high level of professional service they expect and deserve.

Sincerely,

A handwritten signature in black ink, appearing to read "Jaye Loggins", with a stylized flourish at the end.

Jaye Loggins
Chief of Police

	4 th Quarter 2020	1 st Quarter 2021	2nd Quarter 2021	3 rd Quarter 2021	FY 2021
ROBBERY	0	0	0	1	1
Robbery (aggravated shoplifting)	0	0	0	0	0
BURGLARY/RESIDENCE	6	3	12	10	31
BURGLARY/BUSINESS	1	1	0	4	6
THEFT	19	30	40	28	117
Theft from Vehicle (UBEV)	11	21	20	19	71
AUTO THEFT	2	3	7	2	14
ASSAULTS (OTHER)	4	1	2	0	7
IDENTITY THEFT	18	48	59	11	136
CRIMINAL MISCHIEF	6	2	5	2	15
DRUGS	20	17	18	11	66
FAMILY VIOLENCE	6	13	7	4	30
ACCIDENTS	186	133	213	190	722
“ WITH INJURIES	11	11	12	8	42
“ WITH FATALITIES	0	0	0	1	1
CALLS FOR SERVICE	5907	5986	6026	6198	24,117
HOUSE WATCHES	103	143	217	159	622

Want to help us get these numbers lower?

1. Lock your vehicle
2. Take your keys
3. Don't leave valuables in plain view in your vehicle
4. Keep lawn and sports equipment around your home secured when not in use.
5. Keep doors locked and use your security system when you're not at home.

See it! Hear it! Report it! Let us know when you see suspicious activity in your neighborhood.



**PLANNING, BUILDING &
SUSTAINABILITY DEPARTMENT**

**FY 2021
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Assisted City Manager and City Council with various items for pre-meetings and formal agendas, regarding rezoning matters and various conditional use approvals; including 9 conditional uses.

Oversaw preparation of legal notices and agendas, as well as the preparation and distribution of all written and visual materials for the Planning Commission, the Board of Zoning Adjustment, and the Village Design Review Committee.

Updated Village Master Plan for Overton Village, English Village, and Crestline Village.

Planning Commission – 23 cases (resurveys, rezonings and master development plans);

Drafted and processed amendments to the Small Cell Ordinance and the related fee schedule

Researched vacation of right-of-way legislation and developed internal processing recommendations

Lead coordinator responsible for the planning and execution of the city's annual Paper Recycling/E-Waste Day

Continued study and alteration of Pick-Up Parking inventory and merchant input

Reorganized the stormwater inspection (prevention and response) field protocol.

Processed rezoning request for approval of an amendment to the Planned Unit Development (PUD) for Lane Parke to allow personal service uses;

Reworked variance application protocol, meeting protocol and report format to better reflect zoning ordinance requirements for variance approvals;

Refreshed BZA meeting rules of order (adopted set of rules of procedure)

Board of Zoning Adjustment - 58 variance cases

Village Design Review – 41 sign and/or design review cases

Banner permits – 5

Business license review/approvals – 21 new business accounts

Home Occupation review/approvals – 14

Implemented new role or staff support for the Board of Landscape Design

Implemented Employee Engagement protocols – quarterly One-On-Ones

Undertook interview and hiring process for new GIS manager

Responded to all citizen inquiries regarding planning and zoning.

Coordinated efforts between developers and ad-hoc committees regarding various re-development projects.

Updated/maintained Planning Department page of City website.

Conducted regular “windshield surveys” of the Villages, and other commercial and residential areas of the City for zoning compliance (especially signs and banners).

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BUILDING INSPECTION SERVICES DEPARTMENT

10/1/2020 -- 9/30/2021

Revenue:

The Building Inspection Services Department generated property improvement values in the amount of \$213,646,143 for Fiscal Year 2021. Construction permit fees brought \$1,994,713 to the city budget. A breakdown of revenues/services is outlined below.

Note: The dollar amount calculated on building permits is rounded off for calculation purposes

Building Permits:

2,415 Total Building Permits

Type of Building Permits:

New Construction:	155	\$3,049,336,846
Alterations:	595	\$62,411,118
Additions:	167	\$154,894,026
Repairs/Other:	1498	\$47,164,924
Electrical Permits	1277	\$19,353,395
Plumbing Permits	791	\$11,525,542
Gas Permits	625	\$1,591,183
Mechanical Permits	678	\$14,636,779
Sign Permits	33	\$130,763
Clear Permits	97	\$4,390
Demolition Permits	10	\$146,000
House Permits	26	\$610
Y-Pyro Permits	1	\$75
Land Permits	34	\$152,000
OutMove Permits	2	\$19,000
RevSW Permits	3	\$3,000
V-Estate Permits	6	\$120
Fire Permits	26	\$2,340
	6024	\$3,361,372,110

Total Number of Inspections:

5924

City of Mountain Brook's GIS

The City's GIS Specialist develops and maintains all GIS databases, applications and licenses for all city departments, such as Planning/Zoning, Inspections, Police, Fire, Public Works, Parks/Recreation and Administrative Services. Also, the GIS Specialist assists with the E911 system.

Such databases and applications serve to streamline administrative and interdepartmental procedures, as well as offer web based maps to the general public as a City service.

This individual provides technical and operational support for GIS-related hardware and software, and offers GIS training to city staff, as well as provides mapping services to the general public via static and interactive maps.

The GIS Specialist is in the process of updating and organizing the GIS layers, database and maps that have not been updated due to the position vacancy.

Duties for FY 2021 Included:

- Updating and maintaining all GIS databases and shapefiles as well as licenses
- Assisting Shelby County E911 in Mountain Brook's transition to the Shelby County E911 system
- Addressing for all new lots as well as address changes.
- Updating and maintaining the zoning map
- Overseeing and maintaining all GIS licenses
- Updating and maintaining all GIS layers/shapefiles.

Examples:

- Fire ESZ (Emergency Service Zone)
 - Tax/Parcel Map
 - Street Centerline
 - Address points
 - Municipal Boundary
 - Police Beats
- Generating leaf pick-up reports for Public Works. Maintaining the GIS layer files used to collect the points via ESRI applications

- Creating maps for all departments

Examples:

- Park layout maps
 - Zoning maps
 - Mountain Brook High School parking layout map
 - Fire Hydrant location maps
 - Garbage pickup map
 - House of Representatives and Senate district maps
- Working with Alabama E911 and Datamark on the GAP 1 GIS database review
 - Assisting with creating an updated garbage service address list
 - Maintaining ArcGIS online maps
 - English Village parking inventory study
 - Implementing ESRI mapping applications for public works to use on tablets
 - GIS liaison for Mountain Brook. Worked with various organizations such as;
 - Alabama E911
 - Shelby County E911
 - City of Vestavia Hills
 - Jefferson County
 - Alabama Power
 - Datamark



**PUBLIC WORKS
DEPARTMENT**

**FY 2021
ANNUAL REPORT**

CITY OF MOUNTAIN BROOK
PUBLIC WORKS DEPARTMENT

ANNUAL REPORT FOR 2021



ADMINISTRATIVE DIVISION

Throughout the year 2021, the Administrative Division continued to serve the citizens of Mountain Brook by processing requests for service and giving out general information. Additionally, the administrative day to day operations of the Public Works Department were carried out.

- Approximately 3,658 calls and electronic communications for service or complaints were processed.
- The composting and salvage operations generated in excess of \$21,145.00.
- Coordinated activities with various entities operating in the city.
- This division attended Public Works seminars and other certification classes to keep current of the latest technological and environmental issues.
- Assistance was given to the City Clerk office with processing of surplus items.
- The PW Director was the city's campaign coordinator for United Way and worked with mentoring the Leadership Mountain Brook.
- This department also acted as liaison for the citizens of Mountain Brook and various entities in resolving some conflicts with the different utility companies as well as Waste Management.

2021 Safety Summary

List of Safety Classes:

- Distracted Driving
- Drinking and Driving
- Case study of Jefferson County county worker killed (working at night down tree)
- Safety Belts save lives
- Latest covid information
- Trailer safety
- Turn around don't drown
- Seasonal safety (for Summer)
- Don't text and drive

Summary and Safety

2021 started off the same as every year for our department - full of optimism, excitement, and a chance to raise the bar from the previous year. As Covid numbers were beginning to drop, shelves began to not be so empty and just some normalcy was coming back to peoples lives. We began planning our employee summit for the year, a little different from years past, as we spread meetings out over 3 days instead of the normal 1 day of madness. The summit is a way for us to come together to get ready for the year and make some adjustments to our operations. Meetings run throughout the days. Some one on one, some in small groups, a mix of crew leader, supervisor and upper management lead meetings, all going on at once. These meetings cover standards of operation, safety, policy, individual assessments, need any change, and a

layout of projects. During this time others who aren't in meetings are doing inventory, cleaning work spaces, trucks, and equipment. This gives the employees a chance to take a hard look at equipment as they do preventive maintenance. Minor issues get fixed because of these assessments that may not get caught by normal daily inspections. We feel that we have gained from these annual meetings a lot of insight about our operations and what is needed or needs to be changed in some way from top to bottom. As a department we are proud of the things we were able to accomplish this year. Above average rain totals caused more drainage problems than we have ever seen and Waste Management stumbled hard with their operations in the back half of the year, just to name a couple of hills we had to overcome. Public Works employees pulled together working through these issues during a moment in time that already had some challenges. This speaks to the quality and professionalism of the individuals that make up our Public Works Department. Without them our department wouldn't be able to continue to raise the bar.

HEAVY CONSTRUCTION

The Construction Division is responsible for the maintenance of streets, sidewalks, gutters, and storm sewers. This division also spreads sand on icy roads during inclement weather events. Although most of the tree work is handled by our Right-of-Way Division, the construction staff is often called on to handle downed trees and debris removal during storm events. This division also performs preventive maintenance on the stormwater retention ponds at the zoo.

Classes Attended/Employee Training

- Michael Finney - Pesticide Safety for Commercial Applicators
- T J Bender - Hazardous Waste/Chemical Spill training
- Bailey Horton - Alabama Transportation Assistance Program, Flagger Training
- Jason Armstrong - Alabama Transportation Assistance Program, Flagger Training

Yearly Totals and Jobs Completed

Loads and Task	Quantity
● Loads hauled	13
● Brush	24
● Gravel hauled	46
● Dirt hauled	58
● Sand hauled	10
● Asphalt hauled	26
● Concrete hauled	34
● Misc: Materials/Equipment	139
● Litter picked up/bags	35
● Storm Pipe Cleaned/FT	910
● Storm Pipe Installed/FT	338
● Storm Pipe Repaired/FT	330

● Sidewalks Constructed/FT	960	
● Sidewalks Repaired/FT	54	
● Potholes Repaired/Tons	87	
● Header/Retaining Walls Repaired	3,880	
● Manholes Repaired/Set	3	
● Concrete Poured/Cubic Yards	191	
● Curb & Gutter Built/FT	564	
● Valley Gutter Built/FT	2,354	
● Inlets Cleaned	268	
● Inlets Built/Repaired	38	
● Inlet Tops Replaced	58	
● Inlet Tops Reset	65	
● Compost Loaded	635	
● Landscape: Backfill/Cleanup	59	
● Maintenance: Misc Repair Work		50
● Gutters Cleaned	46	
● Ditch/Creek Cleaned	129	
● Mosquito Spraying/miles	13	
● Mosquito Larviciding	0	
● Ice Calls	8	
● Dead/Downed Trees	26	
● Trucks Washed	31	
● Dead Animals Removed	6	
● Streets Milled	0	
● Zoo Ponds Maintenance	13	
● Sewer Plant Maintenance/day	0	
● Mowing at PW/day	3	
● Misc Work	31	

2020/2021 Completed Jobs

- 3846 Forest Glenn - gutter repair, storm pipe, and inlet box install
- 3416 Brookwood Rd - replace pipe across road, and repair concrete flume
- 3229 Pine Ridge Rd - concrete anchors in steel plates
- 3640 & 3656 Crestside Rd - ditch behind houses needs to be cleaned out with a machine
- 4444 Cahaba River Rd - ditch on road shoulder needs to be dug out
- 3505 -3509 Bethune - hole in gutter around storm drain
- 2737 Cherokee Dr - pipe needs to be replaced
- 2824 Overhill Rd - raise the sidewalk the height of a 1x6 from the cross walk to the driveway
- Fairway Island - extend concrete curb into island to keep trucks from running over it
- 765 Euclid Cir - gutter repair work
- 3530 Belle Meade Way - ditch needs to be cleaned out
- 2929 Virginia Rd to 2939 Virginia Rd - install concrete valley gutter for water runoff issues
- 3529 Kings Hill Rd - build retaining wall under bridge, backfill, and build retaining wall at the pipe exit to fix the erosion problem
- 19 Glenview Cir - cut the water flow line back in the gutter

- 3716 Northcote - build a retaining wall for erosion control, and repair yard washouts
- Replace the stairs in both parking lots at Little Hardware with concrete steps
- 3541 Oakdale Dr - dig up old pipe in the front yard and repair at the inlet box
- 3673 Crestside Rd - replace 40 ft of pipe that doesn't have a bottom in it anymore
- 4921 Brandywood Cir - repair one bottom section of the concrete ditch, and one side panel at the end
- Add rebar to the inlet across from 718 Braddock, repair inlet at Euclid & Fairmont
- 3653 Spring Valley Rd - dig out the blockage in the flow line of the ditch, repair the header wall, patch the concrete bottom
- 3711 Old Leeds Rd - replace sections of sidewalk on both sides of the driveway to level it back up
- 3124 Warrington Rd - patch the concrete bottom of the ditch
- Pinehaven Dr - dig out the flow line of the ditch
- 4007 Old Leeds Ridge - 80 ft of valley gutter needs to be removed, and replaced
- 45 Randolph Rd - Underground storm culvert needs to be dug up, and repaired
- 4123 & 4127 Appomatox Ln - concrete flume needs repair work done. Waiting on homeowners to have the tree that fell removed
- 3766 Dover Dr - concrete flume needs to be repaired
- 2830 Shook Hill Rd - rocks from the waterfall need to be removed from the mouth of the pipe. Pipe needs a camera to run up it to see what is wrong with it
- 3034 Salisbury Rd - collapsed storm drain pipe causing hole in the backyard

Right of Way Report

The Right of Way Division is responsible for several functions of the Public Works department including but not limited to: vegetation and litter control, traffic control (signage and signal lights), forestry, village beautification and maintenance, holiday decorations, and special events.

Some of the tasks completed by the Right of Way Division in 2021 are as follows:

Classes Attended

- Michael Gill - AFA Urban Forestry Class
- Michael Gill - ISA certification
- Michael Gill - Vegetation Mang
- Don Cafaro - Vegetation Mang
- Don Cafaro - ISA certification
- Lynn Horton - chemical spill response
- Johnny Franklin - APWA
- Hunter Johnston - National Paving Expo
- Anthony Flores - flagger training
- Luke Dunlap - flagger training
- Brody Park - flagger training

Special Events Worked

- Chili cook off
- Cherokee Bend Fun Run
- 2 Different events at the Emmet O'Neal Library
- 3 Neighborhood Block Parties
- Homecoming Parade

Special Projects or Jobs

- Prepared all routes to schools before opening day.
- Pressure washed sidewalks in Crestline Village.
- Chipped Christmas trees and spread chips. (Christmas tree drop off at the Birmingham Zoo.) Put up signs advertising and assign an employee to assist the resident in their drop off.
- All traffic light, street light, crosswalk or electrical work that can't be performed by a city employee is coordinated through Row Division.
- Row Division is the liaison to Waste Management. We make sure that any garbage, knuckle boom pile or leaf pile misses are picked up in a timely manner by public works or WM. This was the 6th leaf season a city employee was used to monitor leaf collection. This assignment has cut down on the call volume considerably.
- In 2021 the Right of Way Division met on site with residents many times and dealt with many more by phone to help resolve resident issues.
- This division also oversees the contracted work done in the villages by contracted Horticulture. Monitoring that beds are properly planted, refreshed and that herbicide spraying is properly applied around buildings and sidewalk areas are used for weed control. The contract was updated to include the trimming of all bushes twice a year.
- The ROW Division also assists the Revenue and Licenses Department by checking licenses of contractors. We also make sure the tree and landscape companies remove debris from their jobs.
- Another duty of Row is spotting problem trees/ limbs and having them removed either in house or by one of our contractors. This year a large amount of trees had to be removed due to the previous year's drought. This past year we also had many large storms to deal with clean up.
- Seasonal plantings of pots and beds in the villages. We also added an additional planting between summer and fall to extend the life of our pots.
- New plants planted in front of Public Works.
- Changed over all lights in English Village to LED lights.

Christmas/ Holiday Decorations

- Crestline Village 70 street poles are decorated with garland and bows. 20 trees have lights added to them and the clock tower has wreaths added to all four faces. Also responsible for the lighting in the two large oaks in front of city hall.
- Mountain Brook Village 57 street poles are decorated with 2 piece garland, and large bows. Four locations have Santa mailboxes put out. Also responsible for the lighting of the large oaks in the islands.
- English Village- 46 street poles are decorated, 30 receive garland and bows, the other 20 receive snowflakes. 16 trees are decorated with lights which were changed over to all LED lights this year.
- Overton Village-19 street poles are decorated with garland and bows. 10 poles now have LED decorations on them.
- Clarendon Circle- We put reindeer to flight by erecting a 30' pole and attaching reindeer and Santa's sled to wires.
- Start November 1st decorating for Christmas.
- Installed lights at Gaywood circle.

Bunting on the Clock Tower

- Labor Day, Independence Day, Memorial Day, and Veterans Day.

Day To Day Operations

- Hauled 279 knuckle boom Loads of debris.
- Hauled 193 loads of debris with crew trucks.
- 242.8 miles of right of way cut by Tractor
- 96.8 miles Cutback by Crews.
- Cut back 23,747 feet of alley.
- Cut back 12,835 feet of ditches.
- Herbicide sprayed utilizing 2558 gallons in 123 hours.
- Cut down 98 non storm related trees.
- Removed 262 trees from ROW that were related to the storms.
- Removed 258 limbs that caused a sight issue or danger.
- The sweeper truck cleaned 1283.2 miles of surface in the villages.
- Refuse collection in the villages, 11520 cans dumped.
- Trucks and equipment washed 87 times.
- 356 banners were installed/removed.
- Barricades were put out and picked up 768 total.
- Watering of pots, beds and trees 1397 hours.

- Sidewalks blown in villages 261.5 hours.
- Sidewalks blown in the city 227.9 miles..
- Street light repaired 32.
- 52 traffic signals were repaired.
- Traffic signals reset 48
- Crosswalk lights repaired 8.
- Street signs made 243.
- Street and traffic signs trim/straightened/repaired 1,179.
- Traffic and street signs installed 416.
- Installed 166 traffic control poles.
- Paint traffic control poles 91
- Installed 6X6 post 70
- Painted 250 street sign blanks.
- Number of brackets painted 308
- Cleaned 1,118 street and traffic signs.
- Painted 323 sign brackets.
- Sign brackets used 137
- Removed 171 dead animals from the ROW
- Collected 283 bags of litter covering 359.5 miles of city roads
- Pulled 781 illegal signs from the ROW
- Worked maintenance for 287 hours at the public works facility.

Paving Division

2021 Paving, Painting, and Utility Report

- Milled and paved Park Lane, Crestwood Drive, Sheridan Drive, Sheridan Place, Delmar Terrace, Crestview Drive, Green Valley Road, Southwood Road, Robin Drive, Peacock Lane, English Village Lane, Grand Rock Road, Grand Rock Lane, and Grand Rock Circle.
- Repaired 60 utility cuts
- Repaired 53 action calls/road failures
- Painted 92 stop bars
- Painted 29 crosswalks
- Painted 1 yellow curb
- Painted 1 Do Not Block Intersection
- Painted 8 arrows
- Painted 7 STOP stencils
- Painted 4 arrows on Speed Bumps
- Painted Parking In Piggly Wiggly/Smith Variety.
- Painted 1 ONLY Stencil
- Painted 8.32 miles of Yellow Center Line
- Plastic Stop Bars - 42
- Plastic Crosswalks -16
- Plastic Arrows - 8
- Plastic Yellow Line - 2 miles

Forestry's End of the Year Report

Waste Management Leaf Contract

- Monitored Leaf Contract
- Checked every street on the four routes, two days a week for the duration
- Documented every pile of leaves and confirmed pickup
- 39 leaf complaints and addressed issues
- Daily check with Waste Management on number of trucks, completions, misses, complaints, and status updates

Citizen Emails and Phone Calls

- 391 Phone calls and follow-ups
- 145 emails (citizens request)

Meetings and Classes

- 16 meetings (Boards, ALPCO, City Personnel, etc.)
- Monthly safety meetings

Citizen (Yard Inspections/Tree and Plant Diagnosis)

- 335 tree and plant inspection/diagnosis (on-site)
- 8 specimens (Botanical Gardens for further inspection/diagnosis)
- 15 meetings/phone calls on trees (Alabama Power Contractors)
- 7 Residential assistance and advice on remodeling/construction projects (tree concerns, protections, and possible replacements)

Tree Removals

- 91 Tree removals (contracted)
- 16 stump grindings (contracted)

Village and Island Maintenance

- 2 Tree Installations (Public Works and Mountain Brook Village)
- Shrubs installed (Public Works, MBV, and Crestline)
- 3 Flower swaps and preparation in Villages and Public Works (103 pots, 2 islands, 1 statue)
- Shaped/Raised crowns (Village)

Landscape Contract (City Hall, Library, and Villages)

- Monitored, Coordinated Installation, and addressed needs/concerns

Street and Traffic Light Maintenance

- Cleaned 729 street and traffic signs.
- Painted 323 sign brackets.
- Sign brackets used 182
- Removed 170 dead animals from the ROW.
- Collected 288 bags of litter covering 461.8 miles of city roads.
- Pulled 961 illegal signs from the row.
- Worked maintenance for 406 hours at the public works facility.
- Worked 300 hours of maintenance at city hall.
- Worked 3 hours of maintenance at fire department facilities.
- Worked 220 hours of maintenance at the sewer plant.
- Reset the clock tower or change bulbs 9 times.
- Repaired 36 potholes on city roads.
- Cleaned 290 storm inlets.
- Reset 31 inlet covers.
- Replaced 11 inlet covers.
- Cleaned 2110 feet of gutters.
- Removed debris from under city bridges 20 times.
- Collected refuse from 129 residents.
- Delivered 18 cans to commercial customers.
- Corrected 52 sight problems at intersections and some driveways.
- Installed 152 reflectors and rumble strips.
- 108 hours at public works property pushing leaves.
- Equipment maintenance 123 hours
- 240 Hours pressure washing village sidewalks.
- 16 benches, trash receptacles, and handrails.

Special Projects

- Training class for pre-school class
- Irrigation Project/Repair (Mtn Brook Village)
- Red Mount Gardens Tree Cleanings
- Garden Club Lectures/Potential Projects
- Tree City USA and Growth Award Reports/Application
- Tree City Alabama Application (AUFA)
- 68 Debris Piles Complaints (Contractor License Status and Citizen Notification on Debris Piles)
- Christmas Tree Recycling (Monitored/Coordinated with Birmingham Zoo and Tree Commission)
- Weed Control (Villages, Sidewalks, Alleys, and Public Works) (Pre-Emergent/Roundup)
- Installed Pine Straw (Public Works, Villages, and Other Locations)

FLEET MAINTENANCE DIVISION

- The Shop maintained approximately 138 pieces of drivable rolling stock (Trucks and Vehicles), / 86 pieces of drivable Equipment and Lawn Mowers, Sum total 224 and approximately 302 pieces of hand gas powered equipment, electric powered, and stationary equipment for the shop. 526 units for the year
- The Shop performed 1,777 different job tasks on repair orders for the year. These repairs consist of Vehicles and Equipment from all of the City Divisions and Departments.
- Upgraded the shop bays with new lighting and a new electrical panel, new plasma table and cutter machine, washer/dryer combo, upgrade on the Shop Hose Reel System, 2 new fans for the safety of our Technician's and better performance needs for the city.
- Other job duties consisted of maintaining the building facility / Surveillance / Fabrications in the shop and the Sewer Treatment Plant Operations.
- The Shop had approximately 7,620 Hours of Allocated Fleet Repair Charges.
- The total Value of parts on hand Inventory as of 09/30/2021 was \$ 23,270.33
- The Vehicle Surplus for the year consisted of 1 SUV PD, 1 E350 van PD, 1 pickup PW, 1 tractor PW, of equipment on our listing for City wide.
- The hand gas powered Surplus listing consisted of 2 mowers, 4 trimmers, 6 weed eaters for a total of 12 units as of 9/30/21..
- Vehicles purchased for the year consisted of 6 SUV PD, 1 Car PD, 1 Heavy Truck PW, 2 pickup PW, 2 trailers PW, for the City.
- The Hand Gas Powered and electrical equipment purchased for the year consisted of Chainsaws/ Blowers / Limb Saw and Hedge trimmers / lawn Mower for a total of 43 units..
- Upgraded the Sewer Plant Doors in front of the building, Replaced 2 Air Rate Blowers in the plant. Updated Chemicals as needed for better PH readings and less Sludge removal for the plant operations. The yearly expenditures for the Plant operations Totaled \$68,477.14
- The Fuel usage for the Year consisted of \$150,996.29
- Shop Education consisted of the Technicians who had Hazardous Material class and safety training classes throughout the year. Andrew Gidley continued education on Safety and is on the Safety Committee for the City/ PW Shop. Shop Supv Holds Committee Chair for the BAMA- Association and Chapter officer in the National Automotive Fleet Association for Alabama Chapter.