

**City Council  
Regular Work Session Minutes  
Jacksonville, Alabama  
February 24, 2020**

The Council of the City of Jacksonville, Alabama, met on February 24, 2020, at 6:00 p.m. in the Municipal Court Room of the Public Safety Complex, 911 Public Safety Drive SW, Jacksonville, Alabama for a Regular Work Session. Council President Sandra Fox Sudduth called the meeting to order at 6:00 p.m. The following Council Members were present: Jerry Parris, Terry Wilson, Tony Taylor, and Coty Galloway. Mayor Johnny L. Smith, City Administrator Albertha Grant, City Attorney Richard Rhea and City Clerk Brenda Sandoval were present.

**MINUTES.** No changes to the minutes.

**AMIC PROXY AND VOTING DELEGATES.** Tony Taylor was named Proxy and Jerry Parris Voting Delegate for the AMIC Annual Meeting on Saturday, May 16, 2020 at 1:00 p.m.

Tony Taylor was named Voting Delegate, Jerry Parris 1<sup>st</sup> Alternate, and Mayor Johnny Smith as 2<sup>nd</sup> Alternate for the ALM Annual Business Meeting on Monday, May 18, 2020 at 2:00 p.m.

**NEW TELEPHONE SYSTEM.** Laura Copeland introduced Jack Harris with CRI to talk to Council about the wiring for the new telephone system. The new phone systems would include City Hall, Utilities, Parks and Recreation, Library, Street, Utility Maintenance, and Train Depot. There will be very little down time at the time of porting our numbers in. It will be a minimum of 60 days before going live once the process starts, no changes to published numbers and there will be onsite training. Per Laura Copeland funds were budgeted for City Hall portion.

Tim Smith talked to the Council about the need for network cabling. He also explained that the plan is to do some of the labor ourselves to save some money. There will be some additional expenses later on pseudo related to the phone system for the computer system, which includes battery backups.

Laura Copeland explained the new system is similar to what City Hall already has in place and will assist with cyber security issues in the future. City Halls' current system is no longer maintenance supported. This new system can be added to, so the Public Safety Complex could possibly convert over when their current system comes up for renewal.

Cost of Project: Cables: \$28,000.00; Phone System: \$41,055.00; Switches: Approximately \$5,400.00, all done separately; for a total of \$74,455.00. All of these are on the State Bid List. Some of the cost will be billed to the Utility Department.

Laura Copeland invited everyone to City Hall on Thursday, February 27, 2020 at 10:00 a.m. for a demo of the system.

Council asked that this be brought back at the next work session and that they be provided with the exact amount that was budgeted and the exact cost of the system, cables & extras.

**MUNICODE WEBSITE.** City Clerk Brenda Sandoval introduced to the Council the idea of a website redesign. The idea had been brought to their attention by the previous City Clerk and was also budgeted in FY20. Brenda Sandoval, along with Patty Sheppard, Albertha Grant, and Tim Smith attended a demo presentation by Municode showing the different designs and capabilities that would be available. Everyone was very impressed with what was shown and feel that it would be a good move for the City.

Tim Smith enforced that Municode is municipal centric and that not only do they bring a clean and pleasing look, but they comply with ADA & Section 508 requirements. Tim Smith checked 6 of our current City websites (first 10 pages) and 52% to 90% were non-compliant. Municode does not let anything publish unless it is compliant. The new website design will also help meet archival requirements.

There are many advantages to the new website design, including a search engine for easy access to the information you are looking for, one website for the city with microsites for each department, microsites allowing individual managers, and easy accessibility.

Total cost for first year is \$14,700.00 to include the design of the website. Once it is designed and we are live, cost is \$2,700.00 per year for hosting, maintenance, and customer support. First year total cost falls under budgeted amount of \$15,000.00

**CITY JOB DESCRIPTIONS.** Mrs. Grant and Joy Seijo have reviewed all job descriptions, including Water Works, Gas & Sewer Board. Mrs. Grant has asked all department heads to meet with the Council to discuss the changes made. She has requested to have 2 Called Work Sessions at 5:00 p.m., before the normal Work Session and Council Meeting, on March 9, 2020 and March 23, 2020. Council agreed.

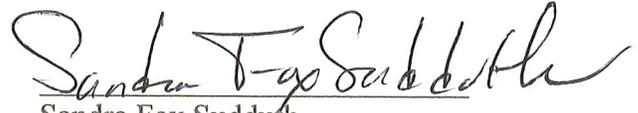
**OTHER BUSINESS.**

- Mayor addressed complaints received from citizens and employees about process during Council Meetings. He suggested that they read the entire item and/or give a synopsis on the item before taking a vote. Tony Taylor suggested looking into upgrades to our video process one day because we need to be more transparent.
- Chief Wood let Council know that the Police Department has been approved for a \$24,000.00 Grant to provide Tasers for the Police Department. After speaking with Attorney Richard Rhea, this will have to go through the Bid process. He plans to get with Brenda Sandoval to start this process.

**Adjournment.** The meeting was adjourned at 6:59 p.m.

ATTEST:

  
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Brenda Sandoval  
City Clerk

  
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Sandra Fox Sudduth  
Council President

