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# CITY OF CLAY, ALABAMA

## PRE-COUNCIL MEETING AGENDA

City Hall Meeting Room - 2441 Old Springville Road

April 14, 2026 @ 6:00 PM

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**As a matter of convenience, members of the public are invited to listen and observe in public meetings by YouTube video. 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 video. 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. To access the YouTube video, go to [www.YouTube.com](http://www.YouTube.com) and search cityofclay in the search bar. Click on the City of Clay logo and then click on "Live" to [view the meeting.](#)**

1. Outside Agency Policy
2. Wex Card – Fuel (Gasoline)
3. Procurement Policy
4. Procurement Users
5. Innovate Alabama Grant Acceptance
6. Sign – Library
7. AL250 Grant Acceptance
8. DYS – Committee
9. Employee Benefit Offering
10. Disciplinary Hearing – Set Date

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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 205-680-1223.

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# **CITY OF CLAY, ALABAMA**

## **REGULAR COUNCIL MEETING AGENDA**

City Hall Meeting Room - 2441 Old Springville Road

**April 14, 2026 @ 6:30 PM**

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### **CALL TO ORDER**

### **INVOCATION / PLEDGE OF ALLEGIANCE / ROLL CALL**

### **APPROVE COUNCIL MINUTES**

1. Pre-Council and Council Minutes from March 24, 2026

### **APPROVE AGENDAS**

2. Meeting Agenda
3. Consent Agenda (Financial)

### **COMMITTEE REPORTS**

4. Mayor Jane Anderton
5. Council member Nathan Thompson
6. Council member Carla Youngblood
7. Council member Chris Nail
8. Council member Joseph "Jody" Harris
9. Council member Orletta Jackson-Rush, Ed.D.

### **READING OF PETITIONS, APPLICATIONS, COMPLAINTS, APPEALS, COMMUNICATIONS, ETC.**

10. Proclamation – April 2026 as Crime Victims' Rights Month

### **PUBLIC HEARINGS**

### **PUBLIC COMMENTS**

### **ENTER UNANIMOUS CONSENT: CONSENT AGENDA**

**OLD BUSINESS:**

**NEW BUSINESS:**

11. Ordinance 2026-01: An Ordinance to Establish Standards & Requirements for Appropriations to Outside Agencies *(First Reading)*
12. Resolution 2026-29: A Resolution to create an Ad Hoc Committee in response to the former DYS property development
13. Resolution 2026-30: A Resolution Authorizing an Agreement with WEX Bank /dba/ WEX Card Services
14. Resolution 2026-31: A Resolution Authorizing an Agreement for Employee Benefits
15. Resolution 2026-32: A Resolution Authorizing a Budget Amendment & Expenditure for Library Sign Installation
16. Resolution 2026-33: A Resolution Adopting the Procurement Card (P-Card) Program Policy
17. Resolution 2026-34: A Resolution Authorizing Designated Employees to be issued Procurement Cards and Establishing individual card limits
18. Resolution 2026-35: A Resolution to Accept a Grant Award from America250AL for “Clay 250”
19. Resolution 2026-36: A Resolution to Accept a Grant Award from Innovate Alabama for an “Outdoor Rec Project Award”

**END UNANIMOUS CONSENT**

**ADJOURNMENT**

**NEXT CITY COUNCIL MEETING – TUESDAY, April 21, 2026**

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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk’s Office at least 24 hours prior to the meeting at 205-680-1223.

# City of Clay, Alabama

## Pre-Council Meeting Minutes

City Hall Meeting Room – 2441 Old Springville Road  
March 24, 2026

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### CALL PRE-COUNCIL MEETING TO ORDER

Mayor Jane Anderton called the meeting to order at 6:01 p.m.

### PRESENT

Mayor Jane Anderton  
Council member Nathan Thompson  
Council member Carla Youngblood  
Council member Chris Nail  
Council member Joseph “Jody” Harris

### 1. APPOINTMENTS FOR CITY OF CLAY ZONING BOARD OF ADJUSTMENTS

Additional applications were received at City Hall and subsequently distributed to the full Council via email for review. During discussion, a Council member raised the possibility of postponing the vote due to the absence of Council Member Rush.

The Council discussed the matter and considered whether to proceed or delay action until full Council participation could be ensured.

### 2. DISC GOLF FUNDING REQUEST

Mr. Adam McAllister addressed the Council regarding the City’s disc golf course. He expressed interest in utilizing the course but noted that it has been neglected and requires significant improvements to meet acceptable standards. Mr. McAllister discussed the need for maintenance, repairs, and potential upgrades to restore the course for public use.

The Council acknowledged the concerns and took the request under consideration for future discussion and possible funding options.

### 3. HEMP REGULATIONS

The Council discussed potential regulations regarding hemp. It was noted that the State of Alabama is currently considering statewide regulations, and that local regulations for the City of Clay would only be necessary if the State adopts its own.

A sample ordinance was provided to the Council by the Mayor via email for review. Following discussion, the Council agreed to wait for the State’s decision before taking further action.

### 4. TECHNOLOGY QUOTE

The Council discussed the need for a centralized repository for City records, as well as the addition of a link on the City's website to improve public access. It was noted that the City is currently awaiting a quote from VC3 for related services.

Some Council members expressed concerns regarding the potential cost and the possibility of soliciting bids. It was confirmed during discussion that software services are not required to be bid out.

## 5. CLAY-PINSON CHAMBER OF COMMERCE

The Council continued discussion from a previous meeting regarding the Clay-Pinion Chamber of Commerce. Council Member Nail, who serves on the Chamber's Board, shared concerns that the participating cities may not provide funding at the same level as in previous years.

It was noted that the Chamber's recent shift in focus toward fundraising for schools and first responders may be better aligned with those causes, while the City may need to place greater emphasis on its own business and economic development efforts. Discussion included the need for the City to strengthen its economic development strategies moving forward.

Concerns were expressed regarding the Chamber's current structure and the uncertainty of what value it will provide to the City. It was noted that the situation may have created negative public perception, and it is unclear whether the relationship can be fully repaired.

The Council discussed the need for a formal contract with the Chamber, including clearer expectations for the use of funds. While members acknowledged the value of having a Chamber of Commerce, concerns were raised that if the organization's primary focus remains fundraising rather than business development, it may not be fulfilling the traditional role of a chamber.

The importance of repairing the relationship, if possible, was also emphasized.

## ADJOURNMENT

The meeting adjourned into the Council meeting at 6:30 p.m.

Attest:

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Jane Anderton, Mayor

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Toushi Arbitelle, City Clerk

# City of Clay, Alabama

## Regular Council Meeting Minutes

City Hall Meeting Room – 2441 Old Springville Road  
March 24, 2026

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### CALL COUNCIL MEETING TO ORDER

Mayor Jane Anderton called the meeting to order at 6:30 p.m.

### ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

#### PRESENT

Mayor Jane Anderton  
Council member Place 1 – Nathan Thompson  
Council member Place 2 – Carla Youngblood  
Council member Place 3 – Chris Nail  
Council member Place 4 – Joseph “Jody” Harris

#### ABSENT

Council member Place 5 – Orletta Jackson-Rush, E.D.

#### INVOCATION

Council member Harris

#### PLEDGE OF ALLEGIANCE

Mayor Jane Anderton

### APPROVE COUNCIL MINUTES

Motion to approve Pre-Council and Regular Council Minutes from March 10, 2026, made by Council member Youngblood, Seconded by Council member Thompson. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris, and Mayor Anderton.

### APPROVE MEETING AGENDA

Motion to approve March 24, 2026, Meeting Agenda, made by Council member Youngblood, Seconded by Council member Thompson. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris, and Mayor Anderton.

### APPROVE CONSENT AGENDA (Check Register)

Motion to approve March 24, 2026, Consent Agenda (Check Register), made by Council member Thompson, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris, and Mayor Anderton.

### COMMITTEE REPORTS

Mayor Anderton

Mayor Anderton reported that the Clay Youth Sports Advisory Board met the previous evening. Opening Day is scheduled for Tuesday, March 31, and will include a Family Fun Night. A total of 215 elementary-aged children are currently registered to participate.

The Mayor also noted that the City's combined anniversary celebration and Juneteenth is planned for June 27.

Additionally, volunteers are needed for the upcoming pickleball tournament scheduled for this weekend.

Council member Place 1

Council Member Thompson expressed appreciation for the large turnout at the meeting. He reported that the Deerfoot Dollar General appears to be stocked and ready to open.

Council Member Thompson also emphasized the need for additional City volunteers and encouraged increased community involvement.

Council member Place 2

Council Member Youngblood expressed appreciation for the large turnout at the meeting and requested that an official opening date for the Deerfoot Dollar General be announced.

Council member Place 3

Council Member Nail reported that March grant considerations will be held until the April meeting. He also noted that the State Championship Proclamation from the January meeting has been formally framed.

Council member Place 4

Council Member Harris called on Sgt. Graham.

Jefferson County Sheriff's Office, Sgt. Graham, gave his bi-weekly status report.

**READING OF PETITIONS, APPLICATIONS, COMPLAINTS, APPEALS, or COMMUNICATIONS**

There was none.

**PUBLIC HEARING**

There was none.

**PUBLIC COMMENTS**

Mr. Kenn Galbreath addressed the Council, stating he had been asked by members of the community to voice concerns regarding bringing past members into present openings. An argument ensued between Mr. Galbreath, Mr. Roger Nappier and Council Member Nail.

Ms. Sharon Mays addressed the Council with several concerns, including the need for paving on Clayton Cove, which she noted is both a County and City roadway. She also inquired about the City's noise ordinance and expressed the need for trimming or cutting back trees along Clayton Road.

**APPROVE CONSENT AGENDA (Resolutions)**

Motion to enter unanimous consent and approve Consent Agenda (Resolutions), made by Council member Thompson, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris, and Mayor Anderton.

A motion to adjourn was made by Council Member Thompson. The motion failed due to the lack of a second.

## **OLD BUSINESS**

### **Resolution 2026-20: A Resolution Appointing Members to the City of Clay Zoning Board of Adjustments**

The Council agreed to make nominations in order of their respective Council Place numbers.

Motion to nominate Kent Jones for Resolution 2026-20 – Place One made by Council member Thompson, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Nail, and Council member Harris. Voting Nay: Mayor Anderton. Abstaining: Council member Youngblood

Council members Nail and Youngblood declined to make any nominations.

Motion to nominate Patrick Mitchell for Resolution 2026-20 – Place Three made by Council member Harris, Seconded by Council member Thompson. Voting Yea: Council member Nail, Council member Harris and Mayor Anderton. Abstaining: Council member Thompson and Council member Youngblood

Mayor Anderton passed the gavel to Council Member Youngblood.

Motion to nominate Chris White for Resolution 2026-20 – Place Four made by Mayor Anderton. The motion failed due to the lack of a second.

Motion to nominate Eric Lemaster for Resolution 2026-20 – Place Four made by Council member Thompson, Seconded by Mayor Anderton. Voting Yea: Council member Thompson, Council member Nail, Council member Harris and Mayor Anderton. Abstaining: Council member Youngblood

Motion to nominate Maureen Thompson for Resolution 2026-20 – Place Five made by Council member Harris, Seconded by Mayor Anderton. Voting Yea: Council member Nail, Council member Harris and Mayor Anderton. Abstaining: Council member Thompson and Council member Youngblood

Motion to nominate Caroline Ellis for Resolution 2026-20 – Supernumerary Place One made by Mayor Anderton, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Nail, Council member Harris and Mayor Anderton. Abstaining: Council member Youngblood

Motion to nominate James Vining for Resolution 2026-20 – Supernumerary Place Two made by Council member Thompson, Seconded by Mayor Anderton. Voting Yea: Council member Thompson, Council member Nail, Council member Harris and Mayor Anderton. Abstaining: Council member Youngblood

Council member Youngblood passed the gavel back to Mayor Anderton.

## **NEW BUSINESS**

### **Resolution 2026-22: A Resolution Authorizing Service Agreement for Pest Control**

Motion to approve Resolution 2026-22 made by Council member Harris, Seconded by Council member Youngblood. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

### **Resolution 2026-23: A Resolution Ratifying & Approving an Amendment and Extension to the Municipal Materials Management Agreement**

Motion to approve Resolution 2026-23 made by Council member Thompson, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

**Resolution 2026-24: A Resolution Adopting the Policy for Funding Outside Agencies**

Motion to consider Resolution 2026-24 made by Council member Nail. The motion failed due to the lack of a second.

**Resolution 2026-25: A Resolution Authorizing an Agreement for Fireworks Display**

Motion to approve Resolution 2026-25 made by Council member Harris, Seconded by Council member Thompson. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

**Resolution 2026-26: A Resolution Authorizing the Release & Satisfaction of Abatement Liens for 7730 Clayton Road and 7441 Weems Road**

Motion to consider Resolution 2026-26 made by Council member Harris, Seconded by Council member Youngblood.

Motion to place Resolution 2026-26 on the table made by Council member Thompson, Seconded by Council member Youngblood. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

**Resolution 2026-27: A Resolution Authorizing the Implementation of a Procurement Card Program with Regions Bank**

Motion to approve Resolution 2026-27 made by Council member Nail, Seconded by Council member Youngblood. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

**Resolution 2026-28: A Resolution Authorizing an Agreement with Municode/CivicPlus for Codification and online hosting**

Motion to place Resolution 2026-28 on the table made by Council member Thompson. The motion failed due to the lack of a second.

Motion to approve Resolution 2026-28 made by Council member Thompson, Seconded by Council member Youngblood. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

**END UNANIMOUS CONSENT**

Motion to end unanimous consent, made by Council member Thompson, Seconded by Council member Harris. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris, and Mayor Anderton.

Council member Nail apologized for his outburst during Public Comments.

**ADJOURNMENT**

Motion to adjourn made by Council member Thompson, Seconded by Council member Nail. Voting Yea: Council member Thompson, Council member Youngblood, Council member Nail, Council member Harris and Mayor Anderton.

The meeting adjourned at 7:34 p.m.

The next Pre-Council Meeting will be held on Tuesday, April 14th, 2026, at 6:00 p.m. at City Hall followed by the City Council meeting at 6:30 p.m.

Attest:

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Jane Anderton, Mayor

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Toushi Arbitelle, City Clerk



## PROCLAMATION

### CITY OF CLAY, ALABAMA

**Whereas** crime in America has a devastating impact on victims and survivors, and tears at the social fabric of our society as a whole; and

**Whereas** no victim or survivor should have to endure the trauma of victimization and its impact – physical, financial, emotional, spiritual and social – alone; and

**Whereas** the commUNITY of crime victims and survivors, those who serve them, and countless allies work together to ensure that victims’ needs are identified and met with quality, collaborative and comprehensive services; and

**Whereas** there are more than 12,000 system- and community-based victim services programs across the Nation that help crime survivors and promote community safety, and over 32,000 laws that define and protect victims’ rights; and

**Whereas** 2026 is the 45th anniversary of National Crime Victims’ Rights observance, first proclaimed by President Ronald Reagan in 1981; and

**Whereas** this time-honored tradition unites all who care about crime, victimization and survivors to acknowledge and honor survivors, their challenges and their strengths; and

**Whereas** during April 2026 – we recommit our efforts to promote and strengthen the extensive commUNITY that supports and serves victims and survivors of crime; therefore, be it

**Resolved** that the city council proclaims the month of April 2026 as Crime Victims’ Rights Month in Clay Alabama, with this proclamation amplifying our commitment to ensure that crime victims’ rights and services are not only recognized annually but provided daily.

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Mayor Jane Anderton

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Date

Overtime Report	
03/12/2026 - 03/25/2026	
Departments	OT
Administration	0.25
Ballpark	0
Library	1.5
Public Works	0.5
Seniors	1.25

Overtime Report	
03/26/2026 - 04/08/2026	
Departments	OT
Administration	1.25
Ballpark	0
Library	1.75
Public Works	0
Seniors	0.5

**CITY OF CLAY, ALABAMA**

**ORDINANCE NO. 2026-01**

**AN ORDINANCE TO ESTABLISH STANDARDS AND REQUIREMENTS GOVERNING THE APPROPRIATION AND EXPENDITURE OF MUNICIPAL FUNDS TO OUTSIDE AGENCIES; TO PROVIDE FOR A PUBLIC PURPOSE REQUIREMENT; TO REQUIRE WRITTEN FUNDING AGREEMENTS; TO ESTABLISH PERFORMANCE AND ACCOUNTABILITY STANDARDS; TO PROVIDE FOR REPORTING, AUDIT, AND ENFORCEMENT; AND TO PROVIDE FOR AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Clay, Alabama is authorized to expend municipal funds only for lawful public purposes in accordance with Section 94 of the Constitution of Alabama of 1901, as amended, as further implemented in Section 4 of this Ordinance; and

WHEREAS, the City Council finds that appropriations to outside agencies must be structured in a manner that ensures accountability, transparency, and a demonstrable public benefit, as further established in Sections 6, 8, and 9 of this Ordinance; and

WHEREAS, the City Council desires to establish uniform standards governing the appropriation and expenditure of municipal funds to outside agencies in order to protect the public interest and ensure compliance with applicable law, as set forth throughout this Ordinance, including Sections 5, 7, and 13; and

WHEREAS, the City Council further finds that the adoption of this Ordinance is necessary and proper to carry out its responsibilities under Alabama law, and to provide enforcement mechanisms as set forth in Sections 10, 11, and 12 of this Ordinance.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLAY, ALABAMA, AS FOLLOWS:

BE IT ORDAINED by the City Council of the City of Clay, Alabama, as follows:

**SECTION 1. AUTHORITY**

This Ordinance is adopted pursuant to the Constitution of Alabama of 1901, as amended, including but not limited to Section 94, and applicable provisions of the Code of Alabama. The City Council finds that it has the authority to regulate the expenditure of municipal funds and to impose conditions ensuring that such expenditures comply with constitutional and statutory requirements.

**SECTION 2. LEGISLATIVE FINDINGS AND PURPOSE**

The City Council finds and declares that:

(a) The expenditure of municipal funds must serve a valid and identifiable public purpose; (b) Section 94 of the Alabama Constitution prohibits the granting of public funds to private entities absent a clear public benefit; (c) Unstructured or undocumented appropriations to outside agencies create legal, financial, and accountability risks; (d) It is in the best interest of the City to establish uniform standards governing such expenditures.

Accordingly, the purpose of this Ordinance is to establish a comprehensive framework ensuring that all appropriations to outside agencies are lawful, transparent, accountable, and demonstrably beneficial to the residents of the City.

### SECTION 3. DEFINITIONS

For purposes of this Ordinance, the following terms shall have the meanings set forth below:

(a) "Outside Agency" means any nonprofit organization, quasi-governmental entity, public agency, or private organization not under the direct control of the City; (b) "Public Purpose" means a use or activity that provides a direct, substantial, and demonstrable benefit to the residents of the City; (c) "Funding Agreement" means a written, legally binding contract between the City and an Outside Agency specifying obligations, deliverables, and conditions; (d) "Appropriation" means the formal allocation of funds by resolution or ordinance of the City Council; (e) "Performance Standards" means measurable criteria used to evaluate the effectiveness and compliance of funded activities.

### SECTION 4. PUBLIC PURPOSE REQUIREMENT

No funds shall be appropriated or expended unless the City Council makes an explicit finding, documented in the approving resolution or ordinance, that the expenditure serves a clear and substantial public purpose. Such determination shall include consideration of the direct benefits to City residents, the necessity of the services provided, and the extent to which the services could otherwise be provided by the City.

### SECTION 5. PROHIBITION ON DONATIONS AND GIFTS

The City shall not make donations, grants, or gifts of public funds or property to any Outside Agency without receiving adequate consideration. All expenditures must be structured as contractual exchanges in which the City receives identifiable services or benefits. Any attempt to structure a transaction in a manner that circumvents this requirement shall be deemed void and unenforceable.

### SECTION 6. REQUIRED FUNDING AGREEMENT

All appropriations to Outside Agencies shall be governed by a written Funding Agreement approved by the City Council. Each agreement shall include, at a minimum:

(a) A detailed scope of services to be provided; (b) Clearly defined and measurable performance standards; (c) A detailed budget or description of how funds will be used; (d) Reporting requirements, including frequency and format; (e) Audit provisions granting the City access to all relevant records; (f) Claw back provisions requiring repayment of improperly used funds; (g) Term and termination provisions; (h) Any applicable performance thresholds, variance rules, or other measurable conditions attached to the appropriation.

No funds shall be disbursed until such agreement is fully executed.

## SECTION 7. ANNUAL APPROPRIATION AND NON-OBLIGATION

All funding under this Ordinance shall be subject to annual appropriation by the City Council. No Funding Agreement shall create a binding financial obligation beyond the current fiscal year, and all agreements shall expressly state that continuation of funding is contingent upon future appropriations.

## SECTION 8. PERFORMANCE THRESHOLDS AND ACCOUNTABILITY

The City shall require that all funded activities meet measurable performance thresholds designed to ensure that public funds are used efficiently, are traceable, and produce a documented public benefit. Unless a different standard is expressly approved by the City Council in the funding resolution or Funding Agreement based on written findings, the following default thresholds shall apply:

(a) Direct Program Use Threshold. At least sixty percent (60%) of City funds shall be used for direct program services, direct service personnel, direct program materials, or capital items directly tied to the approved public purpose.

(b) Administrative Cost Threshold. No more than twenty percent (20%) of City funds shall be used for administrative overhead, management, or indirect support costs unless the City Council approves a different cap in writing based on the nature of the funded activity.

(c) Prohibited Cost Threshold. Zero percent (0%) of City funds shall be used for lobbying, political activity, campaign activity, fundraising expenses, entertainment, gifts, bonuses, penalties, fines, or any purpose not stated in the Funding Agreement.

(d) Documentation Threshold. One hundred percent (100%) of expenditures of City funds shall be supported by contemporaneous invoices, receipts, payroll records, contracts, or other records acceptable to the City.

(e) Performance Attainment Threshold. The Outside Agency shall achieve at least eighty percent (80%) of the output measures, service units, milestones, or other deliverables stated in the Funding Agreement unless the City Council approves a waiver based on documented circumstances.

(f) Clay-Benefit Threshold. Where services are delivered to identifiable people, facilities, or locations, the Outside Agency shall maintain records showing that the City-funded portion of the program primarily benefits residents of the City of Clay or facilities, programs, or activities serving the City. If a recipient serves multiple jurisdictions, the recipient shall allocate costs on a reasonable and documented basis.

(g) Equipment and Capital Threshold. Any equipment or durable item purchased as a whole or in part with City funds having a useful life of more than one year and a cost of five hundred dollars (\$500.00) or more shall be inventoried and used only for the approved public purpose unless otherwise approved by the City.

(h) Unexpended Funds Threshold. Unspent City funds remaining at the end of the contract term, or at the end of the funded project if earlier, shall be returned to the City within thirty (30) days unless the City approves a different disposition in writing.

## SECTION 9. REPORTING REQUIREMENTS

Each Outside Agency receiving funds shall submit periodic and annual reports to the City. Such reports should include:

(a) Itemized expenditures of all funds received; (b) Documentation of services provided; (c) Demonstration of compliance with the Performance Standards and performance thresholds stated in the Funding Agreement; (d) Identification and explanation of any material variance from the approved budget, approved use of funds, or required deliverables; (e) Any additional information required by the City Council.

Failure to provide required reports shall constitute a material breach of the Funding Agreement.

## SECTION 10. AUDIT AND INSPECTION RIGHTS

The City shall have the right to audit, inspect, and examine all financial records, documents, and data related to the use of funds. The Outside Agency shall maintain all records in a manner that facilitates such review and shall cooperate fully with any audit conducted by or on behalf of the City.

## SECTION 11. CLAWBACK AND REMEDIES

Any funds expended in violation of this Ordinance or the applicable Funding Agreement shall be subject to repayment to the City. The City may pursue all available legal remedies to recover such funds, including termination of agreements and suspension of future funding.

## SECTION 12. PROHIBITED USES

Funds provided under this Ordinance shall not be used for:

(a) Private benefit unrelated to the approved public purpose; (b) Excessive or unrelated administrative overhead; (c) Political activities or lobbying; (d) Any activity not expressly authorized in the Funding Agreement.

### SECTION 13. ADMINISTRATION AND ENFORCEMENT

The City Council retains sole authority to approve appropriations and Funding Agreements. The City may designate administrative personnel to monitor compliance, review reports, and enforce the provisions of this Ordinance.

### SECTION 14. REPEALER

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

### SECTION 15. CONFLICTS

In the event of any conflict between the provisions of this Ordinance and any other ordinance, resolution, or policy of the City, the provisions of this Ordinance shall control to the extent permitted by law.

### SECTION 16. SEVERABILITY

If any provision of this Ordinance is held invalid or unenforceable, such determination shall not affect the validity of the remaining provisions.

### SECTION 17. EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption.

ADOPTED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2026.

Jane Anderton, Mayor

ATTEST:

Toushi Arbitelle, City Clerk

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

CITY OF CLAY, ALABAMA  
RESOLUTION NO. 2026-29

A RESOLUTION TO CREATE AN AD HOC COMMITTEE TO STUDY AND RECOMMEND A PLAN FOR THE DEVELOPMENT OF THE DYS PROPERTY

WHEREAS, the City of Clay, Alabama (the "City") has entered into a lease arrangement concerning property commonly referred to as the DYS property; and

WHEREAS, the City Council desires to ensure that any development of said property is consistent with the terms of the lease and the financial capacity of the City; and

WHEREAS, the City Council finds that it is in the best interest of the City to establish an ad hoc committee to study, evaluate, and recommend a plan for such development;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clay, Alabama, as follows:

SECTION 1. ESTABLISHMENT

There is hereby created an ad hoc committee to be known as the DYS Property Development Committee (the "Committee"), for the purpose of studying and recommending a plan for the development of the DYS property within the framework of the lease agreement and the financial ability of the City.

SECTION 2. MEMBERSHIP AND APPOINTMENT

The Committee shall consist of five (5) members appointed as follows:

1. Nathan Thompson shall serve as Chair;
2. Two (2) members shall be appointed by the Mayor;
3. Two (2) members shall be appointed by the Council President Pro Tem.

Any vacancy shall be filled by the original appointing authority.

### SECTION 3. FORMATION

The Committee shall be fully constituted no later than May 12, 2026. Appointments shall be publicly announced. No further action by the City Council shall be required to confirm such appointments.

### SECTION 4. STAFF SUPPORT AND LIAISON

The Committee shall be supported by City staff, including:

- City Engineer
- Athletic Director
- Public Works Director

The Mayor, shall serve as the primary staff liaison to the Committee and shall coordinate staff support and communication with the City Council.

The Committee may request additional staff or technical assistance as needed.

### SECTION 5. MEETINGS; OPEN MEETINGS ACT COMPLIANCE

The Committee shall meet at the call of the Chair as necessary. All meetings shall be conducted in compliance with the Alabama Open Meetings Act, §36-25A-1 et seq., including the following:

- a. Meetings shall be open to the public;
- b. Notice of each meeting shall be posted at least twenty-four (24) hours in advance at the location(s) designated by the City for public notices;
- c. Notice shall include the time, date, place, and a general description of the business to be conducted.

## SECTION 6. QUORUM

A majority of the appointed members of the Committee (three (3) members) shall constitute a quorum for the transaction of business. No official action or recommendation shall be made without the presence of a quorum.

## SECTION 7. MINUTES AND RECORDS

The Committee shall maintain written minutes of each meeting in accordance with the Alabama Open Meetings Act. Such minutes shall be public records and maintained by the City.

## SECTION 8. REPORTING

The Committee shall present an initial report and recommendations to the City Council no later than August 25, 2026.

## SECTION 9. COUNCIL AUTHORITY

The City Council may accept, modify, or reject any recommendation of the Committee.

## SECTION 10. DURATION

The Committee shall continue to function as necessary until December 31, 2027, unless earlier dissolved by action of the City Council.

## SECTION 11. EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption.

ADOPTED AND APPROVED this 14th day of April, 2026.

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Jane Anderton, Mayor

ATTEST:

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Toushi Arbitelle, City Clerk

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## **RESOLUTION NO. 2026-30**

### A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH WEX BANK D/B/A WEX CARD SERVICES THROUGH THE STATE OF ALABAMA MASTER AGREEMENT FOR THE CITY'S FUEL MANAGEMENT PROGRAM

WHEREAS, the City of Clay, Alabama (the "City") requires the ongoing purchase of fuel and fuel-related services for the operation of municipal vehicles and equipment; and

WHEREAS, the purchase of fuel and fuel-related services constitutes an expenditure subject to the Alabama Competitive Bid Law, §41-16-50 et seq., which requires competitive bidding unless purchases are made through a valid state contract or other lawful cooperative purchasing method; and

WHEREAS, pursuant to §41-16-51(a)(3), Code of Alabama 1975, purchases made under a valid contract awarded by the State of Alabama are exempt from the competitive bid requirements; and

WHEREAS, the State of Alabama, Department of Finance, Division of Purchasing has awarded a Master Agreement for fuel/fleet card services to WEX Bank, identified as State Contract No. MA2300000405, which has been extended through December 31, 2027; and

WHEREAS, the City Council finds that utilizing the State contract ensures compliance with applicable purchasing laws while maintaining continuity of essential operations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clay, Alabama, as follows:

#### SECTION 1. AUTHORIZATION

The Mayor is hereby authorized to enter into and execute an agreement with WEX Bank d/b/a WEX Card Services pursuant to the State of Alabama Master Agreement.

SECTION 2. PROCUREMENT AUTHORITY

The City's use of the State contract is authorized pursuant to §41-16-51(a)(3), Code of Alabama 1975, and shall constitute compliance with the Alabama Competitive Bid Law.

SECTION 3. EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption.

ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Jane Anderton, Mayor

ATTEST:

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

**CITY OF CLAY, ALABAMA**

**RESOLUTION NO. R2026-31**

**A RESOLUTION AUTHORIZING PAYROLL DEDUCTIONS FOR AFLAC VOLUNTARY INSURANCE PRODUCTS FOR EMPLOYEES OF THE CITY OF CLAY, ALABAMA**

WHEREAS, the City of Clay, Alabama (“the City”) recognizes the value of offering employees access to voluntary insurance products that may assist them in meeting their individual and family financial protection needs; and

WHEREAS, Aflac is a recognized provider of supplemental insurance benefits, including accident, hospital indemnity, critical illness, and short-term disability coverage, which provide cash benefits directly to policyholders to help cover expenses not otherwise paid by major medical insurance; and

WHEREAS, Aflac provides all City of Clay employees with a \$7,500 Accidental Death Insurance policy free of charge, at no cost to the City or its employees; and

WHEREAS, permitting employees to elect additional voluntary Aflac insurance products through payroll deduction involves no cost to the City, other than the administrative function of processing and remitting payments to Aflac; and

WHEREAS, the City Council desires to make available Aflac voluntary insurance products to all City employees, providing each employee with the opportunity to participate regardless of position or employment classification; and

WHEREAS, allowing payroll deductions for voluntary Aflac plans will enhance the City’s employee benefits package and assist in the recruitment and retention of qualified employees by providing access to additional financial protection options;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLAY, ALABAMA, AS FOLLOWS:

1. Authorization. The City of Clay hereby authorizes the establishment of payroll deduction services for all City employees who elect to purchase Aflac voluntary insurance products.
2. Administrative Cost. The City of Clay shall bear no financial responsibility for the cost of any Aflac policy elected by employees. The City’s only cost shall be the administrative expense associated with processing and remitting payroll deduction payments.
3. Implementation. The Mayor and City Clerk are hereby authorized and directed to take all necessary steps to implement this payroll deduction program and to execute any required agreements or documents with Aflac for the administration of such deductions.
4. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026.

CITY OF CLAY, ALABAMA

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Jane Anderton, Mayor

ATTEST:

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Toushi Arbitelle, City Clerk

COUNCIL VOTE:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

**CITY OF CLAY, ALABAMA  
RESOLUTION NO. 2026-32**

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**A RESOLUTION AUTHORIZING A BUDGET AMENDMENT AND AN EXPENDITURE OF UP TO \$21,000.00 FOR THE INSTALLATION OF THE BASE FOR THE SIGN AT THE CLAY PUBLIC LIBRARY; AUTHORIZING THE CITY TO ACT AS THE PRIMARY CONTRACTING ENTITY FOR THE WORK AND TO SUBCONTRACT PORTIONS THEREOF; AND PROVIDING FOR COMPLIANCE WITH APPLICABLE PURCHASING, BID, AND OTHER LEGAL REQUIREMENTS.**

**WHEREAS**, the City of Clay, Alabama (the “City”), owns and operates the Clay Public Library and desires to install the base for the library sign in order to improve identification of the facility and support public access to municipal library services; and

**WHEREAS**, the City Council finds that the installation of the sign base serves a lawful municipal and public purpose and is in the best interest of the City and its residents; and

**WHEREAS**, the City Council desires to authorize an expenditure in an amount not to exceed Twenty-One Thousand Dollars (\$21,000.00) for the project and to approve a corresponding budget amendment; and

**WHEREAS**, the City intends to act as the primary contracting entity for the project and to procure materials, labor, equipment, and subcontracted trade work as needed for completion of the project; and

**WHEREAS**, the City Council intends that all procurement and contracting for the project be carried out in compliance with all applicable Alabama bid laws, purchasing requirements, licensing requirements, and other legal obligations, and that preference be given to Clay-based subcontractors and vendors only to the extent permitted by law;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Clay, Alabama, as follows:

**SECTION 1. PROJECT AUTHORIZATION.**

The City is hereby authorized to expend an amount not to exceed Twenty-One Thousand Dollars (\$21,000.00) for the purpose of installing the base for the sign at the Clay Public Library, together with related materials, labor, equipment, permits, and incidental costs directly connected to the project.

**SECTION 2. BUDGET AMENDMENT.**

The fiscal year budget of the City is hereby amended in an amount not to exceed \$21,000.00 to create, supplement, or transfer available funds to the appropriate project or departmental line item(s) for the work authorized herein. The Mayor, City Clerk, and such finance personnel or other administrative staff as may be authorized are directed to make the appropriate budgetary and accounting entries consistent with this Resolution.

**SECTION 3. PRIMARY CONTRACTING ENTITY; SUBCONTRACTING AUTHORITY.**

The City is authorized to act as the primary contracting entity for the project and may coordinate, stage, and administer the work using City personnel, City equipment, vendors, and subcontractors, as appropriate. The Mayor or the Mayor’s designee is further authorized to solicit quotes, purchase materials, issue purchase orders, execute work authorizations, and enter into subcontract agreements and related documents

necessary to complete the project, provided that the total amount committed under this Resolution shall not exceed the amount authorized herein without further Council action. Any trade work requiring licensure, insurance, bonding, or other qualifications under Alabama law shall be performed only by persons or entities meeting those requirements.

**SECTION 4. COMPLIANCE WITH PURCHASING, BID, AND OTHER LEGAL REQUIREMENTS.**

All purchases, subcontracts, and other commitments made pursuant to this Resolution shall comply with all applicable provisions of the Alabama Competitive Bid Law, including Ala. Code § 41-16-50 et seq., the Alabama Public Works Law, including Ala. Code § 39-2-1 et seq., and all other applicable purchasing, ethics, records, licensing, insurance, and contract requirements. No contract, subcontract, purchase order, or series of procurements shall be split, packaged, or structured for the purpose of avoiding any statutory bidding threshold, advertising requirement, bonding requirement, or other legal obligation. If the actual or anticipated aggregate cost or structure of the project triggers any additional legal requirement before further award or commitment, the City shall comply with such requirement before proceeding.

**SECTION 5. LOCAL PREFERENCE WHERE PERMITTED BY LAW.**

To the extent permitted by Alabama law and consistent with the procurement method used for a particular purchase or subcontract, the City shall give preference to responsible businesses, subcontractors, suppliers, and service providers having a place of business within the City of Clay or within any other lawful local preference zone applicable to the procurement, including any preference authorized by Ala. Code § 41-16-50(b) and (e). Nothing in this Resolution shall be construed to authorize a local preference where Alabama law, including Title 39, requires a different award standard or procurement procedure.

**SECTION 6. EFFECTIVE DATE.**

This Resolution shall become effective immediately upon adoption.

**ADOPTED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
Jane Anderton, Mayor

\_\_\_\_\_  
**ATTEST:**  
\_\_\_\_\_  
Toushi Arbitelle, City Clerk

# CITY OF CLAY, ALABAMA

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## RESOLUTION NO. 2026-33

### A RESOLUTION ADOPTING THE PROCUREMENT CARD (P-CARD) PROGRAM POLICY FOR THE CITY OF CLAY, ALABAMA.

WHEREAS, the City of Clay, Alabama desires to promote efficiency, accountability, and cost-effectiveness in the procurement of goods and services; and

WHEREAS, the City has developed a Procurement Card (P-Card) Program Policy to provide authorized employees and appointees a streamlined purchasing method while maintaining proper internal controls; and

WHEREAS, the City Council finds that adoption of said policy is in the best interest of the City of Clay;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clay, Alabama, as follows:

SECTION 1. The Procurement Card (P-Card) Program Policy is hereby adopted and incorporated by reference.

SECTION 2. The City Clerk is authorized to administer and enforce the policy.

SECTION 3. All authorized users shall comply with the policy and applicable laws.

SECTION 4. Conflicting resolutions are repealed.

SECTION 5. This Resolution shall become effective upon adoption.

ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Jane Anderton, Mayor

ATTEST:

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

VOTING RESULTS:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

**CITY OF CLAY, ALABAMA**

**RESOLUTION NO. 2026-34**

**A RESOLUTION AUTHORIZING DESIGNATED EMPLOYEES OF THE CITY OF CLAY, ALABAMA, TO BE ISSUED PROCUREMENT CARDS AND ESTABLISHING INDIVIDUAL CARD LIMITS**

WHEREAS, the City Council of the City of Clay, Alabama (“the City”) has adopted a Procurement Card Policy to promote efficient purchasing and payment of certain goods and services necessary for municipal operations; and

WHEREAS, the City recognizes that procurement cards are a convenient and cost-effective purchasing tool when used in accordance with City policy and sound internal controls; and

WHEREAS, it is necessary to identify specific City officials and employees who are authorized to be issued procurement cards and to establish spending limits for each card based on position and purchasing responsibilities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLAY, ALABAMA, as follows:

**SECTION 1. AUTHORIZED CARDHOLDERS AND LIMITS**

The following officials and employees of the City of Clay are hereby authorized to be issued City procurement cards with the corresponding single-purchase and monthly limits:

<b>Position</b>	<b>Limit</b>
Mayor	\$10,000.00
City Council	\$5,000.00
City Clerk	\$10,000.00
Executive Assistant to the Mayor	\$3,000.00
Assistant Clerk	\$3,000.00
Senior Director	\$3,000.00
Assistant Senior Director	\$3,000.00
Public Works Director	\$5,000.00
Assistant Public Works Director	\$3,000.00
Parks Director	\$5,000.00
Assistant Parks Director	\$3,000.00

**SECTION 2. ADMINISTRATION**

All procurement cards shall be issued, managed, and monitored under the City’s Procurement Card Policy.

The City Clerk shall maintain records of all issued cards, authorized limits, and compliance with the policy.

**SECTION 3. EFFECTIVE DATE**

This Resolution shall become effective immediately upon its adoption and shall remain in force unless modified or rescinded by subsequent resolution of the City Council.

ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026.

CITY OF CLAY, ALABAMA

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Jane Anderton, Mayor

ATTEST:

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Toushi Arbitelle, City Clerk

COUNCIL VOTE:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

**CITY OF CLAY**

**RESOLUTION NO. 2026-35**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAY, ALABAMA,  
ACCEPTING A GRANT AWARD FROM AMERICA250AL FOR THE PROJECT KNOWN AS  
“CLAY 250”**

**WHEREAS**, the City of Clay, Alabama, has been notified that America250AL has approved a grant award to the City of Clay, Alabama, for the project entitled “Clay 250”; and

**WHEREAS**, the amount of the grant award is Two Thousand Five Hundred Dollars (\$2,500.00); and

**WHEREAS**, the City Council of the City of Clay, Alabama, finds that it is in the best interest of the City to accept said grant award and to authorize the appropriate City officials to execute any documents necessary to accept the grant and carry out the purposes of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLAY,  
ALABAMA, AS FOLLOWS:**

**Section 1.** The City Council hereby accepts the grant award from America250AL in the amount of \$2,500.00 for the project known as “Clay 250.”

**Section 2.** The Mayor and/or other appropriate City officials are hereby authorized to execute any agreements, documents, and instruments necessary to accept the grant and implement the project on behalf of the City of Clay, Alabama.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026.**

**CITY OF CLAY, ALABAMA**

By: \_\_\_\_\_

Jane Anderton, Mayor

ATTEST: \_\_\_\_\_

Toushi Arbitelle, City Clerk

**Vote on Adoption of Resolution:**

**Yeas:** \_\_\_\_\_

**Nays:** \_\_\_\_\_

**Abstain:** \_\_\_\_\_

**Absent:** \_\_\_\_\_

**CITY OF CLAY, ALABAMA**

**RESOLUTION NO. 2026-36**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLAY, ALABAMA, ACCEPTING AN INNOVATE ALABAMA NETWORK PROGRAM ROUND 4 – OUTDOOR REC PROJECT AWARD FOR THE “INNOVATION TRAILS” PROJECT; AUTHORIZING THE MAYOR AND APPROPRIATE CITY OFFICIALS TO EXECUTE DOCUMENTS NECESSARY TO ACCEPT AND ADMINISTER THE AWARD; AND PROVIDING FOR RELATED MATTERS.**

WHEREAS, Innovate Alabama has provided a Fund Allocation Guidance Document for the City of Clay under Network Program Round 4 – Outdoor Rec Project Awards for the project titled “Innovation Trails”; and

WHEREAS, said award is in total amount of Ninety-Two Thousand Dollars (\$92,000.00); and

WHEREAS, the award guidance identifies the following project funding categories:

- (1) Trail & Infrastructure Development — \$75,000.00;
- (2) Smart Infrastructure (Lighting) — \$10,000.00; and
- (3) Project Management & Evaluation — \$7,000.00; and

WHEREAS, the award guidance further provides that the City’s semi-annual and annual Network Program grant reports shall report on work performed in those areas; and

WHEREAS, the City Council of the City of Clay, Alabama, finds that accepting this award and carrying out the Innovation Trails project will serve a valid public purpose and benefit the citizens of the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clay, Alabama, as follows:

**SECTION 1. Acceptance of Award.**

The City Council hereby accepts the Innovate Alabama Network Program Round 4 – Outdoor Rec Project Award for the “Innovation Trails” project in the amount of \$92,000.00.

**SECTION 2. Authorization.**

The Mayor, City Clerk, and such other appropriate City officials and employees are hereby authorized to execute any grant agreements, certifications, forms, and related documents necessary to accept, implement, and administer the award on behalf of the City of Clay.

SECTION 3. Use of Funds.

The award funds shall be used and administered in accordance with the applicable grant requirements and the Fund Allocation Guidance Document, including the following categories:

- (a) Trail & Infrastructure Development — \$75,000.00;
- (b) Smart Infrastructure (Lighting) — \$10,000.00; and
- (c) Project Management & Evaluation — \$7,000.00.

SECTION 4. Reporting and Compliance.

The appropriate City officials are hereby authorized and directed to complete all required semi-annual, annual, and other reports, and to take all actions reasonably necessary to ensure compliance with the terms and conditions of the award.

SECTION 5. Effective Date.

This Resolution shall become effective immediately upon its adoption.

ADOPTED AND APPROVED this 14<sup>th</sup> day of April 2026

\_\_\_\_\_  
Jane Anderton, Mayor

ATTEST:

\_\_\_\_\_  
Toushi Arbitelle, City Clerk

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_