

The regular called Meeting of the Northport City Council convened at **5:30 p.m. on Monday, December 1, 2025** at Northport City Hall, located at 3500 McFarland Blvd, Northport, AL, 35476, in the Council Chambers. Mr. Bobby Herndon offered the invocation, and President Dykes led the assembly in the Pledge of Allegiance. Upon roll call, the following were found to be present: Pro Tem Washington, Councilor Smith, Councilor Conger, Councilor Higdon and President Dykes. Also present at tonight's meeting, Mayor Phillips and City Administrator Tubbs.

PRESENTATIONS

Mayor Phillips presented a proclamation to The Brown Bag recognizing them as December 2025 Business of the Month.

APPROVAL OF AGENDA

Motion by Councilor Higdon, **Second** by Councilor Conger to **approve the agenda** for the December 1, 2025 council meeting with the deletion of item 10.c.4 Ordinance Ordering Demolition of an Unsafe Structure Located at 2801 17th Avenue. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

VISITORS TO ADDRESS COUNCIL

There was none.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

First Reading, Offered by Councilor Higdon, **Ordinance of annexation of approximately 0.91 acre located north of Union Chapel Road, south of Charlie Shirley Road, and east of 7665 Baptist Campground Road with zoning designation of RS-1 (Residential Single-Family)**. David Pollard requests annexation of approximately 0.83 acres located 10408 Carthage Road. The parcel will be zoned RS-1 (Residential Single-Family). The property does meet annexation requirements and is eligible for annexation into the city limits. The Northport Planning and Zoning Commission met in a regular meeting on March 11, 2025. The Commission made a favorable recommendation that the request for annexation be granted.

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-214 Allocation of 2026 Northport First Funds**. This resolution is for the allocation of 2026 Northport First Funds in the amount of \$6,132,332.52. 2023 Warrant Issue Bond Payments \$2,780,332.52; RRP Construction \$1,500,000.00; Education Grants \$350,000.00; Main Avenue \$267,000.00; Hwy 43/Mitt Lary Improvements \$835,000.00; Required Reserves \$400,000.00. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-215 Authorizing the City Administrator to execute Change Order No.2 with Video Industrial Services for The Summit Sinkhole Repair**. On June 2, 2025, the City Council declared The Summit Sinkhole as an emergency, and an emergency public works contract was awarded to Video Industrial Services for repairs. The contract was ratified by City Council on July 21, 2025. This resolution authorizes the City Administrator to execute Change Order No. 2 with Video Industrial Services for a final balancing change order in the deductive amount of \$8,760.00 to reconcile the contract value to match the final project quantities. The final contract amount is \$106,722.50. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by President Dykes, **Second** by Councilor Higdon to adopt **Resolution 25-216 Authorizing the City Administrator to Awarding the Contact to REV Construction, Inc. for the Utility Relocation for the US 43 and Mitt Lary Intersection Improvements**. On November 5, 2025, the Engineering department accepted bids for the Utility Relocation for US43/Mitt Lary Intersection Improvements. This resolution authorizes the City Administrator to award the contract to REV Construction, Inc., who was the lowest responsive bidder, in the amount of \$229,670.00. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Resolution 25-217 Adopting the City of Northport Fiscal Year 2026 Transportation Plan Pursuant to the Rebuild Alabama Act**. The Alabama Legislature in Act No. 2019-2 adopted the Rebuild Alabama Act which levies additional

excise tax on gasoline and diesel fuel and the City of Northport is to receive a portion of said tax based on the ratio of population of its municipality to the total population of all municipalities of the state to be used for transportation infrastructure, improvement, preservation, and maintenance. The Act provides that the City of Northport shall adopt an annual Transportation Plan for each fiscal year based on an estimate of revenues and the plan shall provide a detailed list of projects for which expenditures are intended to be made in the next fiscal year. The Act further provides that any such funds shall be used only for the maintenance, improvement, replacement, and construction of roads and bridges maintained by the City of Northport and such other uses as defined by the Act. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-218 Authorizing City Administrator to Execute a Minor Public Works Contract with Price Civil Services, Inc., for Manhole Repair on 3rd Ave in Indian Lake Subdivision.** The Utilities Department requested proposals for manhole repair on 3rd Ave in Indian Lake. Price Civil Services, Inc., provided the lowest cost proposal meeting all specifications. This resolution authorizes the City Administrator to execute a minor public works contract with Price Civil Services, Inc., in the amount of \$32,500.00. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-219 Authorizing City Administrator to Execute a Minor Public Works Contract with Iseler Demolition, Inc. for Old Hightown Water Tank Demolition.** The Utilities Department requested proposals for the Old Hightown Water Tank Demolition project. The project includes dismantling and removing the 1-million-gallon ground storage water tank, down to the concrete foundation. Iseler Demolition, Inc. provided the lowest cost proposal meeting all project specifications. This resolution authorizes the City Administrator to execute a minor public works contract with Iseler Demolition, Inc. in the amount of \$42,600.00, to be funded out of the 2025 Water & Sewer Capital Budget. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-220 Authorizing City Administrator to Execute a Minor Public Works Contract with Iseler Demolition, Inc. for Wastewater Treatment Plant Lime Silo Demolition.** The Utilities Department requested proposals for the Wastewater Treatment Plant (WWTP) Lime Silo Demolition project. The project includes dismantling and removing the lime silo at the WWTP, down to the concrete foundation. Iseler Demolition, Inc. provided the lowest cost proposal meeting all project specifications. This resolution authorizes the City Administrator to execute a minor public works contract with Iseler Demolition, Inc. in the amount of \$27,300.00, to be funded out of the 2025 Water & Sewer Capital Budget. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Resolution 25-221 Authorizing the City Administrator to Execute a Minor Public Works Contract with Parkson Corporation for C-Channel Assemblies, Braces, and Installation at the Wastewater Treatment Plant.** This resolution authorizes the City Administrator to execute a Minor Public Works Contract with Parkson Corporation for the purchase of C-Channel Assemblies, Braces, and Installation at the Wastewater Treatment Plant in the amount of \$13,220.00. The c-channel assemblies hold the diffuser headers in place to allow transfer of oxygen to the basin. Replacing the c-channel assemblies and braces is critical in maintaining normal operations at the plant. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Resolution 25-222 Authorizing the City Administrator to enter into an Agreement with C-Spire for Managed Software for Networks.** This resolution authorizes the City Administrator to enter into an agreement with C-Spire for the purchase of managed software for networks. This is a 36-month contract paid annually. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Resolution 25-223 Authorizing the City Administrator to extend a contract with Xerox Business Solutions**. On September 8, 2022, the city entered into an agreement with Xerox Business Solutions for the lease of city copiers. The current contract has expired. This resolution is to extend the contract for another 24 months. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-224 Authorizing Water Service Outside the City Limits for Property Located at 5348 Sherri Lane**. Ms. JoAnn McNutt has property located at 5348 Sherri Lane, that cannot presently be annexed into the city because the property is not contiguous. The address is outside of the city limits and inside of the planning jurisdiction. She is requesting city water service. The Municipal Code allows this with the majority consent of the city council. The staff recommends this access be allowed. Per city code, all costs of this connection would be paid by the applicant and not by the City. In addition, we are adding the requirement that if, in the future, the property can be annexed, the property will be annexed into the city. If the property is not annexed, the City retains the right to terminate water services at that point. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by President Dykes, **Second** by Councilor Conger to adopt **Resolution 25-225 authorizing the execution of the contract of employment for City Administrator with Tera Tubbs**. On September 8, 2025, the Northport City Council appointed Mrs. Tera Tubbs as Interim City Administrator due to the retirement of Glenda Webb. After receiving and reviewing applications for the City Administrator position, on November 17, 2025, the Northport City Council appointed Mrs. Tubbs as City Administrator, City Clerk, City Treasurer and Appointing Authority pending approval of a contract of employment negotiated by Councilor Conger and Councilor Higdon. Said contract has been negotiated and agreed upon by Mrs. Tubbs. This resolution will authorize the execution of the contract for employment of Mrs. Tubbs as City Administrator, City Clerk, City Treasurer, and Appointing Authority for all employees except for City Department Heads. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-226 to appoint Jamie Dykes as City Council representative to the Planning and Zoning Commission**. The City Council is required by the Code of Alabama, 1975, Title 11-52 to appoint one of its members to the Northport Planning Commission. This term does run concurrent with the City Council term and will expire on November 5, 2029. The City Council wishes to appoint Jamie Dykes as its representative. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

CONSENT AGENDA

Motion by Councilor Higdon, **Second** by Councilor Conger to approve the Consent Agenda as printed for the December 1, 2025, Council Meeting:

1. Minutes, November 17, 2025, Regular Meeting – Tera Tubbs
2. Bill Listing, Tera Tubbs
3. Purchase Requisition, Focus on Senior Citizens of Tuscaloosa County, \$5,421.48. Focus on Senior Citizens at the Northport Community Center provides an environment for older adults to engage in social, recreational, and educational activities that promote wellness, independence, and community connection. Services include meals and informational sessions designed to enhance quality of life for Northport's senior residents.
4. Purchase Requisition, Crane Rental for Aeration Basin Repairs at WWTP, Brion Hardin Construction, Inc., \$10,600.00.
5. Purchase Requisition, Replacement Engine for Utilities Truck #7156, Jasper Engines & Transmissions, \$6,543.00. Public Works is unable to repair the engine on Utilities Truck #7156 and recommends that the engine be replaced. The purchase requisition to Jasper Engines & Transmissions, in the amount of \$6,543.00 is for a replacement engine and an installation kit for Utilities Truck #7156.
6. Purchase Requisition, River Run Park Team Store fixtures for the North and South Park stores located at River Run Park. The purchase is through Turnerboone, Inc., in the amount of \$5,246.95.

7. Purchase Requisition, \$120,000.00 to Alabama Power Company for converting Alabama Power's 12kV overhead facilities to underground along 1st Street and Bridge Avenue on the Downtown Street Scape Phase III project. This purchase was budgeted for in the project's budget.
8. Purchase Requisition, Legacy Construction and Design \$8,989.00. The roof on the parking lot side of the Train Depot was damaged in a recent storm and needs to be replaced. In coordination with this repair, we would also like to install a decking layer in this area to bring the roof up to code. Three quotes were obtained for this work, and Legacy Construction and Design submitted the most affordable price at \$8,989.00, which includes materials, labor, and necessary equipment to repair the storm damage and add a decking layer. Insurance will reimburse the City for \$7,318.07 of the total cost based on the adjuster's repair estimate. The City will not be reimbursed for \$1,670.93 of the initial payment of \$8,989.00, which is for the \$1,000.00 insurance deductible and the cost of the decking layer.

Roll call was as follows: Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

PUBLIC HEARINGS

- A. There were **no** Public Hearing items on the agenda for the **Engineering Department**.
- B. There were **no** Public Hearing items on the agenda for the **Legal Department**.
- C. There were **three** Public Hearing items on the agenda for the **Planning & Inspection Department**.
 1. **Second Reading, Ordinance Rezoning of approximately 4.01 acres located at 4405 Highway 69 N from Residential Single Family (RS-1) to Neighborhood Commercial (C-2).**
 - i. President Dykes opened the floor for item 10.c.1.
 - ii. Austin Marcum 11948 Highpoint – Trying to renovate Highway 69 North. Plans are for professional offices, possible retail. Ingress and egress would be on Highway 69.
 - iii. President Dykes closed the floor for item 10.c.1.

Motion by Councilor Smith, **Second** by Councilor Conger to adopt **Ordinance 2286 Rezoning of approximately 4.01 acres located at 4405 Highway 69 N from Residential Single Family (RS-1) to Neighborhood Commercial (C-2)**. Zel, LLC made the request for rezoning. The Northport Planning and Zoning Commission made a favorable recommendation that the request for rezoning be granted. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

2. **Second Reading, Ordinance Amending the Zoning Ordinance.**
 - i. President Dykes opened the floor for item 10.c.2.
 - ii. There were no speakers.
 - iii. President Dykes closed the floor for item 10.c.2.

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Ordinance 2287 Amending the Zoning Ordinance**. This amendment follows a planned three-month review of the zoning ordinance rewrite adopted on December 16, 2024. These updates serve to correct errors, clean up and clarify minor issues that have been discovered since adoption. Specifically, this amendment will re-establish the side and rear setbacks for accessory structures in residential districts. The Planning & Zoning Commission met on Tuesday, October 14, 2025 and gave a favorable recommendation to the City Council to amend the Zoning Ordinance. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

3. **Second Reading, Ordinance of Conditional Use approval for a laundromat in a General Commercial (C-3) zone for the property located at 1802 18th Avenue.**
 - i. President Dykes opened the floor for item 10.c.3.
 - ii. There were no speakers.
 - iii. President Dykes closed the floor for item 10.c.3.

Motion by Councilor Higdon, **Second** by Councilor Smith to adopt **Ordinance 2288 of Conditional Use approval for a laundromat in a General Commercial (C-3) zone for the property located at 1802 18th Avenue**. W&M, LLC is requesting to operate a laundromat in a C-3 zoning district. The request was considered by the Planning Commission on October 14, 2025, and a recommendation for approval was made to the City Council. That the

conditional use request for a laundromat in a C-3 zoning district for a business located at 1802 18th Avenue is hereby approved subject to all requirements of the Northport Zoning Ordinance being met and maintained. **Roll call was as follows:** Pro Tem Washington, Abstain; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried.**

D. There were **no** Public Hearing items on the agenda for the **Police Department.**

CITY ADMINISTRATOR'S BUSINESS

Thanked City Council for the opportunity to serve. Next four public meetings (ZBA, PZC, Council Work Session, Council Meeting) will be held at the Public Safety Building (3721 26th Avenue) due to holiday transformation of the regular venue. After these, meetings will move back to the original location.

MAYOR AND COUNCIL MEMBER'S BUSINESS

Mayor Phillips – Dickens Downtown event is tomorrow night, all invited.

Councilor Smith, District 1 – West Alabama Christmas Parade is next Monday, with council attendance expected. Promote events on social media and encourage community attendance. Councilor Washington commended for distributing 350 turkeys and sweet potatoes at a recent event. Pastor Garcia recognized for providing over 800 meals at Kingdom Kitchen Outreach Center; his goal is to reach 300 meals distributed weekly. Volunteers and sponsors of holiday events thanked for their contributions. Additional Holiday Markets: County High Pop-Up Market (December 6th) and Echols Market (December 7th).

Pro Tem Washington, District 2 – Thanked volunteers and sponsors for assistance with successful Thanksgiving lunch. Check on your friends and families, especially during the holiday season.

Councilor Conger, District 3 – Posts weekly city council updates on her official Facebook page, including agendas, photos, and opportunities for public engagement. Encourages residents to follow the page for transparency and timely information; Wine & Food Festival tickets now on sale.

President Dykes, District 4 – Holiday Open House scheduled for December 16th-flyers distributed, everyone encouraged to attend. Toys for Tots toy drive ongoing; bins at every public facility, and donations accepted at the Open House. Dickens Downtown event is tomorrow night, with an opening procession (5:15 pm) and tree lighting (5:30 pm); ample parking and transportation provided from multiple locations. First work session held last week with strong public attendance; community encouraged to attend and participate in future work sessions for increased transparency and understanding of council business.

Councilor Higdon, District 5 – Expressed thanks to the public for attendance and engagement.

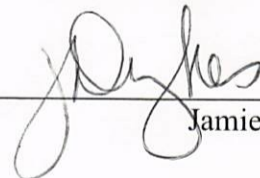
Motion by Councilor Higdon, **Second** by Pro Tem Washington to **adjourn the meeting.** **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

There being no further business to come before the Council, the meeting was **adjourned** at **6:09 p.m.**

ATTEST:



Tera Tubbs, City Administrator



Jamie Dykes, President