



10 Jack Gray Way, Helena AL 35080
City Hall Council Chambers

Helena City Council

July 13, 2026

Council Work Session

5:00pm

1. Review of all 7/13/2026 Agenda Items
2. AP/Bill Payments
3. 6/22/2026 Meeting Minutes Review
4. Update from Council Boards and Committee Business
5. Beautification Board Quarterly Report
6. Personnel Discussion
7. Ordinance 1043-2026 Amended Discussion
8. Sign up for public comment-Sign in with City Clerk between Work Session and Council Meeting

City Council Meeting Agenda

6:00pm

1. Meeting Called to Order
2. Invocation
3. Pledge of Allegiance
4. Council Roll Call
5. Presentation of Minutes from 6/22/2026
6. Revenue Report and (AP) Bill Payment
7. Municipal Operations Report: Mayor Billy Rosener
Departments: Police, Fire, Library, Parks, Public Works, Inspections, Sanitation, and Utilities
8. Proclamation-Proclaiming the month of July as Disability Pride Month and encouraging education, understanding and support for the individuals affected by disabilities.
9. Resolution 07132026- Community Development Block Grant Entitlement Program-Shelby Urban County
10. Fire Department Recognition-Jennifer Vick
11. Approve/Deny-FY2025 Audit
12. Approve/Deny – Resolution 06222026-ADMIN – City of Helena, Alabama Donation Policy
13. **Application Withdrawn 7.13.2026**-Approve/Deny-Conditional use for 1 Environs Parkway (SDPR)-Jeff Smith and Matthew Gregory-Request conditional use to convert existing structure into specialized rehabilitation facility dealing with eating disorders for children and adolescents with a non-favorable recommendation from the Helena Planning and Zoning Commission on June 18, 2026
14. Period for Public Comment – 3 Minutes per Resident, to Sign in with City Clerk between Work Session and Council Meeting
15. Council Comments
16. Adjournment

Proper notice of the posted Agenda for the Pre-Council Work Session and Regular Scheduled Meeting of the Helena City Council was given in advance of such a public meeting and the notice remained posted through the scheduled meeting. By general consent of the Council, agenda items may be added, removed, or considered out of order. Next City Council Meeting Date: Next Regular Scheduled Meeting will be July 27, 2026 @ 5pm Work Session followed by Regular Meeting at 6:00pm.

Updated: 07/13/2026



PROCLAMATION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HELENA, ALABAMA, PROCLAIMING THE MONTH OF JULY AS DISABILITY PRIDE MONTH AND ENCOURAGING EDUCATION, UNDERSTANDING, AND SUPPORT FOR INDIVIDUALS AFFECTED BY DISABILITIES.

WHEREAS, Disability Pride Month is observed each July to recognize the contributions, achievements, and resilience of individuals with disabilities and to commemorate the signing of the Americans with Disabilities Act (ADA) on July 26, 1990, a landmark piece of legislation that affirmed the civil rights of people with disabilities; and

WHEREAS, people with disabilities are valued members of our community whose talents, perspectives, and accomplishments strengthen the City of Helena and enrich every aspect of civic life; and

WHEREAS, Disability Pride Month serves as an opportunity to promote understanding, encourage inclusion, and reaffirm our commitment to ensuring that all individuals have equal access to opportunities, services, and participation within our community; and

WHEREAS, the City of Helena recognizes that building an inclusive community requires the continued efforts of residents, businesses, educators, organizations, and public officials working together to remove barriers and foster an environment of acceptance, dignity, and respect for all; and

WHEREAS, we celebrate the diversity of our citizens and acknowledge that disability is a natural part of the human experience that should never diminish a person's right to live independently, pursue their goals, and contribute fully to society.

NOW, THEREFORE, The Mayor, and The City Council of the City of Helena, Alabama, do hereby proclaim the month of July 2026 as Disability Pride Month in the City of Helena, Alabama, and encourage all residents to recognize and celebrate the contributions of individuals with disabilities, promote accessibility and inclusion, and reaffirm our shared commitment to creating a community where every person is valued, respected, and empowered to succeed.

ADOPTED AND APPROVED this 13th day of July 2026.

Attest:

Billy Rosener, Mayor

Kym Rollan, City Clerk

Brooke Dodson, City Council President



RESOLUTION 07132026

Community Development Block Grant Entitlement Program Shelby Urban County

WHEREAS, Shelby County, Alabama has been notified by the U.S. Department of Housing and Urban Development (HUD) of its eligibility to requalify for continued participation as an Urban County Entitlement grantee in the Community Development Block Grant (CDBG) Program; and,

WHEREAS, Shelby County has met the population threshold requirement whereby its population exceeds 200,000 excluding metropolitan cities, and the population of unincorporated areas plus participating communities totals at least 200,000; and

WHEREAS, Cooperation Agreements with participating municipalities are required to consent to cooperate in providing essential CDBG activities to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities in accordance with HUD requirements; and,

WHEREAS, Shelby County may be funded during the three-year urban county qualification period encompassing Fiscal Years 2027-2029 to fund CDBG projects after October 1, 2027, and one subsequent three-year qualification period encompassing Fiscal Years 2030-2032 unless the municipality elects to not participate; and,

WHEREAS, the City of Helena desires to participate in the Shelby Urban County program; and,

NOW, THEREFORE, BE IT RESOLVED the Mayor be and hereby authorized to sign the Cooperation Agreement with Shelby County to participate in the Shelby Urban County program for Fiscal Years 2027-2029 and,

BE IT FURTHER RESOLVED the Mayor is authorized to sign additional documentation required to complete the Urban County Qualification process as required for HUD's CDBG program.

ADOPTED AND APPROVED this 13th day of July 2026.

Attest:

Billy Rosener, Mayor

Kym Rollan, City Clerk

Brooke Dodson, City Council President



RESOLUTION

06222026-Admin

City of Helena, Alabama Donation Policy

WHEREAS, the City of Helena, Alabama complies with all laws within the State of Alabama; and

WHEREAS, the City Council of the City of Helena, Alabama wishes to establish a written donation policy for the City; and

WHEREAS, the City Council of the City of Helena, Alabama wishes to enact the following policy, Attached as Exhibit "A", in regard to donations made to the City.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HELENA, ALABAMA THAT THE CITY COUNCIL ADOPTS THE DONATION POLICY DETAILED IN EXHIBIT "A" AS THE FORMAL DONATION POLICY FOR THE CITY OF HELENA, ALABAMA.



EXHIBIT "A"

06222026-Admin

City of Helena, Alabama Donation Policy

I. Purpose

Members and supporters of the City of Helena from time to time wish to support the community by making donations to the City of Helena. The City Council appreciates this generosity and has adopted this policy regarding donations to the City of Helena, including City departments and City sponsored programs, activities, and events. (This policy is distinct from the State of Alabama Ethics Law, which provides City of Helena officials and employees with a standard about when it is acceptable and prohibited to accept gifts from a member of the public, a business, an organization, or other entity.)

II. Definitions

1. Donation: a contribution made to the City without expectation of goods, services, or significant benefit or recognition in return. Donations may be in the form of money or in-kind contributions of products, services, investment securities, real property (land), or any combination thereof. A donation may be unrestricted, where the donor has placed no limitation on its use, or restricted, where the donor has restricted its use to a specified purpose. Donations that, if accepted, would obligate the City to enter into a service, procurement, or other agreement shall not be considered a donation. Grants to the City from a local, state, or federal agency are not subject to this policy.
2. Donor: Any organization or individual who provides the City with a donation.
3. Donation Agreement: An agreement between the City and the donor that details any restrictions on a donation as well as the respective obligations of the donor and the City.



4. Fundraising: Any activity conducted with the intent of generating donations to the City. Fundraising activities may include, but are not limited to, promoting endowment programs, program adoption or pledge drives, and contacting individuals, companies, foundations, or other entities with a request for a donation to the City.

III. General Provisions

1. The City welcomes unrestricted donations as well as restricted donations that enhance City services, reduce costs that the City would incur in the absence of the donation, or that otherwise provide a benefit to the City. The City may decline any donation without comment or cause.
2. Donors shall not expect, nor shall the City grant, any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City. To avoid the possible appearance of extra considerations, members of the Planning Commission are not authorized to solicit donations to the City.
3. No City Council member, employee, or volunteer shall solicit donations, monetary or in-kind services for any City project, program, activity, or event ("supported activity") unless the Mayor has approved a written fundraising plan for the supported activity. A recommended form for a fundraising plan is attached as Exhibit A to be revised as appropriate for the fundraising goal and type of supported activity in question.
4. Donations must be directly related to providing goods or services to the public or for another valid public purpose. Donations may not be used for personal financial gain of any City elected or appointed official or employee.
5. The net benefit of a donation should be considered when determining whether to accept a donation. Net benefit includes all lifecycle costs of ownership, including maintenance, repair, clean-up, administrative, and any potential liability or expenses that may be associated with the donation.
 - a. Donations may not be used to implement new on-going programs or services unless a permanent source of revenue is identified to support the program or service.



- b. Potential costs and liabilities should be considered if a donation of personal property or of a service does not include the same indemnification, insurance, bonding, or warranties that the City would normally receive through procurement of personal property or services.
 - c. Real property may be donated to the City provided that it will not expose the City to an unreasonable risk of litigation or liability, because of the physical condition of the property or existence of claims, liens, and encumbrances against the property.
6. Council members and other City officials are responsible for reporting fundraising activities and donations as required by applicable laws and regulations.

IV. Procedures

- 1. Unrestricted donations of \$5,000 or less may be accepted by the Manager. All restricted donations and unrestricted donations of more than \$5,000 must be brought to the City Council for approval and acceptance.
- 2. The Mayor may accept or decline any donation in the Mayor's sole discretion and may choose to request City Council consideration of any donation.
- 3. All donations will receive appropriate recognition as determined by the Mayor or City Council at the time the donation is accepted, taking into consideration the nature and level of the donation. Upon request of the donor or if specified in a City-initiated request for donors, limited forms of promotional activity (such as logo or name placement on signs, flyers, and other materials related to a program or activity supported by the donation) are permitted. The appearance of traditional commercial advertising should be avoided and the size of donor recognition should be in keeping with the size of non-recognition information used in the materials. The agreed upon form of recognition should be identified in the donor receipt or a donation agreement.
- 4. When donations with a value in excess of \$100 are accepted or upon the request of the donor, the Finance Department will issue the donor a receipt indicating the amount of the donation or describing the goods or services donated within 30 days of receiving the donation. (In accordance with the Internal Revenue Code the City does not provide an estimated value of in-kind donations; donors may refer to IRS Publication 561 for more information on valuing donated property.) The donation



receipt shall also include the date of the donation, the name of the donor, the purpose of the donation (if a restricted donation), a brief description of any public recognition that will be made by the City and note that the donor received no goods or services in exchange. The original receipt shall be submitted to the donor and the City shall retain a copy. A sample donation receipt is attached as Exhibit B.

5. Before acceptance of a restricted donation the respective obligations of the donor and the City shall be set forth in a donation agreement. A sample donation agreement is attached as Exhibit C. The Mayor or City Council may require donation agreements for unrestricted donations of any value.
6. The City shall maintain records for the receipt of all donations and shall comply with all reporting requirements and regulations including, but not limited to, FPPC Regulation 18944.2 Gifts to an Agency.

EXHIBIT A – FUNDRAISING PLAN FORM

City of Helena Fundraising Plan

Fundraising Plan Title & Purpose: <i>Please provide a title and description for your fundraising project.</i>	
Fundraising Participants: <i>Please list the names for all groups and individuals that will be conducting fundraising.</i>	
Donation Type/Amount: <i>Please describe the types and amount of donations that will be sought.</i>	
Anticipated Donors: <i>Please describe who will be approached for donations.</i>	
Donor Recognition Plan: <i>Please describe how donors will be recognized.</i>	
Fundraising Timeline:	
Mayor Review of Fundraising Plan:	
Fundraising Start:	
Fundraising Completion:	
Mayor Review of Donations:	
Donor Recognition Complete:	
Restrictions/Reporting: <i>Please identify any restrictions or reporting requirements associated with this fundraising plan.</i>	

EXHIBIT B – SAMPLE DONATION RECEIPT

City of Helena Donation Receipt

This is to confirm that on _____[insert date] the City of Helena received from
_____[insert donor name and address]:

- ☐ a monetary contribution of \$_____
- ☐ a non-monetary contribution consisting of [describe goods, services, property, securities, etc.]:

.....No goods or services were provided by the City of Helena in return for the contribution.

The City sincerely appreciates your donation.

Authorized Signature

City of Helena

EXHIBIT C – SAMPLE DONATION AGREEMENT

City of Helena Standard Donation Agreement

The undersigned Donor wishes to make a donation to the City of Helena as described in more detail below.

Donor is (check and complete all that apply):

- ☐ donating \$ _____ in a lump sum
- ☐ donating the following (describe products, services, investment securities, real property, etc.):
- ☐ If this box is checked the donor would like the item returned to them when it is no longer in use.
- ☐ If this box is checked this donation is restricted to the following uses:

City will publicly recognize donor by (describe recognition):

- ☐ If this box is checked this donation is being made at the behest of Council Member /City Staff Member _____.

In connection with administering this agreement, Donor and City shall work through the following primary representatives:

	City of Helena	Donor
Primary Representative:		
Address:		
Telephone:		
Fax:		
Cell Phone:		
E-mail:		

In addition to the foregoing, Donor and City understand and agree that:

1. The City will provide Donor with a donation receipt indicating the amount of the donation or estimated value of goods or services donated within 30 days of receiving the donation.
2. Donor's contribution to the City will be recognized publicly as described above.
3. Except as provided above, the City may use the donation in any manner at its sole discretion and Donor has no right or obligation to control City's use of the donation.
4. Donor has not and will not receive any goods or services in exchange for the donation and the City will not grant any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City.
5. Donor confirms that unless indicated otherwise above this donation is not made at the behest of a City Council Member or of any city board of council member, Planning Commission, or the Mayor.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

Donor

City of Helena

Name

Title

Date: _____

_____, Mayor

Date: _____

ATTEST:

_____, City Clerk

Date: _____