



MEETING AGENDA



District 1
Matthew Wilson

District 2
Raevan Howard
Alternate

District 3
Norman Crow

District 4
Lee Busby

District 5
Kip Tyner
Member

District 6
John Faile
Chairperson

District 7
Cassius Lanier
Vice Chairperson

Council Administration and Policy Committee Meeting Agenda

Tuesday, November 19, 2024 Daugherty Conference Room 4:00 p.m.

TOPIC	PRESENTER	SUPPORTING MATERIAL
Approval of Minutes		
NEW BUSINESS		
1. UAS Operator job classification	Chief Brent Blankley LaShonda Herbert	2-4
2. Resolution authorizing the Mayor to execute an agreement for professional consulting and related services as a lobbyist with Huntsville Direct Communications, Inc.	Scott Holmes	5
3. On-Premises Restaurant Retail Liquor License: WA FB MANAGER 4 LLC, dba AC Hotel by Marriott, 2585 Gary Fitts Street	Antonius Mills	6
4. On-Premises Restaurant Retail Liquor License: Milanos Italian Grill AL LLC, dba Milanos Italian Grill, 1301 McFarland Blvd NE	Antonius Mills	7
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UAS OPERATOR

SUMMARY

The purpose of the UAV Operator is to provide airborne support to police operations and public safety. In addition, increase officer safety in a safe, responsible, and transparent manner to preserve the peace, reduce response times and increase the quality of life for all citizens of Tuscaloosa. To assist personnel in planning the deployment of resources for the prevention and suppression of criminal activities for aiding in the investigative process, and for increasing the number of apprehensions and clearance of cases.

ESSENTIAL FUNCTIONS

The following duties are normal for this classification. The omission of specific duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned. Specific duties listed may not be required for all positions within this classification but are determined by the normal requirements for the particular position.

Performs collection, collation, research, and analysis of crime information using various databases, software programs, files, reports, and networks to evaluate and interpret crime series, patterns, and trends, to conduct background research on suspects, to determine criminal associations and affiliations, and to develop suspect profiles.

View and analyze public safety calls, crime and fire scene videos and/or photographs, and, if necessary, visit crime and fire scene; review FBI intelligence reports; assist investigating officer as needed.

Cooperates with federal, state, and other local law enforcement/investigating agencies and its officers or representatives when their activities are related to on-going investigations within city jurisdiction.

Maintains a comprehensive, current knowledge and awareness of applicable laws/regulations and new standards in crime intelligence technology; reads professional literature and may maintain professional affiliations.

Maintain information sources and possess the ability to know how to obtain needed information; request telephone and other records needed for investigations; maintain records and files.

Assists with special projects; performs clerical/office skills such as entering and retrieving data from computer, answering telephone, preparing correspondence, sending and receiving facsimiles, and making copies.

Collaborate with other forensic analysts, law enforcement officers, and legal experts to identify and recommend methods and procedures for recovery, preservation, analysis and presentation of digital evidence.

Evaluate and become proficient with new forensic or analytic tools and methods.

Stay abreast of trends in computer forensics, cyber security, forensic law, mobile devices, social media tools, mobile applications, and encryption technologies.

Prepare clear and comprehensive notes and reports; testify to findings in judicial proceedings.

Monitor and strategically implement advanced camera systems for the purpose of providing real time intelligence to

law enforcement and fire officers in the field.

Conduct online, social media, and open source intelligence (OSINT) collection, analysis, and synthesis to support law enforcement officers.

Operate unmanned aerial vehicle (UAV), drones, etc.

Operate drones to assist in public safety operations, including but not limited to search and rescue, traffic monitoring, and crime scene management.

Respond to public safety calls for service through the use of drones as part of the department’s DFR program.

Ensure all drone operations are conducted in compliance with FAA regulations, department policies, and applicable laws.

Record and maintain logs of UAS flights and activities for department records and legal compliance.

Provide drone photography and videography services to assist non-public safety departments within the City of Tuscaloosa

Provide information technology (IT) support for assigned department.

Recommends policies and procedures that guide and support the provision of quality services by the department.

Incorporates continuous quality improvement principles in day-to-day activities.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

MARGINAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Bachelor’s degree in criminal justice, public safety or related filed preferred; high school diploma or GED required. FAA Part 107 Remote Pilot Certification preferred; Part 107 obtained withing six (6) months required. Must have a comprehensive understanding of FAA regulations and other relevant legal requirements pertaining to UAS operations. Must have the ability to work flexible hours, including nights, weekends, and holidays as required. Must have strong communication skills and the ability to remain calm in high-stress situation to relay intel to public safety dispatch and law enforcement. This job classification is considered to be safety-sensitive and is subject to pre-employment and random drug screens.

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS

The following requirements are normal for this classification. Specific requirements may not apply to all positions within this classification but are determined by the normal requirements for the particular position.

DATA UTILIZATION: Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.

HUMAN INTERACTION: Requires the ability to apply principles of persuasion and/or influence over others in coordinating activities of a project, program, or designated area of responsibility.

EQUIPMENT, MACHINERY, TOOLS, AND MATERIALS UTILIZATION: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

VERBAL APTITUDE: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

MATHEMATICAL APTITUDE: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, and ratios; may include ability to calculate surface areas, volumes, weights, and measures.

FUNCTIONAL REASONING: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

SITUATIONAL REASONING: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

PHYSICAL ABILITY: Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or workstation.

SENSORY REQUIREMENTS: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, and visual cues or signals. Some tasks require the ability to communicate orally.

ENVIRONMENTAL FACTORS: Essential functions are regularly performed without exposure to adverse environmental conditions.

Pursuant to Tuscaloosa City Code, Chapter 19, Section 19-54 (b) (3) c. and Alabama Act 2006-233 Section 3 (c), I approve this Classification Specification.


Walter Maddox, Mayor

11-7-24
Date

RESOLUTION

RESOLUTION APPROVING APPLICATION OF
WA FB MANAGER 4 LLC
DBA AC HOTEL BY MARRIOTT
FOR ABC LICENSE

Whereas, the Tuscaloosa City Council has approved the application of WA FB Manager 4 LLC dba AC Hotel By Marriott for Restaurant Retail Liquor to be granted from the Alcoholic Beverage Control Board at the following address, to-wit:

WA FB Manager 4 LLC
dba AC Hotel By Marriott
2585 Gary Fitts St
Tuscaloosa, AL 35401

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

That the Mayor and the City Clerk be, and they are hereby, authorized to certify this action of approval by the City Council on the application for approval of said license to be submitted to the State of Alabama Alcoholic Beverage Control Board.

24-074

RESOLUTION

RESOLUTION APPROVING APPLICATION OF
MILANOS ITALIAN GRILL AL LLC
DBA MILANOS ITALIAN GRILL
FOR ABC LICENSE

Whereas, the Tuscaloosa City Council has approved the application of Milanos Italian Grill AL LLC dba Milanos Italian Grill for Restaurant Retail Liquor to be granted from the Alcoholic Beverage Control Board at the following address, to-wit:

Milanos Italian Grill AL LLC
dba Milanos Italian Grill
1301 McFarland Blvd NE
Tuscaloosa, AL 35406

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

That the Mayor and the City Clerk be, and they are hereby, authorized to certify this action of approval by the City Council on the application for approval of said license to be submitted to the State of Alabama Alcoholic Beverage Control Board.

24-075