

6:18

●●● ●●● ●●● ●●●



City Council >

iMessage

Mon, Oct 27 at 9:49 AM

The Swearing in Ceremony will be on Nov 3rd at 4pm, followed by the Organizational meeting at 6pm

James Chapman



JC

Samantha Davis



SD

Wed, Oct 29 at 11:50 AM



Update due to a scheduling conflict, we will roll straight into the Org meeting after swearing in and food will be catered afterward

Sun, Nov 2 at 4:50 PM



Due to overwhelming public interest and in order to accommodate more families and residents, the **organizational meeting and**



iMessage



6:19



City Council >

Sun, Nov 2 at 4:50 PM



Due to overwhelming public interest and in order to accommodate more families and residents, the **organizational meeting and swearing-in ceremony** will be held **across the street at the North Valley Church sanctuary**.

North Valley has graciously agreed to host us, and this venue will allow more residents to participate comfortably. Please be sure to let your family members and residents in your district know of the location change.

Signage will be posted at City Hall to direct attendees to the new venue. Thank you for your cooperation and for helping us ensure this important event remains open and accessible to all.

Wed, Nov 12 at 9:18 AM

I wanted to confirm that everyone got access to their email as information about the next council meeting will be coming out soon to that email

Read

Samantha Davis

SD

I did

+

iMessage





JC



James

iMessage

Sun, Nov 9 at 6:44 AM

Your primary email is
district1@cityofmargaretalabama.gov
, I have also setup
jchapman@cityofmargaretal-
ma.gov and
jameschapman@cityofmargaretal-
abama.gov that will come to the
same inbox

The pw is please
change that as soon as possible and
let me know if you have any issues

Please do not delete any email or
content as it is required to be
retained by law

Read



KM



Kerry Rashaad ›

Wed, Oct 29 at 11:28 AM

How would you like your name
printed on your oath of Office?

Kerry R. McIntyre

Sun, Nov 9 at 6:49 AM

Your primary email address is
district3@cityofmargarwtalabama.-
gov, I setup alias' for kmcintyre@
and kerrymcintyre@ to come to that
same mailbox

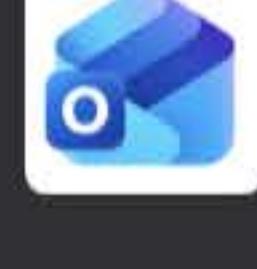
Your pw is [REDACTED] please reset
it as soon as possible and do not
delete any email or data as it is
required to be kept

Wed, Nov 12 at 9:44 AM

Where do I access this email?

Outlook

outlook.com



Would you like to meet and discuss
your priorities before the council
meeting?

Read

Sat, Jan 3 at 1:48 PM

I need your payroll information that



iMessage



6:19



City Council ›

SD

I did

Wed, Nov 12 at 9:18 AM

You named the conversation "City Council".

Jonathan Ray



Kerry Rashaad McIntyre

KM

Yes

Fri, Nov 21 at 6:10 PM

Council cell phones arrived today, please coordinate a time to pick them up early next week

Thu, Jan 1 at 11:02 AM

Happy New Year to everyone. May this be the best year in Margaret's History until next year!

James Chapman

JC

HAPPY NEW YEAR TO ALL

Samantha Davis

SD

Happy New Year, everyone! I pray this year brings each of us more than we could've ever imagined.



iMessage





Outlook

Police Department Stats MTD November

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 11/21/2025 2:44 PM

To District 5 <jonathanray@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>

I wanted to pass on some information about the Police Department Stats thus far this month.

Overall Ticket Volume

- **Total records processed:** 61
- **Period covered:** Nov 1 – Nov 21 2025



Top Violations (by frequency)

Violation	Count
Fail Stop Sign	15
Speed	15
No/Improper Tag Light	7
Expired Tag	7
Drive w/Suspended	4
Oper Veh w/o Insurance	4
Improper Lights	3
No Driver's License	2
Fail Display Insurance	2
Tinted Windows	2
Resisting Arrest	1
Domestic Violence 3rd Deg	1
Other (admin/test codes)	2
Total → ≈ 65	



Speed Enforcement Summary

Among 61 tickets, 26 were speeding citations.

- **Average over-limit:** ≈ +16 mph
- **Range:** 10–23 mph over limit

- **Most frequent zone:** Hillcrest Rd and Old Acton Rd corridors.

Top Locations (ticket clusters)

Location Cluster	Approx. Count	Common Offenses
South Hillcrest Rd / Sanie Rd 10+		Speed
Old Acton Rd corridor	9	Fail Stop Sign, Speed
Brookhaven Dr corridor	8	Fail Stop Sign, Improper Lights
Argo Margaret Rd	6	Speed, Expired Tag
Hunters Crossing	3	Fail Stop Sign
Sanie Rd area	3	Insurance, Suspended License

Demographics

Race	Sex	Count
White (W)	M	21
White (W)	F	10
Black (B)	M	9
Black (B)	F	10
Hispanic (H)	M	3
“X” (unspec.)	M/F	2

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Better Maps for Sterling Grove

From Matthew Tortorice <mayor@margaretal.gov>

Date Mon 11/17/2025 7:35 AM

To District 1 <district1@cityofmargaretalabama.gov>; District 2 <district2@cityofmargaretalabama.gov>; District 3 <district3@cityofmargaretalabama.gov>; District 5 <district5@cityofmargaretalabama.gov>; District 4 <district4@cityofmargaretalabama.gov>

📎 2 attachments (2 MB)

STERLING GROVE RM AKA STERLING PLACE 2-1.pdf; Margaret - water & sewer will serve letters - SP2-1 - 12-30-2024.PDF;

I requested digital copies of the **Sterling Grove Platt Maps** and wanted to share them with you in advance of our upcoming council meeting.

Additionally, the developers have already received the **Water Will-Serve Letter**, which has been signed and sent to them. A copy of that letter is attached for your reference prior to the meeting.

Please take a moment to review these materials ahead of our discussion.

Best regards,

Matt Tortorice

Mayor, City of Margaret



10 People >

Text Message • SMS

Thu, Dec 11 at 2:09 PM

This is Matt Tortorice, I wanted to let everyone know that we will be having an employees and family party after the parade Friday evening at city hall in the council chambers. Just a little way to say thank you to the employees and families. There will be soup, snacks and drinks. This also is the last text message I will send city business to non city provided phone numbers. The same goes for email, we will only be emailing to city email addresses going forward so please reach out if you have issues accessing your city accounts.



Outlook

12/15/2025 Agenda - Council Package to Follow

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 12/12/2025 10:48 PM

To District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 5 <jonathanray@cityofmargaretalabama.gov>

📎 2 attachments (711 KB)

12152025 City Council Work Session Agenda.pdf; 12152025 City Council Agenda.pdf;

I've attached the work session and council agendas for 12/15/2025.

I will get the council package out in the morning with the minutes and quote details.

Please let me know if you have any questions.

\

Respectfully,

Matt Tortorice
Mayor@cityofmargaretalabama.gov



Outlook

Re: Council Package for 12/15/2025

From District 5 <jonathanray@cityofmargaretalabama.gov>

Date Sat 12/13/2025 8:02 PM

To Matthew Tortorice <Mayor@cityofmargaretalabama.gov>

I don't see the Springville high school basketball donation on the agenda. You leave it off after you wrote it on the board in your office ?

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jonathanray@cityofmargaretalabama.gov
205-577-2135

From: Matthew Tortorice <Mayor@cityofmargaretalabama.gov>

Sent: Saturday, December 13, 2025 3:58:59 PM

To: District 5 <jonathanray@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>

Subject: Council Package for 12/15/2025

I have attached the council package and 12/01/2025 minutes, and the revised Work Session and Council Agendas.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Re: Special called meeting 12/31/25 @8am

From Matthew Tortorice <mayor@margaretal.gov>

Date Tue 12/30/2025 8:00 AM

To District 4 <samanthadavis@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 5 <jonathanray@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>

Cc City Clerk <cityclerk@cityofmargaretalabama.gov>

1 attachment (148 KB)

Special Meeting Notice - 12312025.pdf;

Here is the notice of the special meeting that contains the agenda for the special meeting tomorrow at 8am. It has been posted on FB, will be posted shortly in the public locations, and will be on the website as well.

Matt Tortorice
Mayor, City of Margaret

From: District 4 <samanthadavis@cityofmargaretalabama.gov>

Sent: Monday, December 29, 2025 9:17 PM

To: District 2 <martrecebell@cityofmargaretalabama.gov>; District 5 <jonathanray@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>

Subject: Re: Special called meeting 12/31/25 @8am

I agree, these things need to be addressed asap.

Get [Outlook for iOS](#)

From: District 2 <martrecebell@cityofmargaretalabama.gov>

Sent: Monday, December 29, 2025 9:14:52 PM

To: District 5 <jonathanray@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>

Subject: Re: Special called meeting 12/31/25 @8am

I second this, this is a meeting that needs to take place

Get [Outlook for iOS](#)

From: District 5 <jonathanray@cityofmargaretalabama.gov>
Sent: Monday, December 29, 2025 8:52:17 PM
To: District 4 <samanthadavis@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>
Subject: Special called meeting 12/31/25 @8am

I Would like to call a special meeting on 12/31/25 @8am. To discuss old acton road repair past railroad tracks, it's an emergency waiting to happen at any moment. And city's public works department staffing and infrastructure issues and problems. This is two serious issues that our city is currently facing and need to be addressed.

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jonathanray@cityofmargaretalabama.gov
205-577-2135



Outlook

Council Package for 01/05/2026

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 1/2/2026 6:14 PM

To District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 5 <jonathanray@cityofmargaretalabama.gov>

📎 3 attachments (4 MB)

01052026 Council Package.pdf; 01052026 City Council Work Session Agenda.pdf; 01052026 City Council Agenda.pdf;

See the attached files.

Matt



Outlook

Additional Council Package Information

From Matthew Tortorice <mayor@margaretal.gov>

Date Mon 1/5/2026 11:11 AM

To District 5 <jonathanray@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>

Cc City Clerk <cityclerk@cityofmargaretalabama.gov>

1 attachment (181 KB)

Inspections Report 01052026.pdf;

Police Surplus Vehicles VIN IDs:

2013 Dodge Charger- Vin # 2C3CDXAG0DH575694

2013 FORD EXPLORER- VIN # 1FM5K8ARXDGA09177

2015 FORD EXPLORER - VIN# 1FM5K8AR1FGB52005

2016 FORD EXPLORER-VIN# 1FM5K8AR1GGB53978

1985 AM GENERAL HUMMER UTILITY TRUCK -SERIAL # 003239

Regards,

Matt Tortorice
Mayor, City of Margaret



Outlook

Council Meeting Follow up - Informational

From Matthew Tortorice <mayor@margaretal.gov>

Date Tue 1/6/2026 7:58 AM

To District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 5 <jonathanray@cityofmargaretalabama.gov>

Cc City Clerk <cityclerk@cityofmargaretalabama.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

Councilmembers,

Based on the **motion approved by Council last night authorizing the purchase of iPad devices for council use**, I am preparing to place the order through the City's Apple Business account (tax-exempt) for use with city email, Microsoft Teams, SharePoint, and electronic council packets.

To complete the order, I need each councilmember to fill out the form below:

[Council iPad Device Selection – Fill out form](#)

Once I receive your selections, I will place the order so the devices can be configured and deployed for council use as quickly as possible.





Following the employee hearing and recent questions about personnel actions, I want to clearly lay out the **facts, the process we followed, and where we are headed.**

Personnel Changes Since the Election

Since the election through today, **14 employees are no longer with the City**, creating a significant operational gap during the transition period.

Of those departures:

- **6 employees left shortly after the election**, leaving immediate staffing gaps
- **2 employees resigned** following findings related to misuse of city or government access
- **2 employees were not re-appointed**
- **1 employee was terminated** following due process
- **2 additional employees received disciplinary action** and will be handled appropriately if behavior recurs

At this time, **no additional adverse actions are pending.**

Most importantly:

- We now have a **documented personnel policy and employee handbook**
- **Due process was followed where applicable**
- We will **continue to follow the handbook, document actions, and apply policies consistently and fairly**

A data table listing employee separation dates and departments is attached for transparency and recordkeeping.

Employee Last Name and Suffix	Employee First Name	Hire Date	Termination Date	Org Level 1
Jackson	Ashby C		2/15/2025	200 Police
Hill	Derius	9/6/2024	6/6/2025	200 Police
Meadows	Latonio	4/14/2025	6/22/2025	200 Police
Ross	David	1/18/2022	9/12/2025	300 Public Works
McLaughlin	Owen	4/2/2024	9/23/2025	400 Fire Dept
Wideman	Christian	5/21/2018	9/26/2025	300 Public Works
Buffenbarger	Zachary	7/8/2024	10/3/2025	400 Fire Dept
Frazier	Brandon	8/15/2015	10/24/2025	400 Fire Dept
Smith	Joseph L	1/6/2022	10/31/2025	400 Fire Dept
Fields	Anthony	9/6/2022	11/3/2025	200 Police
Locklear	Carlton R	3/31/2022	11/26/2025	200 Police
Jackson	Ashby C	5/2/2025	11/27/2025	200 Police
Nieves	Troynell	3/5/2019	12/5/2025	400 Fire Dept
McIntyre	Teja	7/30/2007	12/16/2025	100 Admin

Operations, Communication, and Expectations

I want to acknowledge that this level of personnel turnover has placed strain on daily operations. **Day-to-day management necessarily falls to me and our department heads**, but I recognize the importance of keeping Council informed.

I will make a **more concerted effort to provide regular updates**, while continuing to manage daily operations and stabilize City systems.

That said, I expect-and welcome-Council engagement.

If you have **questions, concerns, or want clarity**, I ask that you **come directly to me**. I have **nothing to hide**.

- I keep regular office hours
- You are welcome to come review documents, records, and systems with me
- I will show you anything I have access to and can reasonably locate

We have inherited a significant amount of **disorganization, incomplete filing, and missing records**. The volume of searching, sorting, and organizing has slowed our ability to fully “hit the ground running,” but we are working through it **every single day**.

If any Councilmember wants to assist, I welcome that help-there is no shortage of filing, sorting and organizational work that benefits from extra eyes and hands.

Additional Operational Updates

- We are **daily discovering unpaid bills and invoices** from the previous administration that are now being addressed.
- We are actively **catching up RSA retirement filings**, which had not been completed since **October 31**.

All officials currently have an email alias using **@margaretal.gov**.

- This week, we must **convert those aliases to primary accounts** so logins remain active when the old domain is retired.
- This will require a coordinated logout/login using the **@margaretal.gov** address.
- With the new email accounts, **business cards for each Councilmember are being ordered**. I will share the design later today.

Meetings and Projects Ahead

- **Wednesday at 1:30 PM**: Meeting with the City Judge, magistrates, and police leadership
 - Purpose: understand municipal court operations, address years of uncollected fines, and strengthen working relationships
 - Councilmembers are welcome to attend
- **Friday**: Meeting with Alabama Power project management regarding construction plans
 - Following this, we will begin an **aggressive resident notification campaign** regarding road closures
- I am actively negotiating:
 - Purchase of land on **Dust Ridge** for the water tower (goal: agreement by end of week)
 - Purchase of property **next to City Hall and behind the mini storage facility**
 - Terms will be brought to Council once negotiated
 - Land reclamation plans will be shared soon to explain the importance of this property

Closing

I will aim to send **multiple updates each week** as information becomes available. I also expect-and welcome-emails from each of you with questions or concerns.

Just a friendly reminder that we can share information, but we cannot deliberate decisions.

We are stabilizing systems, documenting processes, and moving the City forward deliberately and lawfully. That work continues daily.

Thank you for your engagement and cooperation.



Outlook

Fw: Join us on January 22nd for a Lunch and Learn with DesignAlabama and the RPCGB

From Matthew Tortorice <mayor@margaretal.gov>

Date Thu 1/8/2026 9:00 AM

To District 5 <jray@margaretal.gov>; District 2 <martrecebelle@cityofmargaretalabama.gov>; District 4 <samanthadavis@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>

Cc City Clerk <cityclerk@margaretal.gov>

FYI

Matt Tortorice
Mayor, City of Margaret

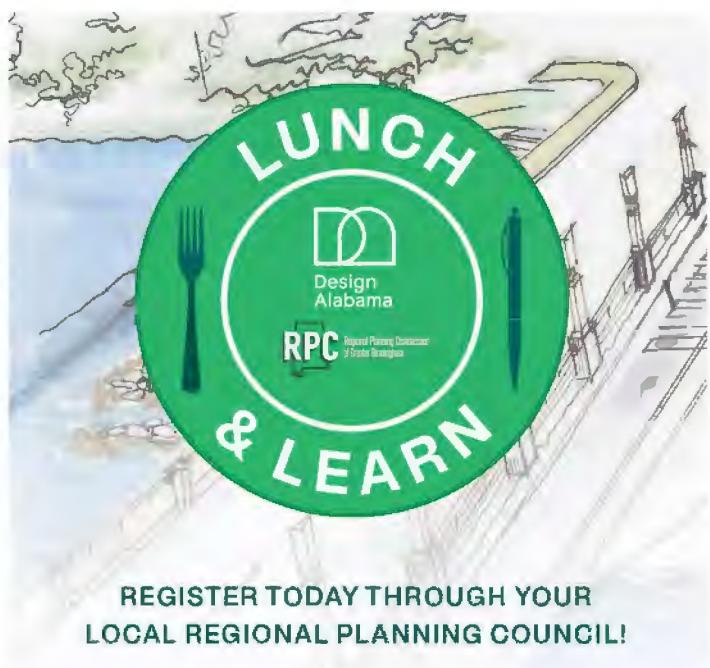
From: Regional Planning Commission of Greater B'ham <communityplanning@rpcgb.org>

Sent: Monday, January 5, 2026 3:08 PM

To: Matthew Tortorice <mayor@margaretal.gov>

Subject: Join us on January 22nd for a Lunch and Learn with DesignAlabama and the RPCGB

DesignAlabama and the RPCGB Invite You to a Lunch and Learn



REGISTER TODAY THROUGH YOUR
LOCAL REGIONAL PLANNING COUNCIL!

Join us in Birmingham on
January 22 from 11:30 a.m.
until 1:00 p.m. for a
DesignAlabama Lunch & Learn
installment:

Regional Planning
Commission of Greater
Birmingham
12th Floor Conference Room
Suite 1200
2 20th St N
Birmingham, AL 35203

Job Applications

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 1/9/2026 6:07 AM

To City Council <citycouncil@margaretal.gov>

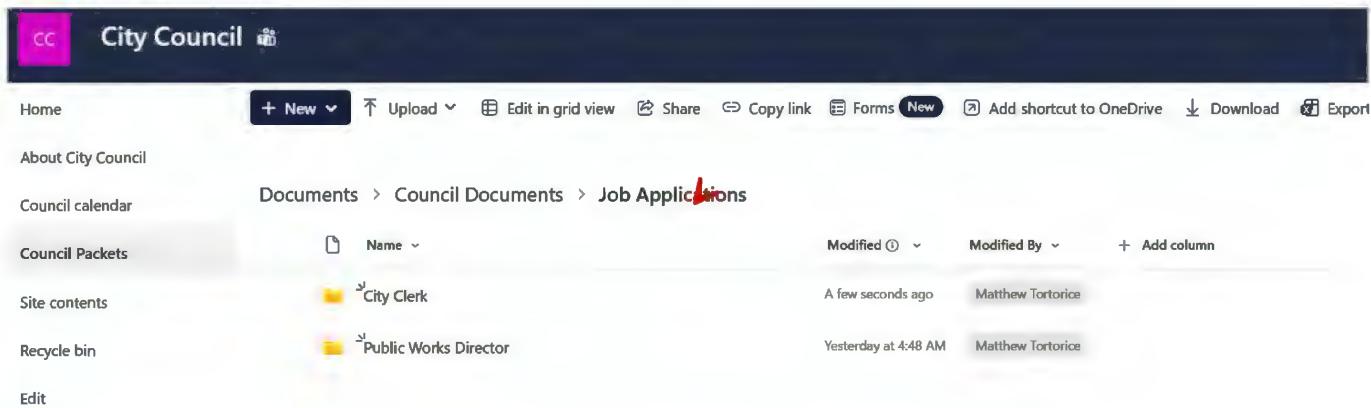
Cc City Clerk <cityclerk@margaretal.gov>

As mentioned at the last meeting, we will be saving city information in a central location accessible by all council members. So please complete the questionnaire about your IPad. [IPad Questionnaire](#)

We are using this location to store all the resumes as they come in.

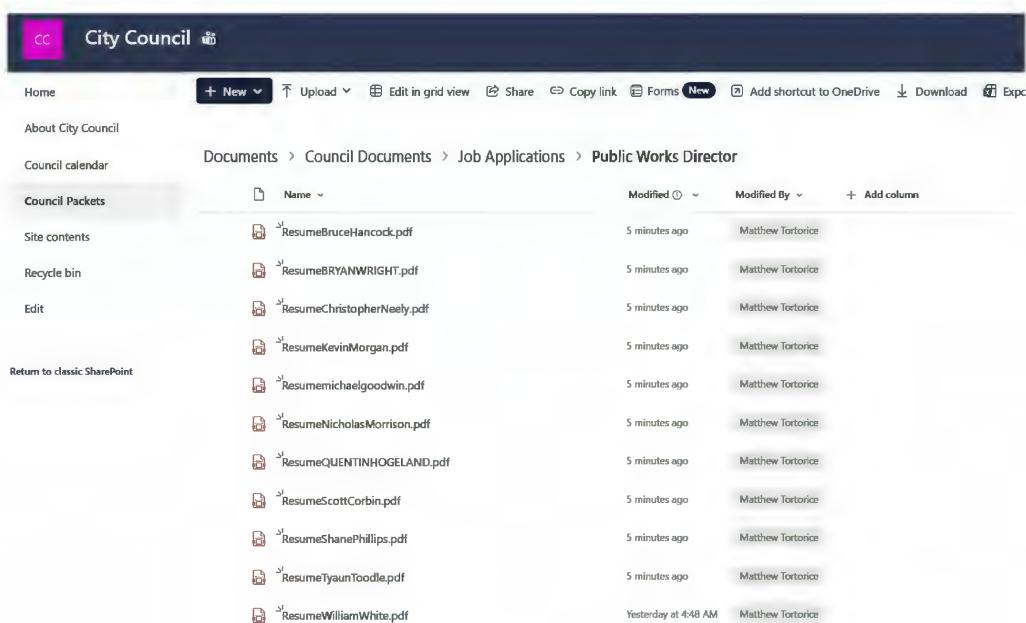
We are going to have to deal with the Indeed effect of getting random people who spam every application, but we are also getting applications at the front desk as well. They will all be saved here, so after January 31st we will need to review each of these and schedule interviews.

[Job Applications](#)



The screenshot shows a SharePoint document library interface. The top navigation bar includes 'Home', '+ New', 'Upload', 'Edit in grid view', 'Share', 'Copy link', 'Forms', 'Add shortcut to OneDrive', 'Download', and 'Export'. The left sidebar lists 'About City Council', 'Council calendar', 'Council Packets', 'Site contents', and 'Recycle bin'. The main content area shows a grid of documents in the 'Job Applications' folder. The grid columns are 'Name', 'Modified', 'Modified By', and '+ Add column'. The visible documents are:

Name	Modified	Modified By	Actions
City Clerk	A few seconds ago	Matthew Tortorice	
Public Works Director	Yesterday at 4:48 AM	Matthew Tortorice	



The screenshot shows a SharePoint document library interface. The top navigation bar includes 'Home', '+ New', 'Upload', 'Edit in grid view', 'Share', 'Copy link', 'Forms', 'Add shortcut to OneDrive', 'Download', and 'Export'. The left sidebar lists 'About City Council', 'Council calendar', 'Council Packets', 'Site contents', and 'Recycle bin'. The main content area shows a grid of documents in the 'Public Works Director' folder. The grid columns are 'Name', 'Modified', 'Modified By', and '+ Add column'. The visible documents are:

Name	Modified	Modified By	Actions
ResumeBruceHancock.pdf	5 minutes ago	Matthew Tortorice	
ResumeBRYANWRIGHT.pdf	5 minutes ago	Matthew Tortorice	
ResumeChristopherNeely.pdf	5 minutes ago	Matthew Tortorice	
ResumeKevinMorgan.pdf	5 minutes ago	Matthew Tortorice	
ResumeMichaelGoodwin.pdf	5 minutes ago	Matthew Tortorice	
ResumeNicholasMorrison.pdf	5 minutes ago	Matthew Tortorice	
ResumeQUENTINHOGELAND.pdf	5 minutes ago	Matthew Tortorice	
ResumeScottCorbin.pdf	5 minutes ago	Matthew Tortorice	
ResumeShanePhillips.pdf	5 minutes ago	Matthew Tortorice	
ResumeTyauNToodle.pdf	5 minutes ago	Matthew Tortorice	
ResumeWilliamWhite.pdf	Yesterday at 4:48 AM	Matthew Tortorice	



Outlook

Mayor's Association Meeting

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 1/9/2026 5:30 AM

To City Council <citycouncil@margaretal.gov>

See the meeting below. I'm asking that all your emails be added to the distribution list.

Matt Tortorice
Mayor, City of Margaret

----- Forwarded message -----

From: **Sherry Bowers** <sbowers1951@gmail.com>

Date: Thu, Jan 8, 2026 at 1:58 PM

The City of Odenville will host the January 2026 meeting of the St. Clair County Mayors' Association on Tuesday, January 20, at 7:30 a.m. The meeting will be held at the St. Clair County Agriculture & Event Center, 100 Arena Drive, Odenville AL 35120. Rusty Jessup will be the speaker, and will give updates on the League of Municipalities.



Outlook

MAES Smartboards

From Matthew Tortorice <mayor@margaretal.gov>

Date Fri 1/9/2026 5:28 AM

To City Council <citycouncil@margaretal.gov>

Cc City Clerk <cityclerk@margaretal.gov>; McCarrell, Stephanie <stephanie.mccarrell@sccboe.org>

📎 1 attachment (251 KB)

Smart Boards.pdf;

Attached is the price for the smart boards for MAES. We will be discussing these on the next agenda. Please let me know if you have any topics for the work session or the Agenda for the Jan 26th Council Meeting.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Re: Mayor's Update

From District 2 <martrecebell@cityofmargaretalabama.gov>

Date Mon 1/12/2026 8:39 AM

To Matthew Tortorice <mayor@margaretal.gov>; City Council <citycouncil@margaretal.gov>

Cc City Clerk <cityclerk@margaretal.gov>

Good morning everyone,

I pray everyone morning you all are off to a great start this morning. Mayor Tortorice, thank you for the updates I truly appreciate you keeping us informed. It's encouraging to see this update and to see so many positive things taking place in Margaret. There is a lot of great work happening and I'm grateful to be a part of it.

Wishing everyone a productive and blessed day.

Get [Outlook for iOS](#)

From: Matthew Tortorice <mayor@margaretal.gov>

Sent: Monday, January 12, 2026 5:57:30 AM

To: City Council <citycouncil@margaretal.gov>

Cc: City Clerk <cityclerk@margaretal.gov>

Subject: Mayor's Update

Councilmembers,

I wanted to provide a brief update on administrative and operational items from the past week.

- Municipal Court held its first court date of the year, with a second scheduled later this month. Court staff successfully processed cases and required paperwork.
- Preliminary negotiations are underway regarding the water tower property and several other parcels. No agreements have been finalized at this time; updates will be provided as discussions progress.
- Staff is nearing completion of outstanding RSA reporting, which had last been updated in October. Retirement reporting is a significant compliance responsibility, and progress is being made to bring records current. Next is catching up on the Accounting.
- Alabama Power has advised that work on Sanie Road is now expected to begin in February. The project includes installation of approximately sixty 100-foot concrete poles between Sanie Road and Highway 411. Work will occur in phases, with several poles installed at a time. Each pole requires drilling to an approximate depth of 16 feet.
- I will attend the St. Clair County Commission meeting this Thursday, where permitting related to the Alabama Power project is expected to be discussed.

- The County Commission has committed funds toward its portion of the Brookhaven Grant match. We are obtaining updated estimates to determine the scope of roadway repairs achievable with the approximately \$130,000 available. I will follow up with the County Commission during Thursday's meeting.
- The Greater Odenville Chamber of Commerce meeting is scheduled for today at 11:30 a.m. at Christ Church at Branch Cove. The Chamber has requested that the City consider sponsorship participation similar to Odenville. Additional details will be shared prior to the next council meeting.
- The Economic Development Council (EDC) monthly meeting is scheduled for this morning at 8:00 a.m. A virtual option is available for those unable to attend in person.
- I met with Candice Hill regarding county grant opportunities. The City's needs assessment has been updated, and we are close to completing required federal compliance steps necessary to pursue additional grant funding.
- Current capital priority discussions continue to center on the Fire Station and fire apparatus, with the Community Center identified as a secondary priority for future planning.
- The Fire Department has submitted an application for a \$20,000 Firehouse Subs Foundation grant to support fire truck equipment.
- The Police Department is participating in a Homeland Security program that provides \$7,500 per officer upon completion of a training course. Six officers have completed the program to date.
- Odenville will host the Mayors' Association Breakfast on January 20 at 7:30 a.m. at the St. Clair County Event Center on Blair Farm Road.
- Next Monday is MLK Jr. Day and City Hall will be closed.

As always, please share any issues that arise or items you would like placed on a future council agenda or work session.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Council Updates

From Matthew Tortorice <mayor@margaretal.gov>

Date Mon 1/19/2026 2:56 PM

To City Council <citycouncil@margaretal.gov>

📎 2 attachments (12 MB)

IMG_0111.jpeg; IMG_2767.JPG;

Upcoming Agenda Items, Infrastructure Updates, and the Weeks Ahead

1. Upcoming Council Agenda – High-Level Preview

Below is the high level upcoming agenda for next week. I need to know if you all have anything to add:

Work Session:

Backpack Buddies

Anthony Fields

Bill Payment Ordinance Revoke

Sign Ordinance - New

Life Insurance for First Responders

Towing Fee & Report Fee

Littering Fine Structure

Speed Bumps

RPCGB 5 Year Plan

SOPs - bringing someone in to help

Duke Street

Proclamation for Austin Stone - Preserving Local History and providing a lasting public record

Agenda:

Public Hearing for new Ordinances

- **Parking Ordinance**

- **Nuisance Ordinance**
- **Animal Control Ordinance**
- **Ordinance Repealing Appointment Authority Restrictions**
- **Firearm Discharge Within City Limits Ordinance**
- **Bank Account Consolidation Ordinance**
- **General Ledger (GL) Account Restructuring Resolution**
- **Annual Budget Ordinance**
- **Residential Rental Registration & Inspection Ordinance and Related Code Updates**

Vote on New Ordinances

Duke Street

Proclamation presentation for Nick O'Rear Day

Backpack Buddies

Not Agenda Related:

Advantage Alabama

I wanted you all to be aware of AdvantageAlabama.com. **AdvantageAlabama.com** is the online **site selection and economic development platform** operated by the **Economic Development Partnership of Alabama (EDPA)** - the state's primary public-private economic development organization focused on bringing jobs and investment to communities across Alabama.

Alabama Power Updates

Alabama Power is working on some permitting issues with the County, and we don't have a definite date yet, but some pole locations are being moved, and they are discussing how to minimize full road closures.

Road Patching & Public Works Updates

The new piece of equipment has been delivered and is expected to be operational this week. This machine utilizes millings, which are more cost-effective than traditional cold patch. A sample application is shown below, and I will provide additional photos as work progresses.

The quote for Parkwood Drive has been received at \$16,000. We are still awaiting quotes for Wyatt Drive and Brookwood Court.

We are also obtaining pricing from MAP for asphalt speed tables/humps. Based on the number installed, the pricing appears to be reasonable.

The Next Few Weeks

- Mayor's Breakfast tomorrow morning at the Odenville Arena in the Gymnasium at 7:30 am.
- ALM Advocacy Day is Wednesday in Montgomery from 12 until 5pm.

- Job Applications are being uploaded to SharePoint. They can be found at this link : [Job Applications](#)

We have 2 resumes for the Parks and Rec position and many for the Public Works. We can start interviews for the Public Works Director after the 31st. Applications have been coming in for the labor positions and they are being vetted and drug tested.

- I will be providing some financial updates later this week, but the GL Accounts are a mess and need major cleaning up.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Delayed Opening of City Hall Tomorrow

From Matthew Tortorice <mayor@margaretal.gov>

Date Sun 1/25/2026 7:10 PM

To City Council <citycouncil@margaretal.gov>

I am delaying the opening of City Hall until Noon tomorrow in case of ice on the roads. I will reevaluate when I make it to City Hall in the morning.

Matt Tortorice



Outlook

Re: Year to Date Financial Reports

From District 5 <jray@margaretal.gov>

Date Thu 1/29/2026 9:10 AM

To Matthew Tortorice <mayor@margaretal.gov>; City Council <citycouncil@margaretal.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

1. Budget to actual reporting should have been put in place when the budget was passed. That's what I'm asking for now to be clear. If it's not currently in place then you have dropped the ball on that.
2. Yes, I'm requesting this information be provided to the council in a timely manner so they we can continue to be transparent with the public as far as what has been spent vs what is budgeted. Preferably before the council meeting, you said to email if any concerns and you would address them before the council meeting, so here we are doing what you have asked.
3. We "the city council" want to know what ALL vehicles have been ordered or purchased since you took office and what the price is on each and what department that they were ordered for?
4. invoice And purchase description and check amount is what is being asked. Just like stated in my previous email!
5. I will be glad to discuss this with the whole council present at the council meeting. Transparency means providing information to the council in a timely manner and way to disclose large purchases made by you. None of which has happened! And when asked multiple times and questioned about it you cannot provide information to us, you dodge the questions and continue doing what you want to. Just as what you said the previous administration was doing "from your own words " it's no different! Only you have made it clear with your own words "that you can't spend the money fast enough" !

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: Matthew Tortorice <mayor@margaretal.gov>

Sent: Thursday, January 29, 2026 4:30:38 AM

To: District 5 <jray@margaretal.gov>; City Council <citycouncil@margaretal.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

Subject: Re: Year to Date Financial Reports

Jonathan,

Thank you for your email. I want to ensure I clearly understand what information you are requesting, particularly given that the two ordinances directly governing account structure and reporting alignment were tabled to July at the last meeting by You.

By way of context, the FY budget adopted by council includes a **\$120,000 line item for police vehicles**, which was approved as part of the overall budget. Expenditures against that line item are recorded accordingly in the general ledger as the account structure currently is. The ordinances that were tabled were intended to further formalize how accounts, reporting structure, and budget-to-actual presentation are aligned for ease of review and long-term transparency.

To respond precisely, I need clarification on the following points:

1. Scope of Alignment Requested

Are you requesting:

- A budget-to-actual report by *department* only, or
- A budget-to-actual report by *individual line item*, including internal reallocations already authorized by the adopted budget?

2. Timing

Are you requesting this information:

- In advance of July without the ordinances in effect, or
- As part of the formal reporting framework contemplated by the ordinances that were tabled?

3. Other City Vehicles

Please clarify which specific vehicles or departments you are referencing so staff can ensure we are reviewing the same transactions.

4. Ford Dealership Check (Odenville)

The check in question was issued against the PW department head plan along with the Inspections department out of the PW department budget. If you are requesting additional documentation (invoice, purchase description, or internal coding reference), please confirm the level of detail you are seeking so it can be provided in a consistent and auditable format.

5. State Bid List / Council Approval

Please clarify whether you are asserting that a particular purchase exceeded statutory thresholds requiring separate council approval outside of the adopted budget, or whether this is a general policy question. If you are relying on a specific attorney opinion, please identify it, and send the email correspondence with the attorney, so we are working from the same guidance.

For clarity, the information you are requesting aligns directly with the transparency and standardization contemplated by the ordinances that were tabled. Once council acts on those items, reporting will be even more explicit and standardized going forward.

Please advise how you wish to proceed so staff can respond accurately and efficiently.

Regards,



Matt Tortorice
Mayor, City of Margaret

From: District 5 <jray@margaretal.gov>
Date: Wednesday, January 28, 2026 at 11:54 PM

To: Matthew Tortorice <mayor@margaretal.gov>, City Council <citycouncil@margaretal.gov>, Anthony Irwin <anthony@irwinlawyers.com>, Paul Irwin <paul@irwinlawyers.com>
Subject: Re: Year to Date Financial Reports

Basically the purchases should match the line item that they are budgeted for to provide better transparency. Also there was a check written at the ford dealership in Odenville and it didn't show a purchase amount and what it was for, could you clarify that please?

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: District 5 <jray@margaretal.gov>
Sent: Wednesday, January 28, 2026 11:44:43 PM
To: Matthew Tortorice <mayor@margaretal.gov>; City Council <citycouncil@margaretal.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>
Subject: Re: Year to Date Financial Reports

Could you align these numbers with the current budget actuals? I see where 122k was spent on police vehicles but I don't see where the other city vehicles were ordered and purchased and what the actual total cost of everything is. Having everything aligned with the budget that was passed and seeing the up to date activity and actual deductions will provide better insight and transparency moving forward. I would also like to add that any large purchases like 122k that was not made off the state bid list have to be brought before the city council per our city attorneys.

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: Matthew Tortorice <mayor@margaretal.gov>
Sent: Tuesday, January 27, 2026 5:55:21 PM

To: City Council <citycouncil@margaretal.gov>
Subject: Year to Date Financial Reports

Attached are the Year-to-Date financial reports from QuickBooks for the **General Fund and Public Works**.

These reports reflect activity through the most recent posting period, expenditures, and balances as we move through the fiscal year. Please note that these are broken with the old accounts and do not align with the budget categories.

If you have questions ahead of our next meeting or would like any additional detail or clarification, please let me know and I'm happy to walk through the numbers.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

Re: Council Packet 2/2/26

From Matthew Tortorice <mayor@margaretal.gov>
Date Fri 1/30/2026 12:35 PM
To City Council <citycouncil@margaretal.gov>
Bcc Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

As I noted in my earlier email, the same contractor has since provided a lower-cost option, and that option is already included on the agenda for Monday's council meeting. Mr. Barker has all of the related information and, although he is currently out due to an eye procedure, he will be present and can walk council through the details and answer questions at the meeting. I will ask that he bring copies of the original quote as well, at that time.

Any discussion or deliberation on quotes or next steps needs to occur during the properly noticed council meeting, not over email, in order to comply with state law and council procedure.

Thank You,

Matt Tortorice
Mayor, City of Margaret

From: District 5 <jray@margaretal.gov>
Sent: Friday, January 30, 2026 12:26 PM
To: Matthew Tortorice <mayor@margaretal.gov>; City Clerk <cityclerk@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>
Subject: Re: Council Packet 2/2/26

So you can share that quote in this email thread and it will be on the Monday council meeting agenda to be discussed?

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: Matthew Tortorice <mayor@margaretal.gov>
Sent: Friday, January 30, 2026 12:10:33 PM
To: District 5 <jray@margaretal.gov>; City Clerk <cityclerk@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>
Subject: Re: Council Packet 2/2/26

The quote was received shortly before I went on vacation, and my intent was to reference it during the public comment portion of the meeting so it would be acknowledged on the record and discussed in the appropriate setting. Due to how that meeting unfolded and the order in which items progressed, that portion of the meeting did not occur as expected, and the quote was not addressed at that time. That omission was not intentional, nor was it an effort to delay or avoid consideration of the issue. It was simply a matter of timing and meeting flow, not purpose or direction.

Matt Tortorice
Mayor, City of Margaret

From: District 5 <jray@margaretal.gov>
Sent: Friday, January 30, 2026 11:48 AM
To: Matthew Tortorice <mayor@margaretal.gov>; City Clerk <cityclerk@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martreceb@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>
Subject: Re: Council Packet 2/2/26

You have received a quote for fixing parkwood drive from Massey Asphalt Paving Company, why has that invoice not been brought to the city council for approval yet?

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: Matthew Tortorice <mayor@margaretal.gov>
Sent: Friday, January 30, 2026 11:46:16 AM
To: District 5 <jray@margaretal.gov>; City Clerk <cityclerk@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martreceb@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>
Subject: Re: Council Packet 2/2/26

I want to clarify that the Parkwood Drive issue has not been ignored or delayed intentionally. After the discussion at the 12/31/25 special meeting, the City Inspector and the paving company reviewed the site and recommended a more practical and cost-effective approach to address the dip in the roadway.

Based on their recommendation, the initial correction is being handled by installing a speed bump to stabilize the area. Once the new drain pipes are installed, a speed bump will be placed over the repaired section of hunter's crossing road to properly restore and protect the asphalt there as well.

Because this work is being completed under the speed bump and paving scope, it does not appear as a separate standalone road repair item on the agenda. This is intended to reduce cost while still fully resolving the problem.

I also want to note that email communication is being used strictly to share information and updates. Any discussion, deliberation, or decisions related to this matter take place only during properly noticed

City Council meetings, in accordance with state law.

Nothing is being “kicked down the road,” and there is no intent to delay or avoid action. The work is proceeding in the proper sequence to ensure a lasting fix and done legally.

Thank you again for your patience and engagement.

FYI, citycouncil@margaretal.gov goes to all the council email addresses. It is an email distribution group.

Regards,

Matt Tortorice

Mayor, City of Margaret

From: District 5 <jray@margaretal.gov>

Sent: Friday, January 30, 2026 10:30 AM

To: City Clerk <cityclerk@margaretal.gov>; Matthew Tortorice <mayor@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>

Subject: Re: Council Packet 2/2/26

I don't see parkwood drive road repair on the agenda? Mayor said in numerous emails that it would be on the agenda and it's still missing? After the recent emails from the mayor it's like it's being done on purpose? Road was discussed at the 12/31/25 special meeting and still hasn't been resolved yet? Just kicking a bad issue down the road it looks like!

Jonathan Ray

Mayor Pro-Tem\District 5 City of Margaret

jray@margaretal.gov

205-577-2135

From: City Clerk <cityclerk@margaretal.gov>

Sent: Thursday, January 29, 2026 1:32:04 PM

To: Matthew Tortorice <mayor@margaretal.gov>; City Council <citycouncil@margaretal.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 4 <samanthadavis@margaretal.gov>; District 5 <jray@margaretal.gov>

Subject: Council Packet 2/2/26

Attached is the packet for Monday night's meeting.

Mr. Barker is still working on quotes for the speed bumps and the attorney will have the Tow Release/Accident Report ordinance by Monday night. It will have the amounts discussed at the last meeting.



Outlook

Re: Requests for 02-02-26 Agenda

From Matthew Tortorice <mayor@margaretal.gov>

Date Thu 1/29/2026 5:09 AM

To District 5 <jray@margaretal.gov>; City Clerk <cityclerk@margaretal.gov>; District 4 <samanthadavis@margaretal.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

Bcc Jill Davis <Jill@cityofmargaretalabama.gov>

Jonathan,

Thank you for your email. Given the number of assertions raised, I want to briefly clarify the record and outline what documentation is required for further consideration. This response is intended to ensure we are operating from the same factual and procedural baseline.

1. Parkwood Road Repair

The Parkwood Road repair item is already on the upcoming agenda and is proceeding in the normal course. If you believe a procedural requirement was missed, please identify the specific meeting date or agenda item so it can be reviewed against the clerk's records.

2. Old Acton Road – Drainage Quote

Discussion at the December 31 meeting focused on whether to pursue a short-term drainage repair versus seeking grant funding for a comprehensive solution. Direction was to pursue the grant at the last council meeting, which is currently being submitted.

To date, no written drainage repair quote has been submitted for council action. If you are referencing a specific estimate, please provide:

- Vendor name
- Written documentation
- Date received
- Meeting or agenda item at which it was formally presented

Absent that documentation, there is nothing before council to act upon.

3. Department Head Reports

Department heads were present at the most recent meeting and available for questions. Financial reports for Public Works and the General Fund were also provided with more detail than has historically been distributed.

Work is underway to implement standardized, consistent departmental reporting on a predictable schedule. If you are proposing specific reporting requirements, please identify:

- The data requested
- Frequency
- Whether the item is informational or requires council action
- Any legal or policy basis relied upon

4. Sewer Operations and Contractor Payments

The individual hired with sewer certification is currently serving as Interim Public Works Director and has not formally assumed the sewer operator role. No finalized job description, transition plan, or regulatory designation change has been adopted by council.

Before any modification or termination of the sewer contractor arrangement should be considered, please provide:

- The statutory or regulatory authority permitting such action
- Whether the contractor is no longer legally required or discretionary
- Any supporting written guidance or legal opinion
- Confirmation of regulatory notification requirements

Absent that information, eliminating the contractor could expose the city to compliance and liability risk.

5. Agenda Requests and Process

Going forward, agenda requests involving expenditures or assertions of prior discussion should include:

- The specific action requested (discussion or vote)
- Supporting documentation
- Relevant meeting dates
- Any legal or policy authority relied upon

This will allow items to be placed accurately and efficiently.

Process Reminder

Email correspondence is not an appropriate forum for council deliberation. Deliberation and debate must occur publicly during properly noticed meetings, not through serial email exchanges.

Once the requested clarifications and documentation are provided, appropriate next steps can be taken.

Regards,



Matt Tortorice
Mayor, City of Margaret

From: District 5 <jray@margaretal.gov>

Date: Thursday, January 29, 2026 at 12:46 AM

To: City Clerk <cityclerk@margaretal.gov>, District 4 <samanthadavis@margaretal.gov>, District 2 <martrecebell@margaretal.gov>, District 3 <kerrymcintyre@cityofmargaretalabama.gov>, District 1 <jameschapman@cityofmargaretalabama.gov>, Matthew Tortorice <mayor@margaretal.gov>, Anthony Irwin <anthony@irwinlawyers.com>, Paul Irwin <paul@irwinlawyers.com>

Subject: Re: Requests for 02-02-26 Agenda

Also if you could add the sewer private contractor payment of over 3k a month when we have hired a sewer guy who holds that certification. In a couple weeks we will have payed out over 12k for a contractor to sign off for us when we could be saving that money each month to put back into the city. That's not being good stewards of taxpayers money.

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: District 5 <jray@margaretal.gov>
Sent: Thursday, January 29, 2026 12:37:14 AM
To: City Clerk <cityclerk@margaretal.gov>; District 4 <samanthadavis@margaretal.gov>; District 2 <martrecebell@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>; Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>
Subject: Re: Requests for 02-02-26 Agenda

Could you add the following items to the council agenda?
Parkwood road repair-estimate has been provided and it should have already been on the agenda, like it's being left off on purpose. Road was discussed in 12/31 special called meeting? Mayor advised a quote of 18k to fix drainage on old acton road but has failed to provide documentation of it to be voted on? It was also on the 12/31 special meeting agenda. Department head reports, only the police department gave a report at the last meeting? Water,sewer,inspections,fire, gave no report as to stats and what's happening in there departments. This should be a priority in the first meeting of the month to be shared. Shows transparency moving forward.

Jonathan Ray
Mayor Pro-Tem\District 5 City of Margaret
jray@margaretal.gov
205-577-2135

From: City Clerk <cityclerk@margaretal.gov>
Sent: Tuesday, January 27, 2026 2:47:54 PM
To: District 4 <samanthadavis@margaretal.gov>; District 2 <martrecebell@margaretal.gov>; District 5 <jray@margaretal.gov>; District 3 <kerrymcintyre@cityofmargaretalabama.gov>; District 1 <jameschapman@cityofmargaretalabama.gov>; Matthew Tortorice <mayor@margaretal.gov>
Subject: Requests for 02-02-26 Agenda

Good afternoon, Council,

Please see the attached preliminary agenda for next Monday. If you have any updates or considerations for the upcoming agenda, please let me know by Thursday morning.

Thank you,



Outlook

Mayors Update

From Matthew Tortorice <mayor@margaretal.gov>

Date Sun 2/1/2026 5:29 PM

To City Council <citycouncil@margaretal.gov>

Bcc Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

3 attachments (31 MB)

Council Communication History.pdf; Council Information.pdf; 2025 Handbook for Mayors and Councilmembers.pdf;

Councilmembers,

This email is intended as a continuation of the regular informational updates I have been providing to keep Council informed of operational, financial, and compliance-related work underway. I am attaching the Council Communication History and Council Information documents for reference and continuity.

Foremost, the attached Grant Readiness Assessment is the document I referenced in my January 12 update. It explains how recent financial system changes directly support grant eligibility, particularly for major public safety priorities.

As outlined in the assessment, eligibility for federal-and many state-grants is not determined solely by need or project merit. It is heavily dependent on financial controls, reporting capability, procurement processes, and audit readiness.

Several findings in the assessment identified gaps that would have limited our ability to qualify for federal funds unless addressed. This assessment had been in the City's possession for well over a year prior to this administration, with no corrective progress made.

Grant Eligibility Requirements

To be eligible for projects such as:

- Fire Station 3
- A new fire apparatus (fire truck)
- Senior/Community Center

the City must demonstrate:

- GAAP-aligned accounting structure;
- Segregation of funds by program and grant;
- Formal procurement controls, including Purchase Order (PO) processes;
- Clear audit trails and reconciled banking structures; and

- Compliance with Uniform Grant Guidance (2 CFR 200).

This is why the Grant Readiness Assessment was raised in January, and why Council actions related to General Ledger restructuring and bank account consolidation were brought forward. These actions were directly tied to meeting the requirements above.

Financial System Update Details

- General Ledger (GL) Account Restructuring

This allows the City to:

- Track grant funds separately from general operating funds;
- Monitor project-level expenditures;
- Produce required financial reports for grantors; and
- Support future single audits, if required.

- Bank Account Consolidation

This reduces risk and improves compliance by:

- Ensuring all funds are reconciled consistently;
- Improving internal controls;
- Reducing audit exposure; and
- Aligning with federal expectations for fund oversight.

The next required step-already identified in the Grant Readiness Assessment-is implementation of a formal Purchase Order system, which is necessary to demonstrate pre-approval controls and procurement compliance for federally funded projects.

These steps are foundational. Without them, the City would not be competitive-or in some cases eligible-for large-scale grants.

Project and Operational Updates

- I have attached the original Parkwood Drive quote that was included in the previous council packet. Mr. Barker will present an alternate solution this week.
- The Brookwood Court quote was received late this week and is attached.
- I have attached the Fire Station 3 lot layout reflecting the planning discussion between Keith, Brett, and myself. The scan of the station blueprints was cut off and is not included; however, Keith is actively working on customizing the station plans to our needs and they will be shared once available.
- Drainage pipe replacements, approved at the last council meeting, begin Monday. I've attached the quote for one of the locations; the second is expected to be similar. Please note this does not include asphalt repair following installation.
- I have attached a lease quote as one example of several instances we are uncovering, including a backhoe leased in 2024 for approximately \$140,000 that was never brought before Council and clearly was not budgeted. We continue to find similar dismaying issues daily.

- We are also addressing outstanding bills left unsettled for months prior to this administration. In several cases, accounts were nearing collections and I personally intervened to have penalties reversed. This is part of day-to-day stabilization work. A full report will be provided once we are closer to fully closing the books on inherited issues.

Additional Items

- North Valley has requested assistance with traffic control for their marathon on March 28. This should require minimal police presence to protect runners crossing Sanie Road in front of the church.
- A serious allegation has been made against, I can only guess, Mr. Barker, involving the alleged pocketing of \$2,000 of scrap metal proceeds. This matter is under active investigation, and some supporting documents are attached.
- The Census QuickFacts site, which had been unavailable for several months, is now back online. I have attached updated demographic details that are extremely valuable for planning and grant work.
- The proposed plan for Old Acton is attached. We will be submitting the grant application tomorrow and are actively negotiating with Brookhaven Development Partners to make this safer option a reality.
- I have also attached the latest Mayor & Council Handbook and strongly recommend everyone review and familiarize themselves with it.

Recent Council Actions (Highlights)

Over the last several months, Council has acted across multiple areas to stabilize operations and move the City forward. Highlights include:

- Adoption of the City budget;
- Adoption of updated personnel policies and employee handbook;
- Advancement of public safety initiatives, including fire and police equipment planning;
- Authorization of grant-related actions and applications;
- Infrastructure actions addressing roads, utilities, and capital planning;
- Policy actions related to information management and transparency; and
- Direction to pursue audits and financial reviews to establish a clean baseline moving forward.

Each of these actions contributes to operational stability, legal compliance, and long-term fiscal sustainability.

I will continue providing regular informational updates as work progresses. As always, I welcome questions, requests for clarification, or topics Council would like included in future updates. While we cannot deliberate outside of meetings, sharing information openly and consistently remains a priority.

Thank you for your continued engagement and support as we stabilize systems, document processes, and position the City to responsibly pursue future funding opportunities.



Outlook

Mayor's Update

From Matthew Tortorice <mayor@margaretal.gov>

Date Wed 2/4/2026 8:00 AM

To City Council <citycouncil@margaretal.gov>

Bcc Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

Councilmembers,

The recent Council meeting was adjourned before I was able to deliver the Mayor's Report. I want to ensure the following updates are formally communicated and placed on record.

Fire Department Leadership Updates

The Fire Chief presented proposed promotions to Council, including detailed experience and qualifications for each candidate. These recommendations reflect a balanced approach of promoting from within and recruiting qualified external leadership where appropriate. The candidates were presented to Council for ratification and were met with no dissent at the time of presentation. Although the meeting adjourned before I could again request Council input, I am pleased to propose the promotion of the Fire Captain and two Shift Lieutenants based on that process.

As I have stated consistently, department heads are expected to manage and lead their departments. This administration supports professional, merit-based advancement, and that process begins with departmental leadership.

Department Liaison Appointments

To improve communication and ensure efficient routing of questions and concerns, I have appointed Council liaisons to city departments. These appointments are administrative and intended to streamline operations and transparency.

Thank you to the following Councilmembers for accepting these roles:

- Kerry McIntyre – Police Department Liaison
- James Chapman – Public Works Liaison
- Sam Davis – Fire Department Liaison
- Martrece Bell – Administrative Staff Liaison

Council liaisons shall:

- Serve as a **point of contact** between the Council and the assigned department
- Attend departmental briefings, meetings, or site visits when invited or approved
- Assist in relaying departmental information, concerns, and updates to the full Council

Council liaisons **shall not**:

- Direct, supervise, discipline, or manage City employees
- Issue instructions to department staff
- Act independently of the City Council as a body

Parks & Recreation

David Vinson has been brought on to Parks and Recreation and has already begun work, including pursuing grant opportunities that may benefit multiple departments. His first-year priorities include:

- Evaluating all parks and facilities and addressing safety issues immediately
- Prioritizing repairs and improvements and identifying funding sources
- Pursuing ADECA and legislative grants
- Establishing accurate project costs with contractors
- Forming a 7-member Parks & Recreation Advisory Board with adopted bylaws
- Coordinating with state legislators, St. Clair EDC, and regional partners
- Supporting the city's master plan with focus on parks and community facilities

Boards and Committees

Applications are being prepared for residents interested in serving on the Parks & Recreation Board, Historical Society, and Finance Committee. Additional information will be provided as it is prepared.

Process and Expectations

This administration will operate on facts, documentation, and procedure. Accusations without evidence will not be debated from the floor. Our responsibility is to govern-legislate, manage financials, support our departments, and serve the public professionally and transparently. Concerns will be addressed through proper channels, supported by evidence, and in accordance with the law.

My commitment remains straightforward: do the work, follow the process, and keep the public informed.

Regards,



Matt Tortorice
Mayor, City of Margaret



Outlook

City Truck List

From Matthew Tortorice <mayor@margaretal.gov>

Date Tue 2/3/2026 12:42 AM

To City Council <citycouncil@margaretal.gov>; Todd Schaffner <toddschaffner@margaretal.gov>; Fire Chief <bthomas@margaretal.gov>; Police Captain <jking@margaretal.gov>; Police Chief <wwalton@cityofmargaretalabama.gov>

Bcc Anthony Irwin <anthony@irwinlawyers.com>; Paul Irwin <paul@irwinlawyers.com>

2 attachments (2 MB)

City_Vehicles.pdf; City Trucks List as of 02022026.docx;

Attached is the list of vehicles ordered to date.

Regards,

Matt Tortorice
Mayor, City of Margaret