

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

APRIL 2, 2018

AGENDA
INFORMATION SESSION

Call to Order and Welcome at 8:00 a.m.

Prayer

Reports from Staff:

Administrator
Deputy Administrator
Chief Information and Technology Officer
County Engineer
Manager of Public Affairs
County Attorney

Comments from Scheduled Attendees:

Fifteenth Judicial Presiding Circuit Judge Johnny Hardwick
Sheriff Derrick Cunningham
Chairman Louis Maxwell with the Macon County Commission
CEO Gilbert Darrington and Board Chairperson Classie Thomas with Health Services, Inc.
Director of General Services Tom Pierce with the City of Montgomery
Probate Judge Steven L. Reed
Director Kenyatte Hassell with Young Life, Inc.
Director of Risk Management Scott Kramer
Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery
Area Chamber of Commerce

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Harris

Pledge of Allegiance Led by Chairman Dean

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of March 19, 2018

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

RESOLUTION:

1. Consider Authorization of Resolution Recognizing and Congratulating the George Washington Carver High School Boys' Basketball Team on winning the 2018 AHSAA 6A Division Title and Declaring Monday, April 2, 2018, as "***Carver High School Wolverines Day***", County Commission

NEW BUSINESS:

2. Consider Authorization of Resolution Providing for Montgomery County's Participation in the 2018 "Back-to-School" Sales Tax Holiday, County Commission
3. Consider Authorization of Memorandum of Understanding with The Alabama Medicaid Agency regarding Reimbursement for Inmates and Business Associate Addendum Agreement, Risk Management
4. Consider Authorization of Agreement with the Alabama Department of Transportation regarding Resurfacing Macon County Road from SR-110 (Vaughn Road) to Macon County Line and Flowers Road from Bullock County Line to SR-110 (Vaughn Road), Project# STPMN-5117(250); MCP# 51-80-17; CPMS Ref.# 100067923 and Related Resolution, Engineering Department
5. Consider Authorization of Renewal of Memorandum of Agreement with The Moore-Zeigler Group, LLC, to Provide Contract Services concerning the Montgomery County Commission's Minority and Women-Owned Business Initiative, County Commission
6. Consider Authorization of Renewal of Group Life Insurance and AD&D Policy for County Employees with Standard Life, Secured through Harmon Dennis Bradshaw, Inc., Risk Management Department
7. Consider Authorization to Change the Order of Business in the Official Agenda of Commission Meetings, County Commission
8. Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission
9. Consider Authorization of Miscellaneous Appropriations to Education, County Commission
10. Consider Authorization of Bid Award to Tractor and Equipment Company for Hydro Seeding System, Bid Number 53100-18B-010, Engineering Department

11. Consider Authorization of Budget Change Request Number 15 in the Amount of \$57,711 regarding Funding for 50% of the FY2018 Salary and Benefits for the One Place Family Justice Center Director, County Commission
12. Consider Authorization of Budget Change Request Number 2, Tax and Audit Department
13. Consider Authorization of Position Fill Requests – Detention Facility (3)
 - Corrections Officer Trainee, Position Number 500419015
 - Corrections Officer Trainee, Position Number 500419144
 - Corrections Officer Trainee, Position Number 500419170
14. Consider Authorization of Position Fill Request – Engineering Department (1)
 - Civil Engineer Tech III, Position Number 640629004
15. Consider Authorization of Position Fill Requests – Sheriff's Office (3)
 - Deputy Sheriff Sergeant, Position Number 550432052
 - Auto Servicer, Position Number 550587001
 - Automotive Mechanic, Position Number 550590001
16. Consider Authorization of Travel/Training Requests (10)

Reports from Staff:

Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

APRIL 2, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

APRIL 16, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

MAY 7, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

MAY 21, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

MAY 28, 2018

County Holiday (Memorial Day)

JUNE 4, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

JUNE 18, 2018

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon

AGENDA

APR - 2 2018

4-2-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-16-18

Check Number	To	Check Number
276533		276594
Total Checks Paid		\$4,655,856.45

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

APR - 2 2018

4-2-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-16-18

Check Number	To	Check Number
276595		276675
Total Checks Paid		\$8,593,510.53

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

APR - 2 2018

4-2-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-23-18

Check Number	To	Check Number
276676		276728
Total Checks Paid		\$782,452.18

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

APR - 2 2018

4-2-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-23-18

Check Number	To	Check Number
276729		276803
Total Checks Paid		\$746,507.31

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

APR - 2 2018

4-2-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-23-18

Check Number	To	Check Number
279804		276846
Total Checks Paid		\$357,706.75

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
3/30/18

Payroll Check Number	129820	To	Payroll Check Number	129869	\$	45,777.44
Direct Deposits					\$	924,915.44
Payroll Check Number	129870	To	Payroll Check Number	129877	\$	204,291.25
Direct Deposits					\$	64,491.41
Federal Deposits					\$	305,594.23
Total Payroll Paid					\$	1,545,069.77

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS PAID
ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE PAYROLL CHECK REGISTER

Montgomery County Commission **AGENDA**

A County Older Than The State

APR - 2 2018



Established 1816
Montgomery, Alabama

Resolution

WHEREAS; George Washington Carver High School began in September of 1948; and

WHEREAS, since its inception, the boys' basketball team has won five state championship titles, with wins in 1983, 1984, 2012, 2015 and 2018; and

WHEREAS, the G.W. Carver High School Wolverines boys' basketball team, under the leadership of Coach J.J. Jackson, completed the 2018 season with an impressive 29-7 schedule; and

WHEREAS, on Saturday, March 3rd, in Birmingham, Alabama, the Wolverines defeated the defending champs, Paul W. Bryant High School, in an exciting 74-59 victory to win the Division 6A State Championship, thus securing the school's fifth state championship title, the third in seven years.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission recognizes and thanks Coach James "J.J." Jackson, his coaching staff and the G.W. Carver High School boys' basketball team for the sacrifices made on and off the court that are required to perform at the state championship level. Furthermore, the Commission congratulates the G.W. Carver Wolverines' boys' basketball team on winning the 2018 AHSAA 6A Division Title and does hereby declare Monday, April 2, 2018, as "*Carver High School Wolverines Day*" in Montgomery County, Alabama.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 2nd day of April, 2018.

CHAIRMAN ELTON N. DEAN, SR.

VICE CHAIRMAN RONDA M. WALKER

COMMISSIONER DANIEL HARRIS, JR.

COMMISSIONER ISAAH SANKEY

COMMISSIONER DOUG SINGLETON

1-1

ELTON N. DEAN, SR.
CHAIRMAN

RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

Tax & Audit Department
P.O. Box 4779
Montgomery, Alabama 36103-4779

ESTABLISHED 1816

Terri A. Henderson, CRE
Revenue Manager

Administrative and Auditing for:
Montgomery County Alabama
Sales & Use Taxes; Lodging Tax;
Gasoline Tax; and Fuel Tax

Telephone (334) 832-1697
FAX (334) 832-1223
Website www.mc-ala.org

AGENDA

APR - 2 2018

MEMORANDUM

DATE: March 14, 2018

TO: Sherrill Thomas, Finance Director

FROM: Terri Henderson, Revenue Manager *Terri Henderson 03/14/2018* *SD Thomas 3/14/18*

RE: 2018 "Back-to-School" Sales Tax Holiday, July 20-22, 2018

Please see notice attached from the State of Alabama Department of Revenue ("ADOR") dated March 5, 2018 specific to the 2018 "Back-to-School" Sales Tax Holiday authorized pursuant to Act No. 2017-120. The dates for the 2018 "Back-to-School" Sales Tax Holiday will be third full weekend of July 2018 beginning at 12:01 a.m. on Friday, July 20, 2018 and ending at twelve midnight on Sunday, July 22, 2018. If we are going to participate again this year, I would respectfully request that this topic be discussed during the next Informal Session of the Montgomery County Commission Meeting on March 19, 2018. Please note the draft resolution attached has been prepared in anticipation that this item will be included on the formal agenda for the Montgomery County Commission Meeting on April 2, 2018.

Please note that written notification of our participation and a certified copy of our resolution will be due back to the ADOR before the June 20, 2018 deadline. Thank you in advance for your assistance with this matter.

tah/attachments



State of Alabama Department of Revenue

(www.revenue.alabama.gov)
50 North Ripley Street
Montgomery, Alabama 36132

March 5, 2018

2018 "Back-to-School" Sales Tax Holiday July 20-22, 2018

Deadline to notify ADOR: June 20, 2018

The 2018 "Back-to-School" Sales Tax Holiday begins at 12:01 a.m. on Friday, July 20, 2018, and ends at twelve midnight on Sunday, July 22, 2018. As required by Rule 810-6-3-.65, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before June, 20, 2018. The Department will compile this information into a list of all counties and municipalities participating in the "Back-to-School" Sales Tax Holiday and issue a current publication of the list on its website at: <https://revenue.alabama.gov/sales-use/sales-tax-holidays/>. Notification of participation in the sales tax holiday may not be included in the published list if received after June, 20, 2018.

Retail businesses and the public need to know whether or not your locality will participate in the 2018 "Back-to-School" Sales Tax Holiday. Please put it on your calendar to discuss and vote on this matter soon and notify the ADOR of the decision.

IMPORTANT

RESPONSE REQUIRED

IMPORTANT

Participating? Send a certified copy of any resolution, ordinance, or amendment adopted by your locality.

Not Participating? Send an email, fax or letter (with signature line) stating: "The (City/Town/County) of _____ will not be participating in the 2018 Back-to-School Sales tax holiday." It is important that you inform us of that fact, otherwise, retailers and the public wonder if you are participating and forgot to notify the Department of Revenue.

Retailers and the public rely on the list provided by the Department of Revenue and the Department cannot post a locality's participation status based on assumption; notification of nonparticipation or a copy of the resolution/ordinance from the locality is required.

Notification can be faxed, mailed or emailed:

FAX: 334-353-7666

MAIL: ALABAMA DEPARTMENT OF REVENUE

EMAIL: wanda.robbs@revenue.alabama.gov

ATTN: Wanda Robbins

Sales & Use Tax Division

Post Office Box 327900

QUESTIONS: 334-353-8044

Montgomery, Alabama 36132-7900

**RESOLUTION PROVIDING FOR MONTGOMERY COUNTY'S
PARTICIPATION IN THE "SALES TAX HOLIDAY"
IN JULY 2018, AS AUTHORIZED
BY ACT NO. 2017-120**

WHEREAS, during its 2017 Regular Session, the Alabama Legislature enacted Act No. 2017-120, effective March 29, 2017, which provides an exemption of the state sales and use tax for certain non-commercial purchases related to school clothing and supplies during the third full weekend in July of each year; and

WHEREAS, Act No. 2017-120 authorizes the county commission to provide for an exemption of county sales and use taxes for purchases of items covered by the Act during the same time period in which the state sales and use tax exemption is in place, provided a resolution to that effect is adopted at least thirty days prior to 12:01 a.m. on the third Friday in July; and

WHEREAS, Code of Alabama 1975, § 11-51-210(e) requires that the county commission notify the Alabama Department of Revenue of any new local tax or amendment to an existing local tax levy at least 30 days prior to the effective date of the change; and

WHEREAS, the exemption of certain county sales and use taxes for the third full weekend of July 2018 herein adopted by the county commission is an amendment to the county's sales and use tax levy warranting notice to the Alabama Department of Revenue as provided in Code of Alabama 1975, § 11-51-210(e);

WHEREFORE BE IT RESOLVED BY THE MONTGOMERY COUNTY COMMISSION that it does hereby provide for an exemption of the 2½ percent county sales and use tax on purchases of items covered by Act No. 2017-120 beginning at 12:01 a.m. on Friday, July 20, 2018 and ending at twelve midnight on Sunday, July 22, 2018.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the April 2, 2018 meeting of the Montgomery County Commission, and be immediately forwarded to the Alabama Department of Revenue in compliance with Code of Alabama 1975, § 11-51-210(e).

IN WITNESS WHEREOF, the Montgomery County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on this the 2nd day of April, 2018.

I hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 2nd day of April, 2018.

Elton N. Dean, Sr.
Chairman

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

APR - 2 2018

March 23, 2018

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer *SK*
Director of Risk Management

SUBJECT: MOU and Business Associate Addendum with the Alabama Medicaid Agency

On March 19, 2018, I met with the County Commission to discuss the Memorandum of Understanding and the Business Associate Addendum with the Alabama Medicaid Agency. With the Medicaid reimbursement rates, the Montgomery County Commission should see reduced hospital costs for the inmates. As such, it is my recommendation that we move forward in signing these agreements. If at anytime, we are not pleased with this program, we have the option to terminate the agreement. Last week, I discussed the agreements with Morgan Arrington, General Counsel for ACCA, questioning any concerns from other Counties (see attached). Ms. Arrington stated there were no concerns from other counties.

I am requesting the County Commission's approval of this item outlined above.

Cc: Florence Cauthen, Deputy Administrator

Scott Kramer

From: Morgan Arrington <MArrington@alabamacounties.org>
Sent: Friday, March 16, 2018 2:59 PM
To: Scott Kramer
Subject: RE: Request for Opinion - MOU regarding Medicaid Reimbursement for Inmates

Scott,

Thanks for your call yesterday. As I mentioned on the phone, in my capacity as General Counsel for ACCA, I have reviewed the MOU and have no concerns about counties entering into the agreement with the Alabama Medicaid Agency. The MOU does contain numerous references to federal laws and regulations. I represent that those provisions are standard language required by the Alabama Medicaid Agency in each of its agreements with other entities. While I do not, and cannot, speak for the Alabama Medicaid Agency, I am familiar with the organization as I previously served nearly five years in its legal department. I believe Medicaid is a great partner to counties in this program and I look forward to seeing the results of this program trickle down to counties.

We hope you consider participation. We would enjoy working with Montgomery County.

Thanks,



Morgan Arrington
General Counsel
Association of County Commissions of Alabama
334-263-7594 office • 334-263-7678 fax
www.alabamacounties.org

From: Scott Kramer [mailto:ScottKramer@mc-ala.org]

Sent: Thursday, March 15, 2018 4:38 PM
To: Morgan Arrington <MArrington@alabamacounties.org>
Subject: FW: Request for Opinion - MOU regarding Medicaid Reimbursement for Inmates

Morgan,

I appreciate your efforts in establishing this legislature that will prove to be cost savings (or cost avoidance for our outside inmate healthcare costs. If you could document some of the info we discussed, it would be helpful. My meeting with the Commission is Monday, so if you could respond by then it would be greatly appreciated.

One more question, how many Counties have shown interest in this matter?

Scott Kramer
City / County Director of Risk Management
Montgomery, Alabama
334-832-1280

From: Tammy Nix
Sent: Tuesday, March 13, 2018 11:36 AM

**MEMORANDUM OF UNDERSTANDING
BETWEEN
MONTGOMERY COUNTY COMMISSION
AND
THE ALABAMA MEDICAID AGENCY**

THIS AGREEMENT is effective the 1st day of January, 2018, by and between the Alabama Medicaid Agency (hereinafter referred to as Medicaid) and the Montgomery County Commission (hereinafter referred to as Contractor) regarding the exchange of necessary data to coordinate reinstatement for certain services provided to Medicaid recipients who are inmates of a public institution under the administrative control or responsibility of the county sheriff and for whom the county is responsible for the provision of medical care (hereinafter referred to as Contractor's Facility); and

WHEREAS, the Alabama Legislature passed Alabama Act 2017-298 (hereinafter referred to as the Act), which requires the suspension, but not termination, of Medicaid eligibility for individuals who are eligible for Medicaid, but are Inmates of Contractor's Facility. The Act further provides for reinstatement of Medicaid benefits for inpatient services in a medical institution received by such Inmates who are otherwise eligible for Medicaid; and

WHEREAS, in order to effectuate the purposes of the Act, Medicaid and Contractor must exchange information regarding certain individuals' Medicaid eligibility and whether they are an Inmate of Contractor's Facility as defined in Sections 2 and 3 of this Agreement and must further develop such methods, systems, processes, procedures, and such other means as may be necessary to effectuate the purposes of the Act.

NOW, THEREFORE, the Medicaid and Contractor hereby agree as follows:

1. This Agreement shall be effective during a pilot period of January 1, 2018 through December 31, 2018, and except as otherwise provided, shall remain in effect for such term until terminated by agreement of both Medicaid and Contractor or upon thirty (30) days written notice to the other party. This agreement may be amended as required, provided that such is in writing and signed by both Medicaid and Contractor.
2. For the purposes of this Agreement, the term "Inmate" shall be defined as any person being held in a public institution under the administrative control and responsibility of the county sheriff and for whom the county is responsible for the provision of medical care. The term includes a person in custody while awaiting arraignment or bond, a pretrial detainee, a convicted person who is awaiting transfer to but has not otherwise become the responsibility of the Department of Corrections, or a person serving his or her sentence in the county jail.
3. For the purposes of this Agreement, the terms "public institution" and "Contractor's Facility" shall be defined as an institution under the administrative control and responsibility of the county sheriff and for whom the county is responsible for the provision of medical care.
4. Medicaid and the Association of County Commissions of Alabama (hereinafter referred to as Association) will enter into a separate Memorandum of Understanding which authorizes the Association

to communicate with Medicaid on behalf of Contractor and enables Contractor to be compliant with the identification and notification requirements found in Section 1, paragraphs (1), (2), (4) and (5) of the Act.

5. Contractor agrees to provide the Association such information as is necessary for Medicaid to determine whether Inmates of Contractor's Facility are subject to the Act. Such information shall include the name, date of birth, and social security number, as well as such other information as Medicaid may require. Medicaid will use this information solely for the purpose of determining whether such Inmates meet Medicaid eligibility requirements and are subject to the Act.
6. Medicaid and Contractor both agree to use a mutually acceptable means to securely exchange any and all data or other information required to be exchanged pursuant to this Agreement. Such means of secure exchange shall comply with all applicable requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and any implementing regulations as adopted, as well as the attached Alabama Medicaid Business Associate Addendum as addressed in paragraph 12 of this Agreement.
7. Medicaid agrees to use the information exchanged pursuant to this Agreement for the sole purpose of designing methods, systems, processes, procedures, and such other means as may be necessary to effectuate the purposes of the Act, including but not limited to:
 - a. suspending or terminating Medicaid eligibility for Inmates who are not otherwise eligible for Medicaid;
 - b. for those Inmates who were eligible for Medicaid prior to becoming an Inmate and who are otherwise eligible for Medicaid:
 - i. suspending Medicaid eligibility, provided the Inmate continues to be otherwise eligible for Medicaid;
 - ii. ensuring Medicaid payment for covered inpatient services received outside of Contractor's Facility by Inmates otherwise eligible for Medicaid benefits; and
 - iii. upon an inmate's release from Contractor's Facility, promptly removing the suspension of Medicaid eligibility if the inmate is otherwise eligible for Medicaid.
8. Contractor will monthly, provide information to be submitted electronically to Medicaid through the Association. The information submitted shall include:
identifying information for each inmate in custody (name, date of birth, gender, SSN);
date of incarceration;
date of release if known; and
date of death if known.
9. Medicaid will process the file against all Medicaid recipients and send a return file back to the Association containing the following information. The return file shall include each Inmate submitted by the county displaying the following indicators:
 - a. An indicator for Inmates who were not found active on Medicaid's file;
 - b. An indicator for Inmates who were found active on Medicaid's file who have been suspended because they are no longer eligible for Medicaid services due to incarceration;

c. An indicator for individuals who are active and remain active SSI on Medicaid file and who are eligible for inpatient services in a medical institution for the month in question; and

d. Any indicators for Inmates who were found active on Medicaid file who have been suspended but are only eligible for inpatient services in a medical institution for the month in question.

10. Contractor shall notify Medicaid of all Inmates in custody with an indicator in paragraph 9, category c. or d. above, who have received inpatient services in a medical facility outside of a Contractor's Facility. During the pilot period, Medicaid agrees to provide a monitored email address to which Contractor shall send notification of an Inmate's admission to an inpatient medical institution. Upon submission of an electronic notification, Medicaid will take all necessary steps to ensure that a claim that has been properly submitted by the provider for an Inmate who is eligible for coverage of inpatient services will be processed in accordance with the Act and federal law. Medicaid agrees to be responsible for providing inpatient medical institutions enrolled as providers under the Alabama Medicaid program all necessary information needed to submit claims for Inmates who are eligible for services in accordance with the Act and federal law.
11. Separate from the identification and notification requirements, Section 1(d)(3) of the Act also requires that Contractor or other responsible governmental will be responsible for payment of the full amount of any federally required state match due for inpatient services triggered under the Act. Upon receipt from a provider of an invoice or itemized statement for inpatient medical services received by an eligible Inmate, Contractor will send the state match due (currently 28.56% but subject to change) and a copy of the invoice to Medicaid. Nothing in this agreement shall cause Contractor to be responsible for any additional costs that could arise due to Medicaid's failure to timely remit payments to the provider in accordance with the Alabama Medicaid State Plan.
12. In the event that an Inmate is eligible for coverage of benefits for inpatient medical services, but Medicaid denies or rejects a properly submitted claim for an eligible Inmate, Medicaid will take all reasonable and necessary steps to ensure payment of a proper claim.
13. Medicaid agrees to provide Contractor with a revised Agreement for the period beginning January 1, 2019 which contains detailed provisions of a reimbursement process that is in compliance with the Act and federal law by no later than August 1, 2018.
14. Under no circumstances shall any commitments by Medicaid constitute a debt of the State of Alabama as prohibited by Article XI, Section 213, Constitution of Alabama of 1901, as amended by Amendment 26. It is further agreed that if any provision of this Agreement shall contravene any statute or Constitutional provision or amendment, whether now in effect or which may, during the course of this Agreement, be enacted, then that conflicting provision in the Agreement shall be deemed null and void. Both Medicaid and Contractor's sole remedy for the settlement of any and all monetary disputes arising under the terms of this Agreement shall be limited to the filing of a claim with the Board of Adjustment for the State of Alabama.
15. For any and all other disputes arising under the terms of this Agreement, both Medicaid and Contractor hereto agree, in compliance with the recommendations of the Governor and Attorney General, when

considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation by and through private mediators.

16. Each officer or employee of any person to whom Social Security information is or may be disclosed shall be notified in writing by such person that Social Security information disclosed to such officer or employee can be only used for authorized purposes and to that extent and any other unauthorized use herein constitutes a felony punishable upon conviction by a fine of as much as \$5,000.00 or imprisonment for as long as five years, or both, together with the cost of prosecution. Such person shall also notify each such officer or employee that any such unauthorized further disclosure of Social Security information may also result in an award of civil damages against the officer or employee in an amount not less than \$1,000.00 with respect to each instance of unauthorized disclosure. These penalties are prescribed by IRC Sections 7213 and 7431 and set forth at 26 CFR 301.6103(n). Nothing herein shall be deemed a waiver of immunity granted to the Medicaid or Contractor under federal or state law.
17. Additionally, it is incumbent upon both Medicaid and Contractor to inform their officers and employees of penalties for improper disclosure implied by the Privacy Act of 1974, 5 U.S.C. § 552a. Specifically, 5 U.S.C. § 552a(i)(1), which is made applicable to both Medicaid and Contractor by 5 U.S.C. § 552a(m)(1), provides that any officer or employee, who by virtue of his/her employment or official position, has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established thereunder, and who knowing that disclosure of the specific material is prohibited, willfully discloses that material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.00. Nothing herein shall be deemed a waiver of immunity granted to either Medicaid or Contractor under federal or state law.
18. Both Medicaid and Contractor hereby certify that neither they nor their principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any Federal department or agency.
19. Both Medicaid and Contractor acknowledge and understand that this Agreement is not effective until it has received all requisite state and local government approvals and no information contemplated under this Agreement shall be exchanged until all requisite approvals have been obtained.

20. Pursuant to Ala. Code §31-13-9(k), by signing this Agreement, both Medicaid and Contractor affirm, for the duration of this Agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, either Medicaid or Contractor found to be in violation of this provision shall be deemed in breach of this Agreement and shall be responsible for all damages resulting therefrom.

Alabama Medicaid Agency

This agreement has been reviewed
for and is approved as to content.

Montgomery County Commission

Stephanie McGee Azar
Commissioner

Elton N. Dean, Sr.
Commission Chairman

Date Signed

Date Signed

This agreement has been reviewed for legal
form and complies with all applicable laws,
rules, and regulations of the State of Alabama
governing these matters.

Legal Counsel

Legal Counsel

**ALABAMA MEDICAID AGENCY
BUSINESS ASSOCIATE ADDENDUM**

This Business Associate Addendum (this “Agreement”) is made effective the 1st day of January, 2018, by and between the Alabama Medicaid Agency (“Covered Entity”), an agency of the State of Alabama, and Montgomery County Commission (“Business Associate”) (collectively the “Parties”).

1. BACKGROUND

- 1.1. Covered Entity and Business Associate are parties to a contract entitled Contract Number: C80629640 (the “Contract”), whereby Business Associate agrees to perform the certain services for or on behalf of Covered Entity.
- 1.2. The relationship between Covered Entity and Business Associate is such that the Parties believe Business Associate is or may be a “business associate” within the meaning of the HIPAA Rules (as defined below).
- 1.3. The Parties enter into this Business Associate Addendum with the intention of complying with the HIPAA Rules allowing a covered entity to disclose protected health information to a business associate, and allowing a business associate to create or receive protected health information on its behalf, if the covered entity obtains satisfactory assurances that the business associate will appropriately safeguard the information.

2. DEFINITIONS

2.1 General Definitions

The following terms used in this Agreement shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Electronic Protected Health Information, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required by Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

2.2 Specific Definitions

2.2.1 Business Associate. “Business Associate” shall generally have the same meaning as the term “business associate” at 45 C.F.R. § 160.103

2.2.2 Covered Entity. “Covered Entity” shall generally have the same meaning as the term “covered entity” at 45 C.F.R. § 160.103.

2.2.3 HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 C.F.R. Part 160 and Part 164.

3. OBLIGATIONS OF BUSINESS ASSOCIATE

Business Associate agrees to the following:

- 3.1 Use or disclose PHI only as permitted or required by this Agreement or as Required by Law.
- 3.2 Use appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Agreement. Further, Business Associate will implement administrative, physical and technical safeguards (including written policies and procedures) that reasonably and appropriately protect the confidentiality, integrity and availability of electronic PHI that it creates, receives, maintains or transmits on behalf of Covered Entity as required by Subpart C of 45 C.F.R. Part 164.
- 3.3 Mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.
- 3.4 Report to Covered Entity within five (5) business days any use or disclosure of PHI not provided for by this Agreement of which it becomes aware.
- 3.5 Ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information in accordance with 45 C.F.R. § 164.502(e)(1)(ii) and § 164.308(b)(2), if applicable.
- 3.6 Provide Covered Entity with access to PHI within thirty (30) business days of a written request from Covered Entity, in order to allow Covered Entity to meet its requirements under 45 C.F.R. § 164.524, access to PHI maintained by Business Associate in a Designated Record Set.
- 3.7 Make amendment(s) to PHI maintained by Business Associate in a Designated Record Set that Covered Entity directs or agrees to, pursuant to 45 C.F.R. § 164.526 at the written request of Covered Entity, within thirty (30) calendar days after receiving the request.
- 3.8 Make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by the Business Associate on behalf of, Covered Entity, available to Covered Entity or to the Secretary within five (5) business days after receipt of written notice or as designated by the Secretary for purposes of determining compliance with the HIPAA Rules.
- 3.9 Maintain and make available the information required for Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI as necessary to satisfy the Covered Entity's obligations under 45 C.F.R. § 164.528.
- 3.10 Provide to the Covered Entity, within thirty (30) days of receipt of a written request from Covered Entity, the information required for Covered Entity to respond to a request by an Individual or an authorized representative for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.
- 3.11 Maintain a comprehensive security program appropriate to the size and complexity of the Business Associate's operations and the nature and scope of its activities as defined in the Security Rule.

3.12 Notify the Covered Entity within five (5) business days following the discovery of a breach of unsecured PHI on the part of the Contractor or any of its sub-contractors, and

3.12.1 Provide the Covered Entity the following information:

3.12.1(a) The number of recipient records involved in the breach.

3.12.1(b) A description of what happened, including the date of the breach and the date of the discovery of the breach if known.

3.12.1(c) A description of the types of unsecure protected health information that were involved in the breach (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other type information were involved).

3.12.1(d) Any steps the individuals should take to protect themselves from potential harm resulting from the breach.

3.12.1(e) A description of what the Business Associate is doing to investigate the breach, to mitigate harm to individuals and to protect against any further breaches.

3.12.1(f) Contact procedures for individuals to ask questions or learn additional information, which shall include the Business Associate's toll-free number, email address, Web site, or postal address.

3.12.1(g) A proposed media release developed by the Business Associate.

3.12.2 Work with Covered Entity to ensure the necessary notices are provided to the recipient, prominent media outlet, or to report the breach to the Secretary of Health and Human Services (HHS) as required by 45 C.F.R. Part 164, Subpart D.;

3.12.3 Pay the costs of the notification for breaches that occur as a result of any act or failure to act on the part of any employee, officer, or agent of the Business Associate;

3.12.4 Pay all fines or penalties imposed by HHS under 45 C.F.R. Part 160, "HIPAA Administrative Simplification: Enforcement Rule" for breaches that occur as a result of any act or failure to act on the part of any employee, officer, or agent of the Business Associate.

3.12.5 Co-ordinate with the Covered Entity in determining additional specific actions that will be required of the Business Associate for mitigation of the breach.

4. PERMITTED USES AND DISCLOSURES

Except as otherwise limited in this Agreement, if the Contract permits, Business Associate may

- 4.1. Use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Contract, provided that such use or disclosure would not violate the Subpart E of 45 C.F.R. Part 164 if done by Covered Entity;
- 4.2. Use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.
- 4.3. Disclose PHI for the proper management and administration of the Business Associate, provided that:
 - 4.3.1 Disclosures are Required By Law; or
 - 4.3.2 Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- 4.4 Use PHI to provide data aggregation services to Covered Entity as permitted by 42 C.F.R. § 164.504(e)(2)(i)(B).

5. REPORTING IMPROPER USE OR DISCLOSURE

The Business Associate shall report to the Covered Entity within five (5) business days from the date the Business Associate becomes aware of:

- 5.1 Any use or disclosure of PHI not provided for by this agreement
- 5.2 Any Security Incident and/or breach of unsecured PHI

6. OBLIGATIONS OF COVERED ENTITY

The Covered Entity agrees to the following:

- 6.1 Notify the Business Associate of any limitation(s) in its notice of privacy practices in accordance with 45 C.F.R. § 164.520, to the extent that such limitation may affect Alabama Medicaid's use or disclosure of PHI.
- 6.2 Notify the Business Associate of any changes in, or revocation of, permission by an Individual to use or disclose PHI, to the extent that such changes may affect the Business Associate's use or disclosure of PHI.
- 6.3 Notify the Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect the Business Associate's use or disclosure of PHI.
- 6.4 Not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.
- 6.5 Provide Business Associate with only that PHI which is minimally necessary for Business Associate to provide the services to which this agreement pertains.

7. TERM AND TERMINATION

7.1 Term. The Term of this Agreement shall be effective as of the effective date stated above and shall terminate when the Contract terminates.

7.2 Termination for Cause. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity may, at its option:

7.2.1 Provide an opportunity for Business Associate to cure the breach or end the violation, and terminate this Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity;

7.2.2 Immediately terminate this Agreement; or

7.2.3 If neither termination nor cure is feasible, report the violation to the Secretary as provided in the Privacy Rule.

7.3 Effect of Termination.

7.3.1 Except as provided in paragraph (2) of this section or in the Contract, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.

7.3.2 In the event that Business Associate determines that the PHI is needed for its own management and administration or to carry out legal responsibilities, and returning or destroying the PHI is not feasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction not feasible. Business Associate shall:

7.3.2(a) Retain only that PHI which is necessary for business associate to continue its proper management and administration or to carry out its legal responsibilities;

7.3.2(b) Return to covered entity or, if agreed to by covered entity, destroy the remaining PHI that the business associate still maintains in any form;

7.3.2(c) Continue to use appropriate safeguards and comply with Subpart C of 45 C.F.R. Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as business associate retains the PHI;

7.3.2(d) Not use or disclose the PHI retained by business associate other than for the purposes for which such PHI was retained and subject to the same conditions set out at Section 4, "Permitted Uses and Disclosures" which applied prior to termination; and

7.3.2(e) Return to covered entity or, if agreed to by covered entity, destroy the PHI retained by business associate when it is no longer needed by business associate for its proper management and administration or to carry out its legal responsibilities.

7.4 Survival

The obligations of business associate under this Section shall survive the termination of this Agreement.

8. GENERAL TERMS AND CONDITIONS

- 8.1 This Agreement amends and is part of the Contract.
- 8.2 Except as provided in this Agreement, all terms and conditions of the Contract shall remain in force and shall apply to this Agreement as if set forth fully herein.
- 8.3 In the event of a conflict in terms between this Agreement and the Contract, the interpretation that is in accordance with the HIPAA Rules shall prevail. Any ambiguity in this Agreement shall be resolved to permit Covered Entity to comply with the HIPAA Rules.
- 8.4 A breach of this Agreement by Business Associate shall be considered sufficient basis for Covered Entity to terminate the Contract for cause.
- 8.5 The Parties agree to take such action as is necessary to amend this Agreement from time to time for Covered Entity to comply with the requirements of the HIPAA Rules.

IN WITNESS WHEREOF, Covered Entity and Business Associate have executed this Agreement effective on the date as stated above.

ALABAMA MEDICAID AGENCY

Signature: _____

Printed Name: Clay Gaddis

Title: Privacy Officer

Date: _____

BUSINESS ASSOCIATE

Signature: _____

Printed Name: _____

Title: _____

Date: _____

IMMIGRATION STATUS

I hereby attest that all workers on this project are either citizens of the United States or are in a proper and legal immigration status that authorizes them to be employed for pay within the United States.

Signature of Contractor

Witness

State of _____)

County of _____)

CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)

DATE: _____

RE Contract/Grant/Incentive (describe by number or subject): Contract# C80629640 and between Montgomery County Commission (Contractor/Grantee) and Alabama Medicaid Agency (State Agency or Department or other Public Entity)

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of _____ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".

2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure.

BUSINESS ENTITY. Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following:

- a. Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.
- b. Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

EMPLOYER. Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer. This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

- ____ (a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.
 ____ (b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this _____ day of _____ 20____.

 Name of Contractor/Grantee/Recipient

By: _____

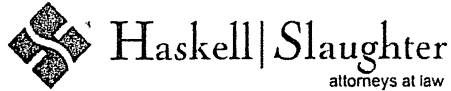
Its _____

The above Certification was signed in my presence by the person whose name appears above, on

this _____ day of _____ 20____.

WITNESS: _____

 Print Name of Witness



Haskell Slaughter & Gallion, LLC

8 Commerce Street

Suite 1200

Montgomery, Alabama 36104

t. 334.265.8573 | f. 334.264.7945

TTG

MEMORANDUM

March 13, 2018

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Request for Opinion- Memorandum of Understanding ("MOU) with The Alabama Medicaid Agency

I have reviewed the memorandum from Scott Kramer and the MOU regarding the Medicaid Reimbursement for Inmates and the attached documents.

I find that the MOU is legal and binding on the parties executing same. However, I would not execute the MOU until Scott addresses the issue at the next MCC meeting. I would also check with the ACCA and see if any other counties have questions about the MOU. The State Medicaid problems have existed for many years and MCC needs to make sure additional expenses are not passed down to the MCC.

After the discussion with the MCC, Scott and the ACCA as stated above then the decision can be made by a majority vote of the Commissioners.

If this is done then I am also of the opinion that the services provided for in this agreement are in the best interest of the public health, safety, education, and general welfare of the citizens of Montgomery County. I, therefore, see no reason why the agreement should not be executed if it is the desire of the Montgomery County Commission.

50051-317

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

March 12, 2018

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Request for Opinion – Memorandum of Understanding with The Alabama
Medicaid Agency

Enclosed is an email from Director of Risk Management Scott Kramer and a Memorandum of Understanding with The Alabama Medicaid Agency regarding Medicaid reimbursement for inmates.

Please review the enclosed documents and issue an opinion by Wednesday, March 14, 2018, as to whether the MOU is acceptable.

As always, thank you for your assistance.

/tn

Enclosures

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
Kevin A. Boone, PE
ASSISTANT COUNTY ENGINEER
334.832.1310
FAX: 334.832.7190
WWW.MC-ALA.ORG

ENGINEERING DEPARTMENT

AGENDA

APR - 2 2018

March 5, 2018

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: George C. Speake
County Engineer

George C. Speake
3/5/2018

SUBJECT: Approval of Agreement for Resurfacing
Macon County Road from SR-110 (Vaughn Road) to Macon County Line and
Flowers Road from Bullock County Line to SR-110 (Vaughn Road)
Project# STPMN-5117(250), MCP 51-80-17, CPMS Ref. # 100067923

Please place on the agenda for the nearest possible Montgomery County Commission meeting approval of attached agreement between the Alabama Department of Transportation (ALDOT) and Montgomery County concerning funding for resurfacing Macon County Road from SR-110 (Vaughn Road) to Macon County Line and Flowers Road from Bullock County Line to SR-110 (Vaughn Road), Project# STPMN-5117(250), MCP# 51-80-17, CPMS Ref. # 100067923.

If approved please have attached agreement executed and return to this office for further processing.

GCS/gcs

Attachment

cc; File

AGREEMENT – MPO (FA STP Funds)

This Agreement is made and entered into by and between the STATE OF ALABAMA, acting by and through the ALABAMA DEPARTMENT OF TRANSPORTATION, party of the first part (hereinafter called the STATE), and MONTGOMERY COUNTY, ALABAMA (FEIN 63-6001653), party of the second part (hereinafter called the COUNTY):

WITNESSETH

WHEREAS, the STATE and COUNTY desire to cooperate in the level, resurface and traffic stripe CR-2 (Macon County Rd.) from SR-110 (Vaughn Rd.) to the Macon County Line (Site 1) and CR-37 (Flowers Rd.) from the Bullock County Line To SR-110 (Vaughn Rd.) (Site 2) -Length- 7.69 Miles. Project # STPMN-5117 (250), MCP 51-80-17, CPMS Ref. # 100067923.

NOW THEREFORE, it is mutually agreed between the STATE and COUNTY as follows;

- A. The COUNTY will furnish all Right-of-Way for project without cost to the State or this Project.
- B. The COUNTY will adjust and/or relocate all Utilities on the project without cost to the State or this Project.
- C. The COUNTY will make the survey, complete the plans and furnish all preliminary engineering for the project with County forces without cost to the STATE or this Project. The plans will be subject to the approval of the STATE and the project will be constructed in accordance with the plans approved by the STATE and the terms of this Agreement.
- D. The COUNTY will furnish all construction engineering for the project with County forces or with a consultant selected and approved by the STATE not to exceed 5% without prior approval by the State. The cost of the construction engineering shall be included as part of the construction cost for the project.
- E. If necessary, the COUNTY will file an Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) Notice of Registration (NOR) (Code Chapter 335-6-12) for this project without cost to the STATE or this project. The COUNTY will be the permittee of record with ADEM for the permit. The contractor shall be a co-permittee with the COUNTY for the permit, and shall comply with all requirements of the permit. The COUNTY and the contractor will be responsible for compliance with the permit and the STATE will have no obligation regarding the permit. The COUNTY will furnish the STATE (Division) a copy of the permit prior to any work being performed by the contractor.
- F. The STATE will furnish the necessary inspection and testing of materials when needed as part of the cost of the project.
- G. The STATE will not be liable for Federal Aid Funds in any amount. The project will be limited to 1,181,095.78 Federal funds unless the Montgomery Area Metropolitan Planning Organization agrees, subject to the approval of the STATE, to reprogram the allocated Federal funds for the Montgomery Area sufficient to pay 80% of the project cost. In the event of an underrun in project costs, the amount of Federal Aid funds will be the amount stated below, or 80% of eligible project costs, whichever is less.
- H. The estimated cost of construction of this project payable by the parties is the amount set forth below:

FA STP Funds (Montgomery Area Dedicated)	\$ 1,181,095.78
County Funds	295,273.94
TOTAL (Incl. E & I)	\$ 1,476,369.72

I. The STATE will be responsible for advertisement and receipt of bids, and the award of the Contract. Following the receipt of bids and prior to the award of the Contract, the STATE will invoice the COUNTY for its prorata share of the estimated cost as reflected by the bid of the successful bidder plus E & I, and the COUNTY will pay this amount to the STATE no later than 30 days after the date bids are opened.

J. The COUNTY will submit reimbursement invoices for work performed under the terms of this Agreement to the Alabama Department of Transportation within six (6) months after the completion and acceptance of the project. Any invoices submitted after this six (6) month period will not be eligible for payment.

K. The COUNTY will comply with the Alabama Department of Transportation Standard Specifications for Highway Construction, Latest Edition, on this project and will ensure that alignment and grades on this project meet the standards of the Alabama Department of Transportation and the project will be built in accordance with the approved plans.

L. An audit report must be filed with the Department of Examiners of Public Accounts, upon receipt by the County, for any audit performed on this project in accordance with Act No. 94-414.

M. Upon completion and acceptance of this project, the County will maintain the project in satisfactory condition in accordance with the requirements of the Alabama Department of Transportation.

N. The COUNTY will be responsible at all times for all of the work performed under this agreement and, the COUNTY will protect, defend, indemnify, and hold harmless the State of Alabama, the Alabama Department of Transportation, the officials, officers, and employees, in both their official and individual capacities, and their agents and/or assigns, from and against any and all action, damages, claims, loss, liabilities, attorney's fees or expense whatsoever or any amount paid in compromise thereof arising out of or connected with the work performed under this agreement.

O. The COUNTY will be obligated for the payment of damages occasioned to private property, public utilities or the general public, caused by the legal liability (in accordance with Alabama and/or Federal law) of the COUNTY, its agents, servants, employees or facilities.

P. By entering into this agreement, the COUNTY is not an agent of the STATE, its officers, employees, agents or assigns. The COUNTY is an independent entity from the STATE and nothing in this agreement creates an agency relationship between the parties.

Q. Exhibit M is attached hereto as a part hereof.

R. Exhibit N is attached hereto as a part hereof.

S. This agreement may be terminated by either party upon the delivery of a thirty (30) day notice of termination.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by those officers, officials and persons thereunto duly authorized, and the agreement is deemed to be dated and to be effective on the date stated hereinafter as the date of the approval of the Governor of Alabama.

SEAL

ATTEST:

MONTGOMERY COUNTY, ALABAMA

Clerk (Signature)

BY:
(Signature) Chairman,
Montgomery County Commission

Type Name of Clerk

Type Name of Chairman

RECOMMENDED

STATE OF ALABAMA,
ACTING BY AND THROUGH THE
ALABAMA DEPARTMENT OF
TRANSPORTATION

State Local Transportation Engineer
D. E. Phillips, Jr., P.E.

Chief Engineer
Don T. Arkle, P.E.

APPROVED AS TO FORM:

Chief Counsel, William F Patty
Alabama Department of Transportation

Transportation Director
John R. Cooper

THE WITHIN AND FOREGOING AGREEMENT IS HEREBY APPROVED ON THE DAY
OF , 20 .

GOVERNOR OF ALABAMA
KAY IVEY

RESOLUTION NUMBER _____

BE IT RESOLVED, by the County Commission of Montgomery County, Alabama, that the County enter into an agreement with the State of Alabama; acting by and through the Alabama Department of Transportation for:

Level, Resurface and Traffic Stripe CR-2 (Macon County Rd) from SR-110 (Vaugh Rd.) to the Macon County Line (Site 1) and CR-37 (Flowers Rd) from the Bullock County Line to SR-110 (Vaughn Rd.) (Site 2) Length- 7.69 Miles. Project # STPMN-5117 (250), MCP 51-80-17, CPMS Ref. # 100067923;

which agreement is before this Commission, and that the agreement be executed in the name of the County, by the Chairman of the Commission for and on its behalf and that it be attested by the County Clerk and the seal of the County affixed thereto.

BE IT FURTHER RESOLVED, that upon the completion of the execution of the agreement by all parties, that a copy of such agreement be kept of record by the County Clerk.

Passed, adopted, and approved this _____ day of _____,

20 _____.

ATTESTED:

County Clerk

Chairman, County Commission

I, the undersigned qualified and acting clerk of Montgomery County, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the County Commission of the County named therein, at a regular meeting of such Commission held on the

_____ day of _____, 20 _____, and that such resolution is of record in the Minute Book of the County.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the County on this

_____ day of _____, 20 _____.

County Clerk

SEAL

EXHIBIT M

CERTIFICATION FOR FEDERAL-AID CONTRACTS: LOBBYING

This certification is applicable to the instrument to which it is attached whether attached directly or indirectly with other attachments to such instrument.

The prospective participant/recipient, by causing the signing of and the submission of this Federal contract, grant, loan, cooperative AGREEMENT, or other instrument as might be applicable under Section 1352, Title 31, U. S. Code, and the person signing same for and on behalf of the prospective participant/recipient each respectively certify that to the best of the knowledge and belief of the prospective participant or recipient and of the person signing for and on behalf of the prospective participant/recipient, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the prospective participant/recipient or the person signing on behalf of the prospective participant/recipient as mentioned above, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, or other instrument as might be applicable under Section 1352, Title 31, U. S. Code, the prospective participant/recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant/recipient also agrees by submitting this Federal contract, grant, loan, cooperative agreement or other instrument as might be applicable under Section 1352, Title 31, U.S. Code, that the prospective participant/recipient shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

EXHIBIT N

FUNDS SHALL NOT BE CONSTITUTED AS A DEBT

It is agreed that the terms and commitments contained herein shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26. It is further agreed that if any provision of this AGREEMENT shall contravene any statute or Constitutional provision of amendment, either now in effect or which may, during the course of this AGREEMENT, be enacted, then the conflicting provision in the AGREEMENT shall be deemed null and void.

When considering settlement of controversies arising from or related to the work covered by this AGREEMENT, the parties may agree to use appropriate forms of non-binding alternative dispute resolution.

TERMINATION DUE TO INSUFFICIENT FUNDS

- a. If the agreement term is to exceed more than one fiscal year, then said agreement is subject to termination in the event that funds should not be appropriated for the continued payment of the agreement in subsequent fiscal years.
- b. In the event of proration of the fund from which payment under this AGREEMENT is to be made, agreement will be subject to termination.

NO GOVERNMENT OBLIGATION TO THIRD PARTY CONTRACTORS

The STATE and COUNTY acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations of or liabilities to the STATE, COUNTY, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

The COUNTY agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided to FHWA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

AGENDA

APR - 2 2018

March 22, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator



SUBJECT: Minority and Small Business Initiative

Please find attached a contract with the Moore-Zeigler Group to provide services to advance Montgomery County Commission's Minority and Women-Owned Business Initiative. At its meeting on March 19, 2018, the Commission agreed that the contract be placed on the next agenda.

The County of Montgomery, Alabama

THE SMALL AND MINORITY BUSINESS SUPPORT INITIATIVE PROGRAM

**MEMORANDUM OF AGREEMENT
TO
PROVIDE CONTRACT SERVICES**

This Memorandum of Agreement between The Montgomery County Commission and the Moore-Zeigler Group, LLC, a contract services provider has an effective start date of March 1, 2018 and an ending date of February 28, 2019. During the period of the agreement Moore-Zeigler Group, LLC agrees to provide, at a rate of \$3,000.00 per month, not to exceed a total cost of \$36,000.00 per year, the following services to the Montgomery County Commission

- **To serve as Program Manager** to implement the Small and Minority Business Support Initiative Program.
- **Develop Activities for Capacity Building** to assist the small minority business owners in developing additional job scopes and capabilities.
- **Coordinate Montgomery County Purchasing Department** to understand county procedures and to participate in distribution of bids.
- **Provide access to an updated database (DBENetworks)** of small minority businesses selected to participate in the program.
- **Ensure that accurate and current files** and records of participants are created and oversee the preparation and submission of appropriate reports of the progress and status of the program.

Performance Goals

The specific goals of the program are:

1. Increase the number of county contracts awarded to small and minority business firms by providing them with the tools and resources they need to enhance their favorability with prime contractors.
2. Utilizing these tools and resources to provide assistance to small and minority-owned firms in gaining access to capital through community and regional banks and financial institutions and acquiring bonding and insurance.
3. Provide job opportunities by matching the need for workers with prime contractors and large non-minority sub-contractors who have a past history of utilizing small minority-owned businesses as sub-contractors.
4. Implement a business development component to assist individual small minority-owned businesses to become more versatile by increasing their capabilities into areas related to, or that will enhance their main specialty allowing them to be more attractive to the prime contractors when selecting a sub-contractor.

Monitoring and Evaluation:

MZG will provide to the County a Quarterly written report detailing all activities performed on the County's behalf MZG, will solicit feedback from the County as to any specific area or direction the County wishes to have addressed, and request an evaluation of those activities from the County relative to the effectiveness all MZG activities.

Final Report:

Moore-Zeigler Group will provide to the County, a final detailed report at the completion of the 12-month period. The report will be submitted to the County 60 days after contract after the period is completed.

The Moore-Zeigler Group, LLC, fully understands that the \$3,000.00 per month fee covers all consultant costs to include, but are not limited to, food, lodging, travel, parking or the purchase of administrative supplies

Both, The Montgomery County Commission and **The Moore-Zeigler Group, LLC** concur that his agreement in no way represents full-time or permanent employment, nor does the contract services provider have a claim or right to any benefits paid to any employee of the Montgomery County Commission. The consultant is engaged as an Independent contractor and is not eligible for fringe benefits including retirement, medical insurance, FICA matching contributions, etc. with the County of Montgomery. Both parties understand that this agreement represents a contract relationship and that the contract service provider is fully responsible for paying their own taxes.

Carmen Moore Zeigler
The Moore-Zeigler Group, LLC

Elton N. Dean, Sr.
Chairman,
Montgomery County Commission

Date

Date

Montgomery County Commission Minority and Women-Owned Business Initiative

Policy Statement

The Montgomery County Commission (MCC) is committed to:

- increase participation by Minority and Women-Owned Businesses (M/WBs) in the procurement process in Montgomery County;
- ensure equal opportunity for M/WBs to participate in the procurement process;
- prohibit discrimination on the basis of race, color, religion, national origin, sex, age, disability, or veteran status in the procurement process; and
- achieve a minimum of 30% participation by M/WBs in the bidding process in Montgomery County.

Policy Implementation

The Montgomery County Commission will engage and/or hire a M/WB Liaison to assist Montgomery County's Purchasing Department in developing and executing a plan to implement the M/WB policy in compliance with Montgomery County purchasing procedures. The plan will include, but not be limited to, steps to accomplish the following:

- disseminate information on available business opportunities to ensure M/WBs are provided an equal opportunity to participate in the procurement process;
- maintain and update a directory of M/WBs;
- make prospective contractors and vendors aware of the MCC's M/WB policy;
- attend pre-bid /pre-proposal conference(s) to explain M/WB objectives and to respond to questions;
- review requests for bids/proposals prior to formal advertising or solicitation to make sure that proper instructions are included regarding the MCC's M/WB objectives; and
- maintain accurate and up-to-date records demonstrating M/WB efforts and accomplishments.

The plan will also establish procedures to ensure equal opportunity to compete in MCC's procurement process, such as:

- arrange solicitations, time for submission of bids/proposals, quantities, specifications, and deliveries to better facilitate the participation of M/WBs;
- implement informational programs on opportunities and procedures.
- provide information on avenues of access on items such as the inability to obtain insurance, bonding, financing, and technical assistance.
- include the MCC's M/WB policy and objectives in requests for bids and proposals.
- provide information and communication on contracting procedures, specifications and RFPs to M/WBs in a timely manner.

Recognition of M/WBs

To ensure that the MCC's M/WB policy benefits businesses which are owned and controlled in both form and substance by minority individuals or women, the MCC shall recognize M/WB certification by the Alabama Department of Economic and Community Affairs (ADECA) or Federal 8-A certification.

ADECA eligibility requirements for certification by ADECA include but are not limited to the following:

1. A business must be at least 51 percent minority/woman-owned, controlled and operated on a daily basis
2. Must have been in operation for at least one year prior to applying for minority business certification status
3. Must have a legal presence (license) to operate in Alabama
4. Majority owner(s) must be a legal resident of the United States by birth or naturalization
5. Must be **socially disadvantaged** (defined as those individuals who have been subjected to racial or ethnic prejudice, sexual or cultural bias because of their identity as a member of a group without regard to their individual qualities)
6. Must be **economically disadvantaged** (defined as those individuals whose ability to compete in the free enterprise system has been impaired due to diminished capital and credit opportunities)
7. Must be a member(s) of an officially designated **socially disadvantaged group** such as African-American, Native American or Alaskan Native, Hispanic-American, Women, Asian-Pacific American, and Asian-Indian America.

Nothing in this policy and its implementation is to be construed to require MCC to award a bid and/or contract to any bidder other than the lowest responsible bidder or to require contractors to award subcontracts to or make purchases from M/WBs who do not submit the lowest responsible sub-bid.

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

APR - 2 2018

March 22, 2018

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer 
Director of Risk Management

SUBJECT: Life Insurance Renewal

On March 19, 2018, I met with the County Commission to discuss the renewal of the group life insurance and AD&D coverage. A two year rate guarantee had previously been secured effective June 1, 2016 through John Dorough of Harmon Dennis Bradshaw with Standard Life at a rate of \$.10 / \$1000 of coverage plus the broker fee for the Life Insurance. The AD&D coverage will remain at a rate of .015 / \$1,000. As discussed with the Commission this week, these rates were extended through 1/1/19.

I am requesting the County Commission's approval of this item outlined above.

Cc: Florence Cauthen, Deputy Administrator

6-1

Scott Kramer

Φρομ: John Dorough <jdorough@hdbinsurance.com>
Σεντ: Tuesday, March 13, 2018 11:46 AM
Το: Scott Kramer
Χχ: Melody Singleton; Danny Cox
Συβφεχτ: FW: 161667_Montgomery County Commission (06/01/2018 Renewal - Inquiry)

Scott,

Please see confirmation below from The Standard on the rate extension for the Montgomery County Commission group life insurance until 1-1-2019.

I think negotiating the renewals for the City and the County collectively with The Standard will give us additional pull for a better result.

Feel free to call me with any questions.

Thanks,



John W. Dorough, III, GBDS

Manager, Individual and Employee Benefits Department
Harmon Dennis Bradshaw

7115 Halcyon Summit Drive, Montgomery, AL 36117

PO Box 241667, Montgomery, AL 36124

☎ Office Number 334.273.7277 | ☎ Cell 334.324.0325 | 📠 Fax 334.273.1009 | ✉ mailto: jdorough@hdbinsurance.com

www.hdbinsurance.com



From: Taree Murphy [mailto:Taree.Murphy@standard.com]

Sent: Friday, March 9, 2018 1:45 PM

To: Gene McCall <Gene.McCall@standard.com>; Melody Singleton <msingleton@hdbinsurance.com>; Brian Askelson <Brian.Askelson@standard.com>

Cc: John Dorough <jdorough@hdbinsurance.com>; Danny Cox <dcox@hdbinsurance.com>

Subject: RE: 161667_Montgomery County Commission (06/01/2018 Renewal - Inquiry)

Melody,

Thank you for reaching out!

We have been able to get approval with our UW team to push out the renewal for the County until 1/1/2019. Please let me know if you have any questions or if you need any additional information.

I hope you have a nice weekend!

Taree

Taree Murphy, Account Manager
The Standard

AGENDA

APR - 2 2018

March 28, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator



SUBJECT: Change in Order of Business in the Official Agenda of Commission Meetings

At its meeting on March 19, 2018, the Commissioners discussed a change in the Order of Business in the Official Agenda of Commission Meetings to move the Comments from Citizens to follow the Roll Call to Establish a Quorum.

The Commissioners agreed to place the proposed change on the next agenda.

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 4/2/18 - CODE: 001-59320.498									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			24,300	21,500	26,000	20,250	33,300	125,350	
C-2018-72	Girl Scouts of Southern Alabama, Inc.	The Leading Ladies Award			2,500			2,500	
NC-2018-71	Pike Road Volunteer Fire Protection Authority	Operational Expenses					1,000	1,000	
NC-2018-72	Snowdown Volunteer Fire Department	General Operations					1,000	1,000	
NC-2018-73	Waugh-Mt. Meigs Volunteer Fire Protection Authority	General Operations					1,000	1,000	
NC-2018-74	Rolling Hills-Lakes Volunteer Fire Department	General Operations					1,000	1,000	
NC-2018-75	South Montgomery County Fire Protection Authority and Rescue Squad	General Operations					1,000	1,000	
NC-2018-76	City of Montgomery, BONDS	Bellwood East Neighborhood Association, for Community Enhancement and Beautification Programs/Projects	1,200					1,200	
NC-2018-77	Alabama Department of Labor	For Alabama Women's Commission for IMPACT Event			1,000			1,000	
			1,200	0	3,500	0	5,000	9,700	
	Total Appropriations 4/2/18		23,100	21,500	22,500	20,250	28,300	115,650	
	APPROPRIATED BUDGET BALANCE								
	Administrator	Date							

AGENDA

APR - 2 2018

AGENDA

APR - 2 2018

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 3/19/18 - CODE: 001-59320.494									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			52,850	53,850	64,450	64,350	56,600	292,100	
BOE-2018-56	Brewbaker Intermediate School	Principal's Discretionary Fund	1,000					1,000	
BOE-2018-57	Pike Road Board of Education, for Pike Road Elementary School	Robotics Team					500	500	
			1,000	0	0	0	500	1,500	
	Total Appropriations 4/2/18		51,850	53,850	64,450	64,350	56,100	290,600	
	APPROPRIATED BUDGET BALANCE								
	Administrator	Date							

AGENDA

APR - 2 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: March 15, 2018

RE: Invitation to Bid No. 53100-18B-010
Hydro Seeding System

Request that approval of award on the above referenced Invitation to Bid to the only bid of Tractor and Equipment Company in the amount of \$13,245.00 be placed on a future agenda. (Copy of spread sheet attached.)

Coordination of award made with George Speake, County Engineer.

Attachment

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

43 Bids Mailed

Page 1

Hydro Seeding System - Bid No. 53100-18B-010

10-2

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 15

AGENDA

APR - 2 2018

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims

2/21/18

Elected Official/Dept. Head

Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas

2/21/18

Finance Director

Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

✓

COUNTY COMMISSION APPROVAL:

Administrator

Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Family Justice Center	001-56701.450	0	57,711	57,711
Fund Balance	001.35900	0	(57,711)	(57,711)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: To budget for funding 50% of the FY 2018 salary and benefits for the Family Justice Center Director. The City of Montgomery will provide the other 50%. Previous funding 2016 \$30,000 2017 \$50,000. The State District Attorney budget funded the position prior to 2016.

+

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 2

AGENDA

APR - 2 2018

DEPARTMENT: Tax & Audit REQUESTED BY: Terri Henderson 3/26/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 3/26/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Refund Prior Year Revenue	001-51800-335	31,703	10,736	42,439
Contract Services	001-51800-304	168,297	(10,736)	157,561
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 200,000	\$ 0	\$ 200,000

JUSTIFICATION: Transfer of \$10,736 from Contract Services to fund Prior Year Refunds of general fund portion of sales and use taxes due back to taxpayers.

POSITION FILL REQUEST- BUDGETED VACANCY

APR - 2 2018

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Wanda Robinson, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
 Position Number 500419144 (replace S. Daniels)
 Pay Grade PCT Pay Range \$30,096
 Proposed Effective Date April 9, 2018
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 3/19/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 03/22/2018

Sherrill Thomas

Finance Director

Date 3/22/2018

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

APR - 2 2018

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Wanda Robinson, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
 Position Number 500419170(replace T. Tolbert)
 Pay Grade PCT Pay Range \$30,096
 Proposed Effective Date April 9, 2018
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 3/26/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 03/26/2018

Sherrill Thomas

Finance Director

Date 3/26/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

APR - 2 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Engineering Construction
 DEPARTMENT HEAD: George Speake
 SUPERVISOR: Kevin Boone

POSITION INFORMATION:

Position Title Civil Engineer Tech III
 Position Number 640629004
 Pay Grade A09 Pay Range 50,627 - 75,642
 Proposed Effective Date April 9, 2018
 Type of Hire (☐) New (☒) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake

Department Head

Date March 12, 2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 03/12/2018

Sherrill Thomas

Finance Director

Date 3/22/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

APR - 2 2018

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Sergeant

Position Number 550432052 (Replace F Johnson)

Pay Grade PS3 Pay Range \$44,664 - \$66,733

Proposed Effective Date April 9, 2018

Type of Hire (☐) New (☒) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 03/23/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 03/23/2018

Sherrill Thomas

Finance Director

Date 3/26/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

APR - 2 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Auto Servicer
 Position Number 550587001
 Pay Grade S6 Pay Range \$27,921 - 41,718
 Proposed Effective Date April 9, 2018
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date March 16, 2018
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 03/22/2018
 Employee Benefit Manager

Sherrill Thomas Date 3/22/2018
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

APR - 2 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Automotive Mechanic

Position Number 550590001

Pay Grade S09 Pay Range \$34,109 - \$50,965

Proposed Effective Date April 9, 2018

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date March 16, 2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 03/22/2018

Sherrill Thomas

Finance Director

Date 3/22/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval
Request # 9

AGENDA

APR - 2 2018

Date: March 27, 2018
To: Donald L. Mims, Administrator
From: Donald Mims
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: May 09, 2018 Return Date: May 10, 2018
Conference Leave (Days / Hours): (2) Days
Purpose of Travel: to attend the 2018 ACAA Annual Conference

Traveler (s) Name: 1. Donald Mims 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$991.66 Advance Registration Required: \$210.00
Department Name: County Commission Fund Name: General

Additional Comments: Registration- \$210.00 Lodging- \$415.84 Meals- \$150.00 Mileage- \$215.82

To: Donald L Mims, Administrator
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$991.66 and advance registration of \$210.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$22,500.00</u>
Approved Requests:	<u>\$8,238.64</u>
Budget Available:	<u>\$14,261.36</u>
Current Requests:	<u>\$991.66</u>
Budget Balance:	<u>\$13,269.70</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/27/2018
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 12

AGENDA

APR - 2 2018

Date: March 26, 2018
To: Donald L. Mims, Administrator
From: Scott Kramer
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: June 6, 2018 Return Date: June 8, 2018
Conference Leave (Days / Hours): (3) Days
Purpose of Travel: to attend the 2018 ACCMA Summer Conference

Traveler (s) Name: 1. Scott Kramer 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$585.82 Advance Registration Required: _____

Department Name: Risk Management Fund Name: Liability

Additional Comments: Reservation \$220.00 Meals-\$150.00 Mileage-\$215.82

To: Scott Kramer, Risk Manager
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$585.82 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>007-51120.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$15,000.00</u>
Approved Requests:	<u>\$2,216.09</u>
Budget Available:	<u>\$12,783.91</u>
Current Requests:	<u>\$585.82</u>
Budget Balance:	<u>\$12,198.09</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 3/26/2018
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 13

AGENDA

APR - 2 2018

Date: 3/15/18
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Approval for the following travel:

Destination: Tuscaloosa, AL
Departure Date: 4/19/18 Return Date: 4/20/18
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: To attend the Alabama Probate Judges Conference

Traveler (s) Name: 1. Steven L. Reed 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$950.00 Advance Registration Required: _____

Department Name: Judge of Probate Fund Name: 001-51300.265

Additional Comments: Advance registration of \$275 is needed by April 10th. Check should be made payable to Alabama Probate Judges Association and mailed to Alabama Law Institute P. O. Box 861425 Tuscaloosa, AL 35486

To: Judge Steven L. Reed
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the approximate amount of \$950.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51300.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$17,000.00</u>
Approved Requests:	<u>\$9,004.02</u>
Budget Available:	<u>\$7,995.98</u>
Current Requests:	<u>\$950.00</u>
Budget Balance:	<u>\$7,045.98</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/19/2018

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 14

AGENDA

APR - 2 2018

Date: 3/15/18
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Approval for the following travel:

Destination: Coral Gables, Florida
Departure Date: 4/17/18 Return Date: 4/18/18
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: To attend the U.S. Election Assistance Commission Standard Boards Meeting

Traveler (s) Name: 1. Steven L. Reed 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☒
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$0.00 Advance Registration Required: _____

Department Name: Judge of Probate Fund Name: 001-51300.265

Additional Comments: The EAC Standards Board will be paying all costs for travel.

To: Judge Steven L. Reed
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51300.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$17,000.00</u>
Approved Requests:	<u>\$9,004.02</u>
Budget Available:	<u>\$7,995.98</u>
Current Requests:	<u>\$950.00</u>
Budget Balance:	<u>\$7,045.98</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/19/2018

cc: Finance Director / Buyer

16-4

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

APR - 2 2018

Date: March 26, 2018
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Hoover, AL
Departure Date: May 2, 2018 Return Date: May 4, 2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend ALTIST CRE II: Minimum Examination for Local Government
Examiners. Upon testing and successful completion qualifies for 20 CPE hours
toward CRE 2018 requirement for attendee.

Traveler (s) Name: 1. Maxine Taylor 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$815.47 Advance Registration Required: \$300.00

Department Name: Tax & Audit Department Fund Name: 001-51800-265

Additional Comments: Registration Fee \$300.00. Lodging \$300.00. Meals \$125.00. Mileage \$90.47.
ALTIST CRE Program Course Sponsored by Auburn University
Government & Economic Development Institute.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$815.47 and advance registration of \$300.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>001-51800.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$12,250.00</u>
Approved Requests:	<u>\$4,996.82</u>
Budget Available:	<u>\$7,253.18</u>
Current Requests:	<u>\$815.47</u>
Budget Balance:	<u>\$6,437.71</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/26/2018

cc: Finance Director / Buyer

16-5

Montgomery County Commission
Travel / Training Request Approval
Request # 29

AGENDA

APR - 2 2018

Date: March 22, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Newnan, Ga
Departure Date: April 16, 2018 Return Date: April 19, 2018
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend K9 Seminar

Traveler (s) Name: 1. Josh Henry 4. _____
2. Tim Heath 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$0.00

Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.380

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.380</u> (ex: 000-00000-000)
Description:	<u>Investigations-K-9</u>
Current Budget:	<u>\$45,300.00</u>
Approved Requests:	<u>\$19,453.00</u>
Budget Available:	<u>\$25,847.00</u>
Current Requests:	<u>\$1,200.00</u>
Budget Balance:	<u>\$24,647.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 3/22/2018
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 18

Date: March 7, 2018
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Ré: Approval for the following travel:

AGENDA

APR - 2 2018

Destination: Troy, AL
Departure Date: 4/11/2018 Return Date: 4/11/2018
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Trenholm State Community College 2018 Career Fair

Traveler (s) Name: 1. Monica Caudle 4. _____
2. Henry Jackson 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: _____

To: Carmen Douglas, Personnel Director
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>123-51961.190</u> (ex: 000-00000-000)
Description:	<u>Recruiting</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$2,618.99</u>
Budget Available:	<u>\$2,381.01</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$2,381.01</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/22/2018

cc: Finance Director / Buyer

16-7

Montgomery County Commission
Travel / Training Request Approval
Request # 19

AGENDA

APR - 2 2018

Date: March 20, 2018
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Manager
Re: Approval for the following travel:

Destination: Atlanta, GA
Departure Date: April 22, 2018 Return Date: April 24, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Institute for Applied Management & Law Certificate in Conducting Lawful Investigations Seminar

Traveler (s) Name: 1. Kaila Matney 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$2,531.49 Advance Registration Required: \$1,575.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Registration - \$1575; Mileage - \$175.49; Food - \$225; Hotel - \$478
Parking - \$78

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$2,531.49 and advance registration of \$1,575.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>123-51961.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$10,604.27</u>	
Budget Available:	<u>\$14,395.73</u>	
Current Requests:	<u>\$2,531.49</u>	
Budget Balance:	<u>\$11,864.24</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/22/2018

cc: Finance Director / Buyer

16-8

Montgomery County Commission
Travel / Training Request Approval
Request # 20

AGENDA

APR - 2 2018

Date: March 20, 2018
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Re: Approval for the following travel:

Destination: Montgomery, AL
Departure Date: August 9, 2018 Return Date: August 10, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend The Global Leadership Summit

Traveler (s) Name: 1. Cami Hacker 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$189.00 Advance Registration Required: \$189.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: _____

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$189.00 and advance registration of \$189.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>123-51961.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$10,604.27</u>	
Budget Available:	<u>\$14,395.73</u>	
Current Requests:	<u>\$2,720.49</u>	
Budget Balance:	<u>\$11,675.24</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/22/2018

cc: Finance Director / Buyer

16-9

Montgomery County Commission
Travel / Training Request Approval
Request # 28

AGENDA

APR - 2 2018

Date: March 16, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: New Orleans, Louisiana
Departure Date: June 3, 2018 Return Date: June 15, 2018
Conference Leave (Days / Hours): 10 Days
Purpose of Travel: attend Command & Staff Leadership Residency Program

Traveler (s) Name: 1. George Beaudry 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$5,300.00 Advance Registration Required: \$2,000.00

Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499

Additional Comments: There is a 6 week self-paced online course to attend as well that is included in the total cost of tuition.
Then a 2 week residency program will be held on the travel dates indicated above

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 4/2/18 reimbursement of actual and necessary expenses in the
approximate amount of \$5,300.00 and advance registration of \$2,000.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>749-52110.499</u> (ex: 000-00000-000)
Description:	<u>Administration Expense</u>
Current Budget:	<u>\$365,200.00</u>
Approved Requests:	<u>\$152,355.00</u>
Budget Available:	<u>\$212,845.00</u>
Current Requests:	<u>\$5,300.00</u>
Budget Balance:	<u>\$207,545.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/22/2018

cc: Finance Director / Buyer

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