

MINUTES OF REGULAR MEETING

MONTGOMERY COUNTY COMMISSION

FEBRUARY 5, 2018

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:06 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Commissioner Sankey. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission on scheduled attendees and items on the agenda.

DISCUSSION BY THE COMMISSION

Vice Chairman Walker requested a \$1,000 miscellaneous appropriation from her account to the Montgomery Area Council on Aging (MACOA), for community services programs, including operating expenses.

Commissioner Sankey requested a \$500 miscellaneous appropriation from his account to the Montgomery Area Food Bank, Inc., for providing food and other donated products to non-profit member agencies serving Montgomery County.

The Commission agreed to add these items to the miscellaneous appropriations.

The Commission agreed to waive rules and add to the agenda a Budget Change Request in the amount of \$3,000 to Troy University for the Youth Summit.

The Commission agreed to waive rules and add to the agenda a Budget Change Request in the amount of \$1,500 to the Montgomery YMCA for the County Government Day.

The Commission agreed to waive rules and add to the agenda a Budget Change Request in the amount of \$3,500 to Alabama State University (ASU) for the E. D. Nixon Institute Phase II: African-American and the Transformative Power of the Ballot Program.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that during the January 22, 2018 Commission meeting, there was an appropriation to Pilgrim Rest Community Development Committee for

feeding of local college students for the College Sunday Event. He stated that at this time the organization has not received the 501(c) (3) designation and therefore, after they receive their IRS approval, the Commission would be able to appropriate the funds to them. Commissioner Harris reviewed their documentation and agreed that they did not have adequate documents.

PRESENTATION BY PROBATE JUDGE STEVEN L. REED AND DIRECTOR OF ELECTIONS DARRYL PARKER

Probate Judge Steven L. Reed thanked the Commission for funding the new voting machines.

Judge Reed asked the Commission to talk to Montgomery Public Schools regarding use of the schools as polling places because some of the schools were not accommodating to the election staff on election day and during set up prior to the election day. After discussion, Judge Reed stated that he would initiate the conversation with Montgomery Public Schools.

Judge Reed informed the Commission that Fire Station 14 and Landmark Church of Christ could not be polling places for the June 5, 2018 election. After discussion, the Commission asked Judge Reed to make recommendations regarding new polling places.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci briefed the Commission regarding an Amendment to the Enterprise Agreement with Microsoft regarding upgrading Office 365 Products. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Ialacci presented an Agreement with IPT Associates, LLC, regarding additional cyber security. He stated that there is no additional cost for this product. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake advised the Commission that bids were opened for resurfacing Wares Ferry Road from the City Limits to US 80, and the low bidder was Asphalt Contractors, Inc. at \$1,252,272.25.

Also, he briefed the Commission regarding two letters to the Alabama Department of Transportation expressing the Commission's advocacy for the construction of additional traffic lanes, sidewalks, and pedestrian crossings on South Boulevard near Davenport Drive and the replacement of the northbound bridge on US 231 just south of Taylor Road.

PRESENTATION BY CEO DORIS D. CRENSHAW AND YOUTH COORDINATOR COURTNEY MEADOWS WITH THE SOUTHERN YOUTH LEADERSHIP DEVELOPMENT INSTITUTE

CEO Doris D. Crenshaw and Youth Coordinator Courtney Meadows with the Southern Youth Leadership Development Institute briefed the Commission regarding the 2018 Summer Program and requested Funding in the amount of \$25,000. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$25,000 for the program.

PRESENTATION BY GENERAL MANAGER DR. BILLY POWELL AND TREASURER LD FITZPATRICK WITH THE SOUTHEASTERN LIVESTOCK EXHIBITION AND RODEO

General Manager Dr. Billy Powell and Treasurer LD Fitzpatrick with the Southeastern Livestock Exhibition and Rodeo briefed the Commission regarding the 2018 Southeastern Livestock Exhibition and Rodeo and requested funding in the amount of \$20,000. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$20,000 for this event.

PRESENTATION BY BOARD MEMBER ANTONIO PARKER WITH MAGGIE STREET COMMUNITY DEVELOPMENT CORPORATION

Board Member Antonio Parker with the Maggie Street Community Development Corporation briefed the Commission regarding Stemtastics Saturday STEM Awareness Program, Financial Empowerment/Entrepreneurship Program and Centennial Hill Community Health Fair/5k Run and requested funding in the amount of \$25,000. After discussion, the Commission requested a budget showing revenues and expenses of the organization.

MANAGER OF PUBLIC AFFAIRS HANNAH HAWK

Manager of Public Affairs Hannah Hawk presented schedule of proposed “On the Road Again” district meeting dates.

Mrs. Hawk presented a schedule of upcoming events for the Commissioners.

RECESS TO EXECUTIVE SESSION

Administrator Mims presented a letter from Senior Vice President of Corporate Development Ellen G. McNair, Montgomery Area Chamber of Commerce regarding the Calling of an Executive Session to Discuss a Commerce or Trade Matter. Vice Chairman Walker made a motion to go into the Executive Session. The motion was seconded by Commissioner Harris and unanimously approved by each Commissioner, openly giving their individual vote.

Administrator Mims noted that all five Commissioners were present and that the Commission would reconvene to the Formal Session. Chairman Dean recessed the Information Session to the Executive Session. (Letter from Ellen McNair and a Checklist for Conducting Lawful Executive Sessions, Agenda Pages 28-1 and 28-2, are attached to these Minutes).

RECESS TO FORMAL SESSION

Commissioner Singleton made a motion to recess the Executive Session. The motion was seconded by Commissioner Harris and unanimously approved by the Commission.

Chairman Dean recessed the Executive Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with prayer led by Vice Chairman Walker.

The Pledge of Allegiance was led by Commissioner Sankey.

Administrator Mims called Roll to establish a quorum, and the following Commissioners were present: Chairman Dean, Vice Chairman Walker and Members Harris, Sankey and Singleton. Also present were County Attorney Thomas T. Gallion, III and County Engineer George C. Speake.

Commissioner Harris made a motion to approve the Minutes of the Regular Meeting of January 22, 2018. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

CONSENT AGENDA

Administrator Mims presented the Accounts Payable Checks and Payroll Checks Authorization for approval.

Commissioner Harris made a motion to approve the Accounts Payable and Payroll Checks, as presented by Administrator Mims. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 5, are attached to these Minutes.)

NEW BUSINESS

APPRAISAL DEPARTMENT – APPROVED PURCHASE OF THREE ADDITIONAL VEHICLES

Commissioner Singleton made a motion to approve the Purchase of Three Additional Vehicles, Appraisal Department. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 1-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED CONTRACT WITH GOODWYN, MILLS AND CAWOOD, INC., REGARDING CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE GERHARDI INDUSTRIAL ACCESS ROAD PROJECT

Vice Chairman Walker made a motion to approve the Contract with Goodwyn, Mills and Cawood, Inc., regarding Construction Engineering and Inspection Services for the Gerhardt Industrial Access Road Project. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum, Agreement, Estimate, Dispute Resolution, Email and Letter Agenda Pages 2-1 through 2-7, are attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED AMENDMENT NUMBER 1 TO CONTRACT WITH MAC UNIFORMS FOR SHERIFF’S OFFICE UNIFORMS, ITEMS 22, 37-58 REGARDING A ONE (1) YEAR EXTENSION, BEGINNING FEBRUARY 7, 2018 AND ENDING ON FEBRUARY 6, 2019 AND A 5% PRICING INCREASE, CONTRACT NUMBER 52110-17B-008

Commissioner Harris made a motion to approve Amendment Number 1 to Contract with MAC Uniforms for Sheriff’s Office Uniforms, Items 22, 37-58 regarding a One (1) Year Extension, beginning February 7, 2018 and ending on February 6, 2019 and a 5% Pricing Increase, Contract Number 52110-17B-008. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Contract, Agenda Pages 3-1 and 3-2, are attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED AMENDMENT NUMBER 1 TO CONTRACT WITH GULF STATES DISTRIBUTORS FOR SHERIFF’S OFFICE UNIFORMS, ITEMS 28 AND 29 REGARDING A ONE (1) YEAR EXTENSION, BEGINNING FEBRUARY 7, 2018 AND ENDING ON FEBRUARY 6, 2019 AND A 5% PRICING INCREASE, CONTRACT NUMBER 52110-17B-008

Commissioner Harris made a motion to approve Amendment Number 1 to Contract with Gulf States Distributors for Sheriff’s Office Uniforms, Items 28 and 29 regarding a One (1) Year Extension, beginning February 7, 2018 and ending on February 6, 2019 and a 5% Pricing Increase, Contract Number 52110-17B-008. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Contract, Agenda Pages 4-1 and 4-2, are attached to these Minutes.)

ENGINEERING DEPARTMENT - APPROVED AMENDMENT NUMBER 2 TO CONTRACT WITH DUNN CONSTRUCTION, CO., INC., FOR CRUSHED STONE REGARDING A ONE (1) YEAR EXTENSION, BEGINNING JANUARY 4, 2018 AND ENDING ON JANUARY 3, 2019, CONTRACT NUMBER 53000-16B-006

Commissioner Singleton made a motion to approve Amendment Number 2 to Contract with Dunn Construction, Co., Inc., for Crushed Stone regarding a One (1) Year Extension, beginning January 4, 2018 and ending on January 3, 2019, Contract Number 53000-16B-006. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission.

(Copies of Memorandum and Contract, Agenda Pages 5-1 and 5-2, are attached to these Minutes.)

COUNTY COMMISSION - APPROVED AMENDMENT NUMBER 2 TO CONTRACT WITH DIETER CONSULTING SERVICES, INC., FOR INSPECTION AND EVALUATION OF ELEVATORS REGARDING A ONE (1) YEAR EXTENSION, BEGINNING FEBRUARY 15, 2018 AND ENDING FEBRUARY 14, 2019, CONTRACT NUMBER 59310-16P-002

Commissioner Singleton made a motion to approve Amendment Number 2 to Contract with Dieter Consulting Services, Inc., for Inspection and Evaluation of Elevators regarding a One (1) Year Extension, beginning February 15, 2018 and Ending February 14, 2019, Contract Number 59310-16P-002. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Contract, Agenda Pages 6-1 and 6-2, are attached to these Minutes.)

COUNTY COMMISSION - APPROVED CHANGE ORDER NUMBER 2 TO CONTRACT WITH STALLINGS & SONS, INC., FOR ANNEX I, FIRST FLOOR RENOVATIONS

Commissioner Harris made a motion to approve Change Order Number 2 to Contract with Stallings & Sons, Inc., for Annex I, First Floor Renovation. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum, Change Order and Power of Attorney, Agenda Pages 7-1 through 7-3, are attached to these Minutes.)

COUNTY COMMISSION - APPROVED PAYMENT OF EX-OFFICIO MEMBERSHIP TO THE MONTGOMERY AREA COMMITTEE OF 100, INC., FOR CHAIRMAN DEAN

Commissioner Singleton made a motion to approve Payment of Ex-Officio Membership to the Montgomery Area Committee of 100, Inc., for Chairman Dean. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum and Invoice, Agenda Pages 8-1 and 8-2, are attached to these Minutes.)

COUNTY COMMISSION - APPROVED PAYMENT TO THE CITY OF MONTGOMERY REGARDING THE INSOLVENT 2017 TAX BILL FOR THE IREP FACILITY IN THE AMOUNT OF \$40,905

Commissioner Singleton made a motion to approve Payment to the City of Montgomery regarding the Insolvent 2017 Tax Bill for the IREP Facility in the Amount of \$40,905. The motion was seconded by Vice Chairman Walker. Commissioner Singleton, Vice Chairman Walker and Commissioner Harris voted in favor of the motion. Commissioner Sankey abstained from the vote and the motion carried. (Copies of Memorandum, Email, Tax Bill and Redemption Worksheet, Agenda Pages 9-1 through 9-4, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

Administrator Mims requested approval of the miscellaneous appropriations included in his

memorandum dated February 5, 2018. During the County Commission Meeting this date, Chairman Dean requested that the following miscellaneous appropriation reprogramming requests be added and his fellow Commissioners concurred:

From fund code 001-59320-498 (Agency, Miscellaneous Appropriations) to:

- C-2018-57: Montgomery Area Council on Aging (MACOA), for Community Services Programs, Including Operating Expenses - \$1,000; (Walker)
- C-2018-58: Montgomery Area Food Bank, Inc., for Providing Food and Other Donated Products to Non-Profit Member Agencies Serving Montgomery County - \$500; (Sankey)

Vice Chairman Walker made a motion to approve the Miscellaneous Appropriations Reprogramming requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Memorandum, Agenda Pages 10-1 and 10-2, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 10 TO THE BLUE GRAY NATIONAL COLLEGIATE TENNIS CLASSIC IN THE AMOUNT OF \$8,000 FOR THE 2018 BLUE GRAY NATIONAL TENNIS TOURNAMENT

Commissioner Singleton made a motion to approve Budget Change Request Number 10 to the Blue Gray National Collegiate Tennis Classic in the Amount of \$8,000 for the 2018 Blue Gray National Tennis Tournament. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 11-1, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUESTS (4)

1. Corrections Officer Trainee, Position Number 500419042
2. Corrections Officer Trainee, Position Number 500419187
3. Corrections Officer Sergeant, Position Number 500421129
4. Corrections Officer Corporal, Position Number 500425092

Commissioner Harris made a motion to approve the Position Fill Requests, Detention Facility. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 12-1 through 12-4, are attached to these Minutes.)

ENGINEERING DEPARTMENT – APPROVED POSITION FILL REQUEST (1)

1. Civil Engineer Tech IV, Position Number 640631001

Vice Chairman Walker made a motion to approve the Position Fill Request, Engineering Department. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 13-1, is attached to these Minutes.)

PROBATE JUDGE’S OFFICE - APPROVED POSITION FILL REQUEST (1)

1. Administrative Support Specialist, Position Number 750015006

Commissioner Singleton made a motion to approve Position Fill Request, Probate Judge’s Office. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 14-1, is attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED POSITION FILL REQUEST (1)

1. Deputy Sheriff Trainee, Position Number 550430023

Commissioner Singleton made a motion to approve Position Fill Request, Engineering Department. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 15-1, is attached to these Minutes.)

TAX AND AUDIT DEPARTMENT – APPROVED POSITION FILL REQUEST FOR ASSISTANT REVENUE MANAGER, POSITION NUMBER 810119003

1. Assistant Revenue Manager, Position Number 810119003

Vice Chairman Walker made a motion to approve Position Fill Request, Tax and Audit Department. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Position Fill Request and Memorandum, Agenda Pages 16-1 and 16-2, are attached to these Minutes.)

TAX AND AUDIT DEPARTMENT – APPROVED ADDITION OF THE SENIOR REVENUE AUDITOR POSITION, PAY GRADE A08 TO THE COUNTY PAY PLAN

Commissioner Singleton made a motion to approve the addition of the Senior Revenue Auditor Position, Pay Grade A08 to the County Pay Plan. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 17-1, is attached to these Minutes.)

TAX AND AUDIT DEPARTMENT – APPROVED ADDITION OF THE REVENUE COMPLIANCE OFFICER POSITION, PAY GRADE A07 TO THE COUNTY PAY PLAN

Commissioner Harris made a motion to approve the addition of the Revenue Compliance Officer Position, Pay Grade A07 to the County Pay Plan. The motion was seconded by Commissioner

Singleton and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 18-1, is attached to these Minutes.)

TAX AND AUDIT DEPARTMENT – APPROVED REALLOCATION OF TWO ADMINISTRATIVE SUPPORT ASSOCIATES, POSITION NUMBERS 8100113007 AND 810013009, PAY GRADE A03 TO CUSTOMER SERVICE CLERKS, PAY GRADE A04

Commissioner Singleton made a motion to approve the Reallocation of Two Administrative Support Associates, Position Numbers 8100113007 and 810013009, Pay Grade A03 to Customer Service Clerks, Pay Grade A04. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 19-1, is attached to these Minutes.)

FINANCE DEPARTMENT – APPROVED CHANGE OF THE PAY GRADE FOR FINANCE DIRECTOR FROM A14 (\$82,224 - \$122,851) TO A15 (\$89,701 - \$133,664) AND THAT THE FINANCE DIRECTOR BE COMPENSATED AT A15, STEP 9

Commissioner Singleton made a motion to approve Change of the Pay Grade for Finance Director from A14 (\$82,224 - \$122,851) to A15 (\$89,701 - \$133,664) and that the Finance Director be compensated at A15, Step 9. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 20-1, is attached to these Minutes.)

SUPPORT SERVICES – APPROVED REALLOCATION OF THE ADMINISTRATIVE SUPPORT SPECIALIST, PAY GRADE A04, POSITION NUMBER 260015033 TO ADMINISTRATIVE ASSISTANT, PAY GRADE A05

Commissioner Singleton made a motion to approve the Reallocation of the Administrative Support Specialist, Pay Grade A04, Position Number 260015033 to Administrative Assistant, Pay Grade A05. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 21-1, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (19)

DEPARTMENTS

TRAVEL/TRAINING REQUESTS

- | | |
|----------------------------------|---------------------------------------|
| 1. County Commission | Request Number 7 |
| 2. Probate Judge's Office | Request Numbers 11 |
| 3. Revenue Commissioner's Office | Request Number 3 |
| 4. Sheriff's Office | Request Numbers 21, 22, 23, 24 and 25 |
| 5. Detention Facility | Request Numbers 7, 8, 9 and 10 |
| 6. Risk Management | Request Number 8 |
| 7. Engineering Department | Request Numbers 8, 9 and 10 |
| 8. Personnel Department | Request Numbers 14 and 15 |
| 9. Community Corrections | Request Number 9 |

Commissioner Harris made a motion to approve Travel/Training Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 22-1 through 22-20, are attached to these Minutes.)

WAIVE RULES

Chairman Dean requested to waive rules and add the following items to the agenda, and his fellow Commissioners concurred:

COUNTY COMMISSION – APPROVED BUDGET REQUEST NUMBER 11 TO TROY UNIVERSITY IN THE AMOUNT OF \$3,000 FOR THE YOUTH BUSINESS SUMMIT

Commissioner Harris made a motion to approve Budget Change Request Number 11 to Troy University in the amount of \$3,000 for the Youth Business Summit. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 23-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED BUDGET REQUEST NUMBER 12 TO THE MONTGOMERY YMCA IN THE AMOUNT OF \$1,500 FOR THE COUNTY GOVERNMENT DAY

Commissioner Harris made a motion to approve Budget Change Request Number 12 to the Montgomery YMCA in the amount of \$1,500 for the County Government Day. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 24-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED BUDGET CHANGE REQUEST NUMBER 13 TO ALABAMA STATE UNIVERSITY (ASU) IN THE AMOUNT OF \$3,500 FOR THE E. D. NIXON INSTITUTE PHASE II: AFRICAN-AMERICAN AND THE TRANSFORMATIVE POWER OF THE BALLOT PROGRAM, COUNTY COMMISSION APPROPRIATIONS

Commissioner Harris made a motion to approve Budget Change Request Number 13 to Alabama State University (ASU) in the amount of \$3,500 for the E. D. Nixon Institute Phase II: African-American and the Transformative Power of the Ballot Program. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 25-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED BUDGET REQUEST NUMBER 14 TO MONTGOMERY SUNRISE FOUNDATION, INC., IN THE AMOUNT OF \$1,500 FOR THEIR GRANTS PROGRAM WHICH HONORS DESERVING NON-PROFIT AGENCIES WHICH DEMONSTRATE A POSITIVE IMPACT IN MONTGOMERY COUNTY

Chairman Dean requested that the Commission appropriate \$1,500 to Sunrise Rotary Club for its Grants Program. His fellow Commissioners agreed and unanimously consented to approve Budget Change Request Number 14 to the Montgomery Sunrise Foundation, Inc., in the amount

of \$1,500 for their Grant Program which honors deserving non-profit agencies which demonstrate a positive impact in Montgomery County. (Copy of Budget Change Request, Agenda Page 26-1, is attached to these Minutes.)

COMMENTS BY COMMISSIONERS AND ATTENDEES

William Levi Gailliard, of the American Association for Children said good morning and gave a report on the Super Bowling event. He thanked the Commission individually and collectively for their support. Mr. Gailliard said Commissioner Sankey's wife described the event as excellent. He said he would provide a formal report along with statistics at the next meeting. Again, he thanked everyone for their support.

Montgomery County Sheriff Derrick Cunningham said good morning and thanked the Commission for providing a breakfast for the first responders of the Sheriff Office. Sheriff Cunningham said he received many thank-you emails from his staff. Manager of Public Affairs Hannah Hawk displayed pictures of the Employee/First Responders Appreciation Breakfast.

Commissioner Singleton again commended the first responders and thanked them for what they do. He said he had the opportunity to visit the Youth Detention Facility and was very impressed with what he saw. Commissioner Singleton said the facility was extremely clean. He said that during his visit he overheard some of the incarcerated youth say that they would rather be at the facility than at home. He believes some of the reasons are because they get good meals, bed accommodations, a good education and they are safe. Commissioner Singleton said he spoke with several young men, one of whom lived in the same neighborhood where he grew up and another who seemed to be extremely intelligent. He said he asked the young man what was his plan for his future, and the young man replied he liked welding. Commissioner Singleton said he told the young man that once he is transferred to the Mount Meigs Facility, he advised him to enroll in the welding program they offer. He said he gave the young man his card and asked him to stay in touch because he would help him find a job when he is released. Commissioner Singleton encouraged everyone to try and make a difference in someone's life.

Commissioner Sankey had no comment

Vice Chairman Walker thanked the first responders and everyone that worked for the County. She also thanked the non-profit organizations for their great work. Vice Chairman Walker encouraged everyone to ask yourself what you can do to help make a difference.

Chairman Dean recognized Manager of Public Affairs Hannah Hawk for the tremendous work she is doing and said she was a great hire for the County. He said Ms. Hawk has a plan to showcase the Commission as well as Montgomery County in a way it is never been recognized before. Ms. Hawk briefed the Commission on various efforts, including Montgomery County Mondays, a segment on WSFA on the 4th Monday of each month to showcase the County. Ms. Hawk said she has created Facebook, Twitter and Instagram accounts for the County and can be followed @ MCCAAlabama.

In response to Commissioner Singleton's remarks, Commissioner Harris said he did a lot of work in neighborhoods to help at risk kids. He said that since becoming a Commissioner, he has tried to do more and identify organizations that are also doing great work with youth. He stated there are great organizations that work out of the District Attorney's Office, including the Helping Montgomery Families Initiative. He said it is going to take identifying the root cause of the delinquency to help the problem. Commissioner Harris said the Commission supports organizations and programs that work to help at risk youth, but must be sure that the organizations are legitimate.

County Attorney Thomas T. Gallion, III added to Commissioner Singleton's remarks and described his experience hiring a young woman who had been abandoned. The young woman went on to college and became a doctor.

RECESS TO INFORMATION SESSION

Chairman Dean recessed the Formal Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

DISCUSSION BY THE COMMISSION

The Commission discussed the donation revenue received by the Poarch Band of Creek Indians. Chairman Dean recommended that each Commissioner be allotted \$75,000 per year to use in their district and the remaining balance would be appropriated as agreed to by the majority of the Commission. He also recommended that any unused funds from the Poarch Band of Creek Indians be carried over to the next year. After discussion, the Commission agreed.

Vice Chairman Walker recommended that a Commissioner should present a request for an organization prior to the organization making a presentation to the entire Commission. The Commission agreed.

COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen briefed the Commission regarding a Final Pay Application from David Bulger, Inc., for repair of the Annex II retaining wall. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding Amendment Number 1 to Contract with Galls, LLC, for Sheriff's Office uniforms, items 1-21, 23-27, 30, 57 and 58 regarding a one (1) year extension, beginning February 7, 2018 and ending on February 6, 2019 and a 5% Pricing Increase, Contract Number 52110-17B-008. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen requested payment of 2018 Membership Dues in the amount of \$300 to the Public Relations Council of Alabama (PRCA) Montgomery Chapter for Manager of Public Affairs Hannah Hawk. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented Amendment Number 4 to Contract with Haynes Ambulance of Alabama, Inc., for emergency medical treatment and transportation regarding a ninety (90) days extension, beginning March 1, 2018 and ending on May 30, 2018. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen discussed the 2018 Summer Youth Program and advised that she would present the Commission with more information at the next meeting.

Administrator Mims presented an email from General Services Director Tom Pierce with the City of Montgomery regarding rent for the Fairview Farmers Market. He noted that the rent is \$900 per month, per the lease with Alabama Rural Community Farmers. After discussion, the Commission requested more information regarding the cost to the City of Montgomery to operate the Fairview Farmers Market.

Administrator Mims reminded the Commission that the City Council has requested another name for their consideration for appointment to the Montgomery County Board of Human Resources. He stated that Probate Judge Steven L. Reed has not submitted a recommendation at this time. Chairman Dean recommended Raytheon K. Scott for the appointment. After discussion, the Commission agreed to place this board member appointment on the next agenda.

Administrator Mims presented a Schedule of Upcoming Bids/Contract Renewals for February – May 2018.

Administrator Mims reviewed previous requests for funding and future Budget Changes from Donation Revenue. The Commission agreed to place Budget Change Requests for some of the organizations on the next agenda. (Copy of schedule showing Appropriations from Donated Revenue to be placed on the next agenda, Agenda Page 27-1, is attached to these Minutes.)

Administrator Mims presented a 12-month banking services analysis. After discussion, no action was taken by the Commission.

Commissioner Harris discussed legislation which will allow the largest U.S. internet retailer to remain in the Simplified Sellers Use Tax (SSUT) program and prevent the state, counties and cities from losing millions of critical dollars. He encouraged his fellow Commissioners to tweet their support for this bill.

ADJOURNMENT

Commissioner Harris made a motion to adjourn the meeting of the Montgomery County Commission on February 5, 2018, at 11:53 a.m. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission.

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-19-18

Check Number	To	Check Number
275174		275211
Total Checks Paid		\$73,964.42

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

AGENDA

FEB -5 2018

2-5-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-19-18

Check Number	To	Check Number
275212		275261
Total Checks Paid		\$380,677.76

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

AGENDA

FEB -5 2018

2-5-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-26-18

Check Number	To	Check Number
275262		275315
Total Checks Paid		\$551,243.26

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

AGENDA

FEB - 5 2018

2-5-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-26-18

Check Number	To	Check Number
275316		275407
Total Checks Paid		\$1,402,477.08

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
 1/19/18

Payroll Check Number	129428	To	Payroll Check Number	129485	\$	55,776.77
Direct Deposits					\$	932,743.47
Payroll Check Number	129486	To	Payroll Check Number	129507	\$	295,007.30
Direct Deposits					\$	414,031.90
Federal Deposits					\$	347,038.80
Total Payroll Paid					\$	2,044,598.24

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

JANET BUSKEY
REVENUE COMMISSIONER

ALLYSON HOLLAND
CHIEF CLERK

CLAY HENLEY
CHIEF APPRAISER
APPRAISAL DEPARTMENT

MONTGOMERY COUNTY
REVENUE COMMISSIONER'S OFFICE

P.O. Box 1667
Montgomery, AL 36102-1667
Phone: (334) 832-1250 Fax: (334) 832-1644 website: www.mc-ala.org



AGENDA

FEB - 5 2018

January 16, 2018

MEMORANDUM

TO: Commissioner Elton Dean, Sr., Chairman
Montgomery County Commissioners

Cc: Janet Y. Buskey, Revenue Commissioner

FROM: Clay Henley, Chief Appraiser *CH*

SUBJECT: Appraisal Department Vehicles

In 2016 the Appraisal Department purchased 8 vehicles for field use. My purpose for changing from private vehicles to County owned vehicles was to save money and increase safety for our employees. Going from mileage reimbursement to maintenance of County owned vehicles has decreased expenses by roughly 70%. Employees face less questions from the public about who they are and what they are doing because the vehicles are easily identifiable. We currently have 13 field employees with 8 vehicles. We are not always able to stagger field work with office work so that there are enough cars available at all times. More often than not we have employees who need to go to the field and there are not any cars available. Therefore, I am requesting approval to purchase 3 additional vehicles. This purchase would not require additional funding due to a surplus from our aerial photography budget.

CH

Main Office
Downtown (Annex III)
101 S. Lawrence St
Montgomery, AL 36104

East Office
5447 Atlanta Hwy
Montgomery, AL 36109
(334) 272-9692

West Office
3075 Mobile Hwy
Montgomery, AL 36108
(334) 262-4546

Appraisal and Mapping
131 S Perry St
Montgomery, AL 36104
(334) 832-1303

1-1

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

FEB - 5 2018

January 24, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Contract with Goodwyn, Mills and Cawood, Inc., regarding Construction Engineering and Inspection Services for the Gerhardi Industrial Access Road Project

The Montgomery County Commission, at its meeting on January 22, 2018, agreed to place on the next agenda a Contract with Goodwyn, Mills and Cawood, Inc., regarding Construction Engineering and Inspection Services for the Gerhardi Industrial Access Road Project

I am requesting approval of this item.

DLM/tn

- A COUNTY OLDER THAN THE STATE -

P.O. Box 1667 MONTGOMERY, ALABAMA 36102-1667 PHONE: 334.832.1210

STATE OF ALABAMA
MONTGOMERY COUNTY

THIS AGREEMENT is made and entered into this the _____ day of _____, 20____
between The Montgomery County Commission, (hereinafter called the OWNER), and
Goodwyn, Mills and Cawood, Inc. (hereinafter called the ENGINEER).

WITNESSETH:

WHEREAS, the OWNER has entered into an Agreement with the State of Alabama acting
through the Alabama Department of Transportation (ALDOT) for Project No. IAR-051-000-
012 AND WHEREAS, the PROJECT provides A New Side Road in Montgomery Industrial
Park Off of Industrial Park Boulevard to Benefit Gehardi AND WHEREAS, ALDOT grant
eligible activities including construction engineering activities and it has been agreed between
the parties that the OWNER retain Goodwyn, Mills and Cawood, Inc. in the capacity of
ENGINEER to provide such services.

ARTICLE I: DESCRIPTION AND SCOPE OF WORK:

The ENGINEER will provide the following services to the OWNER:

A. Construction Engineering

After State approval of the plans, contract documents, and authorization to award to
the lowest responsible bidder, the ENGINEER will perform Construction and
Engineering Services for the OWNER in accordance with the Engineer's current
Construction Engineering and Inspection Services Statewide Agreement as prepared
by The Alabama Department of Transportation. Contract ID: 2003

B. Estimated Engineering Cost for Construction Engineering:

New Side Road in Montgomery Industrial Park

ALDOT PROJECT No. IAR-051-000-012

Goodwyn | Mills | Cawood

3.6 Miles 10 Minute Travel Time (One Way Per Week Charge on Inspector)

45 Working Days	Overhead Rate	Hrs/Day 8 Hr Rate	OT/Day OT Rate	Days on Job	FEE
Inspector 1	148.11%	\$22.00	\$33.00	50	\$22,625.15
Inspector 1 Overtime	8 hrs per week		\$33.00		\$6,550.10
Inspector 1 (Hours on Job not Charged to Contractor) Due to Half Days, Weather Days, etc.)		\$22.00		5	\$880.00
Inspector 2 (During Paving Operations)		\$20.00		5	\$2,056.83
Inspector 2 Overtime	10 hrs per week		\$30.00	5	\$744.33
Project Superintendent		\$28.00		8	\$5,251.99
Project Manager		\$36.50		6	\$4,346.89
Professional Engineer		\$51.00		5	\$5,978.83
Engineering Administrator (Close Out)		\$28.00		4	\$2,223.07
					<u>\$50,657.19</u>
Facilities Cost of Capital Rate	0.880%				<u>\$445.78</u>
				Total Labor (a)	\$51,102.97
Geotech & Testing (Not Included)				(b)	
				Total (a)+(b)	\$51,102.97
				10.00% PROFIT	\$5,110.30
				Grand Total	\$56,321.39

Total Estimated Cost \$56,321.39
ALDOT LIMITING AMOUNT: \$42,510.00

The amount of this contract is \$42,510.00, Forty Two Thousand, Five Hundred Ten Dollars and 00/100 based upon the ALDOT approved amount.

Note: The above time shown is for estimating purposes only and is subject to change. In the event that the actual cost for inspection exceeds the ALDOT Limiting amount, the scope of the project changes, additional services of the ENGINEER is requested, delays in the project due to, but not limited to, utility conflicts, weather, etc, the ENGINEER shall be compensated in full for any and all additional services rendered beyond the terms of the original scope of work and this agreement. In the event that additional charges are made, the charges will be applied at the same rate and manner as regular charges which are in accordance with the terms of the aforementioned Construction Engineering and Inspection Services Statewide Agreement. All charges will be the responsibility of the OWNER, regardless of reimbursement by State or Federal Agencies and will be payable to the ENGINEER within 30 calendar days of receipt.

Overtime charges may be applied at the rates shown for hourly employees of the ENGINEER if the contractor exceeds 40 hours per week or as the project dictates. No additional approval shall be required.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective officers, and persons thereunto duly authorized; for the ENGINEER on the

_____ day of _____, 20____, and the OWNER on the

_____ day of _____, 20 ____.

:

OWNER: The Montgomery County Commission

ATTEST (SEAL)

ENGINEER: Bobby Kemp
Goodwyn|Mills|Cawood

WITNESS

DISPUTE RESOLUTION

If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Goodwyn, Mills and Cawood, Inc.

Tammy Nix

From: Donald Mims
Subject: FW: Project No. IAR-051-000-012 Construction of a New Side Road in Montgomery Industrial Park off of Industrial Park Boulevard Located between Old Dominion and the South edge of the New Gerhardi Site to Benefit Gerhardi.
Attachments: UNEXECUTED GMC- AGREEMENT CE&I SERVICES 1-16-2018.pdf

From: Jeff Fennell [mailto:jeff.fennell@gmcnetwork.com]
Sent: Tuesday, January 16, 2018 2:07 PM
To: Donald Mims <DonaldMims@mc-ala.org>; Florence Cauthen <FLORENCECAUTHEN@mc-ala.org>
Cc: Kevin Boone <kevinboone@mc-ala.org>; George Speake <GeorgeSpeake@mc-ala.org>
Subject: RE: Project No. IAR-051-000-012 Construction of a New Side Road in Montgomery Industrial Park off of Industrial Park Boulevard Located between Old Dominion and the South edge of the New Gerhardi Site to Benefit Gerhardi.

Donnie,
Attached is our Contract to perform the CE&I services for the Gerhardi Industrial Access Road project. I've included the County's Dispute Resolution clause as an attachment to the Contract. Per the terms required by ALDOT, this contract is a Cost-Plus contract so we only invoice for actual time incurred on the project. You'll notice we have a cost breakdown Estimate on Page 2, which is what we submitted to ALDOT for approval. Since their limiting amount was less than our estimate, we noted this on Page 3 along with the statement that the amount of this contract is \$42,510 based on the ALDOT approved amount.

In the event our costs begin to approach the limiting amount before the construction is finished, we will approach ALDOT with a request to revise the limiting amount as needed. Considering the original grant amount was \$521,100 and the low bid from Dubose was \$367,911.50, we still have over \$150,000 remaining in the grant to cover the inspection costs and any possible overruns that might arise during construction so we're in really good shape for the grant to cover all costs during construction.

If you have any questions about the contract, please let me know.

Thanks,

Jeff Fennell PE
Transportation Engineering
T: 334.271.3200
D: 334.387.0772
E: JFennell@gmcnetwork.com

2660 EastChase Lane
Suite 200
Montgomery, AL 36117

Building Communities

GMC



Kay Ivey
Governor

ALABAMA DEPARTMENT OF TRANSPORTATION

SOUTHEAST REGION
OFFICE OF REGION ENGINEER
CAPITOL COMMERCE CENTER
100 CAPITOL COMMERCE BLVD.
SUITE 210, BUILDING B
MONTGOMERY, ALABAMA 36117
Telephone: (334) 353-6850 FAX: (334)801-9804



John R. Cooper
Transportation Director

January 10, 2018

Mr. Elton N. Dean, Sr.
Montgomery County Commission Chairman
ATTN: Mr. Donald L. Mims
P.O. Box 1667
Montgomery, AL 36102

Dear Mr. Mims:

Re: Project No. IAR-051-000-012
A New Side Road in Montgomery Industrial Park
To Benefit Gerhardi
Montgomery, County

Reference is made to your letter, regarding Construction Engineering and Inspection for the Montgomery County on the above-referenced project.

The County shall require Goodwyn, Mills & Cawood to maintain inspectors on the project at all times when construction work is ongoing. Also, I would like to point out the Consultant shall submit, in writing, to this office the name of all personnel to be considered for assignment to the above-referenced project, with a detailed resume of each person's qualifications and copies of current certifications with respect to salary, education, and experience. The Consultant's personnel approval request shall be submitted to this office at least two weeks prior to and approved by this office prior to the date an individual is to report to work.

The limiting amount for this work will be \$42,510.00. The overhead rate and operating margin have previously been approved by the Bureau of Finance and Audits, External Audit Section.

The Montgomery County may proceed to enter into a cost-plus agreement with Goodwyn, Mills & Cawood. Please let me know if you have any questions.

Sincerely,

Daryl Calhoun
Southeast Region
Preconstruction Consultant Management

DC/ms
Attachment

cc: Mr. David Bollie, P.E.
File

AGENDA

FEB -5 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager *mk*
DATE: February 1, 2018
RE: Contract No. 52110-17B-008
Sheriff's Office Uniforms

I request that the attached Amendment No. 1 to MAC Uniforms contract for Sheriff's Office uniforms items 22, 37-58 be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning February 7, 2018 and ending on February 6, 2019.

MAC Uniforms would like to increase pricing by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Sheriff Derrick Cunningham.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 52110-17B-008

Amendment No. 1

Contract with MAC Uniforms for Sheriff's Office uniforms, is hereby extended for one (1) year, beginning February 7, 2018 and ending February 6, 2019.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

MAC UNIFORMS

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

FEB -5 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: January 4, 2018

RE: Contract No. 52110-17B-008
Sheriff's Office Uniforms

I request that the attached Amendment No. 1 to Gulf States Distributors contract for Sheriff's Office uniforms items 28 and 29 be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning February 7, 2018 and ending on February 6, 2019.

Gulf States Distributors would like to increase pricing by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Sheriff Derrick Cunningham.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 52110-17B-008

Amendment No. 1

Contract with Gulf States Distributors for Sheriff's Office uniforms is hereby extended for one (1) year, beginning February 7, 2018 and ending February 6, 2019.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

GULF STATES DISTRIBUTORS

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

FEB -5 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: January 5, 2018

RE: Contract No. 53000-16B-006
Crushed Stone

I request that the attached Amendment No. 2 to Dunn Construction Co., Inc. contract for crushed stone be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning January 4, 2018 and ending on January 3, 2019.

Dunn Construction Co., Inc. chooses not to increase prices during the terms of this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with George Speake, County Engineer.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 53000-16B-006

Amendment No. 2

Contract for crushed stone, is hereby extended for one (1) year beginning January 4, 2018 and ending January 3, 2019.

There will be no price increase during this contract period.

All other provisions of the contract will remain the same.

WITNESS:

DUNN CONSTRUCTION CO., INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

FEB -5 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: January 4, 2018

RE: Contract No. 59310-16P-002
Inspection and Evaluation of Elevators

I request that the attached Amendment No. 2 to Dieter Consulting Services, Inc. contract for inspection and evaluation of elevators be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning February 15, 2018 and ending on February 14, 2019.

Dieter Consulting Service, Inc. chooses not to increase prices during the terms of this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Florence Cauthen, Deputy Administrator.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 59310-16P-002

Amendment No. 2

Contract for inspection and evaluation of elevators, is hereby extended for one (1) year beginning February 15, 2018 and ending February 14, 2019.

There will be no price increase during this contract period.

All other provisions of the contract will remain the same.

WITNESS:

DIETER CONSULTING SERVICES, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

January 18, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence Cauthen
Deputy Administrator 

SUBJECT: Change Order 2 for Annex I, First Floor Renovation

Please find attached Change Order 2 for Annex I, First Floor Renovation to reduce the contract sum by \$5,324.09 for that portion of the owner's allowance not used.

I request that the change order be placed on the next agenda.

Attachment

AIA® Document G701™ – 2017

Change Order

PROJECT: (Name and address) Montgomery County Courthouse Annex 1 Sheriff's Dispatch & First Floor Renovations PH&J 1208GVO	CONTRACT INFORMATION: Contract For: General Construction Date: September 21, 2016	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: December 13, 2017
OWNER: (Name and address) Montgomery County Commission PO Box 1667 Montgomery, AL 36102	ARCHITECT: (Name and address) PH&J Architects, Inc. 807 S. McDonough Street Montgomery, AL 36104	CONTRACTOR: (Name and address) Stallings & Sons, Inc. PO Box 70040 Montgomery, AL 36107

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

ITEM A DEDUCT: delete remaining Owner's allowance.....(\$5,324.09)

ITEM B/C justification of IT's security allowanes.....0.00

ITEM D justification of gas allowance.....0.00

ITEM E add 90 days to project for IT delay

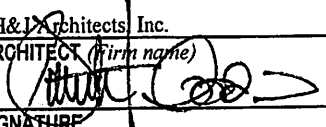
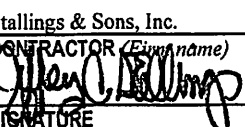
TOTAL (\$5,324.09)

The original Contract Sum was	\$ 1,983,362.00
The net change by previously authorized Change Orders	\$ 41,200.45
The Contract Sum prior to this Change Order was	\$ 2,024,562.45
The Contract Sum will be decreased by this Change Order in the amount of	\$ 5,324.09
The new Contract Sum including this Change Order will be	\$ 2,019,238.36

The Contract Time will be increased by Ninety (90) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

PH&J Architects, Inc. ARCHITECT (Firm name) 	Stallings & Sons, Inc. CONTRACTOR (Firm name) 	Montgomery County Commission OWNER (Firm name)
SIGNATURE	SIGNATURE	SIGNATURE
Patrick Addison, Vice President PRINTED NAME AND TITLE	Jeff Stallings, Secretary/Treasurer PRINTED NAME AND TITLE	Elton Dean Sr., Chairman PRINTED NAME AND TITLE
DATE	12/21/17 DATE	DATE

Travelers Casualty and Surety Company of America



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User Notes: (3B9ADA11)



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 228023

Certificate No. 007200504

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Billie Jo Sanders, Paul B. Scott Jr., Renee Ellis, Thomas J. Gentile, David J. Durden, and Milton A. Kopf

of the City of Montgomery, State of Alabama, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 24th day of April, 2017.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: Robert L. Raney
Robert L. Raney, Senior Vice President

On this 24th day of April, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2021.



Marie C. Tetreault
Marie C. Tetreault, Notary Public

7-3

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

FEB -5 2018

January 24, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of 2018 Ex-Officio Membership Dues to the Montgomery Area
Committee of 100, Inc.

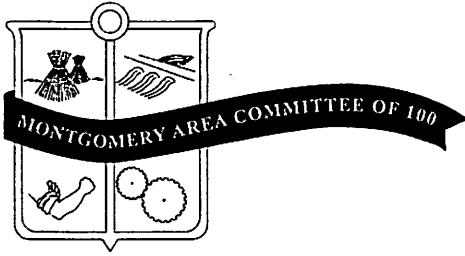
The Montgomery County Commission, at its meeting on January 22, 2018, agreed to place on the next agenda the payment of Ex-Officio Membership to the Montgomery Area Committee of 100, Inc., for Chairman Dean.

I am requesting approval of this item.

DLM/tn

Attachment

8-1



Montgomery Area Committee of 100, Inc.
P. O. Box 79
Montgomery, AL 36101

Invoice

Honorable Elton Dean
 Montgomery County Commission
 P O Box 1667
 Montgomery, AL 36102

Date	Invoice #
1/8/2018	1909

Item Code	Description	Amount
Ex-Officio	Ex-Officio Membership	500.00
Please remit upon receipt to: Montgomery Area Committee of 100 P. O. Box 79 Montgomery, AL 36101-0079		Total \$500.00

MTGY CO. COMMISSION
 JAN 12 '18 AM 8:58

8-2

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

FEB - 5 2018

January 24, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment to the City of Montgomery regarding the Insolvent 2017 Tax Bill for the IREP Facility

The Montgomery County Commission, at its meeting on January 22, 2018, agreed to place on the next agenda payment to the City of Montgomery regarding the Insolvent 2017 Tax Bill for the IREP Facility in the amount of \$40,905.

I am requesting approval of this item.

DLM/tn

Attachment

9-1

Tammy Nix

From: Crabb, Barry O. <bcrabb@montgomeryal.gov>
Sent: Thursday, December 21, 2017 8:17 AM
To: Donald Mims
Cc: tstrange2@aol.com
Subject: FW: Message from Finance Admin Copier
Attachments: SFinance Ad17122108070.pdf

Donnie,

Attached are the property tax bills for the IREP facility which we hope to close on by the end of the year. This is what the mayor and I called you about earlier this week – if we had more time, we would go through the lengthy process of getting these taxes abated and simply would not have to pay. In the interest of time, we are proposing to go ahead and pay them realizing 35% (12.5 mills out a total 36.5) will be coming directly to us and we are asking the Commission to send us a check for 21% (7.5 mills out of 36.5) which they will be receiving. I'm sure Elton and the Mayor could get this worked out with Janet given some additional time, but with year-end approaching and our trying to get control of the facility, we think this may be the best way to proceed. Our attorneys are talking to the State Finance Commissioner about getting the State share – we realize probably nothing can be done about the School portion. You may recall that IREP received abatements from most of these taxes, however, when they ceased operations, those abatements were cancelled – so in a sense, neither we, nor the county or State were ever receiving these tax payments.

I'm on the way out of town but am back in office tomorrow. I'll have my cell if you have any questions – many thanks for your consideration,

Barry O. Crabb
Finance Director
City of Montgomery
Office: (334) 625-2025
Cell: (334) 451-9042
bcrabb@montgomeryal.gov

From: wfemail@montgomeryal.gov [mailto:wfemail@montgomeryal.gov]
Sent: Wednesday, December 20, 2017 6:07 PM
To: Crabb, Barry O. <bcrabb@montgomeryal.gov>
Subject: Message from Finance Admin Copier



Personal Property

Janet Buskey
Revenue Commissioner
Montgomery, AL
INSOLVENT TAX BILL - TAX YEAR 2017

101 S. Lawrence St
Montgomery, AL 36104
TEL: (334) 832-1250
PRINTED ON: 11/30/2017

TO WHOM ASSESSED

IREP
IREP
1551 LOUISVILLE ST
MONTGOMERY AL 36104



PARCEL INFORMATION

PARCEL NUMBER: 4950 004 01 001
RECEIPT NUMBER: I13681047 [BASE YEAR: 2014]
ACCOUNT NUMBER: 622712
TAX YEAR: 2017
TAX & COST: \$47,383.08
ESCAPED TAXES DUE: \$0.00
AMT. PAID: \$0.00
TOTAL DUE: \$47,383.08

LEGAL DESCRIPTION

ACCOUNT TYPE: PERSONAL PROPERTY

LESSEE NAME:
LESSEE ADDR:

MUN CODE FIRE DIST ABATE CODE TIF DIST EXMT CODE
02 00 00 00

TOTAL MILLAGE: 0.0365

ASSESSED VALUE: 2,678,740.00

TOTAL MARKET VALUE: \$9,713,526.00

PAY \$47,383.08 ON OR BEFORE 12/31/2017

PROPERTY LOCATED AT
1551 LOUISVILLE ST
MONTGOMERY AL 36104

	GROSS	EXMT	NET
STATE TAX	8,036.22	0.00	8,036.22
COUNTY TAX	0.00	0.00	0.00
SCHOOL TAX	9,375.59	0.00	9,375.59
DIST SCHOOL TAX	9,375.59	0.00	9,375.59
CITY TAX 02	0.00	0.00	0.00
FOREST TAX	0.00	0.00	0.00
AMD778 TAX	8,036.22	0.00	8,036.22
FIRE TAX	0.00	0.00	0.00
PIKE SCHOOL TAX	0.00	0.00	0.00
TOTAL TAX	34,823.62	0.00	34,823.62
DELINQUENT			5.00
CERT MAIL FEE			10.00
PP ASSESSMENT FEE			5.00
INTEREST			12,539.46
CURRENT TAX & COST:			\$47,383.08

9-3



Montgomery County, AL
REDEMPTION WORKSHEET
(334) 832-1250

Account No.: 1101012000004001
Parcel No.: 11 01 01 2 000 004.001
Status: ACTIVE

Tax Sale Date: 6/1/2016
Redeem Date:
Bidder Name:
Location:

Owner Name: IREP MONTGOMERY MRF LLC
STATE OF ALABAMA
Montgomery

Save Quote

Redemption Worksheet

Year	Tax & Cost	Over Bid	FMV	FMV-15%	Assessed Val	Interest On Amt	Interest	Total Due
2015 * 6/1/2016	\$21,601.43	0.00	7,902,800	1,185,420	1,580,560	\$21,601.43 [576 days]	\$4,093.56	\$25,694.99
2016	\$57,630.11	0.00	7,840,100	1,176,015	1,568,020	\$57,630.11 [363 days]	\$6,882.59	\$64,512.70
2017	\$56,894.74	0.00	7,793,800	1,169,070	1,558,760	\$56,894.74 [0 days]	\$0.00	\$56,894.74

Per Diem: 0.000329 Total Interest: \$10,976.15

Redemption Fee: \$0.50
Grand Total: \$147,102.93
Amount Paid: \$0.00
Balance: \$147,102.93

AMOUNT DUE IF PAID BY 12/29/2017

Inter office Memo/Instructions:

- ☐ Verify New Owner Information
☐ Attach New Deed

From - JACINTA HERBERT Date: 12/15/2017

9-4

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
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FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

FEB -5 2018

February 5, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator *DLM*

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-498 (Agency, Miscellaneous Appropriations) and to sign the contracts:

- C-2018-53: Central Alabama CrimeStoppers, Inc., for Public Safety, Health and Welfare Program - \$2,500; (Walker)
- C-2018-54: Brantwood Children's Home, for Food, Clothing and Activities for Neglected and Abused Children of Montgomery County - \$1,000; (Walker)
- C-2018-55: Shepherd's Ministries, Inc., for Youth Programs for Underprivileged Children - \$500; (Singleton)
- C-2018-56: Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors - \$2,000; (Singleton)
- NC-2018-57: City of Montgomery, to be used by BONDS to Support the Woodley Park Area Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$750; (Harris)
- NC-2018-58: City of Montgomery, to be used by BONDS for the Cost of Two Attendees at the BONDS Community Banquet Meeting - \$50; (Singleton)

- A COUNTY OLDER THAN THE STATE -

P.O. Box 1667 MONTGOMERY, ALABAMA 36102-1667 PHONE: 334.832.1210

MEMORANDUM
Montgomery County Commission
February 5, 2018
Page 2

From fund code 001-59320-494 (Commissioner's Education Miscellaneous Appropriations) to:

- BOE-2018-28: BOE, Lanier High School, for JROTC Program - \$2,000; (Harris-\$1,000 and Sankey-\$1,000)
- BOE-2018-29: Pike Road Board of Education, for Pike Road Schools, for High School Baseball Team - \$4,500; (Singleton)
- BOE-2018-30: BOE, Brewbaker Technology Magnet High School, for Principal's Discretionary Fund, for Baseball Program - \$500; (Singleton)
- BOE-2018-31: BOE, Georgia Washington Middle School, for Principal's Discretionary Fund - \$1,000; (Singleton)
- BOE-2018-32: BOE, Lanier High School, for Band for Cold Weather Accessories - \$1,500; (Sankey)
- BOE-2018-33: BOE, Wares Ferry Road Elementary School, for Physical Education Program - \$2,000; (Sankey)

DLM/tll

Request Number: 10

Elected Official/Dept. Head	Date
-----------------------------	------

Finance Director Date

☒

Date _____

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Blue Gray Natl Tennis Classic	001-57201.441	0	8,000	8,000
In House Misc. Appropriations	001-59310.498	63,600	(8,000)	55,600
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 63,600	\$ 0	\$ 63,600

+

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

FEB -5 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 500419042 (Replacement of Jeffrey Gourdine)
Pay Grade PCT Pay Range \$30,096
Proposed Effective Date 2/12/2018
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 1/18/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/22/2018

Sherrill Thomas

Finance Director

Date 1/23/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date

POSITION FILL REQUEST- BUDGETED VACANCY

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 500419187 (Replacement of Kenneth Blackmon)
Pay Grade PCT Pay Range \$30,096
Proposed Effective Date 2/12/2018
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 1/18/2018
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/22/2018
Employee Benefit Manager

Sherrill Thomas Date 1/23/2018
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

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

POSITION INFORMATION:

Position Title Corrections Officer Sergeant
Position Number 500421129 (Replacement of Brent Talley)
Pay Grade PC3 Pay Range \$39,257 - \$58,655
Proposed Effective Date February 26, 2018
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date January 30, 2018
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/30/2018
Employee Benefit Manager

Sherrill Thomas Date 1/31/2018
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

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

POSITION INFORMATION:

Position Title Corrections Officer Corporal
Position Number 500425092 (Replacement of Q. Dabney)
Pay Grade PC2 Pay Range \$33,747 - \$50,423
Proposed Effective Date 2/12/2018
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 1/18/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/22/2018

Sherrill Thomas

Finance Director

Date 1/23/18

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

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

POSITION INFORMATION:

Position Title Civil Engineer Tech IV
 Position Number 640631001 - Replacing James May
 Pay Grade A10- 1 Pay Range 56,189 - 83,951
 Proposed Effective Date February 12, 2018
 Type of Hire (☐) New (☒) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake

Department Head

Date 1/22/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/22/2018

Sherrill Thomas

Finance Director

Date 1/23/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

FEB -5 2018

DEPARTMENT: Probate
DEPARTMENT HEAD: Judge Steven Reed
SUPERVISOR: Malcolm Richard

POSITION INFORMATION:

Position Title Administrative Support Specialist
Position Number 750015006
Pay Grade A04 Pay Range 28,765 - 42,978
Proposed Effective Date 12 February 2018
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:



Department Head

Date 30 January 2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/30/2018

Sherrill Thomas

Finance Director

Date 1/31/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

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 Deputy Sheriff Trainee

Position Number 550430023 (replacement of Roy Foster)

Pay Grade PS1-4 Pay Range 38,236

Proposed Effective Date 2/12/2018

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 1/19/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/22/2018

Sherrill Thomas

Finance Director

Date 1/23/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

FEB - 5 2018

DEPARTMENT: Tax & Audit Department
 DEPARTMENT HEAD: Terri Henderson, Revenue Manager
 SUPERVISOR: Terri Henderson, Revenue Manager

POSITION INFORMATION:

Position Title Assistant Revenue Manager
 Position Number 810119003
 Pay Grade A09 Pay Range \$50,627 - \$75,642
 Proposed Effective Date 02-12-2018
 Type of Hire (☐) New (☒) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Terri Henderson
 Department Head Date 01-30-2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring
 Employee Benefit Manager Date 01/30/2018

Sherrill Thomas
 Finance Director Date 1/31/2018

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

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

January 16, 2018

AGENDA

FEB - 5 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

Over the past year significant changes occurred in personnel and operations in several departments of the Montgomery County Commission. I asked the City-County Personnel Department to consider realignment of positions to reflect actual operations and to review job descriptions and pay grades of certain positions. Personnel recently completed its review, and their recommendations are summarized below.

1. The Finance Director should be compensated at pay grade A15.
- * 2. The Tax and Audit Department should use the Assistant Revenue Manager classification and should request that the City's Senior Auditor (A08) and Revenue Compliance Officer (A07) classifications be added to the County's pay plan. The department's two Administrative Support Associate positions (A03) should be reallocated to Customer Service Clerk (A04) positions.
3. The Administrative Support Specialist (A04) position in General Services should be reallocated to an Administrative Assistant (A05) position.

I recommend that the County Commission implement the Personnel Department's recommendations including that the Finance Director be compensated at A15, Step 9. Funding for these recommendations is included in the 2018 budget. I request that approval of these items be placed on the next agenda.

16-2

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



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January 16, 2018

AGENDA

FEB -5 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

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ELTON N. DEAN, SR.
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January 16, 2018

AGENDA

FEB - 5 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

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181

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
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January 16, 2018

AGENDA

FEB - 5 2018

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TO: Montgomery County Commission

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County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

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19-1

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



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January 16, 2018

AGENDA

FEB - 5 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

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January 16, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Personnel Review of County Commission Departments and Positions

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I recommend that the County Commission implement the Personnel Department's recommendations including that the Finance Director be compensated at A15, Step 9. Funding for these recommendations is included in the 2018 budget. I request that approval of these items be placed on the next agenda.

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Donald Mims
Re: Approval for the following travel:

Destination: Washington, DC
Departure Date: March 4, 2018 Return Date: March 7, 2018
Conference Leave (Days / Hours): (3 days)
Purpose of Travel: to attend the NACo Legislative Conference

Traveler (s) Name: 1. Isaiah Sankey 4. _____
2. Doug Singleton 5. _____
3. Florence Cauthen 6. _____

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

Total (est.) Cost: \$5,294.49 Advance Registration Required: \$1,620.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration \$1620.00- Lodging \$1750.00- Airfare 1524.00- Meals \$225.00
Mileage \$175.49

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$5,294.49 and advance registration of \$1,620.00 is authorized.

<i>To be completed by the Finance Department</i>	
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>\$4,141.81</u>
Budget Available:	<u>\$18,358.19</u>
Current Requests:	<u>\$5,294.49</u>
Budget Balance:	<u>\$13,063.70</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/29/2018

cc: Finance Director / Buyer

22-1

Montgomery County Commission
Travel / Training Request Approval
Request # 11

AGENDA

FEB - 5 2018

Date: 1/30/2018
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Approval for the following travel:

Destination: Washington D.C.
Departure Date: 2/14/2018 Return Date: 2/20/2018

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: Attend the National Capital Region Election Infrastructure SSA Meeting
and attend a Special Clearance Briefing on preventing Cybersecurity
for Elections

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: \$3,775.00 Advance Registration Required: \$625.00

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

Additional Comments: _____

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$3,775.00 and advance registration of \$625.00 is authorized.

To be completed by the Finance Department		
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>\$3,996.92</u>	
Budget Available:	<u>\$13,003.08</u>	
Current Requests:	<u>\$3,775.00</u>	
Budget Balance:	<u>\$9,228.08</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/31/2018

cc: Finance Director / Buyer



STEVEN L. REED
PROBATE JUDGE
MONTGOMERY COUNTY

Memo

MTGY CO. COMMISSIO
JAN 31 '18 PM3:35

To: County Commission
From: The Office of Steven L. Reed
cc: Donnie Mims
Date: 1/31/2018
Re: Trip to DC

Judge Reed has been selected as an essential member of the Election Infrastructure Subsector (EIS) Government Coordinating Council (GCC) by the Office of Infrastructure Protection for the Department of Homeland Security. As a result, his presence has been requested to attend the National Capital Region Election Infrastructure SSA Meeting and the Special Clearance Briefing on preventing Cybersecurity for Elections. He has been recruited to give input and solutions facing Cybersecurity for future elections. Lastly, he is attending a secure briefing that will outline ways in which elections can be protected from hackers.

Montgomery County Commission
Travel / Training Request Approval
Request # 3

AGENDA

FEB - 5 2018

Date: 01/18/2018
To: Donald L. Mims, Administrator
From: REVENUE COMMISSION
Re: Approval for the following travel:

Destination: STAYBRIDGE SUITES MONTGOMERY-EASTCHASE
Departure Date: 03/07/2018 Return Date: 03/09/2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: BASIC MAPPING

Traveler (s) Name: 1. D. ANITA HOLLEY 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$275.00 Advance Registration Required: _____

Department Name: REVENUE COMMISSIONER Fund Name: GENERAL FUND

Additional Comments: _____

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$275.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51500.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$4,400.00</u>
Approved Requests:	<u>\$2,596.62</u>
Budget Available:	<u>\$1,803.38</u>
Current Requests:	<u>\$275.00</u>
Budget Balance:	<u>\$1,528.38</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/19/2018

cc: Finance Director / Buyer

22-4

Montgomery County Commission
Travel / Training Request Approval
Request # 21

AGENDA

FEB - 5 2018

Date: January 23, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Auburn, AL
Departure Date: February 22, 2018 Return Date: February 23, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend Drone Pilot License Part 107 Workshop

Traveler (s) Name: 1. Robert Irsik 4. _____
2. Scott Cone 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,000.00 Advance Registration Required: \$900.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$1,000.00 and advance registration of \$900.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$19,800.00</u>
Budget Available:	<u>\$20,200.00</u>
Current Requests:	<u>\$1,000.00</u>
Budget Balance:	<u>\$19,200.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/23/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 22

AGENDA
FEB - 5 2018

Date: January 24, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Auburn, Alabama
Departure Date: April 3, 2018 Return Date: April 4, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend LECC Conference

Traveler (s) Name: 1. Jeremy Clemens 4. Jessie Oliver
2. Robert Whitmore 5. _____
3. John Moody 6. _____

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: \$300.00
Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 and advance registration of \$300.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$19,800.00</u>	
Budget Available:	<u>\$20,200.00</u>	
Current Requests:	<u>\$2,300.00</u>	
Budget Balance:	<u>\$17,900.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 1/29/2018
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 23

AGENDA

FEB - 5 2018

Date: January 26, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Montgomery, AL
Departure Date: March 19, 2018 Return Date: March 19, 2018
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: attend Administrative Assistants Conference

Traveler (s) Name: 1. Christie Vazquez 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$199.00 Advance Registration Required: \$199.00
Department Name: Sheriff's Office Fund Name: 749-52110.499

Additional Comments: _____

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

The above request is app.2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$199.00 and advance registration of \$199.00 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>\$50,854.25</u>
Budget Available:	<u>\$314,345.75</u>
Current Requests:	<u>\$199.00</u>
Budget Balance:	<u>\$314,146.75</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 1/29/2018
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 24

AGENDA

FEB - 5 2018

Date: January 29, 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. Jon Briggs 4. _____
2. Trent Beasley 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$10,370.00 Advance Registration Required: \$5,000.00

Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265

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. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$10,370.00 and advance registration of \$5,000.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$19,800.00</u>
Budget Available:	<u>\$20,200.00</u>
Current Requests:	<u>\$12,670.00</u>
Budget Balance:	<u>\$7,530.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/29/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 25

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Anniston, Alabama
Departure Date: February 20, 2018 Return Date: February 24, 2018
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend Field Force Operations course

Traveler (s) Name: 1. Jordan Ivey 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$19,800.00</u>
Budget Available:	<u>\$20,200.00</u>
Current Requests:	<u>\$12,770.00</u>
Budget Balance:	<u>\$7,430.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/29/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: February 14, 2018 Return Date: February 15, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy - Corrections Law

Traveler (s) Name: 1. Jalonda Johnson/Michael Lane 4. Ellen Porter
2. Sheena Alexander/Chad Miller 5. Oscar Richardson
3. Kendal Myrick/Kimberly Mims-Harris 6. Angela Eaves

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

Total (est.) Cost: \$675.00 Advance Registration Required: \$675.00

Department Name: Detention Facility Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$675.00 and advance registration of \$675.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$16,100.00</u>	
Budget Available:	<u>\$3,900.00</u>	
Current Requests:	<u>\$675.00</u>	
Budget Balance:	<u>\$3,225.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/30/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: April 4, 2018 Return Date: April 5, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy - Officer Responsibilities

Traveler (s) Name: 1. Jalonda Johnson/Michael Lane 4. Ellen Porter
2. Sheena Alexander/Chad Miller 5. Oscar Richardson
3. Kendal Myrick/Kimberly Mims-Harris 6. Angela Eaves

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

Total (est.) Cost: \$675.00 Advance Registration Required: \$675.00

Department Name: Detention Facility Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$675.00 and advance registration of \$675.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$16,100.00</u>	
Budget Available:	<u>\$3,900.00</u>	
Current Requests:	<u>\$1,350.00</u>	
Budget Balance:	<u>\$2,550.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 1/30/2018
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 9

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: July 11, 2018 Return Date: July 12, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy - Inmate Management

Traveler (s) Name: 1. Jalonda Johnson/Michael Lane 4. Ellen Porter
2. Sheena Alexander/Chad Miller 5. Oscar Richardson
3. Kendal Myrick/Kimberly Mims-Harris 6. Angela Eaves

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

Total (est.) Cost: \$675.00 Advance Registration Required: \$675.00

Department Name: Detention Facility Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$675.00 and advance registration of \$675.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$16,100.00</u>	
Budget Available:	<u>\$3,900.00</u>	
Current Requests:	<u>\$2,025.00</u>	
Budget Balance:	<u>\$1,875.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/30/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 10

AGENDA

FEB - 5 2018

Date: January 29, 2018
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: September 26, 2018 Return Date: September 27, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy - Searches & Use of Force

Traveler (s) Name: 1. Jalonda Johnson/Michael Lane 4. Ellen Porter
2. Sheena Alexander/Chad Miller 5. Oscar Richardson
3. Kendal Myrick/Kimberly Mims-Harris 6. Angela Eaves

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

Total (est.) Cost: \$675.00 Advance Registration Required: \$675.00

Department Name: Detention Facility Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$675.00 and advance registration of \$675.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$16,100.00</u>	
Budget Available:	<u>\$3,900.00</u>	
Current Requests:	<u>\$2,700.00</u>	
Budget Balance:	<u>\$1,200.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/30/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

FEB - 5 2018

Date: January 31, 2018
To: Donald L. Mims, Administrator
From: Scott Kramer
Re: Approval for the following travel:

Destination: Franklin, TN
Departure Date: March 12, 2018 Return Date: March 14, 2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: to attend the 2018 CareHere Health & Wellness Center Summit

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: \$0.00 Advance Registration Required: \$0.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: ** All Expenses paid by CareHere**

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

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 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 & Travel</u>
Current Budget:	<u>\$15,000.00</u>
Approved Requests:	<u>\$2,139.79</u>
Budget Available:	<u>\$12,860.21</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$12,860.21</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/31/2018

cc: Finance Director / Buyer

22-14

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

FEB - 5 2018

Date: 1/22/2018
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Chula Vista Resort, Wisconsin Dells, Wisconsin
Departure Date: April 22, 2018 Return Date: April 26, 2018
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: Attend National Association of County Engineers Annual Meeting/Management & Technical Conference

Traveler (s) Name: 1. Kevin Boone 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,841.00 Advance Registration Required: \$645.00

Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

Additional Comments: _____

To: George Speake, County Engineer
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$2,841.00 and advance registration of \$645.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$2,780.00</u>	
Budget Available:	<u>\$7,220.00</u>	
Current Requests:	<u>\$2,841.00</u>	
Budget Balance:	<u>\$4,379.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 1/23/2018
cc: Finance Director / Buyer

22-15

Montgomery County Commission
Travel / Training Request Approval
Request # 9

AGENDA

FEB - 5 2018

Date: 1/25/2018
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Montgomery, Alabama
Departure Date: 2/12/2018 Return Date: 2/13/2018
Conference Leave (Days / Hours): 2 days
Purpose of Travel: Attend 61st Annual Transportation Conference

Traveler (s) Name: 1. Kevin Boone 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

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

Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

Additional Comments: _____

To: George Speake, County Engineer
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$200.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$2,680.00</u>	
Budget Available:	<u>\$7,320.00</u>	
Current Requests:	<u>\$3,041.00</u>	
Budget Balance:	<u>\$4,279.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/29/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 10

AGENDA

FEB - 5 2018

Date: 1/25/2018
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: 3/7/2018 Return Date: 3/10/2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend 29TH Annual Alabama Vector Management Society Annual Meeting

Traveler (s) Name: 1. Danise D. Nettles 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$900.00 Advance Registration Required: \$150.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

Additional Comments: _____

To: George Speake, County Engineer
From: Donald L. Mims, Administrator

The above request is 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$900.00 and advance registration of \$150.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>111-53600.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$10,000.00</u>
Approved Requests:	<u>\$2,680.00</u>
Budget Available:	<u>\$7,320.00</u>
Current Requests:	<u>\$3,941.00</u>
Budget Balance:	<u>\$3,379.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 1/29/2018
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 14

AGENDA

FEB - 5 2018

Date: January 30, 2018
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Re: Approval for the following travel:

Destination: Montgomery, AL
Departure Date: April 27, 2018 Return Date: April 27, 2018
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend the 2018 Administrative Professionals Conference

Traveler (s) Name: 1. Laura Hughley 4. _____
2. Nina Nolan 5. _____
3. Renee Wood 6. _____

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

Total (est.) Cost: \$327.00 Advance Registration Required: \$327.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Early Bird Registration Fee - \$109/person

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$327.00 and advance registration of \$327.00 is authorized.

<i>To be completed by the Finance Department</i>		
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>\$4,330.17</u>	
Budget Available:	<u>\$20,669.83</u>	
Current Requests:	<u>\$327.00</u>	
Budget Balance:	<u>\$20,342.83</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/31/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 15

AGENDA

FEB - 5 2018

Date: January 31, 2018
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Re: Approval for the following travel:

Destination: Nashville, TN
Departure Date: May 9, 2018 Return Date: May 12, 2018
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend BLR RecruitCon 2018

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

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

Total (est.) Cost: \$5,290.00 Advance Registration Required: \$2,290.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Airfare: \$275/person; Registration: \$1145/person; Hotel: \$825/person
Food: \$300/person; Taxi, Luggage, etc.: \$100/person

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 2/5/18 reimbursement of actual and necessary expenses in the
approximate amount of \$5,290.00 and advance registration of \$2,290.00 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>\$4,330.17</u>	
Budget Available:	<u>\$20,669.83</u>	
Current Requests:	<u>\$5,617.00</u>	
Budget Balance:	<u>\$15,052.83</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/31/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 9

AGENDA

FEB - 5 2018

Date: January 25, 2018
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Approval for the following travel:

Destination: 75 TechnaCenter Drive Montgomery, AL 36117
Departure Date: February 22, 2018 Return Date: February 22, 2018
Conference Leave (Days / Hours): 1 day
Purpose of Travel: To attend The Criminal Behavior Assessment-Montgomery Training

Traveler (s) Name: 1. Jeffery Solomon 4. Demetric Shipman
2. Kimberley Long 5. _____
3. Ronald Sellers 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: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator

The above request is app. 2/5/18 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>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,700.00</u>	
Approved Requests:	<u>\$3,227.00</u>	
Budget Available:	<u>\$7,473.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$7,473.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/29/2018

cc: Finance Director / Buyer

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

FEB -5 2018

Request Number: 11

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims 2/5/18

Elected Official/Dept. Head	Date
-----------------------------	------

FINANCE REVIEW:

REVIEWED BY:

Sherrill Thomas 2/5/18

Finance Director	Date
------------------	------

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

COUNTY COMMISSION APPROVAL:

Administrator

Date _____

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Alabama State University	001-58300.458	0	3,500	3,500
Donation Revenue	001-40000.47701	(7,736)	(3,500)	(11,236)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 7,736)	\$ 0	(\$ 7,736)

JUSTIFICATION: To budget for an appropriation to Alabama State University for the E.D. Nixon Institute Phase II: African Americans and the Transformative Power of the Ballot Program.

FEB -5 2018

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**
Request Number: 13

AGENDA

FEB -5 2018

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 2/5/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 2/5/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery YMCA	001-58400.498	0	1,500	1,500
Donation Revenue	001-40000.47701	(14,236)	(1,500)	(15,736)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 14,236)	\$ 0	(\$ 14,236)

JUSTIFICATION: To budget for an appropriation to the Montgomery YMCA for Youth Government Day.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 14

AGENDA

FEB -5 2018

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 2/5/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 2/5/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery Sunrise Foundation	001-56701.498	0	1,500	1,500
Donation Revenue	001-40000.47701	(15,736)	(1,500)	(17,236)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 15,736)	\$ 0	(\$ 15,736)

JUSTIFICATION: To budget for an appropriation to the Montgomery Sunrise Foundation, Inc. for their Grants Program which honors deserving non-profit agencies which demonstrate a positive impact in Montgomery County.

MISCELLANEOUS APPROPRIATIONS FROM DONATED REVENUE											
Meeting Date	Organization	Description of Program	TOTAL	Joint	Infrastructure	Harris	Dean	Walker	Sankey	Singleton	
2/20/2018	Alabama-Korea Educational Exchange Program, Inc. (A-KEEP)	Global Youth Leadership Program	5,000	5,000							
2/20/2018	Alabama Dance Theatre	Free Admission for Title One Economically Disadvantaged School Children & 20 Montgomery Area Outreach Organizations to the Production "Celebration of the Season" & Teacher Workbook	15,000	15,000							
2/20/2018	Central AI Community Foundation	Educational Programs for Youth who are from Economically Disadvantaged Circumstances	42,964	42,964							
2/20/2018	EAT South	Downtown Farm Development Project & Related Educational Workshops	5,000	5,000							
2/20/2018	House to House Community Development, Inc.	Operating Expenses for Rehabilitating the Houses of Low-Income Homeowners in Montgomery County	12,400	12,400							
2/20/2018	Liberty Learning Foundation, Inc.	Program Expenses	25,000	25,000							
2/20/2018	Lifetime Resolutions II, Inc.	Holistic Center for Women, for Program for Youth & Their Mothers who need Treatment for Substance Abuse & Mental Illnesses	100,000	100,000							
2/20/2018	Montgomery Education Foundation	Summer Program "Brain Forest Summer Learning Academy"	32,000	32,000							
2/20/2018	Montgomery S.T.E.P Foundation	Violence Prevention Program	10,000	10,000							
2/20/2018	The Montgomery Symphony Association, d/b/a Montgomery Symphony Orchestra	Music Education & Musical Enrichment Program for All Ages	20,000	20,000							
2/20/2018	Motherly Care Family Services	Nursing Assistant Training Program	15,000	15,000							
2/20/2018	Troy University Rosa Parks Museum	Annual Juneteenth Celebration	5,375	5,375							
2/20/2018		Counseling Svcs., & Academic Remedication for At-Risk Children Expelled from the M.P.S., System	25,000	25,000							
2/20/2018	The Second Chance Foundation	Youth Program	25,000	25,000							
2/20/2018	Southern Youth Leadership Dev Inst.	Awards, Premiums and Expo Expenses	20,000	20,000							
2/20/2018	Southeastern Livestock Exposition, Inc.		357,739	357,739	0	0	0	0	0	0	0

AGENDA
FEB 5 2018

MONTGOMERY
AREA CHAMBER OF COMMERCE

AGENDA
FEB -5 2018

January 31, 2018

Members of the Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36104

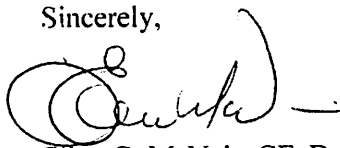
Re: Opinion on Applicability of Executive Session

Dear Montgomery County Commission Members:

We are requesting for Chamber representatives to appear before the Montgomery County Commission on Monday February 5, 2018 in executive session. Please be advised that we have reviewed the commerce and real estate matter which the Montgomery County Commission proposes to discuss in executive session. It is our opinion that an executive session is authorized for this discussion under Section 7(a)(7) of Act No. 2005-40, and an open meeting will have a detrimental effect upon the competitive position of the Montgomery County Commission.

Pursuant to Section 7(a)(7) of Act No. 2005-40, a copy of this letter should be attached to the minutes of the County Commission meeting wherein the body considers a motion to convene an executive session to discuss this matter.

Sincerely,



Ellen G. McNair, CEcD
Senior Vice President
Corporate Development

POST OFFICE BOX 79 41 COMMERCE STREET MONTGOMERY, AL 36101
TEL: 334.834.5200 FAX: 334.265.4745 MACC@MONTGOMERYCHAMBER.COM WWW.MONTGOMERYCHAMBER.COM



BUILDING BUSINESS. BUILDING MONTGOMERY AND THE RIVER REGION.

28-1

ATTACHMENT E:

A Checklist for Conducting Lawful EXECUTIVE SESSIONS

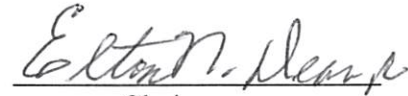
	<i>For Reference, See</i>	
☐ 1. Convene An Open Meeting	Page 21	Section IV (A) 1
☐ 2. Enter a motion stating the reason for the Executive Session. <i>Executive Sessions may only be called for one of the following reasons:</i> - General Reputation and Character, Job Performance, or Salaries / Compensation - Formal Complaints or Charges Against an Individual or Legal Entity - Discussion with the Government Body's Attorney - Security Plans and Measures - Criminal Investigation and the Identity of an Undercover Agent or Informer - Negotiations to Buy / Sell / Lease Real Property - Preliminary Negotiations in Trade Competition - Negotiations Between The Body and a Group of Public Employees - Discuss and Vote Upon a Public or Contested Case Hearing	Page 21 Page 21 Page 21 Page 23 Page 23 Page 24 Page 25 Page 25 Page 26 Page 27 Page 27	Section IV (A) 2 Section IV (B) 1 Section IV (B) 2 Section IV (B) 3 Section IV (B) 4 Section IV (B) 5 Section IV (B) 6 Section IV (B) 7 Section IV (B) 8 Section IV (B) 9
☐ 3. Receive a Written or Oral Declaration (if necessary). - Written Declarations are required for these Executive Sessions: - Discussion with the body's attorney concerning options for, and ramification of, litigation, mediation, or arbitration. - Discussions that would disclose the identity of an undercover informant or that focus on criminal investigations of non-public officials. - Discussions concerning the negotiations between the body and a group of public employees. - It is required that a designated person certify that the Executive Session is warranted for these specific reasons before the body votes to go into Executive Session.	Page 20	Section IV (A) 4
☐ 4. Vote to go into Executive Session - The vote must be open/public; and - Each member must openly give his/her individual vote.	Page 20	Section IV (A) 4
☐ 5. Enter a Statement Concerning Reconvention	Page 21	Section IV (A) 5

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Tuesday, February 20, 2018, at 8:00 in the morning.



Administrator



Chairman