MINUTES OF REGULAR MEETING

MONTGOMERY COUNTY COMMISSION

SEPTEMBER 17, 2018

INFORMATION SESSION

Chairman Dean called the meeting to order at 5:10 p.m. The meeting was held at Pike Road Town Hall, 9575 Vaughn Road, Pike Road, Alabama. Commissioner Singleton welcomed everyone and thanked them for attending the meeting.

The meeting was opened with prayer led by Commissioner Singleton. 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

Commissioner Singleton discussed his appropriation to the Montgomery YMCA Rising Achievers Program in the amount of $2,550. He stated that they have requested $4,000 and he would appropriate the remaining amount from his account after October 1, 2018. Some of the Commissioners stated that they did not have any funds remaining for FY2018. After discussion, Commissioner Singleton requested that this item be discussed at the next meeting.

Commissioner Harris requested a $2,000 miscellaneous appropriation from his agencies account to One Place Family Justice Center for the domestic violence program.

Commissioner Harris requested a $700 miscellaneous appropriation from his agencies account to Montgomery YMCA for Cleveland Avenue Branch for operational expenses.

Commissioner Harris requested a $1,000 miscellaneous appropriation from his education account to Vaughn Road Elementary School for the Principal's Discretionary Fund.

Commissioner Harris requested a $1,000 miscellaneous appropriation from his education account to Brewbaker Middle School for the Principal's Discretionary Fund.

Commissioner Harris requested a $2,000 miscellaneous appropriation from his education account to Loveless Academic Magnet Program High (LAMP) for the Principal's Discretionary Fund.

Commissioner Sankey requested a $10,000 miscellaneous appropriation from his education account to Wares Ferry Road Elementary for the outdoor walking track.

Commissioner Sankey requested a $5,000 miscellaneous appropriation from his education account to Lanier High School for the Health Curriculum Program.

Commissioner Sankey requested a $5,000 miscellaneous appropriation from his education account to Robert E. Lee High School for the Band Program.

Commissioner Sankey requested a $2,000 miscellaneous appropriation from his education account to Robert E. Lee High School for the Principal's Discretionary Fund.

Commissioner Sankey requested a $1,000 miscellaneous appropriation from his education account to Park Crossing High School for the Baseball Program.

Commissioner Sankey requested a $2,000 miscellaneous appropriation from his education account to Highland Gardens Elementary School for the Physical Fitness Program.

Commissioner Sankey requested a $2,000 miscellaneous appropriation from his education account to Bellingrath Middle School for the After School Program.

Commissioner Sankey requested a $1,850 miscellaneous appropriation from his education account to Lanier High School for the Band Program.

Chairman Dean requested a $5,000 miscellaneous appropriation from his designated revenue account to Alabama State University Foundation, Inc., for the Football Program – Attn: Coach Donald Hill-Eley.

Vice Chairman Walker requested a $500 miscellaneous appropriation from her designated revenue account to the City of Montgomery, to be used by BONDS to support Forest Hills Neighborhood Association, with funding to promote community enhancement and beautification programs/projects.

The Commission agreed to add these items to the miscellaneous appropriations accounts that were on the agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims reminded the Commissioners that they would need to convene a Special Call Meeting of the Montgomery County Emergency Management Communications District Board at the conclusion of the Formal Session to approve the minutes of the September 25, 2018 Meeting, to receive public comment regarding the proposed 2018-2019 Emergency Management Communications District Board Budget, to consider the proposed 2018-2019 Emergency Management Communications District Board Budget, and to consider the Annual Certification to the Alabama 9-1-1 Board for Fiscal Year Ending September 30, 2019.

Administrator Mims distributed his performance evaluation to the Commission. He asked that each Commissioner complete his evaluation and submit it to City/County Personnel by Wednesday, October 3, 2018 and that City/County Personnel compile the evaluations by Wednesday, October 10, 2018. He also requested permission to place consideration of approval of the evaluation on the October 15, 2018 agenda.

He noted that Chief Information and Technology Officer Lou Ialacci also distributed his performance evaluation to the Commission.

PRESENTATION BY MANAGING DIRECTOR MIKE DUNN AND GARY REHM WITH STIFEL AND EXECUTIVE VICE PRESIDENT NEILL WRIGHT WITH LIBERTY BANK

Managing Director Mike Dunn and Gary Rehm with STIFEL and Executive Vice President Neill Wright with Liberty Bank updated the Commission regarding the bond issue for funding proposed building projects.

PRESENTATION BY ATTORNEY CLINTON GRAVES WITH GILPIN GIVHAN, PC

Attorney Clinton Graves with Gilpin Givhan, PC informed the Commission that he updated the Financial Management Policy as discussed at the last meeting. This item was on the agenda.

PRESENTATION BY SHERIFF DERRICK CUNNINGHAM

Sheriff Derrick Cunningham briefed the Commission regarding Bid Award to Patriot Services Group, Inc., for inmate security, Bid Award Number 52200-18B-028. After discussion, the Commission agreed to place this item on the next agenda.

Sheriff Cunningham requested the new classification of Deputy Sheriff Cadets, Pay Grade A01, the allocation of four Deputy Sheriff Cadet positions and related Position Fill Requests. After discussion, the Commission agreed to place these items on the next agenda.

Sheriff Cunningham informed the Commission that the City is working on a new pay plan for law enforcement. After discussion, the Commission asked the Sheriff to work with Personnel regarding this issue and report back to them.

PRESENTATION BY CHIEF APPRAISER CLAY HENLEY

Chief Appraiser Clay Henley briefed the Commission regarding the reallocation of an Appraiser III position to a Personal Property Auditor position. He stated that the funding for the reallocation is in his budget. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Henley reminded the Commission of his August 20, 2018 request for a two-step irregular pay increase for Appraisal Technician Lura Widgeon from Pay Grade A05, Step 12 to Pay Grade A05, Step 14. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY EXECUTIVE DIRECTOR GREG CLARK WITH CENTRAL ALABAMA REGIONAL PLANNING AND DEVELOPMENT COMMISSION

Executive Director Greg Clark with Central Alabama Regional Planning and Development Commission briefed the Commission regarding Modification Number 2 to the Subgrant Agreement for Low Income Weatherization Assistance Program, LIWAP-028-18. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci stated that Information Systems has added a new “dual authentication function” to the Microsoft products on County computers.

Mr. Ialacci stated that progress is being made to upgrade the network at the Probate/Revenue East Office, Youth Facility, and Sheriff’s Offices at Terminal Road.

Commissioner Harris inquired about the ability to obtain driver’s licenses at Probate South. Chief Probate Clerk Williams Flowers stated that the State has installed the driver’s license system at the South office; however, he said that the State has experienced problems with the system recently.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake reviewed a Memorandum of Understanding with the City of Montgomery for proposed funding to resurface Wares Ferry Road from the Eastern Bypass eastward to the City Limits at CSX Railroad just north of McLemore Road. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY WRITER/DIRECTOR BARRY ALEXANDER BROWN AND PRODUCERS STAN ERDREICH, COLIN BATES AND MOLLY MAYEUX WITH RIVER BEND PICTURES

Writer/Director Barry Alexander Brown and Producers Stan Erdreich, Colin Bates and Molly Mayeux with River Bend Pictures briefed the Commission regarding the filming scenes of the motion picture, Son of the South, in Montgomery. Mr. Brown requested funding in the amount of $200,000 to support the project. After discussion, the Commission requested that they report back after they have spoken with the City about financial support.

COMMENTS FROM ADMINISTRATOR MIMS, DEPUTY ADMINISTRATOR CAUTHEN AND MANAGER OF PUBLIC AFFAIRS HANNAH HAWK

Administrator Mims briefed the Commission regarding a one day extension through Midnight, October 1, 2018, of the Excess Workers’ Compensation Insurance secured through Palomar Insurance. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Administrator Mims presented Budget Change Request Numbers 21, 22, 23 and 24. After discussion, the Commission agreed to waive rules and add these items to the agenda.

Administrator Mims briefed the Commission regarding a Resolution Proclaiming October 2018 as Manufacturing Month in Montgomery County. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding transferring the Alabama 200 Bicentennial Grant in the amount of $5,000 from the Montessori School at Hampstead to Booker T. Washington Magnet High School. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding payment of 2018-2019 Membership Dues to the Association of County Commissions of Alabama (ACCA). After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding payment of 2019 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims and Deputy Administrator Florence M. Cauthen. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding payment of 2018-2019 Membership Dues to the International City/County Management Association (ICMA) for County Administrator Donald L. Mims. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a letter from Nimrod T. Frazer, Jr., with Industrial Partners, LLC, withdrawing Industrial Partners' request to purchase five acres in the Montgomery Industrial Park. (Copy of Letter, Agenda Page 36-1, is attached to these Minutes.)

Administrator Mims presented a proposal from Rodney Wilkerson with Main Art-R-We Productions (MARP) requesting that the Commission support MARP's inaugural season. After discussion, the Commission agreed to place this item in the next briefing memo.

Administrator Mims presented the Schedule of Upcoming Bids/Contract Renewals for September–December 2018.

Administrator Mims presented the Service of Process Fee (Sheriff Process Fee) Collection Report for September 2018.

Administrator Mims presented the Revenue Reports for August 2018 from Tax and Audit Department.

Administrator Mims presented the Population Report for August 2018 for the Mac Sim Butler Detention Facility.

Administrator Mims presented the Census and Fiscal Report for August 2018 for Community Corrections.

Manager of Public Affairs Hannah Hawk reviewed the calendar of upcoming events with the Commissioners.

PRESENTATION BY PROBATE JUDGE STEVEN L. REED

Probate Judge Steven L. Reed requested to hire a Confidential Secretary at Pay Grade A06, Step 10 ($47,809) for the Probate Judge's Office. After discussion, the Commission agreed to waive rules and added this item to the agenda.

Judge Reed requested funding for the Montgomery Area Mental Health Authority's Crisis Center in the 2018-2019 Budget.

Judge Reed requested that the Commission contract with Questia Corps for the services of Linnea Conely to assist in the transition of leadership at Montgomery Area Mental Health Authority. Chairman Dean asked Administrator Mims and Deputy Administrator Cauthen to meet with Ms. Conely to discuss the matter and to report back to the Commission.

RECESS TO FORMAL SESSION

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with prayer led by Patrick Quin, Pastor of Century United Methodist Church in Pike Road, Alabama.

The Pledge of Allegiance was led by Montgomery American Softball Team and AUM Baseball Team.

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 Tyrone C. Means and County Engineer George Speake.

COMMENTS BY ATTENDEES

Montgomery County Grant Writer Regina Walker said good evening and invited all Senior Citizens to participate in the Montgomery County Annual Senior Citizens' Fishing Rodeo on Wednesday, September 18, 2018, from 6:00 a.m. until 12:00 noon at the Montgomery County Ponds located off Highway 231.

Ja'Cinta Herbert, a member of Leadership Montgomery's Torchbearers Class, invited the Commissioners to attend their ROCK Field Day Event on Thursday, October 4, 2018, from 9:00 a.m. until 4:00 p.m. at the Biscuit Stadium. She stated that the Family Sunshine Center and the

Montgomery Biscuits partnered with Leadership Montgomery to sponsor the event. Ms. Herbert said that ROCK stands for Respecting Others, Creating Kindness and that the event is being held in October, National Bullying Prevention Awareness Month, to help combat bullying.

Anthony Pinkston, a representative of the Communities Improvement Association, said he was at the meeting on behalf of the Communities Improvement Association and the Mt. Meigs Community Center, to thank Chairman Dean, Commissioner Singleton and the entire Commission for their support. He invited everyone to attend Arts & Craft show to be held on Saturday, October 20, 2018, from 9:00 a.m. until 2:00 p.m.

William Levi Gailliard, Director of Think Big Activities, read a letter from Mr. Matthew Gamble, Director of Frazier United Methodist Church Radio Station WFRZ. Mr. Gaillard said he would be asking for funding from the Commission at the next meeting to support his organization for 12 months. He also asked if one of the Commissioners would speak at the next meeting regarding the work his organization does to help the citizens of Montgomery.

Bishop Jimmy Lee Sawyer of Mathew Church of God said good afternoon and addressed the safety issues in Pike Road at Wares Ferry Road and US Highway 80. Bishop Sawyer said the improvement made by the State Department of Transportation, installation of a flashing light, is unacceptable and does not solve the dangerous situation.

Commissioner Singleton addressed the issue and explained the State's finding after studying the situation. He stated that since the flashing light has been installed at the intersection, there have been no accidents reported.

Wanda Bibb, Founder of Life of Solid Strength Organization, said good evening and gave background information about her organization. Ms. Bibb said her organization's mission is to bring awareness of the grief that individuals with depression and/or despair suffer. She said they will provide resources to citizens by providing workshops, seminars and other programs.

Bishop Robert Brown from Shepherds Ministries thanked the Commission for allowing him to speak and follow-up on his request for support of a project he is working on with the Montgomery Housing Authority.

Mr. Thomas Jones, Board Member of Shepherds Ministries, introduced himself and said he has a passion to help youth, but does not have the funds to do the things he would like to do to help young people. Mr. Jones then asked the Commission for assistance.

Chaplin Brenda Cherry, Parenting Instructor at Shepherds Ministries, said she will be teaching parenting skills, working mainly in Montgomery Pubic Housing. Commissioner Harris asked Ms. Cherry questions about background and qualifications to teach parenting skills. Ms. Cherry said she will be working at New Start, a nonprofit organization which networks through Alabama Partnership for Children, beginning October 1, 2018. Commissioner Harris expressed his support parenting programs. Commissioner Sankey commented that he is impressed with the work of Shepherds Ministries.

APPROVAL OF MINUTES

Commissioner Harris made a motion to approve the Minutes of the Regular Meeting of September 4, 2018. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission.

CONSENT AGENDA

Administrator Donald Mims presented the Accounts Payable Checks and Payroll Checks Authorization for approval. Commissioner Singleton made a motion to approve the Accounts Payable and Payroll Checks, as presented by Administrator Mims. The motion was seconded by Commissioner Harris 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

COUNTY COMMISSION – PUBLIC COMMENT REGARDING PROPOSED 2018-2019 OPERATING BUDGET,

Chairman Dean opened the meeting for Public Comment regarding the Proposed 2018-2019 Operating Budget. There were no comments, and Chairman Dean then declared the Public Comment session closed.

COUNTY COMMISSION – APPROVED PROPOSED 2018-2019 OPERATING BUDGET

Commissioner Singleton made a motion to approve the Proposed 2018-2019 Operating Budget. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Proposed 2018-2019 Annual Operating Budget, Agenda Pages 2-1 through 2-17, is attached to these Minutes.)

MONTGOMERY COUNTY DEPARTMENT OF HUMAN RESOURCES – APPROVED BOARD MEMBER APPOINTMENT

Commissioner Singleton made a motion to approve Board Member Appointment of Denise Davis-Maye to replace Martha Demere, who resigned before the end of her term, as a board member to the Montgomery County Department of Human Resources, for a term ending September 5, 2019. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum, Letter, Board Members' Appointment Page and Email, Agenda Pages 3-1 through 3-4, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION REGARDING AMENDMENT TO PRIOR AUTHORIZING RESOLUTION RELATING TO ISSUANCE OF REVENUE WARRANT BY MONTGOMERY COUNTY PUBLIC BUILDING AUTHORITY

Vice Chairman Walker made a motion to adopt the Resolution regarding Amendment to Prior Authorizing Resolution relating to Issuance of Revenue Warrant by Montgomery County Public Building Authority. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Amendment to Prior Authorizing Resolution and Email, Agenda Pages 4-1 through 4-4, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION REGARDING GASB 54 FUND BALANCE COMMITMENTS

Vice Chairman Walker made a motion to adopt the Resolution regarding GASB 54 Fund Balance Commitments. The motion was seconded by Commissioner Harris. Commissioner Sankey abstained from the vote, and the motion carried. (Copies of Memorandum and Resolution, Agenda Pages 5-1 and 5-2, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED COMMUNITY TRAFFIC SAFETY PROGRAM (CTSP) AGREEMENT FOR CTSP GRANT PARTICIPATION

Commissioner Singleton made a motion to approve the Community Traffic Safety Program (CTSP) Agreement for CTSP Grant Participation. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Agreement, Agenda Pages 6-1 through 6-3, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED POLICIES AND PROCEDURES REGARDING THE ADMINISTRATION OF FEDERAL FUNDS AS REQUIRED BY THE OFFICE OF MANAGEMENT AND BUDGET (OMB)

Vice Chairman Walker made a motion to Adopt Policies and Procedures regarding the Administration of Federal Funds as required by the Office of Management and Budget (OMB). The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Policy, Agenda Pages 7-1 through 7-9, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED FINANCIAL MANAGEMENT POLICY

Commissioner Harris made a motion to approve the Financial Management Policy. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Financial Management Policy and Email, Agenda Pages 8-1 through 8-15, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MODIFICATION NUMBER 1 TO THE DEPARTMENT OF ENERGY WEATHERIZATION ASSISTANCE PROGRAM, DOE-028-18

Commissioner Harris made a motion to approve Modification Number 1 to the Department of Energy Weatherization Assistance Program, DOE-028-18. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Email, Agenda Pages 9-1 and 9-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED CONTRACT FOR ELECTRIC SERVICE WITH ALABAMA POWER COMPANY CONCERNING THE DETENTION FACILITY

Vice Chairman Walker made a motion to approve the Contract for Electric Service with Alabama Power Company concerning the Detention Facility. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memoranda, Attachments and Attorney Gallion's Opinion, Agenda Pages 10-1 through 10-13, are attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED RENEWAL OF PROFESSIONAL SERVICES CONTRACTS FOR THE 2018-2019 E.V.E.N. PROGRAM PROVIDERS

Commissioner Harris made a motion to approve the Renewal of Professional Services Contracts for the 2018-2019 E.V.E.N. Program Providers. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Letter and Contract, Agenda Pages 11-1 through 11-4, are attached to these Minutes.)

ENGINEERING DEPARTMENT – APPROVED AMENDMENT NUMBER 2 TO CONTRACT WITH FOLEY PRODUCTS COMPANY REGARDING A ONE (1) YEAR EXTENSION, BEGINNING OCTOBER 1, 2018 AND ENDING ON SEPTEMBER 30, 2019 AND A 5% PRICE INCREASE FOR CONCRETE PIPE, CONTRACT NUMBER 53000-16B-030

Commissioner Singleton made a motion to approve Amendment Number 2 to Contract with Foley Products Company regarding a One (1) Year Extension, beginning October 1, 2018 and ending on September 30, 2019 and a 5% Price Increase for Concrete Pipe, Contract Number 53000-16B-030. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Amendment, Agenda Pages 12-1 and 12-2, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED RENEWAL OF EXCESS HEALTH INSURANCE WITH OPTUM INSURANCE, SECURED THROUGH ALLIANCE INSURANCE GROUP

Vice Chairman Walker made a motion to approve the Renewal of Excess Health Insurance with Optum Insurance, Secured through Alliance Insurance Group. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Contract, Summary and Email, Agenda Pages 13-1 through 13-9, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO AGENCIES

Administrator Mims requested approval of the miscellaneous appropriations to Agencies included in the September 17, 2018 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests and his fellow Commissioners concurred.

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations Reprogramming Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 14-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO EDUCATION

Administrator Mims requested approval of the miscellaneous appropriations to Education included in the September 17, 2018 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests and his fellow Commissioners concurred.

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations Reprogramming Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Pages 15-1 and 15-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE

Administrator Mims requested approval of the miscellaneous appropriations from Designated Revenue included in the September 17, 2018 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests and his fellow Commissioners concurred.

Commissioner Singleton made a motion to approve to the Miscellaneous Appropriations from Designated Revenue. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 16-1, is attached to these Minutes.)

INFORMATION SYSTEMS – APPROVED BID AWARD TO MECO, INC., REGARDING FUEL MANAGEMENT SYSTEM, BID AWARD NUMBER 51901-18B-023, SUBJECT TO APPROVAL BY COUNTY ATTORNEY

Commissioner Singleton made a motion to approve the Bid Award to MECO, Inc., regarding Fuel Management System, Bid Award Number 51901-18B-023, Subject to Approval by County Attorney. The motion was seconded by Commissioner Harris and unanimously approved by the

Commission. (Copies of Memorandum, Bid Tabulation and Contract, Agenda Pages 17-1 through 17-5, are attached to these Minutes.)

OMNIBUS VOTE

Chairman Dean requested that the Commission omnibus the following seven items, and the Commission concurred. Vice Chairman Walker made a motion to approve the seven agenda items. The motion was seconded by Commissioner Harris and unanimously approved by the Commission

<u>BOARD OF REGISTRARS – APPROVED BUDGET CHANGE REQUEST NUMBER 2</u>

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Number 2, Board of Registrars. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 18-1, is attached to these Minutes.)

<u>COMMUNITY CORRECTIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 4</u>

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Number 4, Community Corrections. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 19-1, is attached to these Minutes.)

<u>COUNTY COMMISSION – APPROVED BUDGET CHANGE REQUEST NUMBER 20</u>

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Number 20, County Commission. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 20-1, is attached to these Minutes.)

<u>DISTRICT ATTORNEY’S OFFICE – APPROVED BUDGET CHANGE REQUEST NUMBERS 3 AND 4</u>

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Numbers 3 and 4, District Attorney’s Office. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 21-1 and 21-2, are attached to these Minutes.)

<u>INFORMATION SYSTEMS – APPROVED BUDGET CHANGE REQUEST NUMBER 3</u>

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Number 3, Information Systems. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 22-1, is attached to these Minutes.)

RISK MANAGEMENT – APPROVED BUDGET CHANGE REQUEST NUMBERS 2 AND 3

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Numbers 2 and 3, Risk Management. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Page 23-1 and 23-2, are attached to these Minutes.)

SUPPORT SERVICES APPROVED BUDGET CHANGE REQUEST NUMBER 3

As approved in the Omnibus Vote, Vice Chairman Walker made a motion to approve Budget Change Request Number 3, Support Services. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 24-1, is attached to these Minutes.)

End of Omnibus Vote

SHERIFF'S OFFICE – APPROVED TEMPORARY RECLASSIFICATION OF ADMINISTRATIVE SUPPORT ASSOCIATE APRIL GRIFFITH TO ADMINISTRATIVE SUPPORT SPECIALIST

Commissioner Harris made a motion to approve the Temporary Reclassification of Administrative Support Associate April Griffith to Administrative Support Specialist. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memoranda and Attachments, Agenda Pages 25-1 through 25-4, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED POSITION FILL REQUEST (1)

1. Administrative Support Associate, Position Number 550013145

Vice Chairman Walker made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 26-1, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUESTS (2)

1. Corrections Officer Trainee, Position Number 500419117
2. Corrections Officer Trainee, Position Number 500419186

Commissioner Singleton made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 27-1 and 27-2, are attached to these Minutes.)

DISTRICT ATTORNEY'S OFFICE – APPROVED POSITION FILL REQUEST (1)

1. Retired RSA-Part Time Investigator, Position Number 400079001

Vice Chairman Walker made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 28-1, is attached to these Minutes.)

ENGINEERING DEPARTMENT – APPROVED POSITION FILL REQUEST (1)

1. Traffic Control Supervisor, Position Number 640577012

Commissioner Singleton made a motion to approve the Position Fill Request. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 29-1, is attached to these Minutes.)

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

1. Deputy Sheriff – Part-Time, Position Number 550431009

Vice Chairman Walker made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 30-1, is attached to these Minutes.)

YOUTH FACILITY – APPROVED POSITION FILL REQUEST (1)

1. Administrative Support Associate, Position Number 900013009

Commissioner Singleton made a motion to approve the Position Fill Request. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 31-1, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (8)

DEPARTMENTS	TRAVEL/TRAINING REQUESTS
1. Tax and Audit	Request Number 12
2. Sheriff's Office	Request Numbers 53 and 54
3. Engineering Department	Request Number 20
4. Appraisal Department	Request Number 16
5. Personnel Department	Request Number 23
6. Community Corrections	Request Numbers 16 and 17

Commissioner Harris made a motion to approve the Travel/Training Requests. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of the Travel/Training Requests, Agenda Pages 32-1 through 32-8, 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:

PROBATE JUDGE'S OFFICE – APPROVED HIRING A CONFIDENTIAL SECRETARY AT PAY GRADE A06, STEP 10 ($47,809)

Commissioner Singleton made a motion to approve Hiring a Confidential Secretary at Pay Grade A06, Step 10 ($47,809). Chairman Dean passed the gavel to Vice Chairman Walker and seconded the motion. The motion was approved unanimously. (Copy of Memorandum, Agenda Page 33-1, is attached to these Minutes.)

RISK MANAGEMENT – APPROVED ONE DAY EXTENSION OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH MIDNIGHT OCTOBER 1, 2018, SECURED THROUGH PALOMAR INSURANCE

Vice Chairman Walker made a motion to approve one day extension of Excess Workers' Compensation Insurance through midnight October 1, 2018, Secured through Palomar Insurance. The motion was seconded by Commissioner Harris and unanimously approved by the Commission.

COUNTY COMMISSION – APPROVED BUDGET CHANGE REQUEST NUMBERS 21, 22, 23, AND 24

Commissioner Walker made a motion to approve Budget Change Request Numbers 21, 22, 23, and 24, County Commission. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 34-1 through 34-6, are attached to these Minutes.)

COMMENTS BY COMMISSIONERS

Commissioner Singleton thanked Mayor Gordon Stone and Council Member Betsy Atkins for hosting the Montgomery County Commission Meeting at the Pike Road Town Hall. He thanked everyone for attending the meeting and expressed special appreciation to his wife for being at the meeting.

Commissioner Sankey also thanked Mayor Stone for his hospitality. He thanked Bishop Jimmy Lee Sawyer for the initiative he has shown in working on the safety issues at Wares Ferry Road and Highway 80.

Vice Chairman Walker said it was great to be in the town of Pike Road and she commended Mayor Stone and his staff for doing such a great job to accommodate the Commission Meeting.

Chairman Dean also thanked Mayor Stone for hosting the Montgomery County Commission Meeting. He said he applauds Mayor Stone for the great work he is doing.

Commissioner Harris thanked Mayor Stone and said he is doing a great job.
Mayor Gordon Stone invited everyone to attend Pike Road School's first Homecoming Pep Rally on Friday, September 21, 2018 at 2:30 and the football game Friday night at Alabama State University Stadium.

ADJOURNMENT

Commissioner Harris made a motion to adjourn the meeting of the Montgomery County Commission on September 17, 2018, at 7:33 p.m. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

9-17-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 8-31-18

Check Number	To	Check Number
281191		281228
Total Checks Paid		$59,264.69

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

EFT's included in amount

AGENDA

SEP 17 2018

9-17-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 8-31-18

Check Number	To	Check Number
281229		281302
Total Checks Paid		$371,063.04

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

EFT's included in amount

AGENDA

SEP 17 2018

9-17-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 9-7-18

Check Number	To	Check Number
281303		281354
Total Checks Paid		$346,359.79

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

EFT's included in amount

9-17-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 9-7-18

Check Number	To	Check Number
281355		281445
Total Checks Paid		$481,820.74

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

EFT's included in amount

AGENDA

SEP 17 2018

9/17/18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 8/31/18

Payroll Check Number	130701	To	Payroll Check Number	130762	$	46,120.58
Direct Deposits					$	916,037.48
Payroll Check Number	130763	To	Payroll Check Number	130772	$	199,682.39
Direct Deposits					$	63,886.23
Federal Deposits					$	308,966.81
Total Payroll Paid					$	1,534,693.49

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

AGENDA

SEP 17 2018

Proposed Annual Budget
Montgomery County Commission
Montgomery, Alabama
Fiscal Year
October 1, 2018 to September 30, 2019

Presented September 4, 2018

Elton N. Dean, Sr., Chairman
Ronda M. Walker, Vice Chairman
Daniel Harris, Jr., Member
Isaiah Sankey, Member
Doug Singleton, Member

Compiled by
Donald L. Mims, CPA, MPA, Administrator
Sherrill R. Thomas, CPA, Finance Director

2-1

ANNUAL BUDGET 2018-2019

Pursuant to the provision of the code of Alabama 1975, Code Section 11-8-3, the Montgomery County Commission shall, no later than October 1, prepare and adopt a budget for the fiscal year beginning on October 1 of the current calendar year which shall include all of the following: (1) An estimate of the anticipated revenue of the county for all public funds under its supervision and control including all unexpended balances as provided in Section 11-8-6. (2) An estimate of expenditures for county operations and, (3) Appropriations for the respective amounts that are to be used for each of such purposes.

Donald L. Mims, CPA, MPA
Administrator
Montgomery County Commission
Montgomery, Alabama

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

	ESTIMATED REVENUES	ESTIMATED APPROPRIATIONS
General Fund	$ 76,219,604	$ 76,219,604
Emergency Fund	115,000	-
Workers' Compensation Fund	373,000	373,000
Health Trust Fund	12,250,000	12,150,000
R.E. Life Ins. Fund	100,000	100,000
Liability Fund	600,000	600,000
Gasoline Tax Fund	10,075,895	10,075,895
Public Buildings/Roads/Bridges Fund	6,810,000	8,311,532
Public Highways & Traffic Fund	457,000	500,000
Capital Improvement	835,000	835,000
RRR Gasoline Tax Fund	2,019,000	3,695,000
Severed Material Tax Fund	160,000	160,000
Appraisal Fund	3,016,313	3,016,313
Merit System Fund	1,267,533	1,267,533
Community Corrections	876,008	876,008
Grant Fund	379,247	379,247
G.O. Warrants - 2007 Fund	3,832,625	3,832,625
G.O. Warrants - 2010 Fund	1,355,375	1,355,375
Less: Fund transfer elimination	(14,623,483)	(14,623,483)
TOTAL	$ 106,118,117	$ 109,123,649
ADD: BUDGETARY FUND BALANCE		
Emergency Fund	(115,000)	
Health Trust Fund	(100,000)	
Public Buildings/Roads/Bridges Fund	1,501,532	
Public Highway and Traffic Fund	43,000	
RRR Gasoline Tax Fund	1,676,000	
TOTAL BUDGETARY FUND BALANCE	3,005,532	
TOTAL PROPOSED BUDGET	$ **109,123,649**	$ **109,123,649**

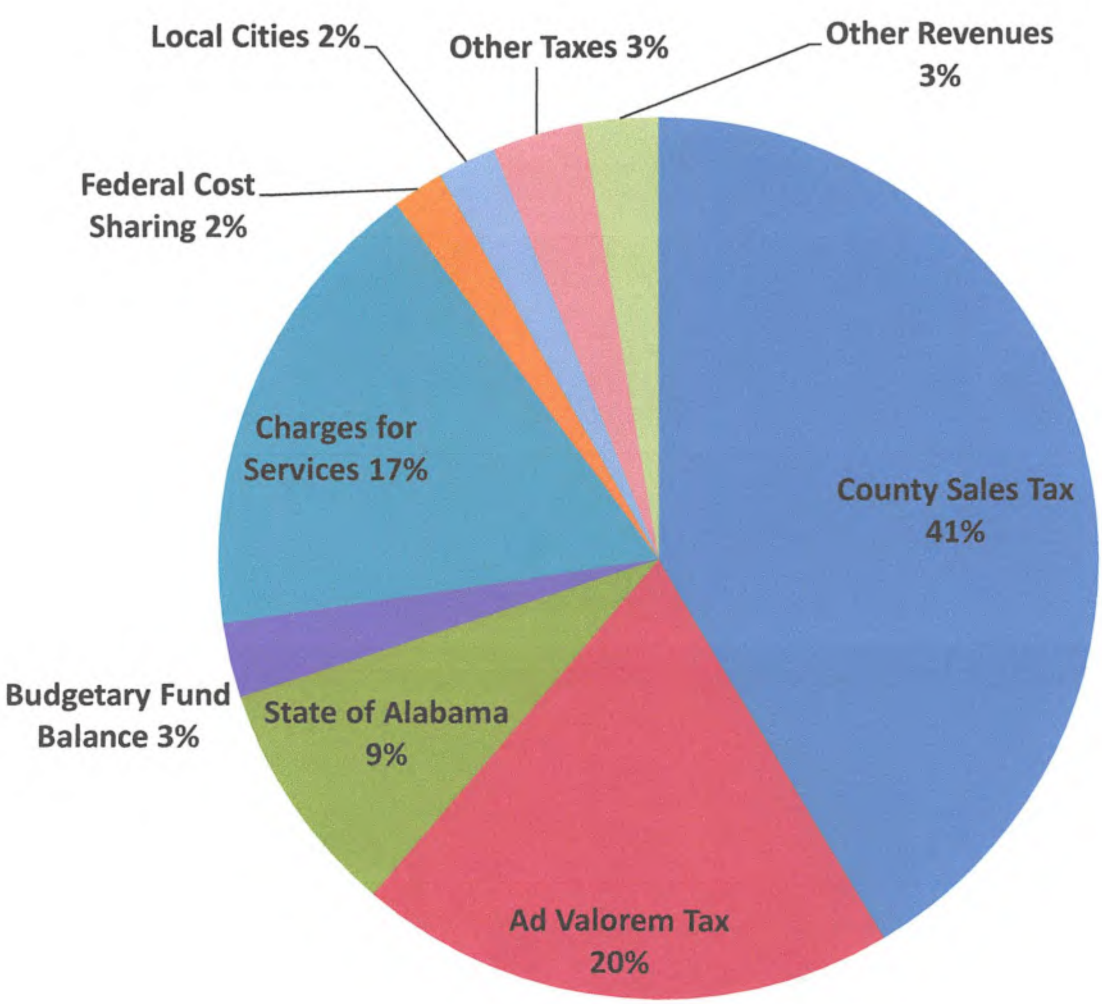
Funds included in budget:
- General Fund
- Special Revenue Funds
- Debt Service Funds

FUNDS NOT INCLUDED IN OPERATING BUDGET

Construction Program Fund
Fiduciary Fund
Law Library Fund
Sheriff's Fund
Revenue Commissioner Special Fund
Solicitor's Fund
Worthless Check Fund
Child Support Fund
Recreation Board Fund
Manufactured Home Trust Fund
Motor Vehicle Special Training
Emergency Management Communication District Board
MV Registration and Titling Technology Fund

Montgomery County Commission
Estimated Revenues and Budgetary Fund Balance
2018-2019

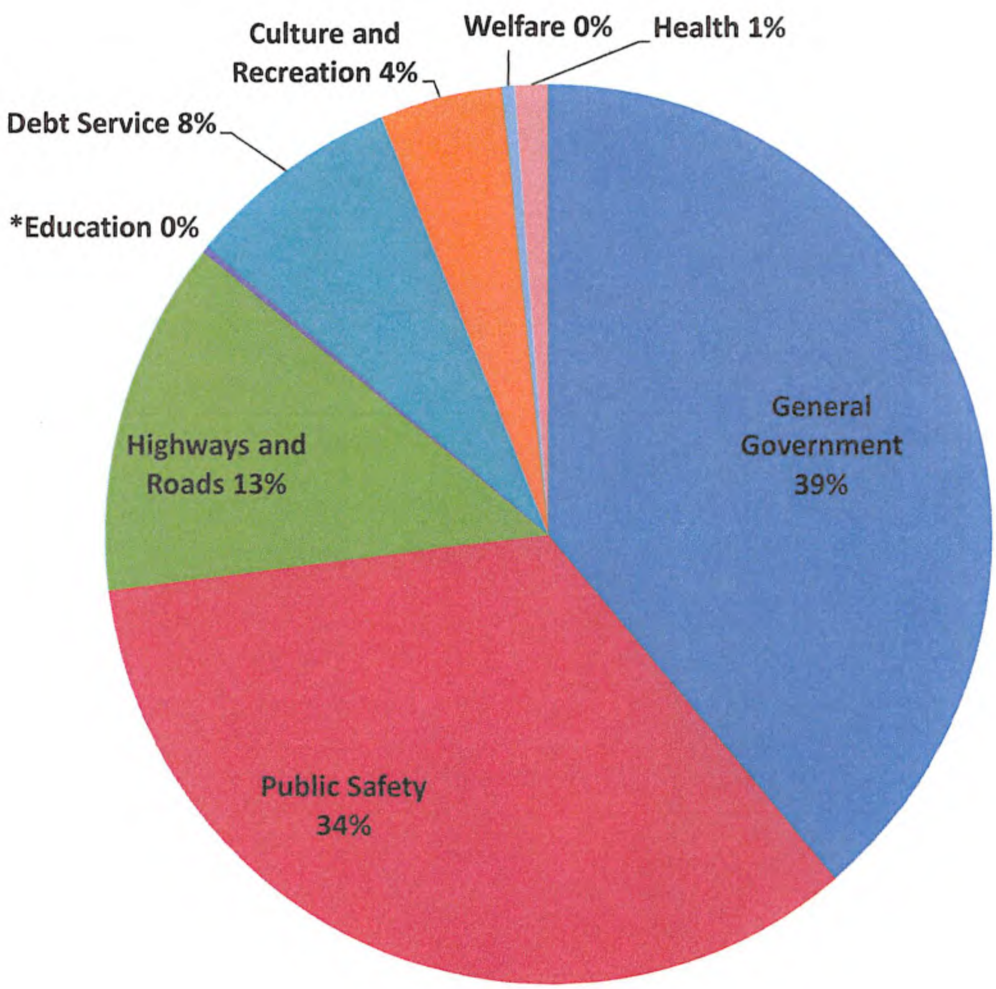
Type	Percentage		Total
County Sales Tax	41%		$ 45,225,000
Ad Valorem Tax	20%		21,582,263
State of Alabama	9%		9,518,613
Budgetary Fund Balance	3%		3,005,532
Charges for Services	17%		18,730,012
Federal Cost Sharing	2%		2,075,155
Local Cities	2%		2,341,373
Other Taxes	3%		3,643,000
Other Revenues	3%		3,002,701
Miscellaneous		1,245,116	
Interest		537,800	
Licenses and Permits		558,900	
Board of Education		625,885	
Fines and Forfeitures		35,000	
	100%		$ 109,123,649



2-5

Montgomery County Commission
Appropriations
2018-2019

Type	Percentage	Total
General Government	39%	$ 42,363,832
Public Safety	34%	37,326,940
Highways and Roads	13%	13,930,895
Education	0%	267,610
Debt Service	8%	8,554,125
Culture and Recreation	4%	4,844,103
Welfare	0%	525,375
Health	1%	1,310,769
	100%	$ 109,123,649



*Additional $26 million provided for Education by the 1% County Sales tax for Public Education

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Summaries of

DEPARTMENTAL

and

FUND BUDGETS

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GENERAL FUND

ESTIMATED REVENUES		
TAXES		
Ad Valorem Tax	$	13,900,000
County Sales Tax		45,225,000
Salaries for Revenue Commissioner		218,000
County Beer and Wine Tax		133,000
Lodging Tax		2,750,000
Other Tax		760,000
TOTAL TAXES		62,986,000
LICENSE & PERMITS		478,900
INTERGOVERNMENTAL		
State Shared Revenue		1,869,890
State Cost Sharing Revenue		1,573,300
Federal Cost Sharing		1,782,155
Local Government Cost Sharing		222,986
TOTAL INTERGOVERNMENTAL		5,448,331
CHARGES FOR SERVICES		
Court Fees		911,000
Fees & Commissions - Public Officials		4,249,800
Other Fees & Charges		111,100
TOTAL CHARGES FOR SERVICES		5,271,900
FINES AND FORFEITURES		35,000
MISCELLANEOUS		
Interest		252,800
Sales & Rentals		524,816
Other		618,300
TOTAL MISCELLANEOUS		1,395,916
TRANSFERS IN FROM OTHER FUNDS		603,557
TOTAL ESTIMATED REVENUES	$	76,219,604

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MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GENERAL FUND

APPROPRIATIONS		
GENERAL GOVERNMENT		
County Commission	$	882,125
Risk Management		204,855
Public Affairs		89,943
Finance Department		524,336
Judges		438,461
District/Circuit/Domestic Relations Court		3,900
Circuit Clerk		32,584
District Attorney		3,227,087
Pre-Trial/District Attorney		704,626
Court Reporters		166,743
Probate Judge's Office		4,184,581
Revenue Commissioner		1,465,968
Tax and Audit Division		898,498
Support Services		3,117,808
Purchasing		277,024
Building Permits		41,414
Election Operating		286,237
Election Administration		282,073
Board of Registrars		294,417
Tax Equalization Board		5,824
Veterans Service Office		1,000
Forestry Commission		12,150
Industrial Park Utilities/Maintenance		43,000
Industrial Development		44,750
Information Systems		2,297,308
Fleet Maintenance		151,180
Contingent		25,000
Unemployment Compensation		18,000
TOTAL GENERAL GOVERNMENT	$	19,720,892
PUBLIC SAFETY		
Sheriff's Office	$	14,623,394
Montgomery County Detention Facility		17,118,973
Montgomery City-County Emergency Management Agency		123,539
Coroner's Office		117,280
Youth Facility Net of City Funding		3,203,697
Youth Facility - DYS Subsidy		286,049
Youth Facility - DYS Boot Camp		490,000
Crimestoppers		5,000
Montgomery County Association of Volunteer Fire Departments		190,000
TOTAL PUBLIC SAFETY	$	36,157,932
SANITATION- Transfer Station & Storm Water Permit	$	149,035

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GENERAL FUND

HEALTH		
Health Department	$	446,554
Montgomery Area Mental Health Authority		170,000
Family Sunshine Center		31,700
VOCAL		5,000
Animal Shelter		500,000
Chemical Addictions Program, Inc.		37,500
Lighthouse Counseling Center, Inc.		19,200
Council on Substance Abuse - NCADD		11,700
Mosquito Control		58,365
Sickle Cell Foundation		15,750
Red Cross		15,000
TOTAL HEALTH	$	1,310,769
WELFARE		
Transfer of Insane	$	7,101
Restor		5,000
Child Protect		3,750
Brantwood Children's Home		12,500
Montgomery Community Action Agency		32,500
Central Alabama Aging Consortium		15,000
Montgomery Area Council on Aging		32,500
Montgomery Area Food Bank		3,750
Pauper Burial		6,000
Joint Public Charity Hospital Board		94,000
Indigent Hospitalization Program		52,500
Student Worker Programs		146,777
Central Alabama Community Foundation (BONDS)		7,750
Department of Human Resources		20,000
TOTAL WELFARE	$	439,128
CULTURE & RECREATION		
City - County Library	$	2,157,421
Pike Road Library net of Town of Pike Road funding		199,078
Montgomery Museum of Fine Arts		1,670,711
Montgomery County Recreation Board		564,706
Boys & Girls Clubs		12,500
The United Community Improvement		4,687
Unified YMCA		30,000
ECHO		5,000
Alabama Shakespeare Festival		200,000
TOTAL CULTURE & RECREATION	$	4,844,103

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GENERAL FUND

APPROPRIATIONS

EDUCATION		
Montgomery Education Foundation	$	45,000
Auburn Extension Service		117,070
Montgomery Internal Medicine Residency Program (UAB)		22,500
Thelma Morris After School Program		25,000
Latchkey		28,040
YMCA Childcare Program		30,000
TOTAL EDUCATION	$	267,610
CLASSIFIED BY CHARACTER ONLY		
In-House Appropriations- General Government Category	$	1,687,304
In-House Appropriations-Retiree Health & Life Insurance		2,494,000
Reclassification Reserve		(700,000)
Montgomery Co Building Authority 2012-2015 Capital Lease Obligation		4,861,135
Montgomery Co Public Education Cooperative District Series 2015 Bonds		1,060,600
Education Debt Service Funding		(1,060,600)
Montgomery Energy Conservation Project 2012 G.O. Warrants		398,587
Montgomery Energy Conservation Project 2014 G.O. Warrants		395,803
Agency Appropriations-General Government Category		670,755
TOTAL CLASSIFIED BY CHARACTER ONLY		9,807,584
TOTAL APPROPRIATIONS	$	72,697,053
TRANSFERS		
To Community Corrections Fund		366,008
To Merit Fund		257,943
To General Obligation Warrant Debt Service Funds		5,188,000
Education Debt Service Funding		(2,289,400)
TOTAL TRANSFERS	$	3,522,551
TOTAL APPROPRIATIONS & TRANSFERS	$	76,219,604

EMERGENCY FUND

ESTIMATED REVENUES		
MISCELLANEOUS		
Interest	$	115,000
TOTAL ESTIMATED REVENUES	$	115,000
APPROPRIATIONS		
GENERAL GOVERNMENT-Miscellaneous Expenditures	$	-
BUDGETARY FUND BALANCE	$	115,000

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

WORKERS' COMPENSATION FUND

ESTIMATED REVENUES		
Workers Compensation Contributions	$	338,000
Other reimbursements		24,000
Interest		11,000
TOTAL ESTIMATED REVENUES	$	373,000
APPROPRIATIONS		
Workers' Compensation Expenditures	$	373,000
TOTAL APPROPRIATIONS	$	373,000

HEALTH INSURANCE FUND

ESTIMATED REVENUES		
Premiums	$	12,235,000
Interest		15,000
TOTAL ESTIMATED REVENUES	$	12,250,000
APPROPRIATIONS		
Health Care Costs	$	12,150,000
Budgetary Fund Balance		100,000
TOTAL APPROPRIATIONS	$	12,250,000

RETIRED EMPLOYEE LIFE INSURANCE FUND

ESTIMATED REVENUES		
Premiums	$	100,000
TOTAL ESTIMATED REVENUES	$	100,000
APPROPRIATIONS		
Death Benefit Payments	$	100,000
TOTAL APPROPRIATIONS	$	100,000

LIABILITY FUND

ESTIMATED REVENUES		
Premiums	$	566,000
Interest		34,000
TOTAL ESTIMATED REVENUES	$	600,000
APPROPRIATIONS		
Liability Ins. Costs	$	600,000
TOTAL APPROPRIATIONS	$	600,000

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GASOLINE TAX FUND

ESTIMATED REVENUES		
STATE SHARED REVENUE		
State Gasoline Tax	$	1,650,000
STATE COST SHARING REVENUE		
Engineer's & Assistant Engineer's Salary reimbursement		115,920
MISCELLANEOUS		
Other		102,000
TOTAL ESTIMATED REVENUES	$	1,867,920
TRANSFERS		
From Public Highway & Traffic Fund		500,000
From Public Building/Roads/Bridges		7,707,975
TOTAL TRANSFERS		8,207,975
TOTAL ESTIMATED REVENUES AND TRANSFERS	$	10,075,895
APPROPRIATIONS		
HIGHWAYS & ROADS		
Construction	$	1,824,844
District I		1,739,078
District II		1,792,050
District III		2,095,575
County Engineer's Office		1,414,504
County Shop		730,031
Bridge Maintenance		474,813
Environmental Cleanup		5,000
TOTAL APPROPRIATIONS	$	10,075,895
TOTAL APPROPRIATIONS & TRANSFERS	$	10,075,895

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

PUBLIC BUILDING/ROADS/BRIDGES FUND

ESTIMATED REVENUES		
TAXES		
Ad Valorem Tax	$	6,750,000
MISCELLANEOUS		
Interest		60,000
TOTAL ESTIMATED REVENUES	$	6,810,000
Budgetary Fund Balance		1,501,532
TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	$	8,311,532
APPROPRIATIONS	$	-
TRANSFERS		
To General Fund	$	603,557
To Gasoline Tax Fund		7,707,975
TOTAL TRANSFERS		8,311,532
TOTAL APPROPRIATIONS & TRANSFERS	$	8,311,532

PUBLIC HIGHWAY & TRAFFIC FUND

ESTIMATED REVENUES		
License & Permits	$	80,000
State Shared Revenue		313,000
Charges for Services		64,000
TOTAL ESTIMATED REVENUES	$	457,000
Budgetary Fund Balance		43,000
TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	$	500,000
TRANSFERS		
Transfer to Gasoline Tax Fund	$	500,000
TOTAL TRANSFERS	$	500,000

CAPITAL IMPROVEMENT FUND

ESTIMATED REVENUES		
State Shared Revenue	$	835,000
TOTAL ESTIMATED REVENUES	$	835,000
APPROPRIATIONS		
Buildings Repair and Improvements	$	835,000
TOTAL APPROPRIATIONS	$	835,000

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

RRR GASOLINE TAX FUND

ESTIMATED REVENUES		
STATE SHARED REVENUES		
Motor Vehicle License - Act 84-186	$	440,000
Petroleum Inspection Fee - Act 84-185		117,000
4 cent Gasoline Tax		930,000
5 cent Gasoline Tax		460,000
Additional excise tax		32,000
TOTAL STATE SHARED REVENUES	$	1,979,000
MISCELLANEOUS		
Interest	$	40,000
TOTAL ESTIMATED REVENUES	$	2,019,000
Budgetary Fund Balance		1,676,000
TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	$	3,695,000
APPROPRIATIONS		
Restriping & Resigning		115,000
Resurfacing		3,580,000
TOTAL APPROPRIATIONS	$	3,695,000

SEVERED MATERIAL TAX FUND

ESTIMATED REVENUES		
STATE SHARED REVENUE	$	150,000
Interest Income		10,000
TOTAL ESTIMATED REVENUES	$	160,000
APPROPRIATIONS		
Road Bldg Materials and Supplies	$	160,000
TOTAL APPROPRIATIONS	$	160,000

APPRAISAL FUND

ESTIMATED REVENUES		
COST SHARING		
State of Alabama	$	567,368
Montgomery County		714,263
Board of Education		625,885
Local Cities		1,108,797
TOTAL ESTIMATED REVENUES	$	3,016,313
APPROPRIATIONS		
General Government	$	3,016,313
TOTAL APPROPRIATIONS	$	3,016,313

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

MERIT SYSTEM FUND

ESTIMATED REVENUES		
City of Montgomery	$	1,009,590
TRANSFERS		
Transfer from General Fund		257,943
TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	$	1,267,533
APPROPRIATIONS		
General Government	$	1,267,533
TOTAL APPROPRIATIONS	$	1,267,533

COMMUNITY CORRECTIONS FUND

ESTIMATED REVENUES		
Alabama Department of Corrections	$	378,888
Client Fees		131,112
TOTAL ESTIMATED REVENUES	$	510,000
TRANSFERS		
Transfer From General Fund		366,008
TOTAL ESTIMATED REVENUES	$	876,008
APPROPRIATIONS		
Public Safety	$	876,008
TOTAL APPROPRIATIONS	$	876,008

GRANT FUND

ESTIMATED REVENUES		
Federal and State Grants	$	379,247
TOTAL ESTIMATED REVENUES	$	379,247
APPROPRIATIONS		
Grant Appropriations	$	379,247
TOTAL APPROPRIATIONS	$	379,247

MONTGOMERY COUNTY COMMISSION
2018 - 2019 BUDGET

GENERAL OBLIGATION WARRANTS 2007/2015/2017 DEBT SERVICE FUND

TRANSFERS		
Transfer from General Fund	$	3,832,625
TOTAL TRANSFERS	$	3,832,625
APPROPRIATIONS		
Principal	$	2,720,000
Interest		1,112,625
TOTAL APPROPRIATIONS	$	3,832,625

GENERAL OBLIGATION WARRANTS 2010-A DEBT SERVICE FUND

REVENUE AND TRANSFERS		
Transfer from General Fund	$	1,355,375
TOTAL REVENUE AND TRANSFERS	$	1,355,375
APPROPRIATIONS		
Principal	$	995,000
Interest		360,375
TOTAL APPROPRIATIONS	$	1,355,375

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
SEP 17 2018

September 13, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims DLM
County Administrator

SUBJECT: Montgomery County Board of Human Resources Appointment

The majority of the Montgomery County Commission, at its meeting on September 4, 2018, agreed to place on the next agenda the appointment of Denise Davis-Maye to replace Martha Demere, who resigned before the end of her term, as a board member to the Montgomery County Board of Human Resources, for a term ending September 5, 2019.

I am requesting that the Commission approve this appointment.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -
P.O. BOX 1667 MONTGOMERY, ALABAMA 36102-1667 PHONE: 334.832.1210

3-1

Montgomery County

Department of Human Resources

3030 Mobile Highway
Montgomery, Alabama 36108
(334) 293-3100 phone

Kay Ivey
Governor

Sharonda M. Pettaway
Director

Nancy T. Buckner
Commissioner

July 24, 2018

Donald L. Mims
County Administrator
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102-1667

MTGY CO. COMMISSION
JUL 25 '18 AM9:23

RE: Montgomery Co. DHR Board Member Vacancy

Dear Mr. Mims:

I am writing to request that the Montgomery County Commission appoint a resident to fill the unexpired term of Ms. Martha Demere, who tendered her resignation from the Montgomery County DHR Board effective July 23, 2018. Ms. Demere's term will end on September 5, 2019. The individual appointed may continue to serve beyond this date if reappointed to a full term by the County Commission.

Please be advised that Rules of the Board require that at least two board members are women, therefore a female must be appointed to fill this vacant position to ensure compliance.

Thank you in advance for your prompt attention to this matter and it is always a pleasure to work cooperatively with the Montgomery County Commission. If you have any questions regarding this matter, please feel free to contact me at (334) 293-3439.

Sincerely,

Sharonda M. Pettaway

Sharonda M. Pettaway, MSW
Director

Updated 3/2018

Montgomery County Board of Human Resources
Appointments Made Jointly with City

Members:	**Term Expires:**
Sam Munnerlyn 1225 Air Base Blvd. Montgomery, AL 36108 Work: 420-4216	9/5/2023
Dr. Paulette Thompson (Chairman) 1916 S. Hull Street Montgomery, AL 36104-5625 Phone: 264-6164	9/5/2021
Henry L. Jackson, Jr. 808 Lynwood Drive Montgomery, AL 36111 Cell: 678-571-5449 henry.jackson11@gmail.com	9/5/2019
George Goodwyn 3608 Oak Grove Circle Montgomery, AL 36116	9/5/2019
Raytheon K. Scott 9266 Whispine Court Montgomery, AL 36117 Phone: (H) 334-593-1282; (C) 719-640-6935 Email: rkscott06@hotmail.com	9/5/2023
Frank Jenkins 19 N. Anton Drive Montgomery, AL 36105 Phone: 834-7903	9/5/2021
* Martha Demere 3343 Southview Avenue Montgomery, Alabama 36111	9/5/2019

Ms. Sharonda M. Pettaway, Director
County Department of Human Resources
P.O. Box 250380, Montgomery, AL 36125-0380

Brenda Blalock, City Clerk, City Hall

Term: 6 years

Tammy Nix

From: DENISE DAVIS-MAYE <dmaye@alasu.edu>
Sent: Friday, August 17, 2018 8:06 AM
To: Tammy Nix
Cc: Donald Mims
Subject: Open Position on Montgomery County DHR
Attachments: 2018 Curriculum Vita.2.docx

Good morning Ms. Nix,

Please find attached a copy of my resume as an expression of my interest in serving on the Board for the Montgomery County Department of Human Resources.

I am a Social Work Educator with 18 years of teaching experience and 25 years of social work practice experience. I am excited about the opportunity to contribute in this manner.

Please confirm your receipt and advise me of any other steps I need to take.

Respectfully,

Denise Davis-Maye, Ph.D., LICSW
Professor
Department of Social Work
College of Arts and Social Sciences (CLASS)
Alabama State University
Montgomery, Alabama 36104

"It's easier to imagine the presence of a desirable outcome, than it is to imagine the absence of an undesirable outcome. Visionary leaders can create images of how things should be; not merely opine about how things shouldn't be." - Ivory Toldson

AGENDA

SEP 17 2018

Amendment to Prior Authorizing Resolution relating to Issuance of Revenue Warrants by Montgomery County Public Building Authority

WHEREAS, Montgomery County (the "County"), has requested that the Montgomery County Public Building Authority, a public corporation formed by the County (the "Authority"), issue its lease revenue warrants (the "Warrants") for the purpose of (a) financing various capital improvements to buildings which are owned by the Authority and leased to the County, and (b) paying the costs of issuing the Warrants;

WHEREAS, on November 20, 2017, the Montgomery County Commission (the "Commission") adopted that certain "Resolution Authorizing Certain Matters in Connection with the Issuance of Revenue Warrants (Montgomery County Building Project), Series 2017-B by Montgomery County Public Building Authority" (the "Prior Authorizing Resolution"); capitalized terms not otherwise defined herein shall have the meaning described in the Prior Authorizing Resolution;

WHEREAS, after additional work and preparation, the Commission has determined to revise the proposed list of capital improvements to include improvements to certain additional buildings and facilities not presently owned by the Authority, which are referenced in ***Exhibit A*** to this resolution (such capital improvements, together with those referred to in the Prior Authorizing Resolution, being collectively referred to as the "Warrant-Financed Facilities");

WHEREAS, the Commission has also determined to move forward with the plan to issue the Warrants to finance the Warrant-Financed Facilities in accordance with the Prior Authorizing Resolution, as amended herewith.

NOW, THEREFORE, BE IT RESOLVED BY THE MONTGOMERY COUNTY COMMISSION, THE GOVERNING BODY OF THE COUNTY, as follows:

1. The Prior Authorizing Resolution is hereby approved, authorized, ratified and confirmed, except as specifically amended herein.

2. The Warrant-Financed Facilities, as defined in the Prior Authorizing Resolution, shall include certain capital improvements to those properties described in ***Exhibit A***. Those properties identified in ***Exhibit A*** shall be conveyed to the Authority, subject to lease-back by the County.

3. The Commission does hereby approve and deem final for purposes of Rule 15c2-12, the Preliminary Official Statement substantially in the form presented to the Commission at this meeting.

4. The Warrants to be issued in accordance with the Prior Authorizing Resolution, as amended, shall be (a) designated "Revenue Warrants (Montgomery County Building Project), Series 2018", (b) issued in an aggregate principal amount not greater than $31,500,000, and (c) shall mature not later than December 1, 2048. Except as stated in this paragraph, all pricing parameters set forth in paragraph 4 of the Prior Authorizing Resolution are hereby approved, authorized, ratified and confirmed.

5. The officers of the County and any person or persons designated and authorized by any officer of the County to act in the name and on behalf of the County, or any one or more of them, are authorized to do and perform or cause to be done and performed in the name and on behalf of the County such other acts, to pay or cause to be paid on behalf of the County such related costs and expenses, and to execute and deliver or cause to be executed and delivered in the name and on behalf of the County such other notices, requests, demands, directions, consents, approvals, orders, applications, certificates, agreements, further assurances, or other instruments or communications, under the corporate seal of the

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County, or otherwise, as they or any of them may deem necessary, advisable, or appropriate in order to (a) complete the Plan of Financing, (b) carry into effect the intent of the provisions of this resolution and the Financing Documents, and (c) demonstrate the validity of the Warrants, the absence of any pending or threatened litigation with respect to the Warrants, the Financing Documents and the Plan of Financing, and the exemption of interest on the Warrants from federal and State of Alabama income taxation.

6. Each act of any officer or officers of the County or any person or persons designated and authorized to act by any officer of the County, which act would have been authorized by the foregoing provisions of this resolution except that such action was taken prior to the adoption of this resolution, is hereby ratified, confirmed, approved and adopted.

Adopted this the _____ day of _________________, 2018.

[S E A L]

____
Chairman of the Montgomery County Commission

Attest:________________________________
County Administrator

Exhibit A

Parcel 1 - The lot on which is located the building having the address 350 Adams Avenue, Montgomery, Alabama.

Parcel 2 – The lot known as the proposed CareHere Site on Adams Avenue between South Hull Street and South McDonough Street, which lot is currently the site of a surface parking lot.

Parcel 3 – The lot on which is located the CareHere Clinic Site having the address 300 Hull Street, Montgomery, Alabama.

Donald Mims

From: Frank McPhillips <FMcPhillips@maynardcooper.com>
Sent: Thursday, September 13, 2018 3:04 PM
To: Donald Mims
Cc: Tammy Nix
Subject: Revised resolution
Attachments: 04540042.DOCX

I added the word "substantially"

FRANK MCPHILLIPS
Shareholder
T: **205.254.1045**
C: **205.566.5253**
fmcphillips@maynardcooper.com
1901 Sixth Ave. N. Suite 2400
Birmingham, AL 35203
www.maynardcooper.com

MAYNARD
COOPER GALE

AGENDA

SEP 17 2018

Montgomery County Commission

Finance Department
P.O. Box 1667
Montgomery, Alabama 36102
Phone 334-832-1268
Fax 334-832-2533

To: Donnie L. Mims, Administrator

From: Sherrill R. Thomas, Finance Director SD

Date: August 29, 2018

Re: GASB 54 Resolutions

The Governmental Accounting Standards Board (GASB) adopted a new standard (GASB 54) for governmental fund balance reporting that was effective in 2011. This standard requires that the County Commission annually approve a resolution committing applicable fund balances.

Attached is a resolution for County Commission approval to comply with the GASB 54 requirements for fiscal year 2018.

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GASB 54
Fund Balance Commitments
Resolution

WHEREAS, the Montgomery County Commission is the elected representative of the citizens of Montgomery County, responsible for maintaining the financial records of the County in accordance with Governmental Accounting Standards; and

WHEREAS, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years beginning after June 15, 2010, and

WHEREAS, the Montgomery County Commission desires to commit certain fund balance reserves in compliance with GASB 54 requirements, and to apply such requirements to its financial statements ending September 30, 2018; and

NOW BE IT RESOLVED that Montgomery County Commission commits the following portions of its September 30, 2018, Fund Balances, as follows:

GENERAL FUND:

- $ 1,080,000 committed for F35 Entry Control Point Gate Project
- DHR Rent is committed for DHR Building expenses.
- Workers Compensation Self Insured Account is committed to Workers Compensation Expense and Claims
- Employee Health Insurance Trust Account is committed for Employee/Retiree Health Insurance Plan Costs
- Retiree Life Insurance Account is committed for Retiree Death benefits
- Liability Account is committed for Liability Insurance, claims and related legal expense

CONSTRUCTION PROGRAMS FUND:

- The unrestricted fund balance is assigned to County construction, equipment and improvement projects

DONE THIS THE ________________ day of ________________ 2018.

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AGENDA

SEP 17 2018

DERRICK CUNNINGHAM

SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

Colonel Wanda J. Robinson
DIRECTOR OF DETENTION

MEMORANDUM

TO: Mr. Elton Dean, Sr. Chairman,
Montgomery County Commission

FROM: Regina Walker, Grant Manager, R.W.
Montgomery County Sheriff's Office

Subject: 2018 ADECA Traffic Safety Grant
Community Traffic Safety Program (CTSP) Grant Participation

Date: September 6, 2018

The 2019 ADECA Traffic Safety Program Grant is open. We are requesting this item be placed on the agenda for the September 17, 2018 meeting of the County Commission.

RW/dc

Enclosure: 2018-19 Agreement for CTSP Grant Participation

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

www.montgomerysherff.com

SOUTHEAST ALABAMA HIGHWAY SAFETY OFFICE

600 Plaza Drive • Enterprise, AL 36331 • PHONE # 334-347-2623 Ext. 2289

Community Traffic Safety Program (CTSP)
Agreement for CTSP Grant Participation
Fiscal Period: October 01, 2018 – September 30, 2019
(NOT the same as a grant's authorized spending period during this Agreement Period)

This agreement is entered by the Southeast Alabama Highway Safety Office, located at the Enterprise State Community College, hereinafter referred to as "SEAHSO", and the governing entity of the law enforcement department of the following: ***Montgomery County Commission***, hereinafter referred to as "AGENCY", for official participation in the Southeast Alabama Highway Traffic Safety Office Program grant and/grants, and are at allowable rates of pay, plus allowable FICA fringe, for traffic safety enforcement. The term of this agreement will be from **October 01, 2018 through September 30, 2019; however, the agreement period may not be the same as the grant's authorized spending period during the fiscal year.**

Upon approval of grant(s), funding and authorized spending periods will be made available to the AGENCY through the CORE reporting system by SEAHSO. **This Agreement for SEAHSO Grant Participation is not a notice of grant funding approval but is required for the AGENCY's receipt of grant funding.**

NO AGENCY will be approved to receive traffic enforcement funding without having entered into this agreement with the Southeast Alabama Highway Safety Office. NO AGENCY will be approved to receive enforcement funding without having an approved overtime policy adopted by it GOVERNING ENTITY. If an agency does not have an approved overtime policy, its GOVERNING ENTITY may agree to adopt the one attached to this agreement, which meets the minimum requirements set forth to participate in this program. If an AGENCY is awarded grant traffic enforcement funds, the authorized spending dates and amounts will be recorded on the CORE reporting system and will include information such as the grant's/grants' name and number, as well as the CFDA number that applies to each specific grant.

After the initial notification of funding allocation is made to the AGENCY, any adjustments in the funding level, time, and/or scope of this agreement and/or the grant(s); will only be accomplished through the CORE reporting system website by the SEAHSO.

SEAHSO has the authority to rescind the AGENCY's grant funding at any time, even without voluntary release of such funds by the AGENCY, due to non-compliance, non-expenditure, lack of submitted reimbursement claims, or for any other reason deemed necessary by SEAHSO.

Each agency will be responsible for keeping on file ALL paperwork pertaining to each grant that a reimbursement claim is filed. ADECA reserves the right to audit any agency at any time to assure that all documents that have been submitted are correct. Documents that should be kept on file by the agency are as follows; **(1.)** contract with SEAHSO, **(2.)** CORE Project Reimbursement Form, **(3.)** CORE Roll-Up form, **(4.)** CORE signed contact report(s) for each person claiming reimbursement hours on the grant, **(5.)** copy or electronic image of every citation and warning citation claimed on the grant, **(6.)** time sheets or time cards identifying regular hours worked and overtime hours worked on traffic grant, **(7.)** City or County overtime policy. The above-mentioned paperwork should be kept on file by each agency for no less than 3 years from the date of the grant enforcement period. Each agency will be notified if a file audit is requested. Any agency that unable to produce ALL forms required to verify the claims that have been submitted to the SEAHSO, will be required to refund ALL funds that were reimbursed on the grant in question.

Reimbursement claims (CORE forms) are encouraged to be submitted to SEAHSO once per month.

The Chief Law Enforcement Official will serve as the AGENCY Representative unless he or she delegates the responsibility. The Chief Law Enforcement Official may appoint a department representative to be the AGENCY Representative if he or she chooses. The AGENCY Representative will also serve as the primary contact person for communications and correspondence between the AGENCY and SEAHSO. If the AGENCY Representative is designated as someone other than the Chief Law Enforcement Official, this person must be identified within this Agreement (or by notification of change if after this Agreement has been signed).

The AGENCY is solely and exclusively responsible for all expenditure documentation submitted to SEAHSO and shall ensure the accuracy of all such documentation and reports submitted, including but not limited to, hours reported, computation of salary/fringe benefits and reimbursement, and pay rates. The AGENCY shall hold harmless and indemnify SEAHSO from and against any loss, claim for reimbursement, or any claim what so ever in any way, relating to any error or omission in the reimbursements claimed, documentation and reports submitted, and/or grant funds distributed in reliance thereon.

The AGENCY, in performance of its operations and obligations, shall not be deemed to be an agent of SEAHSO, but shall be an independent contractor in every respect. The AGENCY is solely responsible for the acts and omissions of its employees and agents. SEAHSO assumes no responsibility the way or means by which the AGENCY performs its activities pursuant to this agreement

Subject to the terms of the grant, SEAHSO agrees to reimburse the AGENCY, subject to availability of grant funds, for the actual traffic enforcement worked under an SEAHSO grant project, provided the activity is documented in accordance program requirements, as set forth by SEAHSO, with final approval by ADECA, and in accordance with funding guidelines. All commitments for reimbursement shall be limited to the availability of grant funds.

The funds for this agreement were awarded by NHTSA and are passed through ADECA and SEAHSO. Therefore, all expenditures are subject to all federal and state laws, rules, and regulations, including LETS policy letters.

"**Termination for Cause**. If, through any cause, the Agency shall fail to fulfill in a timely manner its obligations under this Agreement, or if the Agency shall violate any of the covenants, agreements or stipulations of this Agreement, and such failure or violation is not corrected immediately. SEAHSO will immediately terminate this Agreement by giving verbal and written notice (email, etc.) to the Agency of such termination.

***Signatures required*:**

Signature of AGENCY's **Authorizing Official** *(Mayor/Comm. Chair) authorized to enter Agreement*	Printed Name of Authorizing Official and Title (Mayor/Comm. Chair)
Signature of AGENCY's **Chief Law Enforcement Official** *(Chief of Police or Sheriff)*	Printed Name of Chief LE Official and Title (Chief/Sheriff)
Signature of AGENCY **Representative for SEAHSO** *(If applicable, as designated by Chief LE Official)*	Printed Name of Representative for ECAHSO and Title
Signature of Region Director Southeast Alabama Highway Safety Office	Greg Adams Printed Name of Region Director

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AGENDA

SEP 17 2018

Montgomery County Commission

Finance Department
P.O. Box 1667
Montgomery, Alabama 36102
Phone 334-832-1268
Fax 334-832-2533

Memo

To: Donnie L. Mims, Administrator

From: Sherrill R. Thomas, Finance Director

Date: 9/12/2018

Re: OMB Uniform Administrative Procurement Requirements

The Office of Management and Budget adopted new Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards that became effective for non-Federal governmental fiscal years beginning on or after December 26, 2014, but delayed implementation of the new Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards to Fiscal Years beginning on or after January 1, 2018.

The County must adopt policies implementing the new requirements by October 1, 2018.

Attached are policies and procedures regarding the administration of federal funds for adoption by the County Commission.

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These policies set forth the policies and procedures used by Montgomery County Commission (the County) to administer federal funds. The policy contains the internal controls and grant management standards used by the County to ensure that all federal funds are lawfully expended. Grant Managers, and the Finance Director are expected to review these policies to gain familiarity and understanding of the County's rules and practices.

Financial Management System

The County maintains a proper financial management system in order to receive both direct and state-administered grants and to expend funds associated with a grant award. Certain fiscal controls and procedures must be in place to ensure that all financial management system requirements are met. Failure to meet a requirement may result in return of funds or termination of the award.

1)Financial Management Standards

The standards for financial management systems are found at 2 C.F.R. § 200.302. The required standards include:

Identification

The County must identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification must include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

Financial Reporting

Accurate, current, and complete disclosure of the financial results of each federal award or programs must be made in accordance with the financial reporting requirements.

Accounting Records

The County must maintain records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, assets, expenditures, income and interest, and be supported by source documentation.

Internal Controls

Effective control and accountability must be maintained for all funds, real and personal property, and other assets. The County must adequately safeguard all such property and must assure that it is used solely for authorized purposes.

"Internal controls" are tools to help program and financial managers achieve results and safeguard the integrity of their program. Internal controls should be designed to provide reasonable assurance that the following objectives are achieved:

- Effectiveness and efficiency of operations;
- Adequate safeguarding of property;
- Assurance property and money is spent in accordance with grant program and to further the Selected objectives; and
- Compliance with applicable laws and regulations.

Budget Control

Actual expenditures or outlays must be compared with budgeted amounts for each federal award.

2) Spending Grant Funds

Direct and Indirect Costs

Determining Whether a Cost is Direct or Indirect: Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

Indirect costs are those that have been incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved.

Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs.

Identification with the federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect costs of Federal awards. Typical costs charged directly to a Federal award are the compensation of employees who work on that award, their related fringe benefit costs, the costs of materials and other items of expense incurred for the Federal award.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all of the following conditions are met:

- Administrative or clerical services are integral to a project or activity;
- Individuals involved can be specifically identified with the project or activity;
- Such costs are explicitly included in the budget or have the prior written approval of the federal awarding agency; and
- The costs are not also recovered as indirect costs.

3)Determining Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval from the state.

When determining how the County will spend its grant funds, the Grant Manager will review the proposed cost to determine whether it is an allowable use of federal grant funds *before* obligating and spending those funds on the proposed good or service. All costs supported by federal funds must meet the standards outlined in 2 CFR Part 200 (Subpart E). The Grant Manager must consider these factors when making an allowability determination.

- **Be Necessary and Reasonable for the performance of the federal award.** The Grant Manager must consider these elements when determining the reasonableness of a cost. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, reasonable means that sound business practices were followed, and purchases were comparable to market prices.

  When determining whether a cost is necessary, consideration may be given to:
  - Whether the cost is reasonable and necessary for the federal program.
  - Whether the cost is identified in the approved budget or application.
  - Whether the cost aligns with identified needs based on results and findings from a needs assessment.
  - Whether the cost addresses program goals and objectives and is based on program data.

- **Allocable to the federal award.** A cost is allocable to the federal award if the goods or services involved are chargeable or assignable to the federal award in accordance with the relative benefit received. This means that the federal grant program derived a benefit in proportion to the funds charged to the program.

- **Consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the County.**

- **Conform to any limitations or exclusions set forth as cost principles in Part 200 or in the terms and conditions of the federal award.**

- **Consistent treatment.** A cost cannot be assigned to a federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.

- **Adequately documented.** All expenditures must be properly documented.

- **Be determined in accordance with general accepted accounting principles (GAAP), unless provided otherwise in Part 200.**

- **Not included as a match or cost-share, unless the specific federal program authorizes federal costs to be treated as such.** Some federal program statutes require the non-federal entity to contribute a certain amount of non-federal resources to be eligible for the federal program.

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- **Be the net of all applicable credits.** The term "applicable credits" refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the state relate to the federal award, they shall be credited to the federal award, either as a cost reduction or a cash refund, as appropriate.

Part 200's cost guidelines must be considered when federal grant funds are expended. As provided above, federal rules require state- and County-level requirements and policies regarding expenditures to be followed as well.

4)Federal Cash Management Policy/Procedures

The County will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the County, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the County receives payments on a reimbursement basis.

However, if the County receives an advance in federal grant funds, the County will remit interest earned on the advanced payment quarterly to the federal agency. The County may retain interest amounts up to $500 per year for administrative expenses.

Federal grant funds will be maintained in insured checking accounts that are subject to the state requirements for public deposits under the SAFE program.

Payment Methods

The Grant Manager will request reimbursement for actual expenditures incurred under the federal grants. All reimbursements are based on actual disbursements, not on obligations.

Consistent with state and federal requirements, the County will maintain source documentation supporting the federal expenditures and will make such documentation available upon request.

To the extent the County receives advance payments of federal grant funds; the County will strive to expend the federal funds on allowable expenditures as expeditiously as possible.

5)Purchasing

Local Purchasing

A. Pursuant to state law the County, when purchasing personal property or contractual services, shall give preference to commodities produced in Alabama or sold by Alabama persons, firms or corporations.
B. The County will follow state laws for the procurement of property and services. The primary state procurement laws for Alabama Counties are:

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- Alabama Competitive Bid Laws (Chapter 13B of Title 16, Code of Alabama 1975);
- Joint Information Technology Purchasing Agreement (Chapter 13B of Title 16, Code of Alabama 1975); and,
- Public Works Law (Title 39, Code of Alabama 1975).

To the extent allowed by state laws, the County will utilize state, local, regional and national purchasing agreements where appropriate for the procurement or use of goods and services.

Purchase Methods

The type of purchase procedures required depends on the cost of the item(s) being purchased:

Micropurchases

Procurement transactions that are not subject to the state procurement laws but exceed the aggregate amount of the federal micro-purchase threshold, will normally be obtained by utilizing price or rate quotes from two or more qualified sources. To the extent practicable, the County distributes micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the County considers the price to be reasonable.

Small purchase

This method is for purchases above the micropurchase threshold but below the Simplified Acquisition Threshold as defined by the Federal Acquisition Regulation. Price or rate quotations must be obtained from more than one qualified source. This doesn't mean formal bids and solicitations for quotes must be made; these procedures are meant to be simple and informal. Quotes may be obtained from a variety of simple sources, *e.g.*, Internet search, vendor price listing, verbal quotes, etc.

Sealed Bids (Formal Advertising)

For purchases over $50,000, bids are publicly solicited, and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the following conditions apply:

- A complete, adequate, and realistic specification or purchase description is available;
- Two or more responsible bidders are willing and able to compete effectively for the business; and
- The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, and for state, local, and tribal governments, the invitation for bids must be publicly advertised;
- The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- A firm fixed-price contract award must be made in writing to the lowest responsive and responsible bidder.
- Any or all bids may be rejected if there is a sound documented reason.

Competitive Proposals

The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- Proposals must be solicited from an adequate number of qualified sources;
- The entity must have a written method for their evaluation and selecting recipients; and
- Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

Noncompetitive Proposals

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- The item is available only from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the County; or
- After solicitation of a number of sources, competition is determined inadequate.

With any of the above methods, the procurement standards also emphasize contracting with small and minority businesses, women's business enterprises and labor surplus area firms. A

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nonfederal entity must ensure these firms are used when possible. Methods used to ensure their inclusion include placing these businesses on the vendor list, soliciting pricing from them when they are potential sources, breaking up projects or orders into smaller tasks to permit participation by these firms or requiring contractors to follow these guidelines for subcontracts.

As previously mentioned, regardless of what method is used and decision made, documentation must be kept of the procurement, *e.g.*, maintaining printouts of Internet searches for quotes or documenting in a memo the reasons for acceptance or rejection of bidders in sealed bids or competitive proposals

Full and Open Competition

All procurement transactions must be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- Placing unreasonable requirements on firms in order for them to qualify to do business;
- Requiring unnecessary experience and excessive bonding;
- Noncompetitive pricing practices between firms or between affiliated companies;
- Noncompetitive contracts to consultants that are on retainer contracts;
- Organizational conflicts of interest;
- Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- Any arbitrary action in the procurement process.

Conflict of Interest Requirements

The County maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

The officers, employees, and agents of the County may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value.

FINANCIAL MANAGEMENT POLICY
MONTGOMERY COUNTY COMMISSION

Statement of Purpose: The purpose of this document is to serve as an all-encompassing financial management policy for Montgomery County, Alabama (the "County"), which will provide direction for the Montgomery County Commission (the "County Commission") in budgeting, reserve balances, debt management and accounting, auditing and financial reporting practices. Moreover, this will provide recommended methods to accomplish and adhere to the proposed procedures contained herein. This policy document will create, manage and ensure ongoing adherence to a purposeful, planned and deliberate set of guidelines to create both operating and restricted accounts.

ARTICLE I
BUDGETARY POLICY PROCEDURES

Section 1. <u>Budget Preparation</u>. The County Commission prepares an annual budget for each fiscal year of the County. The budget process begins in May of each year when the heads of the various county departments are asked to prepare and submit budget requests for the immediately succeeding fiscal year. The departmental requests are submitted to and reviewed by the Finance Director upon receipt thereof (usually in June or July) and department public hearings are conducted in July and August to provide an opportunity for departments to present information on their budgets and any interested person to offer comments with respect to the proposed budget. Following the hearings, the County Commission may modify any departmental budget request to such extent as it deems appropriate.

Section 2. <u>Revenue Estimates</u>. Budgeted revenues are based on estimated current revenue trends. No projected growth is factored into the budgeting process. Revenue estimates are prepared in July using actual collections to date and estimates for the remaining months.

Section 3. <u>Adoption of Budget</u>. The County Commission is required to adopt the annual budget not later than September 30 of each year. The appropriations must not exceed the total revenues and reserves available for appropriation. Expenditures may not legally exceed appropriations. Adjustments to the Budget during the fiscal year must be approved by the County Commission. Any changes must be within the revenues and reserves estimated to be available.

Section 4. <u>Budgeting Integration</u>. Formal budgeting integration is used during the fiscal year as a management control device for the County's General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The budget is adopted on a departmental "line-item" basis consistent with generally accepted accounting principles. Budget control is maintained at the departmental line-item level by the encumbrance of estimated purchase amounts prior to the release of purchase orders to vendors.

ARTICLE II
DEBT MANAGEMENT POLICY

Section 1. <u>Purpose</u>. The purpose of this policy is to establish the guidelines for the issuance of debt by the County. Debt levels and the related annual debt service expenditures are important long-term obligations that must be managed with available short and long-term resources. This policy also addresses the level of indebtedness that the County can reasonably expect to incur without jeopardizing its existing financial position.

Adherence to a debt management policy, along with the utilization of other sound and prudent financial practices and the County's other financial policies, will assure the lending market that the County is well managed and will meet its obligations in a timely manner.

8-1

Section 2. Principles. The County's debt management policy seeks to encourage the following principles:

(i) Complete payment of principal and interest on all outstanding debt.

(ii) The payment of County debt will be secured by full faith, credit and taxing power held by the County, in the case of general obligation warrants and by the pledge of specific, limited revenues in the case of revenue warrants. The County may also issue warrants through a public building authority (or other appropriate issuer) secured by an annual appropriation lease (or other revenue source). On occasion the County or a political subdivision thereof may serve as a conduit to other issuers. The County will not pledge revenues to these conduit issuers and will have no obligation, moral or legal, to repay conduit debt issued under the authority of the County, except as approved by the County Commission.

(iii) Principal and interest retirement schedules will be constructed to: (1) achieve a low borrowing cost to the County, (2) accommodate the debt service payments of existing debt, and (3) respond to market condition at the time of sale.

(iv) Factors which the County will consider prior to the issuance of debt include:

a. Does the useful life of assets being financed exceed the term of the financing?

b. Are financial resources available, sufficient and reliable to service both the existing and new debt?

c. Will the issuance of debt adversely affect the County's credit ratings, and if so, how can that best be mitigated?

d. The County will strive to manage its debt level, operating performance, reserves, and management practices to maintain strong credit ratings, in order to minimize its cost of capital. As of September 2018 the County's general obligation debt is rated S&P: AA and Moody's: Aa1.

(v) The County reserves the right to conduct a negotiated or competitive sale in the future depending on market conditions. All methods of sale are subject to County Commission approval.

Section 3. Planning and Performance. Debt management means adopting and maintaining financial plans for both the issuance and repayment of debt. Planning for the repayment of debt will include analysis of the operating budget to determine if the fund will incur the additional debt service required by the new debt.

Section 4. Use of Short-Term and Long-Term Debt. Short-term debt should be limited to borrowing to cover short-term, temporary cash flow shortages within the County's fiscal year through the use of tax anticipation notes in those instances where there is an inadequate level of cash flow, or through the use of bond anticipation notes when cash is required to initiate a capital project prior to the receipt of bond proceeds. The County Commission should manage the County's finances so as to avoid the use of short-term debt when possible.

Long-term debt should be issued for the acquisition, construction, or improvement of land, buildings, infrastructure, and public improvements when the use of debt is appropriate and within the principles outlined above. Current year budget appropriations and accumulated reserve funds may be used to minimize the amount of long-term borrowing that is required, but, keeping in mind that the County must maintain adequate liquidity and reserves.

Section 5. **<u>Purpose of Debt</u>.** General obligation debt and annual lease appropriation debt funded by general fund receipts and other appropriate sources shall be used for projects that provide a general benefit to County residents and that cannot otherwise be self-supporting. Debt incurred for use by an enterprise fund, even if backed by a general obligation pledge of the County, shall be self-supporting and repaid solely from the revenues of such fund, unless a general benefit to County residents can be demonstrated.

Section 6. **<u>Repayment of Debt</u>.** The County Commission will conservatively project the revenue sources that will be utilized to repay any debt, and will analyze the impact of both the additional debt service as well as any additional operating expenses resulting from the improvement, to determine if new debt should be issued and to structure the appropriate repayment terms for each debt issue.

Section 7. **<u>Use of Variable Rate Debt, Balloon Payments, Derivative Products, etc.</u>** The County Commission recognizes the use of variable rate debt, balloon payments, derivative products such as interest rate swaps, carries additional risks. While this policy does not preclude the use of such options, additional considerations apply:

(i) Generally, fixed rate debt should be preferred over variable rate debt. However, at times there may be considerations which favor variable rate debt. If variable rate debt is utilized, it should be limited to no more than 20% of the County's total debt.

(ii) Balloon payments pose future refinancing, and interest rate, risks. Before incorporating balloon payments into a financing structure, the County should consider its ability to pay the balloon payment from its reserves in the event a refinancing was not available or advantageous. The size of the balloon payment, its timing and the window of opportunity to refinance prior to the balloon, are all relevant considerations.

(iii) The use of derivative products such as an interest rate swap is strongly discouraged unless there are significant, compelling reasons to consider. In the event a swap is being considered, the County will engage the services of a highly qualified swap advisor.

ARTICLE III
RESERVE BALANCES POLICY

Section 1. **<u>Purpose</u>.** The County Commission believes that sound financial management requires that sufficient funds be maintained by the County for unanticipated expenditures and revenue shortfalls during the course of the fiscal year as may be caused by economic downturns in local/state/federal levels, natural disasters, and other unforeseen circumstances. Maintaining such funds will help sustain the stability of the County's finances and reduce the need for short-term borrowing.

Section 2. Objective. The County Commission's objective is for twenty-five percent (25%) of general fund budget expenditures to be set aside as a reserve in a planned and consistent manner and that these moneys may not be spent for regular County expenditures in an effort to maintain the County's creditworthiness.

Section 3. Reserve Balance Expenditures. The reserve balances will be established by the County Commission for the purpose of covering unanticipated revenue shortfalls and paying non-recurring, unanticipated expenditures and capital expenditures of the County or as otherwise approved by the County Commission. To this end, the County Commission will only use the reserve balances to alleviate unanticipated short-term budgetary issues such as revenue shortfalls or unforeseen expenses. Any expenditure of the reserve balances by the County Commission for such purposes shall require a majority approval of the County Commission members upon 30 days' notice to the media.

Section 4. Reserve Fund Appropriations. Annually, the County Commission will propose funding of the contingency reserve balances through the budget to maintain the balance at the minimum amount. If expenditures reduce the contingency reserve balance below the established minimum amount, the County Commission will, as part of its approval of such expenditures, adopt a plan to restore the funds to the prescribed level.

ARTICLE IV
CONSTRUCTION PROGRAMS FUND POLICY

Section 1. Purpose. The purpose of the Construction Programs Fund Policy is to establish and maintain dedicated funds to be annually budgeted, funded and used for new facilities or facility improvements. The overall goal of the Construction Programs Fund Policy is to order the County's fiscal expenditures while coordinating public investment with adopted plans and policies to properly manage the County's long-term investments.

Section 2. Capital Improvements Budget. The County will prepare and adopt a Capital Improvements Budget which will detail planned capital projects over two year, five year, and ten year periods. The Capital Improvements Budget will detail for each capital project, the estimated project cost, description and funding source. The first Capital Improvements Budget will be prepared for the fiscal year ending September 30, 2020.

Section 3. Capital Improvement Project Requirements. All capital improvement projects must be justified on the basis of providing a basic service, improving or rehabilitating deteriorating facilities, reducing costs, promoting jobs or economic development, or otherwise benefiting a large population segment or target area of the County. They must also be compatible with other planned projects and overall County development plans.

Section 4. Construction Programs Fund. The County shall establish one or more dedicated funds to service capital improvement projects undertaken by the County. Funds in the Construction Programs Fund(s) shall be restricted in use to capital improvement projects of the County.

Section 5. Funding Sources. The Construction Programs Fund(s) shall be funded through appropriations from the Commission on an annual basis. All capital improvement projects of the County shall be funded from the Construction Programs Fund(s) unless specifically financed from other sources such as County warrants, notes or other indebtedness, or other revenue sources specifically dedicated to such projects. All uncompleted projects must be reconsidered annually to determine if unspent funds need to be recommitted to a given project or reallocated to other planned projects.

Section 6. Budget Shortfalls. Notwithstanding anything herein to the contrary, in the event of an operating budget or general fund shortfall, the funds from the Construction Programs Fund(s) may be transferred into the County general fund to alleviate in whole, or in part, such shortfall.

ARTICLE V
ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

Section 1. Purpose. The purpose of this Accounting, Auditing and Financial Reporting Policy is to establish and maintain high standards for accounting practices in the County, thereby enabling the County Commission, the County Administrator and the Finance Director to make sound decisions in preparing and adopting the County budget and managing County finances.

Section 2. Accounting. The accounting practices of the County will conform to Generally Accepted Accounting Principles for local governments as established by the Governmental Accounting Standards Board. The Finance Director will establish and maintain a system of fund accounting and shall measure financial position and results of operations using the modified accrual basis of accounting for governmental funds and the accrual basis of accounting for proprietary and fiduciary funds.

Section 3. Auditing. The County Commission complies with state mandated requirements that annual audits be conducted by the Alabama Department of Examiners of Public Accounts.

Section 4. Monthly and Annual Financial Reporting. Monthly financial reports are generated for the County Commission's management purposes. These will consist of:

(i) **Budget Report** showing revenues collected and appropriations expended for the previous month with the variance from the budget amounts for each line item;

(ii) **Statement of Revenue, Expenditures, and Changes in Fund Balance** showing revenues and expenditures and the difference between the two, the beginning fund balance for the period, the ending fund balance; and

(iii) **Balance Sheet** showing County assets less liabilities and the fund balance.

The Finance Director will prepare an annual financial report. This report should include financial statements for each of the funds of the County, as well as appropriate additional disclosures as necessary for the complete understanding of the financial statements presented. In addition, the report should include a narrative discussion to explain how the County's current financial position and results of financial activities compare with those of the prior year and with budgeted amounts.

ARTICLE VI
POST ISSUANCE COMPLIANCE POLICY

Section 1. Continuing Disclosure Requirements. The Finance Director shall maintain and ensure compliance with all continuing disclosure requirements as provided for by the County's outstanding debt obligations, including but not limited to, the posting of the County's audited financial statements to the Electronic Municipal Market System at emma.msrb.org, or other such repository as designated by the County's continuing disclosure requirements set forth in the County's outstanding debt obligations, or coordinating such filings with a dissemination agent engaged by the County for such purpose.

Section 2. **Issuance of Tax-Exempt Obligations.** Upon the issuance of tax-exempt obligations by the County, the Finance Director shall (i) confirm with bond counsel the filing of the Form 8038 or Form 8038G with the Internal Revenue Service, and (ii) obtain and keep the transcript of proceedings prepared by bond counsel.

Section 3. **Recordkeeping.** The following records shall be maintained by the Finance Directors with respect to the issuance of County obligations:

(i) Transcript of proceedings;

(ii) Documentation evidencing the allocation and expenditure of the proceeds of the obligations;

(iii) Documentation evidencing the use of facilities financed with tax-exempt proceeds;

(iv) Documentation relating to arbitrage rebate compliance; and

(v) Continuing annual disclosures.

Section 4. **Arbitrage Rebate and Arbitrage Yield Restriction.** Relating to the issuance and monitoring of outstanding tax-exempt obligations of the County, the Finance Director shall:

(i) Engage the services of an arbitrage/rebate consultant for assistance in compliance with any arbitrage related issues;

(ii) Work with bond counsel, financial advisor and/or arbitrage/rebate consultant to monitor compliance with "temporary period expenditures" for expenditure of warrant proceeds, typically three years for new money obligations, and provide for yield restriction of investments or "yield reduction payments" if exceptions are not satisfied;

(iii) Work with bond counsel and/or financial advisor to ensure investments acquired with tax-exempt obligation proceeds are purchased at fair market value. This may include use of bidding procedures under the regulatory safe harbor (Section 1.148-5(d) of the Regulations);

(iv) Consult with bond counsel prior to the creation of funds which would reasonably be expected to be used to pay debt service on tax-exempt obligations to determine in advance whether such funds must be invested at a restricted yield;

(v) Consult with bond counsel and/or financial advisor before engaging in post-issuance credit enhancement transactions (e.g., bond insurance, letter of credit) or hedging transactions (e.g., interest rate swap, cap);

(vi) Consult with bond counsel, financial advisor, and/or arbitrage/rebate consultant to identify situations in which compliance with applicable yield restriction depends upon subsequent investments (e.g., purchase of 0% SLGS from U.S. Treasury) and monitor implementation; and

(vii) Work with arbitrage/rebate consultant to arrange for timely computation of rebate/yield reduction payment liability and, if an amount is payable, for timely filing of Form 8038T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate (or applicable successor form), and payment of such liability. Rebate/Yield Reduction payments are ordinarily due at 5-year intervals.

Section 5 **<u>Private Use of Facilities</u>.** "Private Use" means the use of warrant-financed property in a trade or business by any person other than a 501(c)(3) or state or local government entity, or by a 501(c)(3) entity in an unrelated trade or business. Examples of Private Use include:

(i) Leases of government property to non-government entities;

(ii) Noncompliant management or service contracts;

(iii) Transfer of ownership to a private user of warrant financed facilities; and

(iv) Naming rights arrangements with a private user.

While it is not anticipated that there will be a Private Use issue with respect to the warrant-financed facilities, in the event that a question arises with regard to a specific proposed Private Use, the Finance Director shall consult bond counsel as to whether such use constitutes a Private Use with respect to the outstanding tax-exempt obligations of the County. The Finance Director shall keep records of private use, if any, of facilities of the County financed with tax-exempt obligations. Private use of such facilities shall be reviewed once a year. If a change in private use occurs, bond counsel will be consulted to determine if remedial action is necessary.

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FINANCIAL MANAGEMENT POLICY
MONTGOMERY COUNTY COMMISSION

Statement of Purpose: The purpose of this document is to serve as an all-encompassing financial management policy for Montgomery County, Alabama (the "County"), which will provide direction for the Montgomery County Commission (the "County Commission") in budgeting, reserve balances, debt management and accounting, auditing and financial reporting practices. Moreover, this will provide recommended methods to accomplish and adhere to the proposed procedures contained herein. This policy document will create, manage and ensure ongoing adherence to a purposeful, planned and deliberate set of guidelines to create both operating and restricted accounts.

ARTICLE I
BUDGETARY POLICY PROCEDURES

Section 1. Budget Preparation. The County Commission prepares an annual budget for each fiscal year of the County. The budget process begins in May of each year when the heads of the various county departments are asked to prepare and submit budget requests for the immediately succeeding fiscal year. The departmental requests are submitted to and reviewed by the Finance Director upon receipt thereof (usually in June or July) and department public hearings are conducted in July and August to provide an opportunity for departments to present information on their budgets and any interested person to offer comments with respect to the proposed budget. Following the hearings, the County Commission may modify any departmental budget request to such extent as it deems appropriate.

Section 2. Revenue Estimates. Budgeted revenues are based on estimated current revenue trends. No projected growth is factored into the budgeting process. Revenue estimates are prepared in July using actual collections to date and estimates for the remaining months.

Section 3. Adoption of Budget. The County Commission is required to adopt the annual budget not later than September 30 of each year. The appropriations must not exceed the total revenues and reserves available for appropriation. Expenditures may not legally exceed appropriations. Adjustments to the Budget during the fiscal year must be approved by the County Commission. Any changes must be within the revenues and reserves estimated to be available.

Section 4. Budgeting Integration. Formal budgeting integration is used during the fiscal year as a management control device for the County's General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The budget is adopted on a departmental "line-item" basis consistent with generally accepted accounting principles. Budget control is maintained at the departmental line-item level by the encumbrance of estimated purchase amounts prior to the release of purchase orders to vendors.

ARTICLE II
DEBT MANAGEMENT POLICY

Section 1. Purpose. The purpose of this policy is to establish the guidelines for the issuance of debt by the County. Debt levels and the related annual debt service expenditures are important long-term obligations that must be managed with available short and long-term resources. This policy also addresses the level of indebtedness that the County can reasonably expect to incur without jeopardizing its existing financial position.

Adherence to a debt management policy, along with the utilization of other sound and prudent financial practices and the County's other financial policies, will assure the lending market that the County is well managed and will meet its obligations in a timely manner.

Section 2. Principles. The County's debt management policy seeks to encourage the following principles:

(i) Complete payment of principal and interest on all outstanding debt.

(ii) The payment of County debt will be secured by full faith, credit and taxing power held by the County, in the case of general obligation warrants and by the pledge of specific, limited revenues in the case of revenue warrants. The County may also issue warrants through a public building authority (or other appropriate issuer) secured by an annual appropriation lease (or other revenue source). On occasion the County or a political subdivision thereof may serve as a conduit to other issuers. The County will not pledge revenues to these conduit issuers and will have no obligation, moral or legal, to repay conduit debt issued under the authority of the County, except as approved by the County Commission.

(iii) Principal and interest retirement schedules will be constructed to: (1) achieve a low borrowing cost to the County, (2) accommodate the debt service payments of existing debt, and (3) respond to market condition at the time of sale.

(iv) Factors which the County will consider prior to the issuance of debt include:

- **a.** Does the useful life of assets being financed exceed the term of the financing?
- **b.** Are financial resources available, sufficient and reliable to service both the existing and new debt?
- **c.** Will the issuance of debt adversely affect the County's credit ratings, and if so, how can that best be mitigated?
- **d.** The County will strive to manage its debt level, operating performance, reserves, and management practices to maintain strong credit ratings, in order to minimize its cost of capital. As of September 2018 the County's general obligation debt is rated S&P: AA and Moody's: Aa1.

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ARTICLE IV
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ARTICLE VI
POST ISSUANCE COMPLIANCE POLICY

Section 1. Continuing Disclosure Requirements. The Finance Director shall maintain and ensure compliance with all continuing disclosure requirements as provided for by the County's outstanding debt obligations, including but not limited to, the posting of the County's audited financial statements to the Electronic Municipal Market System at emma.msrb.org, or other such repository as designated by the

County's continuing disclosure requirements set forth in the County's outstanding debt obligations, or coordinating such filings with a dissemination agent engaged by the County for such purpose.

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Section 3. **Recordkeeping.** The following records shall be maintained by the Finance Directors with respect to the issuance of County obligations:

(i) Transcript of proceedings;

(ii) Documentation evidencing the allocation and expenditure of the proceeds of the obligations;

(iii) Documentation evidencing the use of facilities financed with tax-exempt proceeds;

(iv) Documentation relating to arbitrage rebate compliance; and

(v) Continuing annual disclosures.

Section 4. **Arbitrage Rebate and Arbitrage Yield Restriction.** Relating to the issuance and monitoring of outstanding tax-exempt obligations of the County, the Finance Director shall:

(i) Engage the services of an arbitrage/rebate consultant for assistance in compliance with any arbitrage related issues;

(ii) Work with bond counsel, financial advisor and/or arbitrage/rebate consultant to monitor compliance with "temporary period expenditures" for expenditure of warrant proceeds, typically three years for new money obligations, and provide for yield restriction of investments or "yield reduction payments" if exceptions are not satisfied;

(iii) Work with bond counsel and/or financial advisor to ensure investments acquired with tax-exempt obligation proceeds are purchased at fair market value. This may include use of bidding procedures under the regulatory safe harbor (Section 1.148-5(d) of the Regulations);

(iv) Consult with bond counsel prior to the creation of funds which would reasonably be expected to be used to pay debt service on tax-exempt obligations to determine in advance whether such funds must be invested at a restricted yield;

(v) Consult with bond counsel and/or financial advisor before engaging in post-issuance credit enhancement transactions (e.g., bond insurance, letter of credit) or hedging transactions (e.g., interest rate swap, cap);

(vi) Consult with bond counsel, financial advisor, and/or arbitrage/rebate consultant to identify situations in which compliance with applicable yield restriction depends upon subsequent investments (e.g., purchase of 0% SLGS from U.S. Treasury) and monitor implementation; and

(vii) Work with arbitrage/rebate consultant to arrange for timely computation of rebate/yield reduction payment liability and, if an amount is payable, for timely filing of Form 8038T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate (or applicable successor form), and payment of such liability. Rebate/Yield Reduction payments are ordinarily due at 5-year intervals.

Section 5 **Private Use of Facilities.** "Private Use" means the use of warrant-financed property in a trade or business by any person other than a 501(c)(3) or state or local government entity, or by a 501(c)(3) entity in an unrelated trade or business. Examples of Private Use include:

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While it is not anticipated that there will be a Private Use issue with respect to the warrant-financed facilities, in the event that a question arises with regard to a specific proposed Private Use, the Finance Director shall consult bond counsel as to whether such use constitutes a Private Use with respect to the outstanding tax-exempt obligations of the County. The Finance Director shall keep records of private use, if any, of facilities of the County financed with tax-exempt obligations. Private use of such facilities shall be reviewed once a year. If a change in private use occurs, bond counsel will be consulted to determine if remedial action is necessary.

Tammy Nix

From: Clinton D. Graves <cgraves@gilpingivhan.com>
Sent: Monday, September 10, 2018 4:48 PM
To: Donald Mims
Cc: Tammy Nix; Florence Cauthen; Sherrill Thomas; Bonnie Hinson
Subject: revised Financial Management Policy
Attachments: Financial Management Policy_v6 (01134668x9D9C7).DOCX; Financial Management Policy_redline v6 to v5 (01135014x9D9C7).DOCX

Donnie,

Pursuant to our conversation, attached is a revised Financial Management Policy incorporating the commissioner's comments and a redline for your convenience. Please let me know if you have any questions or comments.

Thanks,

Clint

Clinton D. Graves
Gilpin Givhan, PC
Lakeview Center, Suite 300
2660 EastChase Lane
Montgomery, Alabama 36117
Telephone: (334) 244-1111
Direct Dial (334) 409-2232
Fax: (334) 244-1969
E-mail: cgraves@gilpingivhan.com
Web: www.gilpingivhan.com

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CARPDC
CENTRAL ALABAMA REGIONAL PLANNING
AND DEVELOPMENT COMMISSION
AUTAUGA, ELMORE & MONTGOMERY COUNTIES

Jiles Williams, Jr.
Chairman

Greg Clark
Executive Director

AGENDA

SEP 17 2018

MEMO TO: Mr. Donnie Mims, County Administrator

FROM: Greg Clark
Executive Director

DATE: August 24, 2018

RE: FY2018 Weatherization Assistance Program (DOE 028-18)
Modification No. 1

Alabama Department of Economic and Community Affairs (ADECA) has modified the Department of Energy (DOE) Weatherization Assistance Program Grant DOE 028-18. The modified award amount to Montgomery County is $77,484 under the Weatherization Assistance Program (DOE 028-18). This modification is for 9 additional houses to be weatherized within Montgomery County. The total value of the DOE 28-18 grant is $138,731 equaling 15 total housing units.

2018 Weatherization Contracts - Total
Montgomery County

Grant	Units	Amounts
DOE 28-18	15	$ 137,731
LIWAP 28-18	18	$ 154,445
	33	$ 292,176

Reminder, this program's primary goal is to provide assistance to low and moderate-income households to improve the energy efficiency of their homes.

CARPDC is requesting this item be place on the next commission agenda. The action to be undertaken is to accept the grant award and authorizing the Chairman to sign the grant agreements.

430 SOUTH COURT STREET • MONTGOMERY, ALABAMA 36104
TELEPHONE (334) 262-4300 • FAX (334) 262-6976

9-1

Tammy Nix

From: Greg Clark <gclark@carpdc.com>
Sent: Friday, August 24, 2018 11:35 AM
To: Donald Mims; Tammy Nix
Cc: Donny Barber
Subject: FW: Agenda Memos DOE Weatherization Program - Modification
Attachments: Memo to Donnie Mims DOE Weatherization Program - modification 1.pdf

Follow Up Flag: FollowUp
Flag Status: Flagged

Donnie

Please find attached memo for the DOE Weatherization Contract (DOE 28-18) modification. The DOE contract amount has been increased by $77,484 equaling 9 additional houses. The total value of the DOE 28-18 grant is $138,731 equaling 15 total housing units.

CARPDC is requesting this item be place on the next commission agenda. The action to be undertaken is to accept the grant award and authorizing the Chairman to sign the grant agreements.

CARPDC Central Alabama Regional Planning and Development Commission

Greg Clark
Executive Director
(334) 262-4300

9.2

AGENDA
SEP 17 2018

August 2, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: APCo Contract for Electric Service for Detention Facility

To qualify for certain discounted rates for electric service, the Detention Facility must maintain a certain level of usage. Usage has dropped, and a different rate will be applied. APCo estimates that the cost of service will increase approximately $6,000 per year.

I request that the Contract for Electric Service at the new rate be placed on a future agenda.

10-1

CONTRACT FOR ELECTRIC SERVICE

THIS CONTRACT for electric service is entered into this ____ day of ______________, 2018 ("Effective Date") between **ALABAMA POWER COMPANY** ("Company") and **MONTGOMERY COUNTY COMMISSION** ("Customer"). Company and Customer may be referred to individually as a "Party" and collectively as the "Parties".

IN CONSIDERATION of the mutual agreements hereinafter contained, IT IS AGREED:

1. Scope. Company will supply electric service to Customer, and Customer will purchase, receive and pay Company for such service in accordance with this Contract.

2. Rules, Regulations and Rates. Alabama state law and the rules, regulations and applicable rate schedules of Company as may be filed with and regulated by the Alabama Public Service Commission govern this service and are incorporated herein by reference. Such laws, rules, regulations and rate schedules are subject to change during the term of this Contract as provided by law. Copies of current rules, regulations and applicable rate schedules will be provided by Company upon Customer's request and are available for viewing on Company's website http://www.alabamapower.com.

3. Term. The term of this Contract shall be Five (5) years (see Paragraph 12) from the Commencement of Electric Service under this Contract. The Contract shall continue in effect thereafter until terminated by either Party providing written notice to the other in accordance with the rules, regulations and applicable rate schedules.

4. Service to Premises.

The characteristics of the service to be furnished under this Contract are as follows:

a. Premises Location:	220 S. McDonough Street, Montgomery, Alabama 36104 (current Account # 12293-48002)
b. Frequency:	Approximately Sixty (60) Hertz
c. Voltage and Phase:	277/480 Volts, Three Phase
d. Delivery Point:	The point of connection between Company's 277/480 volt three phase service conductors and Customer's 277/480 volt service entrance conductors locating inside Customer's walk in vault in Jail Building on Adams Street side at Customer's Jail facility at 220 S. McDonough Street in in the City of Montgomer7 in Montgomery County, Alabama.
e. SIC:	9223
f. NAICS:	922140
g. Rate Schedule:	Rate BTAL
h. Service Level:	Secondary Service Level
i. Rate Rider:	CTD (see Paragraph 12)
j. Commencement of Electric Service not later than:	Next meter read date after Effective Date of Contract
k. Contract Capacity:	800 kVA
l. Minimum Billing Demand:	See Rate Schedule.

5. Payment. During the term of this Contract, Customer will pay monthly charges calculated in accordance with the applicable rules, regulations and rate schedules.

6. Equipment. Customer, at its expense, shall maintain and operate its equipment so that it does not cause unacceptable voltage fluctuations, harmonically related disturbances, overload, or other disturbances on Company's electrical and communications systems, or affect the safe, economical and reliable operation of Company's electric system. Customer, at its expense, shall immediately correct any such unacceptable use of electric power, including the provision of suitable apparatus to prevent or cure such effects where necessary.

7. Limitation of Liability. Company does not guarantee that service will be free from, and Company shall not be liable for, interruptions, surges, voltage fluctuations or disturbances. Company shall have no liability for any loss or damage from any loss of service, or delay in providing service.

10-2

8. Assignment of Contract. Customer shall not assign this Contract without written consent of Company.

9. Remedies. In the event of default by either Party, the non-defaulting Party may pursue any and all judicial and administrative remedies and relief available.

10. Non-waiver. The Parties agree that this Contract does not preclude the Company from collecting any additional costs as directed or authorized by a legislative body, administrative body, or court having jurisdiction over such issues.

11. Confidentiality. Unless otherwise required by law, regulation or judicial or regulatory order, the Parties shall treat as Confidential and Proprietary the provisions of this Contract as well as all knowledge and information concerning the business of the other Party which may be acquired in the course of negotiation or performance of this Contract (the "Information") and neither Party shall disclose such Information to any third party (other than employees, servants, counsel or agents of such Party who have a need to receive Information for the performance of such Party's obligations under this Contract), without the prior written consent of the other Party.

12. Rate Rider CTD. Customer has requested Rate Rider CTD be attached to and made a part of this Contract. Customer understands that this Contract may only be terminated following five (5) years' written notice to Company. Furthermore, Customer understands that failure to provide the required five (5) years' written notice to Company to cancel this Contract may result in liquidated damages paid to Company by Customer as set forth in Paragraph TERMINATION OF AGREEMENT FOR ELECTRIC SERVICE in Rate Rider CTD.

For the avoidance of doubt, the applicable discount will begin at Year 5 of the CTD discount rate, in recognition of Customer's ongoing receipt of service from the Company.

12. Miscellaneous. A waiver of one or more defaults by either Party shall not be deemed a waiver of any other or subsequent default by such Party. This Contract, upon becoming effective, shall cancel and supersede any previously existing agreement covering supply by Company to Customer of electric energy to the premises identified in Paragraph 4 herein. This document, those documents incorporated by reference, and any attachments constitute the entire agreement between the Parties. No modification of this Contract, except as provided in Paragraph 2 above, shall be binding unless it is in writing and accepted by the Parties. This Contract shall be governed by the laws of the State of Alabama.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives, as of the Effective Date hereof.

MONTGOMERY COUNTY COMMISSION	**ALABAMA POWER COMPANY**
By: ______________________	By: ______________________
Print Name: ______________________	Print Name: ______________________
Title: ______________________	Title: ______________________

10-3

RATE XLPTL
LIGHT AND POWER - TIME-OF-USE - LARGE (ALTERNATE)

Alabama Power

By order of the Alabama Public Service Commission dated March 2, 2010 in Informal Docket # U-4226.

The kWh charges shown reflect adjustment pursuant to Rates RSE and CNP for application to monthly bills effective for April 2018 billings.

PAGE	EFFECTIVE DATE	REVISION
1 of 4	March 18, 2010	Eighth

AVAILABILITY

Available in all areas served from the interconnected system of the Company.

APPLICABILITY

Applicable for lighting, power and miscellaneous electric service when the Consumer's entire electrical requirements are furnished by the Company. Service to more than one premises shall not be combined. Service shall not be resold or shared with others. Rate LPTL is applicable to industrial consumers as determined by Alabama Power Company with a minimum demand of 500 kW occurring at least once during the year. Rate LPTL is also applicable to commercial consumers as determined by Alabama Power Company with an actual minimum demand of 850 kW occurring at least once during the year. No new or additional accounts will be served under this rate.

CHARACTER OF SERVICE

Three-phase service directly from the Company's 44 kV or higher transmission system (transmission) or distribution lines (primary). Three phase service at the secondary voltage of transformation facilities supplied from the Company's transmission system (primary) or distribution system (secondary). The Company shall not be required to serve loads of over 20,000 kW of capacity except from its transmission facilities of 115 kV or higher.

MONTHLY RATE (SECONDARY)

Base Charge:
$1,000.00 per customer; plus

Charge for Energy:

JUNE 1 through SEPTEMBER 30
13.8775¢ per kWh (on-peak)
6.0975¢ per kWh (intermediate)
3.4375¢ per kWh (off-peak)

OCTOBER 1 through MAY 31

6.0975¢ per kWh (intermediate)
3.4375¢ per kWh (off-peak)

10-4

RATE XLPTL
LIGHT AND POWER - TIME-OF-USE - LARGE (ALTERNATE)

Alabama Power

By order of the Alabama Public Service Commission dated March 2, 2010 in Informal Docket # U-4226.

The kWh charges shown reflect adjustment pursuant to Rates RSE and CNP for application to monthly bills effective for April 2018 billings.

PAGE	EFFECTIVE DATE	REVISION
2 of 4	March 18, 2010	Eighth

DEFINITION OF TIME-OF-USE PERIODS

The on-peak period for June 1 through September 30 is defined as being those hours between 12:00 noon and 7:00 p.m., Monday through Friday. The intermediate period is defined as being those hours between 10:00 a.m. to 12:00 noon and between 7:00 p.m. to 9:00 p.m., Monday through Friday. All other hours are off-peak.
The intermediate period for October 1 through May 31 is defined as being those hours between 7:00 a.m. and 9:00 p.m., Monday through Friday. All other hours are off-peak.

For the purpose of this rate, the following holidays are considered off-peak: New Year's Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day. When any of the foregoing holidays fall on Sunday, the Monday following shall be considered off-peak.

DETERMINATION OF BILLING CAPACITY

The capacity for billing purposes shall be the greater of the measured maximum integrated fifteen (15) minute capacity during each billing period of approximately thirty (30) days measured in kW or seventy-five percent (75%) of the contracted capacity or 500 kW, whichever is greatest.

ADJUSTMENT FOR TRANSFORMATION FACILITIES

The monthly charges shall be reduced by fifty-four cents (54¢) per kW of billing capacity whenever the Consumer furnishes all required transformation facilities supplied from distribution lines. The monthly charges shall be reduced by one dollar and thirty cents ($1.30) per kW of billing capacity whenever the Consumer furnishes all required transformation facilities supplied from transmission lines.

ADJUSTMENT FOR LOW POWER FACTOR

The bill calculated at the above rates shall be increased in the amount of thirty cents (30¢) per month per kVa of capacity requirements in excess of the kVa of capacity corresponding to a power factor of ninety percent (90%). The excess of kVa to which such charge applied shall be determined by dividing the maximum kW capacity recorded in the current billing month by 0.90 and subtracting the results from the kVa capacity requirements at the time of occurrence of such maximum kW capacity.

10-5

RATE XLPTL
LIGHT AND POWER - TIME-OF-USE - LARGE (ALTERNATE)

Alabama Power

By order of the Alabama Public Service Commission dated March 2, 2010 in Informal Docket # U-4226.

The kWh charges shown reflect adjustment pursuant to Rates RSE and CNP for application to monthly bills effective for April 2018 billings.

PAGE	EFFECTIVE DATE	REVISION
3 of 4	March 18, 2010	Eighth

MINIMUM BILL

With the exception of Consumers on Rate Rider RGB, no monthly bill will be rendered for less than the Base Charge, plus $2.00 times the monthly billing capacity, plus applicable adjustments for transformation facilities, plus applicable provisions of Rate ECR (Energy Cost Recovery) and Rate T (Tax Adjustment). For Consumers using Supplementary Power on Rate Rider RGB, no monthly bill will be rendered for less than the Base Charge, plus $5.00 times the monthly billing capacity, plus applicable adjustments for transformation facilities plus applicable provisions of Rate ECR (Energy Cost Recovery) and Rate T (Tax Adjustment).

PAYMENT

Bills for service rendered hereunder are payable within ten (10) days from the due date and if not paid within such period become delinquent and subject to charges as set forth in the Company's Rules and Regulations.

TERM OF CONTRACT

Service under this rate shall be for a minimum period of five (5) years. Service shall continue beyond the minimum period unless and until terminated by at least one (1) year's written notice by either party.

ENERGY COST RECOVERY

The amount calculated at the above rate will be increased under the provision of the Company's Rate ECR (Energy Cost Recovery) by applying the effective Energy Cost Recovery Factor.

RATE STABILIZATION AND EQUALIZATION

Rate RSE (Rate Stabilization and Equalization Factor) is incorporated in this rate and will be applied to adjust (increase or decrease) kWh charges calculated hereunder.

ADJUSTMENT FOR COMMERCIAL OPERATION OF CERTIFICATED NEW PLANT

Rate CNP (Adjustment for Commercial Operation of Certificated New Plant) is incorporated in this rate and will be applied to increase kWh charges calculated hereunder.

10-6

RATE XLPTL
LIGHT AND POWER - TIME-OF-USE - LARGE (ALTERNATE)

Alabama Power

By order of the Alabama Public Service Commission dated March 2, 2010 in Informal Docket # U-4226.

The kWh charges shown reflect adjustment pursuant to Rates RSE and CNP for application to monthly bills effective for April 2018 billings.

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NATURAL DISASTER RESERVE

The amount calculated at the above rate will be increased under the provisions of the Company's Rate Rider NDR (Natural Disaster Reserve) by applying the effective NDR Charge.

GENERAL

The amount calculated at the above rate is subject to possible tax adjustments as set forth in Rate T (Tax Adjustment) and to rules and regulations approved or prescribed by the Alabama Public Service Commission, including any Special Rules and Regulations governing the application of this rate.

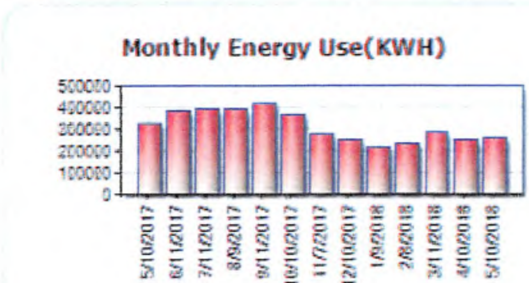
107

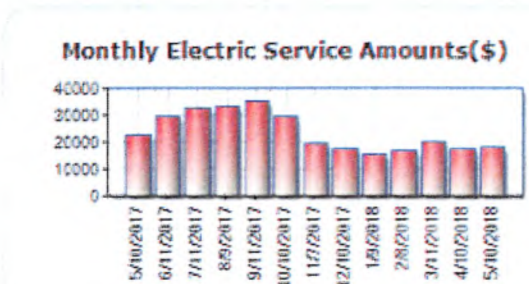
ALABAMA POWER
A SOUTHERN COMPANY

MONTGOMERY COUNTY COMMISSION, dba -

Mailing Address:	220 S MCDONOUGH ST MONTGOMERY AL 36104 Lat: 32.3745300 Long: -86.3052300			**Account Number:**	1229348002
Phone Number:	334-8321259	**Premise Number:**	122934800	**Amount of Last Payment:**	$17,523.31
Company:	Alabama Power	**Account Status:**	Active	**Date of Last Payment:**	04/23/2018
Op. Center:	Montgomery	**Account Opened:**	04/08/1987	**Current Balance:**	$17,848.54
Alabama TLN/ Feeder/Switch:	16688 / 236116-JL3215	**NAICS Code:**	713940	**Credits:**	$0.00
Tariff:	LPTL-Se	**Bill Grp / Meter Rt:**	8 / 501	**New Charges:**	$0.00
Display Date:	05-2018	**Class / Type:**	Commercial / Service	**Past Due:**	$0.00
Opco Rep. Name:	mmswartz:Marian Swartzentruber	**Service Point:**	85342146	**Account Balance:**	$17,848.54
Meter(s):	3270732				

Service End Date	Bill Date	Billing Days	Total kWh	Peak kW	Billing Demand	Hrs Use of Bill Demand	Elec Svc Amount	¢/kWh
5/10/2018	5/11/2018	30	256,800	621	750	342	$17,848.54	6.95
4/10/2018	4/11/2018	30	249,600	667	750	333	$17,523.31	7.02
3/11/2018	3/12/2018	31	286,500	601	750	382	$19,772.63	6.90
2/8/2018	2/9/2018	30	235,200	535	750	314	$16,622.63	7.07
1/9/2018	1/10/2018	30	218,700	496	750	292	$15,217.30	6.96
12/10/2017	12/11/2017	33	248,100	629	750	331	$17,464.78	7.04
11/7/2017	11/9/2017	28	278,100	682	750	371	$19,175.66	6.90
10/10/2017	10/11/2017	29	367,500	782	782	470	$29,013.83	7.89
9/11/2017	9/12/2017	33	419,400	750	750	559	$35,325.69	8.42
8/9/2017	8/10/2017	29	390,000	725	750	520	$33,495.59	8.59
7/11/2017	7/12/2017	30	393,300	758	758	519	$32,896.96	8.36
6/11/2017	6/12/2017	32	386,400	696	750	515	$29,127.92	7.54
Tots & Pks		365	3,729,600	782	782		$283,484.84	
Averages		30	310,800	662	753	413	$23,623.74	7.60
5/10/2017	5/11/2017	30	325,200	735	750	434	$22,584.30	6.94





10-8

ALABAMA POWER
A SOUTHERN COMPANY

MONTGOMERY COUNTY COMMISSION, dba -

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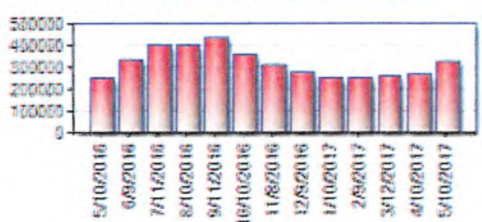
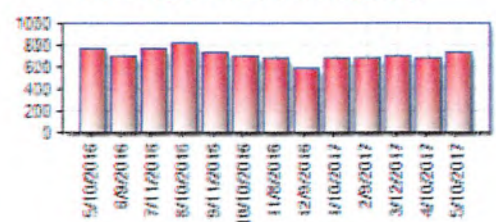
Company:	Alabama Power	**Account Status:**	Active	**Date of Last Payment:**	04/23/2018
Op. Center:	Montgomery	**Account Opened:**	04/08/1987	**Current Balance:**	$17,848.54
Alabama TLN/ Feeder/Switch:	16688 / 236116-JL3215	**NAICS Code:**	713940	**Credits:**	$0.00
Tariff:	LPTL-Se	**Bill Grp / Meter Rt:**	8 / 501	**New Charges:**	$0.00
Display Date:	05-2017	**Class / Type:**	Commercial / Service	**Past Due:**	$0.00
Opco Rep. Name:	mmswartz:Marian Swartzentruber	**Service Point:**	85342146	**Account Balance:**	$17,848.54
Meter(s):	3270732				

Service End Date	Bill Date	Billing Days	Total kWh	Peak kW	Billing Demand	Hrs Use of Bill Demand	Elec Svc Amount	¢/kWh
5/10/2017	5/11/2017	30	325,200	735	750	434	$22,584.30	6.94
4/10/2017	4/11/2017	29	264,600	686	750	353	$18,567.30	7.02
3/12/2017	3/13/2017	31	254,700	692	750	340	$17,960.66	7.05
2/9/2017	2/10/2017	30	249,000	680	750	332	$17,664.55	7.09
1/10/2017	1/11/2017	32	249,900	688	750	333	$17,293.02	6.92
12/9/2016	12/10/2016	31	271,800	586	750	362	$18,176.90	6.69
11/8/2016	11/9/2016	29	304,200	677	750	406	$20,157.05	6.63
10/10/2016	10/11/2016	29	358,200	699	750	478	$27,345.86	7.63
9/11/2016	9/12/2016	32	432,300	728	750	576	$35,298.82	8.17
8/10/2016	8/11/2016	30	404,100	824	824	490	$33,781.16	8.36
7/11/2016	7/12/2016	32	401,400	775	775	518	$32,447.80	8.08
6/9/2016	6/10/2016	30	333,600	694	750	445	$24,328.99	7.29
Tots & Pks		365	3,849,000	824	824		$285,606.41	
Averages		30	320,750	705	758	423	$23,800.53	7.42
5/10/2016	5/11/2016	29	246,600	775	775	318	$16,744.72	6.79

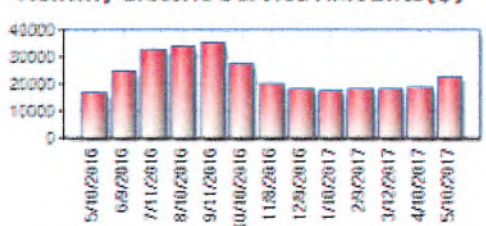
Monthly Energy Use(KWH)



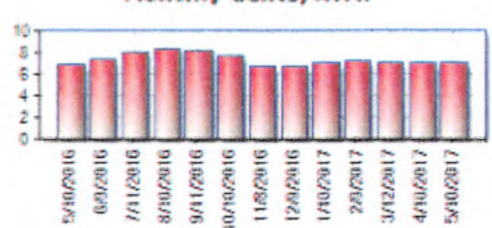
Monthly Peak Demand(KW)



Monthly Electric Service Amounts($)



Monthly Cents/KWh



10-9

ALABAMA POWER
A SOUTHERN COMPANY

MONTGOMERY COUNTY COMMISSION, dba -

Mailing Address:	220 S MCDONOUGH ST MONTGOMERY AL 36104 Lat: 32.3745300 Long: -86.3052300			**Account Number:**	1229348002
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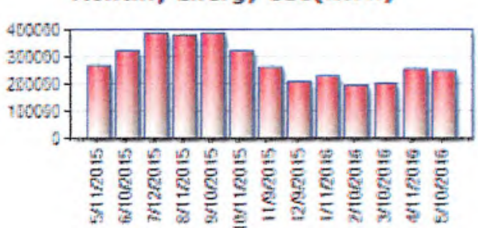
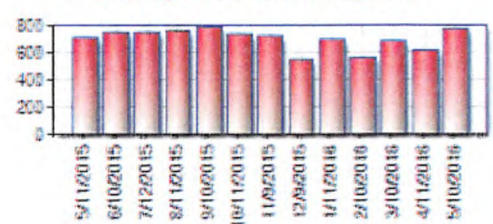
Company:	Alabama Power	**Account Status:**	Active	**Date of Last Payment:**	04/23/2018
Op. Center:	Montgomery	**Account Opened:**	04/08/1987	**Current Balance:**	$17,848.54
Alabama TLN/ Feeder/Switch:	16688 / 236116-JL3215	**NAICS Code:**	713940	**Credits:**	$0.00
Tariff:	LPTL-Se	**Bill Grp / Meter Rt:**	8 / 501	**New Charges:**	$0.00
Display Date:	05-2016	**Class / Type:**	Commercial / Service	**Past Due:**	$0.00
Opco Rep. Name:	mmswartz:Marian Swartzentruber	**Service Point:**	85342146	**Account Balance:**	$17,848.54
Meter(s):	3270732				

Service End Date	Bill Date	Billing Days	Total kWh	Peak kW	Billing Demand	Hrs Use of Bill Demand	Elec Svc Amount	¢/kWh
5/10/2016	5/11/2016	29	246,600	775	775	318	$16,744.72	6.79
4/11/2016	4/12/2016	32	253,200	610	750	338	$17,010.68	6.72
3/10/2016	3/11/2016	29	198,300	677	750	264	$13,667.98	6.89
2/10/2016	2/11/2016	30	193,800	555	750	258	$13,467.64	6.95
1/11/2016	1/12/2016	33	226,200	689	750	302	$15,220.21	6.73
12/9/2015	12/10/2015	30	203,100	548	750	271	$14,603.59	7.19
11/9/2015	11/10/2015	29	257,400	728	750	343	$18,302.70	7.11
10/11/2015	10/12/2015	31	323,400	741	750	431	$26,339.67	8.14
9/10/2015	9/11/2015	30	390,300	788	788	495	$33,951.88	8.70
8/11/2015	8/12/2015	30	381,600	764	764	499	$33,680.98	8.83
7/12/2015	7/13/2015	32	388,200	743	750	518	$34,174.69	8.80
6/10/2015	6/11/2015	30	320,100	752	752	426	$25,320.78	7.91
Tots & Pks		365	3,382,200	788	788		$262,485.52	
Averages		30	281,850	698	757	372	$21,873.79	7.76
5/11/2015	5/12/2015	29	269,100	711	750	359	$18,965.02	7.05

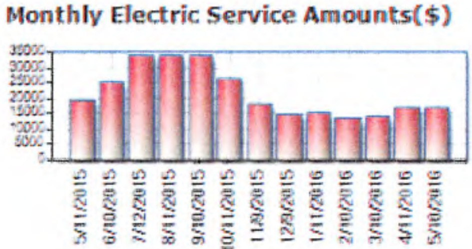
Monthly Energy Use(KWH)



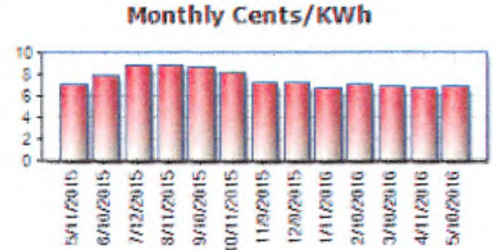
Monthly Peak Demand(KW)



Monthly Electric Service Amounts($)



Monthly Cents/KWh



10-10

ALABAMA POWER
A SOUTHERN COMPANY

MONTGOMERY COUNTY COMMISSION, dba -

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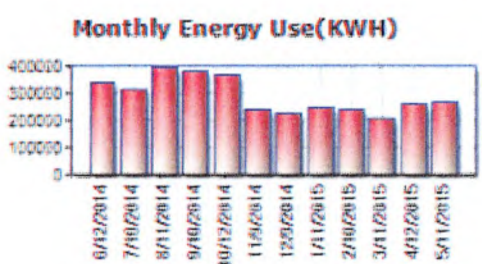
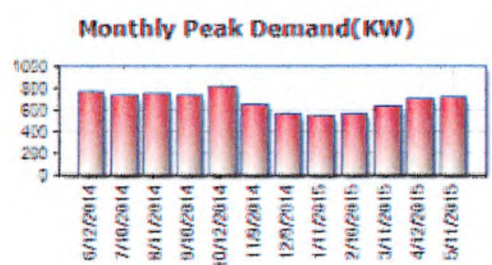
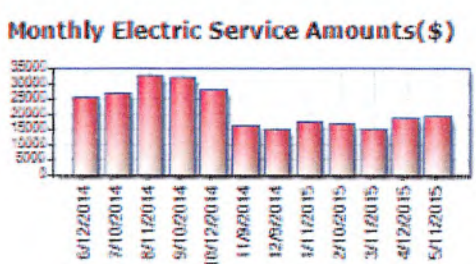
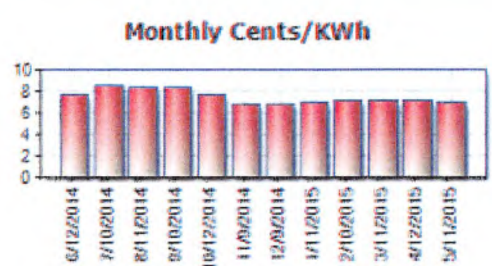
Alabama TLN/ Feeder/Switch:	16688 / 236116-JL3215	**NAICS Code:**	713940	**Credits:**	$0.00
Tariff:	LPTL-Se	**Bill Grp / Meter Rt:**	8 / 501	**New Charges:**	$0.00
Display Date:	05-2015	**Class / Type:**	Commercial / Service	**Past Due:**	$0.00
Opco Rep. Name:	mmswartz:Marian Swartzentruber	**Service Point:**	85342146	**Account Balance:**	$17,848.54
Meter(s):	3270732				

Service End Date	Bill Date	Billing Days	Total kWh	Peak kW	Billing Demand	Hrs Use of Bill Demand	Elec Svc Amount	¢/kWh
4/12/2015	4/13/2015	32	261,300	701	750	348	$18,604.64	7.12
3/11/2015	3/12/2015	29	206,100	637	750	275	$14,901.08	7.23
2/10/2015	2/11/2015	30	236,400	564	750	315	$16,871.44	7.14
1/11/2015	1/12/2015	33	247,500	548	750	330	$17,343.20	7.01
12/9/2014	12/10/2014	30	224,100	574	750	299	$15,296.21	6.83
11/9/2014	11/10/2014	28	240,600	649	750	321	$16,408.68	6.82
10/12/2014	10/13/2014	32	364,800	817	817	447	$28,251.51	7.74
9/10/2014	9/11/2014	30	381,000	727	750	508	$32,006.14	8.40
8/11/2014	8/12/2014	32	391,200	756	756	517	$32,443.25	8.29
7/10/2014	7/11/2014	28	312,900	730	750	417	$26,802.55	8.57
6/12/2014	6/12/2014	32	338,400	769	769	440	$25,893.43	7.65
Tots & Pks		336	3,204,300	817	817		$244,822.13	
Averages		31	291,300	679	758	384	$22,256.56	7.64









Haskell | Slaughter
attorneys at law

Haskell Slaughter Gallion & Walker, LLC
242 Winton M. Blount Loop
Montgomery, Alabama 36117
t. 334.265.8573 | f. 334.264.7945

TT6

MEMORANDUM

August 15, 2018

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Contract for Electric Service with Alabama Power Company

I have reviewed your memorandum of August 15, 2018. I have also reviewed the following:

Contract for Electric Service with the Alabama Power Company

Rate XLPTL Light and Power – Time -of-Use-Large (Alternate)

Usage Report for the Detention Facility from June 2015-May 2018

Master Contract for Electric Service with the Alabama Power Company dated October 23, 2006.

As you are aware, there was much controversy about this contract at the last MCC meeting. However, if a majority of the Commissioners are in favor then I opine that the contract is acceptable as is and will be binding on all parties upon execution.

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

50051-317

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON

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

August 15, 2018

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims DLM
County Administrator

SUBJECT: Contract for Electric Service with Alabama Power Company

During the August 6, 2018 County Commission meeting, Deputy Administrator Florence Cauthen presented a memo regarding APCo Contract for Electric Service for Detention Facility and related documents.

Attached is the memo and the following documents:

- Contract for Electric Service with the Alabama Power Company
- Rate XLPTL Light and Power – Time-of-Use – Large (Alternate)
- Usage Report for the Detention Facility from June 2015 – May 2018

Also, attached is a copy of the Master Contract for Electric Service with the Alabama Power Company dated October 23, 2006.

Please review the attached documents and issue an opinion by Noon, Thursday, August 16, 2018 as to whether the Contract is acceptable.

As always, thank you for your assistance.

DLM/tn

Attachments

10-13

MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

AGENDA

SEP 17 2018

August 28, 2018

TO: Chairman Elton Dean – Montgomery County Commission

FROM: Paul H. Brown – Executive Director
Montgomery County Community Corrections

SUBJECT: Request for Future Commission Agenda Item –
Annual Renewal of Professional Services Contract for the E.V.E.N. Domestic Violence Education/Intervention Program

On Tuesday, August 14th, the Montgomery County Community Corrections and Punishment Authority Board met and voted to recommend to the Commission that the Professional Services Contracts for the five E.V.E.N. providers be approved for Fiscal Year 2018-2019. The terms of the Professional Services contract remain the same as in the past eight yearly contracts at a rate of $25.00 per hour.

Curtis Gage
Derrick Sanders
Beryl Sabb
Clifton Lovejoy
Bionca Lindsey

These are all current providers of the program and the proposed contract would be an annual renewal for 2018-2019 fiscal year only. The E.V.E.N. program is essentially funded by the proceeds paid by each participant which totals $440.00 for each participant completing the course of instruction. I respectfully recommend that a renewal of the Professional Services Contract with each of the aforementioned facilitators for FY 2018-2019 be placed on the next (future) Commission Agenda for consideration/approval.

Respectfully submitted,

Paul H. Brown

Paul H. Brown – Executive Director
Montgomery County Community Corrections

PAUL BROWN - EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176
JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

11-1

STATE OF ALABAMA
COUNTY OF MONTGOMERY

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with _______________ (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance, documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of $25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

11-2

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

Invoicing for services charged under this Professional Services Contract shall be submitted to the Montgomery County Community Corrections Department Executive Director on an approved Monthly Invoice Form to be provided by the Montgomery County Community Corrections Department and shall contain: The name and mailing address of the provider, the Federal Tax I.D. Number or Social Security Number of the provider, the date of service, the amount of time charged, the nature of the service rendered (class instruction, tutoring, orientation, intake, Court advocacy, reporting, etc,), a total calculation or amount invoiced for each service, an aggregate total of all charges for the month, and the providers signature attesting that the invoice is accurate and correctly reflects services actually performed and the date signed. Invoice forms may be submitted no more than twice per month. Invoice Forms for any preceding month's services are due no later than the fifth business day of the month following the month services are rendered. Upon verification of the accuracy of any invoice by the Executive Director, the invoice shall be forwarded to the Montgomery County Commission for payment. Payment shall be disbursed according to the course of normal business by the Montgomery County Finance Department (presently disbursements are made twice per month). Requests for expedited payment or exceptional disbursements will not be honored.

The contract period shall begin from date of signing this contract by both parties and shall end at the close of business, September 30, 2019. Actual services to be compensated under this Contract shall commence no earlier than October 1st, 2018. Either party shall have the right to terminate this contract. In any case, this Contract may be terminated, without prior notice upon notification of the Montgomery County Community Corrections Department that all available funds from participant fees and other authorized sources have been exhausted. The provider shall have the right to terminate the contract with the Montgomery County Commission provided 30 days written notice is provided to the Commission.

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. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first 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. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _______ Day of ______________________, 2018.

E.V.E.N. Provider

BY:_________________________

PRINT NAME: ____________________

MONTGOMERY COUNTY COMMISSION

BY:_________________________

TITLE:______________________

M.C.C.P.C.A Board Chair or Representative

BY: ______________________________

3

11-4

AGENDA

SEP 17 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: August 29, 2018

RE: Contract No. 53000-16B-030
Concrete Pipe

I request that the attached Amendment No. 2 to Foley Products Company contract for concrete pipe be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2018 and ending on September 30, 2019.

Foley Products Company 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 contact extension has been coordinated with George Speake, County Engineer.

Attachment

12-1

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

Amendment
To
Contract # 53000-16B-030

Amendment No. 2

Contract with Foley Products Company for concrete pipe is hereby extended for one (1) year, beginning October 1, 2018 and ending September 30, 2019.

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

All other provisions of the contract remain the same.

WITNESS: FOLEY PRODUCTS COMPANY

________________________ BY: ________________________

TITLE: ________________________

WITNESS: MONTGOMERY COUNTY COMMISSION

________________________ BY: ________________________

TITLE: ________________________

12-2

Medical Stoploss

OPTUM®

Effective Date: October 1st 2018
Contract Terms: 48/12
Laser Liability: None

Estimated Enrollment: 1173 Contracts
Maximum Specific Benefit: Unlimited

Specific Stoploss Coverage:	Expiring Optum	Renewal
Deductible:	$250,000	$260,000
Aggregating Deductible:	*$20,950*	*$20,950*
Non New Laser Policy	*No*	*No*
Experience Reward	*Yes*	*Yes*
Specific Rates:		
Single:	$ 7.44	$7.67
Family:	$18.00	$18.53
Specific Premium	$166,564	$171,558
Alliance Insurance Group Fee	$12,000	$15,000
Estimated Annual Premium:	**$178,564**	**187,558**
% Change		***5%***

Optum Experience Reward Rider: As of 8/07/18 the estimated ERO refund for the 2017-18 plan year is approximately $20,000. This is an estimate and could change based on claims experience.

E M P L O Y E E   B E N E F I T   C O N S U L T A N T S

AGENDA
SEP 17 2018

13-1

Tammy Nix

From:	Mike Hicks <mike@allianceinsgroup.com>
Sent:	Wednesday, September 12, 2018 12:03 PM
To:	Tammy Nix
Cc:	Donald Mims; Jill Wisener; Joey Marquez
Subject:	Medical Stop Loss
Attachments:	DOC091218-09122018115317.pdf

Tammy,

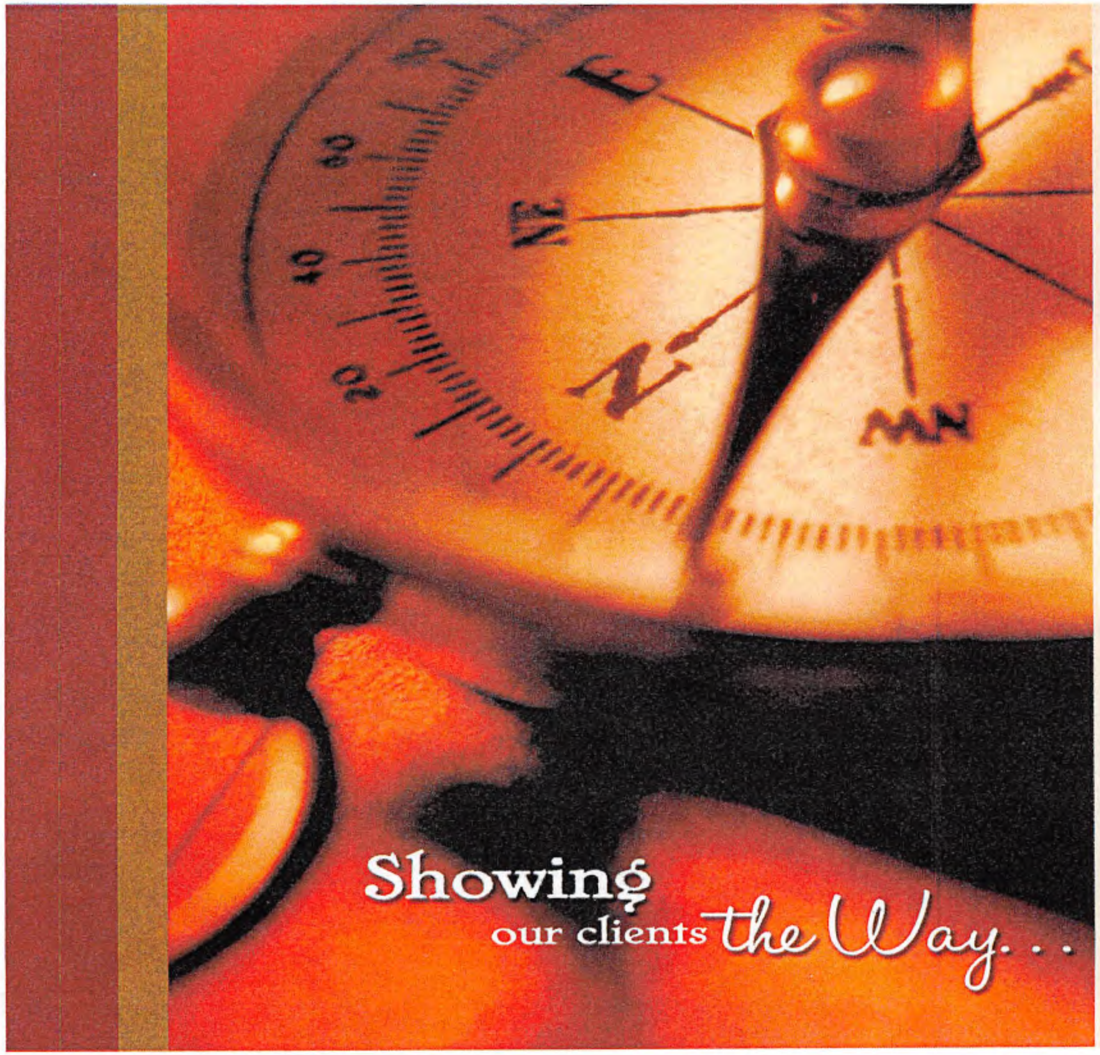
Attached is the stop loss renewal we discussed at the work session last week.

The commissioner's agreed that we would renew with Optum and increase the deductible to 260k.

Please let me know if you need anything else.

Mike

Michael G. Hicks
Alliance Insurance Group
Please update your records. Our NEW physical address is:
6730 Taylor Court
Montgomery, AL 36117
334.396.3960 Office
334.396.7767 Fax
334.233.7977 Cell
https://na01.safelinks.protection.outlook.com/?url=www.allianceinsgroup.com&data=02%7C01%7Ctammynix%40mc-ala.org%7C38bd5740ccae48b4368108d618d1ac3b%7C3ea9de18e9234a659a31c1f6d89574eb%7C0%7C0%7C636723686512233034&sdata=PCVeYRHi%2FxyD%2BFU7BZc0%2FSI%2FUgdVeBoBJJ3DhVJTp8o%3D&reserved=0



Alliance Insurance Group
Employee Benefit Consultants

www.AllianceInsGroup.com | 866.396.3967

Medical Stoploss Renewal
for:
Montgomery County Commission

By:

Alliance Insurance Group

13-3

Medical Stoploss

OPTUM®

Effective Date: October 1st 2018
Contract Terms: 48/12
Laser Liability: None

Estimated Enrollment: 1173 Contracts
Maximum Specific Benefit: Unlimited

Specific Stoploss Coverage:	Expiring Optum		Renewal		Option 2		Option 3	
Deductible:	$250,000		$250,000		$260,000		$250,000	
Aggregating Deductible:		*$20,950*		*$20,950*		*$20,950*		*$20,950*
Non New Laser Policy	*No*		*No*		*No*		*Yes*	
Experience Reward	*Yes*		*Yes*		*Yes*		*Yes*	
Specific Rates:								
Single:	$ 7.44		$8.04		$7.67		$8.44	
Family:	$18.00		$19.43		$18.53		$20.40	
Specific Premium	$166,564		$179,870		$171,558		$188,838	
Alliance Insurance Group Fee	$12,000		$15,000		$15,000		$15,000	
Estimated Annual Premium:	**$178,564**		**$195,870**		**187,558**		**$203,838**	
% Change				***9.5%***		***5%***		***14.1%***

Aggregating Specific Deductible: For every dollar you change the deductible the premium exchange is dollar for dollar.
No New Laser Policy: No new lasers will be placed on the contract going forward. At renewal, the most the premium can increase is 55%
Optum Experience Reward Rider: As of 8/07/18 the estimated ERO refund for the 2017-18 plan year is approximately $20,000. This is an estimate and could change based on claims experience.

E M P L O Y E E   B E N E F I T   C O N S U L T A N T S

13-4

OPTUM®

Terms and Conditions

~ Experience Refund is included in the above specific rates.

~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this offer.

~ Current plan has been quoted.

~The Plan will have Network: BC BS Case Manager: BC BS TPA: BC BS OF AL

~ Retirees are considered Covered Persons for benefits under the Excess Loss Policy.

~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.

~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.

~ This offer includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.

~ The Subsequent Policy Period Offer is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this offer or can void the offer and coverage.

~ In executing this form, the employer or its authorized representative, is acknowledging acceptance of the new rates, factors and terms. The employer or its authorized representative further acknowledges that all material facts, terms and conditions stated in the employers plan document and the Policy/Agreement remain unchanged and in full force and effect, unless noted above.

Until we obtain the signed Subsequent Policy Period Offer, the rates and factors are subject to change as additional information is received. This Offer is valid for the stated effective date noted above provided the employer or its authorized representative elects one of the above options, signs the acknowledgment and we receive the completed Offer by 8/10/18.

EMPLOYEE BENEFIT CONSULTANTS

13-S

Claims and Risk Recap

OPTUM®

Member Name	Relationship	Age	Simple Diagnosis	Claims Paid	Reimbursement
Matthew Askew	Male Sub	39	Cancer	$129,385	$0
Woodro Harris	Male Sub	80	Cancer	$125,779	$0
Horton Christburg	Female Sub	64	Cancer	$169,938	$0

DENTAL • LIFE • HEALTH • STOP LOSS

EMPLOYEE BENEFIT CONSULTANTS

13-6

OPTUM®

Experience Reward Option Summary

2016-2017 Plan Year

Premium Paid (net of commission)	$152,582.61
Claims against premium	$0
Savings Ratio required by Optum	.60
Available for claims	$91,549
Refund %	25%
Refund Check (3/8/18)	$22,887.39
% of premium refunded	15%

EMPLOYEE BENEFIT CONSULTANTS

13-7

Tammy Nix

From: Joey Marquez <joey@allianceinsgroup.com>
Sent: Wednesday, August 22, 2018 11:28 AM
To: Donald Mims
Cc: Tammy Nix; Mike Hicks
Subject: Medical Stoploss Renewal from Alliance Insurance Group
Attachments: SL 2018-19.pptx

Follow Up Flag: Follow up
Flag Status: Flagged

Donnie,
Thank you for your time yesterday and for allowing us to present your 2018-19 Medical Stoploss Renewal. I've attached an electronic copy for you use. As we discussed in our meeting yesterday, we market your risk to 15 different stoploss carriers from across the county. As a realist of that effort, Optum, your incumbent carrier was our best quote. I wanted to note a couple of reasons we made this recommendation

- **Experience Reward Option (ERO):** by renewing with Optum, you keep your ERO credit in play, this year we expect that number to be in the $20,000 range. NOT renewing with Optum, or selecting another bid would forfeit that refund.
- 9.5% on the renewal is a fair offer based on loss ratio, experience and outstanding claims liability. Trend in this component of medical cost is averaging between 10-13% year over year. While 9.5% is fair, they did offer options to increase your risk for decreased premium.
  - I would recommend looking strongly at the $260,000 deductible and taking advantage of the premium reduction. In studying your outstanding claims risk, you don't have anyone close to hitting $250k so adding more risk would lead to minimal exposure.
- Our Marketing efforts were met with mixed results, most carriers declined to offer a quote due to the premium your case generates vs the expected risk. Basically they believe the premium to be too low and there for decline. We did have a few others offer but none were any more competitive than Optum's renewal offer.
- Alliance Insurance Group is asking for an increase in our fee. Our normal compensation schedule calls for an increase in year three. The $15,000 we quoted this year will hold for 2 years going forward.
  - As requested, for comparison we serve several other county's. While this is public record, I prefer not to provide a copy of their proposal as their is Protected Health Information (PHI) in their proposal, just as there is in yours. Our fee varies for each group and based on different acquisition costs and administrative responsibilities.
    - Tuscaloosa County Commission
    - 1/1/18 Stoploss Fee:$25,000
    - Cullman County Commission
    - 10/1/18 Stoploss Fee: $12,000

If you have any other question or comments, please don't hesitate to reach out to Mike or myself. We look forward to continuing to serve the County.

Thanks,

Joey Marquez
Alliance Insurance Group
9064 Helena Road
Birmingham, Alabama 35124
Cell: 205.789.2221
Office: 205.238.5290
joey@allianceinsgroup.com

AGENDA
SEP 17 2018

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 9/17/18 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			**2,700**	**2,300**	**100**	**1,000**	**3,050**	**9,150**
C-2018-105	American Foundation for Suicide Prevention	Program Services					500	500
C-2018-106	Montgomery Community Action Agency	Community Service Programs		2,300				2,300
C-2018-107	One Place Family Justice Center	Domestic Violence Program	2,000					2,000
C-2018-108	Montgomery YMCA	Cleveland Avenue Branch for Operational Expenses	700					700
NC-2018-137	City of Montgomery, BONDS	Garden Square Neighborhood Association				1,000		1,000
NC-2018-138	Montgomery County Parks and Recreation	Grady Recreation Facility					2,550	2,550
	Total Appropriations 9/17/18		2,700	2,300	0	1,000	3,050	9,050
	APPROPRIATED BUDGET BALANCE		**0**	**0**	**100**	**0**	**0**	**100**

Donald L. Mims 9/17/18
County Administrator Date

14-1

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 9/17/18 - CODE: 001-59320.494

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			11,260	33,245	52,950	28,850	20,470	146,775
BOE-2018-109	Pike Road Board of Education, Pike Road Elementary School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-110	Pike Road Board of Education, Pike Road Historical School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-111	Pike Road Board of Education, Pike Road High School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-112	Pike Road Board of Education, Pike Road Schools	Athletic's Program					2,910	2,910
BOE-2018-113	Fitzpatrick Elementary School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-114	Brewbaker Primary School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-115	Brewbaker Intermediate School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-116	James Wilson Elementary School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-117	Wynton M Blount Elementary School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-118	Dunbar-Ramer School	Principal's Discretionary Fund					1,300	1,300
BOE-2018-119	Johnnie R. Carr Middle School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-120	Johnnie R. Carr Middle School	Athletic's Program					2,000	2,000
BOE-2018-121	Park Crossing High School	Principal's Discretionary Fund					1,000	1,000
BOE-2018-122	Park Crossing High School	Athletic's Program					4,260	4,260
BOE-2018-123	Bellingrath Middle School	Principal's Discretionary Fund		1,000				1,000
BOE-2018-124	Catoma Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-125	Pintlala Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-126	Martin Luther King Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-127	Southlawn Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-128	Southlawn Middle School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-129	McKee Middle School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-130	Seth Johnson Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-131	Davis Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-132	Sidney Lanier High School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-133	MacMillan International Academy for Humanities, Communications & Tech Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-134	Bear Exploration Center for Mathematics, Science & Technology Elementary School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-135	Carver Senior High School	Principal's Discretionary Fund		2,480				2,480
BOE-2018-136	Carver Elementary School	Principal's Discretionary Fund		2,485				2,485
BOE-2018-137	Brewbaker Technology Magnet High School	Girls Basketball Program	2,500					2,500
BOE-2018-138	Dozier Elementary School	Principal's Discretionary Fund			3,000			3,000
BOE-2018-139	Garrett Elementary School	Principal's Discretionary Fund			3,000			3,000
BOE-2018-140	Dalraida Elementary School	Outdoor Shade/Cover			10,000			10,000
BOE-2018-141	Morningview Elementary School	Principal's Discretionary Fund			3,000			3,000
BOE-2018-142	Flowers Elementary School	Principal's Discretionary Fund			3,000			3,000
BOE-2018-143	Goodwyn Middle School	Principal's Discretionary Fund			2,000			2,000
BOE-2018-144	Capitol Heights Middle School	Principal's Discretionary Fund			5,000			5,000

AGENDA
SEP 17 2018

15-1

AGENDA

SEP 17 2018

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
BOE-2018-145	Robert E. Lee High School	Principal's Discretionary Fund			5,000			5,000
BOE-2018-146	Robert E. Lee High School	Band Program			10,000			10,000
BOE-2018-147	Robert E. Lee High School	Football Program			5,000			5,000
BOE-2018-148	Vaughn Road Elementary School	Principal's Discretionary Fund	1,000					1,000
BOE-2018-149	Brewbaker Middle School	Principal's Discretionary Fund	1,000					1,000
BOE-2018-150	Loveless Academic Magnet Program High (LAMP)	Principal's Discretionary Fund	2,000					2,000
BOE-2018-151	Wares Ferry Road Elementary	Outdoor Walking Track				10,000		10,000
BOE-2018-152	Lanier High School	Health Curriculum Program				5,000		5,000
BOE-2018-153	Robert E. Lee High School	Band Program				5,000		5,000
BOE-2018-154	Robert E. Lee High School	Principal's Discretionary Fund				2,000		2,000
BOE-2018-155	Park Crossing High School	Baseball Program				1,000		1,000
BOE-2018-156	Highland Gardens Elementary School	Physical Fitness Program				2,000		2,000
BOE-2018-157	Bellingrath Middle School	After School Program				2,000		2,000
BOE-2018-158	Lanier High School	Band Program				1,850		1,850
	Total Appropriations 9/17/18		6,500	33,245	49,000	28,850	20,470	138,065
	APPROPRIATED BUDGET BALANCE		**4,760**	**0**	**3,950**	**0**	**0**	**8,710**
	9/17/18							
	County Administrator Date							

15-2

AGENDA
SEP 17 2018

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 9/17/18 - CODE: 001-59320.450

Contract Number	Organization	Description of Program	Joint	Infrastructure	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			**0**	**69,267**	**108,000**	**75,564**	**65,000**	**142,250**	**124,250**	**584,331**
DR-C-2018-67	Communities Improvement Association, Inc.	Assist in the Remodeling of the Mount Meigs Community Center Facility, Maintenance and Beautification to the Grounds and Sports Facilities							3,800	3,800
DR-C-2018-68	Alabama State University Foundation, Inc.	Football Program - Attn: Coach Donald Hill-Eley				5,000				5,000
DR-NC-2018-22	City of Montgomery, BONDS	Forest Hills Neighborhood Assoc.					500			500
	Total Appropriations 9/17/18		0	0	0	5,000	500	0	3,800	9,300
	APPROPRIATED BUDGET BALANCE		**0**	**69,267**	**108,000**	**70,564**	**64,500**	**142,250**	**120,450**	**575,031**

Donald L. Mims 9/17/18
County Administrator Date

16-1

AGENDA

SEP 17 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager MRS

DATE: September 11, 2018

RE: Invitation to Bid No. 51901-18B-023
Fuel Management System

Request that approval of award on the above referenced Invitation to Bid to the only bid of MECO, Inc., for upgrade and installation of fuel management system in the amount of $68,965.00 and Option 3 annual maintenance for fuel pumps, FSC3000 fuel system hardware and 24/7 support and repair in the amount of $7,500.00 to include $850.00 per occurrence for after-hours support, be placed on agenda for September 17, 2018. (Copy of spreadsheet attached.)

Coordination of award made with Lou Ialacci, Director of Information Systems

Attachment

17-1

Purchasing Department
Montgomery County Commission

ABSTRACT FOR BIDS: 25 Bids Emailed

INVITATION TO BID NO: 51901-18B-023

DATE ISSUED: August 1, 2018

DATE OPENED: August 27, 2018

DEPARTMENT REQUESTING: INFORMATION SYSTEMS

TERMS OF PAYMENT / DISCOUNT:

DELIVERY DATE:

BID # 1: MECO , Inc.
P. O. Box 9387
Montgomery, AL 36108
Attn: John Beck
(334) 263-5502
Minority Business Owned
Yes X No

				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDI AMOUN
1	Installation and Upgrade		1	$68,965.00	$68,965.00								
	Fuel Management System												
2	Option I: Annual Maintenance for		1	$7,500.00	$7,500.00								
	fuel pumps and fuel system hardware												
3	Option II: 24/7 support and repair option		1	$1,100.00	$1,100.00								
4	Option III: Annual Maintenance for		1	$7,500.00	$7,500.00								
	fuel pumps and fuel system hardware												
	and 24/7 support and repair option												
	Charge for after hours per occurrence		1	$850.00	$850.00								
TOTAL BID AMOUNTS					$85,915.00								

Notes:

Option I: Labor and mileage only for 6 sites and quarterly preventive maintenance visits. Plus parts and freight.

Option II: Per occurrence labor and mileage only for 24/7 repairs. No OPW Help Desk Support after 5 Pm Eastern Time. Hours Maximum.

Option III: As above labor, and milegae only. No help desk after 5pm plus parts and freight. Per occurrence after hours 4 hours onsite maximum

Note: Extended Parts only waarty for new equipment is $1850.00 per year through OPW. Exisiting sites $2250.00 per year. No Lighting or acts of God coverage.

17-2

Purchasing Department
Montgomery County Commission

ABSTRACT FOR BIDS: 25 Bids Emailed				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 51901-18B-023 DATE ISSUED: August 1, 2018 DATE OPENED: August 27, 2018 DEPARTMENT REQUESTING: INFORMATION SYSTEMS TERMS OF PAYMENT / DISCOUNT:				MECO , Inc. P. O. Box 9387 Montgomery, AL 36108 Attn: John Beck (334) 263-5502 Minority Business Owned Yes X No									
DELIVERY DATE:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
1	Installation and Upgrade		1	$68,965.00	$68,965.00								
	Fuel Management System												
2	Option I: Annual Maintenance for		1	$7,500.00	$7,500.00								
	fuel pumps and fuel system hardware												
3	Option II: 24/7 support and repair option		1	$1,100.00	$1,100.00								
4	Option III: Annual Maintenance for		1	$7,500.00	$7,500.00								
	fuel pumps and fuel system hardware												
	and 24/7 support and repair option												
	Charge for after hours per occurrence		1	$850.00	$850.00								
TOTAL BID AMOUNTS					$85,915.00								

Notes:

Option I: Labor and mileage only for 6 sites and quarterly preventive maintenance visits. Plus parts and freight.

Option II: Per occurrence labor and mileage only for 24/7 repairs. No OPW Help Desk Support after 5 Pm Eastern Time. Hours Maximum.

Option III: As above labor, and milegae only. No help desk after 5pm plus parts and freight. Per occurrence after hours 4 hours onsite maximum

Note: Extended Parts only waarty for new equipment is $1850.00 per year through OPW. Exisiting sites $2250.00 per year. No Lighting or acts of God coverage.

12-3

MECO, Inc. Service Agreement

This agreement is a binding contract for the term of one (1) year for equipment services between the Montgomery County Commission, IS Department (Client) and MECO, Inc. and is made and entered into on ________________ (Effective Date).

In consideration of the services provided by MECO, Inc. and subject to the Terms and Conditions attached hereto as Exhibit A, the Client agrees as follows:

1. Client will pay MECO, Inc. the sum of $7,500.00 annually beginning on the Effective Date hereafter known as the anniversary date.

2. Annual maintenance for fuel pumps and FSC3000 fuel systems hardware and 24/7 support and repair for critical emergencies as related to public safety and engineering departments with minimum two-hour response time. Includes quarterly preventive maintenance visits to 6 locations with Petrovend systems. Filters, hanging hardware, etc needed for Preventive Maintenance is extra and billable to the county.

3. Any occurrence after hours is subject to a $850 charge with a maximum on site time of 4 hours. Any time over 4 hours is billable at our OT service rates.

4. No OPW phone support service is available after 5PM eastern time.

5. MECO, Inc. will provide NO parts, supplies, and other materials as may be necessary and reasonable in order to return the Equipment to good working order.

6. **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, any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama, governed by the laws of the state of Alabama.

7. **HOLD HARMLESS:** The selected vendor agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of the successful vendor, death

17-4

or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. The successful vendor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suite at its sole expense. The successful vendor also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

Both parties whose signatures appear below hereby warrant that they are fully authorized and entitled to enter into this agreement, and do so agree on the dates written below by affixing their signatures below. This agreement is renewable annually by mutual agreement at a price acceptable to both parties.

Company's Legal Name: ____

Customer Acceptance: ________________________ ________________________
PRINT NAME SIGNATURE

Company's Address: ____

Company's Billing Address: ____
(IF DIFFERENT FROM ABOVE)

Date: ____________________

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
Request Number: 2

DEPARTMENT: Board of Registrars **REQUESTED BY:** Cindy Sahlie 9/11/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/11/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Salaries	001-51920.110	184,527	(1,720)	182,807
Overtime	001-51920.113	4,894	720	5,614
Extra Help	001-51920.115	4,530	1,000	5,530
Telephone	001-51920.251	1,208	70	1,278
Digital Cable	001-51920.259	0	120	120
Postage	001-51920.252	23,400	(190)	23,210
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 218,559	$ 0	$ 218,559

JUSTIFICATION: To realign to cover overtime and extra help salary expense caused by extra elections and realign other categories to cover expenditures.

18-1

AGENDA
SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 4

DEPARTMENT: Community Corrections **REQUESTED BY:** Paul H. Brown 9/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/11/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies/Minor Equip.	124-52960-211	14,450	(300)	14,150
Miscellaneous Supplies	124-52960-219	1,335	300	1,635
Fuels and Lubricants	124-52960-212	4,870	400	5,270
Travel Mileage	124-52960-260	200	(200)	0
Repair/Maintenance Motor Vehilce	124-52960-234	5,450	(200)	5,250
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 26,305	$ 0	$ 26,305

JUSTIFICATION: Budget realignments to cover FY Expenditures.

19-1

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 20

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/10/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐ Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Public Affairs-contract services	001-51130.304	0	50,280	50,280
Misc. Not For Profits-DR	001-59320.450	0	1,066,389	1,066,389
Designated Revenue	001-40000.47701	(5,236)	(1,116,669)	(1,121,905)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		($ 5,236)	$ 0	($ 5,236)

JUSTIFICATION: To recognize Designated Revenue proceeds to cover Designated Revenue expenditures for FY 2018.

20-1

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 3

DEPARTMENT: DA - General

REQUESTED BY: Daryl Bailey 09/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 9/11/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies/Minor Equipment	001-51261.211	11,125	(44)	11,081
Fuels & Lubricants	001-51261.212	15,000	5,000	20,000
Copy Machine Rental	001-51261.223	15,600	(100)	15,500
Telephone	001-51261.251	6,200	2,000	8,200
Cellular Service	001-51261.255	15,000	1,062	16,062
Travel-Registration & Training	001-51261.265	3,000	(603)	2,397
Contract Services	001-51261.304	10,000	(7,095)	2,905
Investigations	001-51261.308	1,000	(220)	780
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 76,925	$ 0	$ 76,925

JUSTIFICATION: To realign budget categories to cover expenditures.

21-1

AGENDA
SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 4

DEPARTMENT: DA - Pre-Trial Diversion **REQUESTED BY:** Daryl Bailey 09/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/11/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐ Agenda ☑

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Telephone	001-51263.251	1,125	100	1,225
Dues	001-51263.303	400	(100)	300
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
	TOTAL	$ 1,525	$ 0	$ 1,525

JUSTIFICATION: To realign budget categories to cover expenditures.

21-2

AGENDA
SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 3

DEPARTMENT: Information Systems

REQUESTED BY: Lou Ialacci — 9/11/18
Elected Official/Dept. Head — Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas — 9/11/18
Finance Director — Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:
Administrator — Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Data Proc Equip Maintenance	001-51965.235	287,180	3,000	290,180
Contract Services	001-51965.304	2,500	(2,500)	0
Data Lines wiring	001-51965.399	2,000	68	2,068
Copy Machine Rental	001-51965.223	2,400	(568)	1,832
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 294,080	$ 0	$ 294,080

JUSTIFICATION: To realign the budget to cover expenses.

22-1

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 2

DEPARTMENT: Risk Management

REQUESTED BY: Donnie Mims 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ✓
Agenda

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Salaries	001-51120.110	172,352	9,435	181,787
Fixed Auto Allowance	001-51120.112	6,000	(1,200)	4,800
Retirement	001-51120.121	19,029	(2,697)	16,332
Health Insurance	001-51120.122	17,592	(1,832)	15,760
Social Security	001-51120.124	13,663	336	13,999
Workers Compensation	001-51120.125	1,725	(246)	1,479
Cellular Services	001-51120.255	670	135	805
Postage	001-51120.252	180	(180)	0
Office supplies	001-51120.211	1,650	(200)	1,450
Dues	001-51120.303	600	(65)	535
Subscriptions	001-51120.409	250	(250)	0
Fund Balance	001.35900		(3,236)	(3,236)
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 233,711	$ 0	$ 233,711

JUSTIFICATION: To cover the salary and benefits shortage caused by a leave payout and cover the cellular service for the year.

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
Request Number: 3

DEPARTMENT: Risk Management **REQUESTED BY:** Donnie Mims 9/12/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/12/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐ Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Medical & Dental	005-51997.158	10,980,000	(112,385)	10,867,615
Prof. Administrative Fees	005-51997.185	800,000	100,000	900,000
Telephone	005-51997.251	3,000	385	3,385
Flexible Spending Claims	005-51997.301	260,000	12,000	272,000
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 12,043,000	$ 0	$ 12,043,000

JUSTIFICATION: Realign the Employee Health Insurance budget categories to cover administrative and claim expenses.

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
Request Number: 3

DEPARTMENT: Support Services

REQUESTED BY: Lamar Allen 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ✓
Agenda

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fuels and lubricants	001-51901.212	8,000	2,200	10,200
Repair & Maint-Buildings	001-51901.231	247,237	5,000	252,237
Repair & Maint-MV	001-51910.234	5,000	(1,500)	3,500
Electricity	001-51901.244	550,000	44,000	594,000
Natural Gas	001-51901.245	39,000	15,000	54,000
Water and Sewer	001-51901.246	230,000	(42,000)	188,000
Telephone	001-51901.251	2,000	608	2,608
Postage	001-51901.252	2,000	(1,400)	600
Cellular Service	001-51901.255	10,000	(2,500)	7,500
Insurance Buildings	001-51901.271	106,988	4,074	111,062
ADEM fees	001-51901.300	270	(270)	0
Contract Services	001-51901.304	251,066	10,000	261,066
Motor Vehicles	001-51901.551	84,500	61,028	145,528
Fund Balance	001.35900		(94,240)	(94,240)
				0
				0
				0
				0
				0
				0
TOTAL		$ 1,536,061	$ 0	$ 1,536,061

JUSTIFICATION: To realign the Support Services to cover operations, increased building insurance and carry forward $61,028 for vehicles budgeted for in 2017 that were not received in time to expense in 2017.

24-1

DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

AGENDA

SEP 17 2018

MTGY CO. COMMISSIO
AUG 28 '18 PM4:39

August 28, 2018

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham D.C
Montgomery County Sheriff's Office

SUBJECT : Temporary Reclassification for
Administrative Support Specialist

Attached is a memorandum from the City County Personnel Board in reference to our inquiry into the replacement and reclassification of the Rural Addressing Coordinator Position that was vacated by the retirement of Ms. Jane Brown earlier this year. Based upon their evaluation, the board is recommending that we temporarily reclassify the position of Ms. April Griffith, Administrative Support Associate, to the position of Administrative Support Specialist for a period of not more than 90 days. During this period, the personnel board will establish the requirements for the replacement of the Rural Addressing Coordinator position with those of the Administrative Support Specialist. Once those duties are converted, the Rural Addressing Coordinator position would be eliminated.

Please place this on the next agenda so we may address this matter with the Personnel Board as soon as possible.

DC/crv

cc: Ms. Florence Cauthen, Deputy County Administrator

25-1

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

WWW.MONTGOMERYSHERIFF.COM

MCCP
Montgomery City-County Personnel

CARMEN DOUGLAS
PERSONNEL DIRECTOR
TELEPHONE: 334-625-2675
FAX: 334-625-2219

27 Madison Avenue
Montgomery, Alabama 36104

MEMORANDUM

TO: Sheriff Derrick Cunningham, Montgomery County Sheriff

THUR: Carmen Douglas, Personnel Director CD

FROM: Kaila Matney, Personnel Analyst

DATE: August 23, 2018

SUBJECT: Recommendation in Response to Requested Desk Audit

Our office received a request to perform a desk audit of the Rural Addressing Coordinator classification. According to the request memo, the position has been vacant since July 1, 2018 and the duties of the position had been being performed by the Support Services Division's Administrative Support Associate since March 2018.

Based on the information provided by the Sheriff and the employee currently performing the duties, we have determined that the employee is currently performing work higher than those included in her current classification. We would recommend that either those duties be removed from the employee immediately or that the employee be temporarily appointed to the classification of Administrative Support Specialist for a period of no more than 90 days while the situation can be resolved.

As for a long-term solution, we would recommend the Rural Addressing Coordinator classification be reallocated to an Administrative Support Specialist classification with the duties of the Rural Addressing Coordinator being assigned to that position. During the course of this review, it was determined that, while the duties of the Rural Addressing Coordinator are vital to the safety and security of Montgomery County citizens, the duties that do not overlap with administrative support duties only account for approximately 15% of the work. Reassigning those duties to a mid-level administrative support classification would ensure that the vital duties are accomplished and efficiency is maximized. The Rural Addressing Coordinator classification would then be abolished.

The Administrative Support Specialist position could then be filled through the competitive process; this competitive process would require that qualified applicants pass the Microsoft and Excel testing required of all Administrative Support Specialists.

Please review our recommendations and let us know how you would like to proceed. If you have any questions concerning this recommendation, feel free to call me. Thank you for allowing us to assist you with your personnel needs.

25.2

MCCP (../default.asp)
Montgomery City-County Personnel

Montgomery City County Personnel

Administrative Support Associate (#CO0013)

Notify Me when a Job Opens for the above position(s)
(https://www.jobapscloud.com/MGM/auditor/notify.asp?
Code='CO0013'&BulletinTitle=Administrative+Support+Associate%2C+Class+Specification)

Pay Grade

A03

Nature of Work

This is an entry-level class performing basic office/clerical work such as data entry, general office work including answering phones (reception), filing, completing department specific documentation and records, retrieving and in-putting information into databases, forms or reports. This class performs a low variety of duties with clearly defined instructions and follows routine procedures requiring little to no decision-making outside of the defined duties. Tasks in this class are typically repetitive in nature and require no judgment or policy interpretation. Work is performed under the close supervision of supervisors from varying job class levels. The employee carries out work in accordance with specific instructions from the supervisor. Most positions support supervisors in smaller divisions or departments.

Minimum Qualifications

High School diploma or GED and 6 months of clerical experience (answering phones, typing, filing). Must also pass a typing test requirement of 37 net words per minute with no more than 12 errors.

CLASS: CO0013; **EST:** ; **REV:** 3/24/2004;

MCCP (../default.asp)
Montgomery City-County Personnel

Montgomery City County Personnel

Administrative Support Specialist (#CO0015)

Notify Me when a Job Opens for the above position(s)
(https://www.jobapscloud.com/MGM/auditor/notify.asp?
Code='CO0015'&BulletinTitle=Administrative+Support+Specialist%2C+Class+Specification)

Pay Grade

A04

Nature of Work

This is a functional job class performing a wide-range of general and specialized clerical procedures designed to assist departments in completing specific department functions. Work procedures include but not limited to general office duties such as typing various forms, reports, documentation, ordering supplies, organizing office filing systems, assisting in functions such as payroll and budget, handling cash drawers, office inventory, answering phones and/or basic bookkeeping. Work in this class is not always repetitive and may be cyclical in nature. Employees may exercise some judgment and decision making within the defined functions they support. Employees in this class perform work requiring general office procedures as well as specific knowledge and abilities required by the department in terms of how it functions and personnel they support. Employees in this class may supervise or lead lower level clerical/assistant employees. Most positions support supervisors or managers in more specific duties in larger or more broad-based duties in smaller divisions or departments.

Minimum Qualifications

High School diploma or GED and two (2) years of basic clerical experience which demonstrates knowledge of general office functions (answering phones, filing, typing, greeting customers). A technical certification in Office Administration or closely related area may substitute for one year of experience. Experience must indicate typing skill required for general clerical work.

NOTE: Two (2) years' experience as an Administrative Support Associate will qualify for this position.

CLASS: CO0015; **EST:** ; **REV:** 3/24/2004;

AGENDA

SEP 17 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Commission

DEPARTMENT HEAD: Donald L. Mims, Administrator

SUPERVISOR: Florence M. Cauthen, Deputy Administrator

POSITION INFORMATION:

Position Title: Administrative Support Associate

Position Number: 550013145 replace S. Williams

Pay Grade: A03 Pay Range 25,630 - 38,294

Proposed Effective Date: October 1, 2018

Type of Hire: (✓) New ( ) Promotional

Type of Appointment: (✓) Permanent ( ) Temporary

DEPARTMENT APPROVAL:

Donald L. Mims Date 09/13/2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/12/2018

Employee Benefit Manager

Sherrill Thomas Date 9/12/2018

Finance Director

ADMINISTRATIVE APPROVAL:

_______________ Date _______

County Administrator

26-1

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: Correction Officer Trainee

Position Number: 500419117 replace J. Williams)

Pay Grade: PCT   Pay Range: 30,096

Proposed Effective Date: September 24, 2018

Type of Hire: (✓) New   (   ) Promotional

Type of Appointment: (✓) Permanent   (   ) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham   Date 9/7/2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring   Date 09/10/2018

Employee Benefit Manager

Sherrill Thomas   Date 9/10/2018

Finance Director

ADMINISTRATIVE APPROVAL:

______________________   Date ________

County Administrator

22-1

AGENDA

SEP 17 2018

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: 500419186 replace J. Davis

Pay Grade: PCT Pay Range: 30,096

Proposed Effective Date: September 24, 2018

Type of Hire: (☑) New (☐) Promotional

Type of Appointment: (☑) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 09/11/2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/11/2018

Employee Benefit Manager

Sherrill Thomas Date 9/12/2018

Finance Director

ADMINISTRATIVE APPROVAL:

______________________ Date ________

County Administrator

27-2

AGENDA
SEP 17 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Mike Thomas

POSITION INFORMATION:

Position Title: Retired RSA- Part Time Investigator

Position Number: 400079001

Pay Grade: A05-15 Pay Range: $23.21hr ($30,000 max)

Proposed Effective Date: September 24, 2018

Type of Hire: (☑) New (☐) Promotional

Type of Appointment: (☑) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Daryl D. Bailey Date 09/11/2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/11/2018

Employee Benefit Manager

Sherrill Thomas Date 9/11/2018

Finance Director

ADMINISTRATIVE APPROVAL:

__________________ Date ________

County Administrator

28-1

AGENDA

SEP 17 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Engineering Construction

DEPARTMENT HEAD: George Speake

SUPERVISOR: Kevin Boone

POSITION INFORMATION:

Position Title: Traffic Control Supervisor

Position Number: 640577012

Pay Grade: A08 Pay Range: 45,440 - 67,894

Proposed Effective Date: September 10, 2018

Type of Hire: (☐) New (☑) Promotional

Type of Appointment: (☑) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake Date August 30, 2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date August 30, 2018

Employee Benefit Manager

Sherrill Thomas Date 8/31/2018

Finance Director

ADMINISTRATIVE APPROVAL:

____________________ Date __________

County Administrator

29-1

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 Part Time

Position Number: 550431009 (Replace B Lewis)

Pay Grade: PS1-5 Pay Range: $18.9694/Hour

Proposed Effective Date: September 24, 2018

Type of Hire: (☑) New (☐) Promotional

Type of Appointment: (☑) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date: August 31, 2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date: August 31, 2018

Employee Benefit Manager

Sherrill Thomas Date: 8/31/2018

Finance Director

ADMINISTRATIVE APPROVAL:

______________________ Date: __________

County Administrator

AGENDA

SEP 17 2018

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Youth Facility

DEPARTMENT HEAD: Beverly Riddle Wise

SUPERVISOR: Preston Frazier

POSITION INFORMATION:

Position Title: Administrative Support Associate

Position Number: 900013009 - replace Y Washington

Pay Grade: A03 Pay Range: $25,630 - $38,294

Proposed Effective Date: September 24, 2018

Type of Hire: (✓) New ( ) Promotional

Type of Appointment: (✓) Permanent ( ) Temporary

DEPARTMENT APPROVAL:

Beverly Riddle Wise Date 09/07/2018

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/10/2018

Employee Benefit Manager

Sherrill Thomas Date 9/10/2018

Finance Director

ADMINISTRATIVE APPROVAL:

Date

County Administrator

Montgomery County Commission
Travel / Training Request Approval
Request # 12

AGENDA
SEP 17 2018

Date: 09/11/2018
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville, AL (Marriott Legends Hotel and Conference Center at Capitol Hill)
Departure Date: 10/10/2018 Return Date: 10/11/2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend CGEI CROAA: Overview of County Revenue. Attendee Will Earn 12 CPE Hours That Will Apply Toward Her Initial CCRO Certification Requirements.

Traveler (s) Name:
1. Tamberly Thomas
2.
3.
4.
5.
6.

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

Total (est.) Cost: $219.88 Advance Registration Required: $185.00
Department Name: Tax & Audit Fund Name: 001-51800-265
Additional Comments: Advance Online Registration Fee $185.00; Mileage $34.88.
CROAA Required Class Sponsored By The ACCA.
NOTE: FUNDS TO BE TAKEN FROM FY2019 BUDGET.

To: Terri Henderson, Revenue Manager
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $219.88 and advance registration of $185.00 is authorized.

To be completed by the Finance Department

Fund Code:	001-51800.265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$12,250.00
Approved Requests:	$7,853.46
Budget Available:	$4,396.54
Current Requests:	$0.00
Budget Balance:	$4,396.54

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/12/2018
cc: Finance Director / Buyer

32-1

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 53

AGENDA
SEP 17 2018

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

Destination: Anniston, AL
Departure Date: October 28, 2018 Return Date: November 2, 2018
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: attend Field Force Extrication Course

Traveler (s) Name: 1. David Alford 4.
2. 5.
3. 6.

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

Total (est.) Cost: $60.00 Advance Registration Required: $0.00
Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265
Additional Comments: ********ONLY FUEL EXPENSE POSSIBLE TO BE PAID FROM 2019 BUDGET YEAR********

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $60.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department	
Fund Code:	001-52110.265 (ex: 000-00000-000)
Description:	Registration and Training
Current Budget:	$40,000.00
Approved Requests:	$38,476.24
Budget Available:	$1,523.76
Current Requests:	$0.00
Budget Balance:	$1,523.76

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/5/2018
cc: Finance Director / Buyer

32-2

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 54

AGENDA
SEP 17 2018

Date: August 30, 2018
To: Donald L. Mims, Administrator
From: Derrick Cunningham
Re: Approval for the following travel:

Destination: Orange Beach, AL
Departure Date: October 6, 2018 Return Date: October 10, 2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend NAFA Conference

Traveler (s) Name:
1. Wes Richerson 4.
2. 5.
3. 6.

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

Total (est.) Cost: $1,100.00 Advance Registration Required: $200.00
Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265
Additional Comments:
All Expense will be incurred in the 2019 Budget

To: Derrick Cunningham, Sheriff
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $1,100.00 and advance registration of $200.00 is authorized.

To be completed by the Finance Department

Fund Code:	001-52110.265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$40,000.00
Approved Requests:	$38,476.24
Budget Available:	$1,523.76
Current Requests:	
Budget Balance:	$1,523.76

Donald L. Mims, Administrator

Montgomery County Alabama

Reviewed by: S. Thomas
Date: 9/5/2018
cc: Finance Director / Buyer

32-3

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 20

AGENDA
SEP 17 2018

Date: 9/11/2018
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Birmingham, Alabama
Departure Date: October 23, 2018 Return Date: October 24, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend Qualified Crendentialed Inspector (QCI) Training Program

Traveler (s) Name:
1. Andy Petrey
2. Robert Lindsey
3.
4.
5.
6.

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

Total (est.) Cost: $800.00 Advance Registration Required: $800.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265
Additional Comments: For 2019 budget year.

To: George Speake, County Engineer
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $800.00 and advance registration of $800.00 is authorized.

To be completed by the Finance Department		
Fund Code:	111-53600.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$10,000.00	
Approved Requests:	$9,930.00	
Budget Available:	$70.00	
Current Requests:	$0.00	
Budget Balance:	$70.00	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/12/2018
cc: Finance Director / Buyer

32-4

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 16

AGENDA
SEP 17 2018

Date: September 04, 2018
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Approval for the following travel:

Destination: Montgomery, AL: Gordon Persons Building
Departure Date: November 26, 2018 Return Date: November 30, 2018
Conference Leave (Days / Hours): 5 Day
Purpose of Travel: Base Manuscript and Section Layouts Course

Traveler (s) Name: 1. Faith Wilson 4.
2. 5.
3. 6.

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

Total (est.) Cost: $350.00 Advance Registration Required: $350.00
Department Name: Appraisal Fund Name: Reappraisal
Additional Comments: Expense will be incurred in the 2019 Budget.
Registration: $350.00
TOTAL EST. COST: $350.00

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $350.00 and advance registration of $350.00 is authorized.

Donald L. Mims, Administrator

To be completed by the Finance Department

Fund Code:	120-51985.265 (ex: 000-00000-000)
Description:	Registration and Training
Current Budget:	$30,000.00
Approved Requests:	$8,826.06
Budget Available:	$21,173.94
Current Requests:	$0.00
Budget Balance:	$21,173.94

Reviewed by: S. Thomas
Date: 9/5/2018
cc: Finance Director / Buyer

32-S

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 23

AGENDA
SEP 17 2018

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

Destination: Montgomery, AL
Departure Date: November 5, 2018 Return Date: November 5, 2018
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend the Conference for Women

Traveler (s) Name: 1. Monica Caudle 4. ______
2. ______ 5. ______
3. ______ 6. ______

Check Mode of Transportation: County Vehicle [ ] Commercial Air [ ]
Private Vehicle [✓] Other (Specify) [ ]

Total (est.) Cost: $149.00 Advance Registration Required: $149.00
Department Name: Personnel Fund Name: Merit System
Additional Comments:
All Expense will be incurred in the 2019 budget.

To: Carmen Douglas, Personnel Director
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $149.00 and advance registration of $149.00 is authorized.

To be completed by the Finance Department	
Fund Code:	123-51961.265 (ex: 000-00000-000)
Description:	Registration and Training
Current Budget:	$25,000.00
Approved Requests:	$18,586.76
Budget Available:	$6,413.24
Current Requests:	$0.00
Budget Balance:	$6,413.24

______
Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/10/2018
cc: Finance Director / Buyer

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Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 16

AGENDA
SEP 17 2018

Date: September 10, 2018
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Approval for the following travel:

Destination: Muscle Shoals, AL
Departure Date: October 16, 2018 Return Date: October 19, 2018
Conference Leave (Days / Hours): 4 days
Purpose of Travel: To attend 2018 Court Referral/Community Corrections/Drug Court Joint Conference & Annual In-service

Traveler (s) Name:
1. Paul Brown
2. ReBecca Johnson
3. Shonda Williams
4.
5.
6.

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

Total (est.) Cost: $3,500.00 Advance Registration Required: $600.00
Department Name: Community Corrections Fund Name: Community Corrections
Additional Comments:
All expense will be incurred in FY2019

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator
The above request is app. 9/17/18 reimbursement of actual and necessary expenses in the approximate amount of $3,500.00 and advance registration of $600.00 is authorized.

To be completed by the Finance Department		
Fund Code:	124-52960.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$10,700.00	
Approved Requests:	$3,381.00	
Budget Available:	$7,319.00	
Current Requests:	$0.00	
Budget Balance:	$7,319.00	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/10/2018
cc: Finance Director / Buyer

32-7

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 17

AGENDA
SEP 17 2018

Date: September 10, 2018
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Approval for the following travel:

Destination: Frazer United Methodist Church Montgomery AL
Departure Date: October 16, 2018 Return Date: October 16, 2018
Conference Leave (Days / Hours): 1 day
Purpose of Travel: To attend Alabama Attorney General's Summit

Traveler (s) Name:
1. Jeffery Solomon
2. Demetric Shipman
3. Rodney Sellers
4. Michael Ligon
5.
6.

Check Mode of Transportation: County Vehicle ☑ Private Vehicle ☐ Commercial Air ☐ 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. 9/17/18 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:	124-52960.265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$10,700.00
Approved Requests:	$3,381.00
Budget Available:	$7,319.00
Current Requests:	$0.00
Budget Balance:	$7,319.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/10/2018
cc: Finance Director / Buyer

32-8

Revised 2/8/17

STEVEN L. REED
PROBATE JUDGE
MONTGOMERY COUNTY

AGENDA
SEP 17 2018

MEMORANDUM

To: Chairman Dean, Vice-Chairman Walker, Commissioner Harris, Commissioner Sankey, Commissioner Singleton

From: Steven L. Reed, Probate Judge

Date: September 12, 2018

Re: Request to wave rules and approve pay for the appointment of Mrs. Davis as the Confidential Executive Assistant for The Probate Judge, Steven L. Reed

I have appointed Mrs. Dannye Davis to the open position of Confidential Executive Assistant. She comes to us with over 20 years of experience and a Master of Business Degree. Based on Mrs. Davis's experience, we would like to start her at paygrade A6-Step10 ($47,809.00 annual).

Thank you for your favorable consideration.

P.O. BOX 223 • MONTGOMERY, AL 36101-0223 • TELEPHONE 334-832-1240 • FAX 334-832-7776

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AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 21 pg 1

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/10/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ✓
Agenda

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Legal Services CC	001-51100.305	0	45,000	45,000
Legal Services RC	001-51500.305	0	780	780
Legal Services T&A	001-51800.305	0	26,742	26,742
Software T&A	001-51800.586	27,236	(26,742)	494
Legal Services Jail	001-52200.305	0	481	481
Legal Services YF	001-52602.305	5,000	7,436	12,436
Circuit Clerk SS	001-51220.124	1,199	726	1,925
Supernumerary Salary	001-51210.119	467,196	(4,900)	462,296
Administration Expense	001-51220.499	880	125	1,005
District Court Telephone	001-51230.251	1,500	200	1,700
Court Adm. Telephone	001-51292.251	700	30	730
Support Services-Water	001-51901.246	188,000	11,127	199,127
Veterans Office-phone	001-51940.251	700	295	995
Industrial Incentives	001-51955.446	12,000	30,000	42,000
Economic Appropriations	001-51955.447	0	36,695	36,695
Industrial Park-Grounds	001-51956.208	28,000	(14,200)	13,800
Industrial Park-Electricity	001-51956.244	15,000	4,426	19,426
Industrial Park-Adver.	001-51956.253	0	1,235	1,235
Industrial Park-Road	001-51956.445	0	413,046	413,046
ADOT-Road grant	001-40000.44226	0	(405,046)	(405,046)
	TOTAL	$ 747,411	$ 127,456	$ 874,867

JUSTIFICATION: To realign the budget to cover legal and other budgets for FY 9/30/18.

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AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 21 pg 2

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/10/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ✓
Agenda

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Retirees Health Insurance	001-51966.127	2,325,388	107,000	2,432,388
Inmate Medical-Prior Yr	001-52200.165	0	187,834	187,834
Electricity-Jail	001-52200.244	435,000	(9,000)	426,000
Natural Gas-Jail	001-52200.245	72,000	34,000	106,000
Water & Sewer-Jail	001-52200.246	40,100	26,837	66,937
Groceries-Jail	001-52200.328	574,500	170,000	744,500
Computer Equip-Jail	001-52200.584	0	147,407	147,407
Housing Federal Inmates	001-40000.44600	(970,000)	(630,000)	(1,600,000)
Pilgrim Prov-Water Pump	001-54400.290	0	41,000	41,000
Salaries-Health Dept	001-55100.110	60,644	8,848	69,492
Retirement-Health Dept	001-55100.121	6,696	(1,400)	5,296
Health Ins-Health Dept	001-55100.122	8,796	(2,000)	6,796
Soc Security-Health Dept	001-55100.124	4,640	500	5,140
City of Mtgy-JH Library	001-57100.498	0	200,000	200,000
Security Contract	001-59310.186	77,000	4,000	81,000
Software License-NW	001-59310.240	122,460	668	123,128
Contract Services	001-59310.304	107,000	(25,000)	82,000
Professional Services	001-59310.307	0	750,000	750,000
Chamber Lodging Tax	001-59310.491	556,500	31,500	588,000
Lodging Tax Revenue	001-40000.	(2,650,000)	(150,000)	(2,800,000)
TOTAL		$ 770,724	$ 892,194	$ 1,662,918

JUSTIFICATION: To realign the budget to cover legal and other budgets for FY 9/30/18.

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 21 pg 3

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/10/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/10/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ✓
Agenda ☐

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
In House Misc Appro.	001-59310.498	75,000	(43,600)	31,400
Administrative Expense	001-59310.499	40,000	(40,000)	0
Perry Street Parking Deck	001-59310.511	0	449,461	449,461
South Mtgy Co Property	001-59310.521	0	121,766	121,766
Montg Convention Ctr Bd	001-59320.486	200,000	(50,000)	150,000
G.O. Warrants 2007	001-62100.62302	3,919,654	(71,000)	3,848,654
Transfer to Cap Impr-116	001-62100.62116	0	151,570	151,570
Fund Balance	001.35900		(1,537,847)	(1,537,847)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 4,234,654	($ 1,019,650)	$ 3,215,004

JUSTIFICATION: To realign the budget to cover legal and other budgets for FY 9/30/18.

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 22

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/11/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/11/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ✓
Agenda ☐

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fund 206 and 116				0
Transfer from General Fd	206-61100.61001	0	(304,054)	(304,054)
Annex I repairs	206-51101.231	0	26,512	26,512
Courthouse repairs	206-51104.231	0	17,384	17,384
Retaining Wall repair	206-51107.231	0	187,625	187,625
Annex III Parking Pad	206-51107.531	0	18,126	18,126
Scott St Parking Deck	206-51112.304	0	31,250	31,250
Jail Compactor	206-52200.541	0	18,913	18,913
Jail shower repair	206-52205.531	0	4,244	4,244
Transfer from Gen Fund	116-61100.61001	0	(151,570)	(151,570)
Fleet Shop-Architects	116-52140.523	0	10,246	10,246
Fleet Shop-Building	116-52140.524	0	1,318,075	1,318,075
Fleet Shop-Equipment	116-52140.591	0	35,957	35,957
Sheriff Dispatch-Architcts	116-52150.523	0	7,755	7,755
Sheriff Dispatch-Building	116-52150.524	0	284,733	284,733
Sheriff Dispatch-Equip	116-52150.540	0	23,914	23,914
Security Project Equip	116-57202.591	0	16,296	16,296
Construction Projects	116-57202.231	832,000	(832,000)	0
Revenue-State Oil&Gas	116-40000.44197	(830,000)	(4,707)	(834,707)
Fund Balance	116.35900	0	(708,699)	(708,699)
	TOTAL	$ 2,000	$ 0	$ 2,000

JUSTIFICATION: To adjust the construction fund budgets to cover expenditures.

34-4

AGENDA
SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
Request Number: 23

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donnie L. Mims (Elected Official/Dept. Head) Date: 9/12/18

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas (Finance Director) Date: 9/12/18

COMMISSION APPROVAL PROCESSING: Briefing Memo ✓ Agenda ☐

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Janitorial	008-57301.152	0	120	120
Groundkeeping	008-57301.208	0	14,000	14,000
Repair & Maintenance	008-57301.231	4,660	8,000	12,660
Electricity	008-57301.244	0	11,500	11,500
Water and Sewer	008-57301.246	0	1,179	1,179
Insurance-Building	008-57301.271	0	1,778	1,778
Demolition-buildings	008-57301.304	0	9,037	9,037
Demolition-Ballfield lights	008-57301.304	0	13,715	13,715
Mileage	008-57301.260	0	2,000	2,000
Aluminum bleachers	008-57301..400	0	4,703	4,703
General Fund Transfer	008-40000.44951	(507,691)	(66,032)	(573,723)
				0
General Fund:				0
Recreation Department	001-57201.290	507,691	66,032	573,723
Fund Balance	001.35900		(66,032)	(66,032)
				0
				0
				0
				0
				0
TOTAL		$ 4,660	$ 0	$ 4,660

JUSTIFICATION: To cover South Montgomery County property expenses not budgeted for.

34-5

AGENDA

SEP 17 2018

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 24

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L Mims 9/12/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/12/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ✓
Agenda

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Debt Proceeds-2017 G.O. Warrants	001-61300.61330	0	(6,690,000)	(6,690,000)
Bond Premium	001-61300.61331	0	(436,769)	(436,769)
Bond Issuance Costs	001-59103.691	0	122,175	122,175
Payment to Escrow Agent	001-62200.62210	0	5,001,204	5,001,204
Transfer to Construction Fund	001-62100.62206	0	2,003,390	2,003,390
				0
Construction Fund:				0
Transfer from General Fd	206-61100.61001	0	(2,003,390)	(2,003,390)
Fund Balance	206.35900		2,003,390	2,003,390
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 0	($ 0)	($ 0)

JUSTIFICATION: Budget for the proceeds of the 2017 G.O. Warrants issued in December 2017 for refunding a portion of the 2007 G.O. Warrants and providing $2,003,390 for park improvements.

34-6

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, October 1, 2018, at 8:00 in the morning.

Donald L. Mims
Administrator

Elton N. Dean, Sr.
Chairman