

## **MINUTES OF REGULAR MEETING**

### **MONTGOMERY COUNTY COMMISSION**

**OCTOBER 23, 2017**

#### **INFORMATION SESSION**

Chairman Dean called the meeting to order at 8:11 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with a passage of scripture read from the book of Philippians by Commissioner Sankey. All five Commissioners were present.

#### **COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS**

##### **COMMENTS FROM ADMINISTRATOR MIMS**

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

Commissioner Harris recommended that “shall” be changed to “will” on page 1 of the Agency Grant Agreement with the Alabama Department of Youth Services for the Davis Treatment Center Program for Fiscal Year 2017-2018, which was on the agenda. The Commission agreed with the recommended modification.

##### **DISCUSSION BY THE COMMISSION**

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

Commissioner Sankey requested a \$1,000 miscellaneous appropriation from his account to the Montgomery YMCA for Cleveland Avenue YMCA’s Operational Expenses.

Commissioner Sankey requested a \$500 miscellaneous appropriation from his account to the Alabama Cooperative Extension System for the Successful Aging Initiative.

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

##### **COMMENTS FROM ADMINISTRATOR MIMS**

Administrator Mims presented a Position Fill Request for Retired/RSA Employee Professional, Position Number 400079001 for the District Attorney’s Office. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Administrator Mims reminded the Commission that the ACCA District Meeting will be held Thursday, October 26, 2017, 6:00 p.m. at Central Alabama Community College-Betty Carol Graham Technology Center in Alexander City.

Administrator Mims stated the Montgomery County Commission meeting on November 6, 2017, will be held at Ramer United Methodist Church, which is located at 15153 Hobbie Road, Ramer, AL. The information session will begin at 5:00 p.m., followed by the formal session at 6:30 p.m.

PRESENTATION BY EXECUTIVE DIRECTOR NATHAN COOK AND MONTGOMERY COUNTY JAIL COUNSELOR TIREKIA FOSTER WITH LIGHTHOUSE COUNSELING CENTER, INC.

Executive Director Nathan Cook and Montgomery County Jail Counselor Tirekia Foster with Lighthouse Counseling Center, Inc. briefed the Commission regarding the County Jail Program. Mr. Cook requested funding in the amount of \$60,000 for the program. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$60,000 for this program.

PRESENTATION BY DISTRICT RESOURCE OFFICER ORONDE K. MITCHELL WITH MONTGOMERY PUBLIC SCHOOLS

District Resource Officer Oronde K. Mitchell with Montgomery Public Schools updated the Commission regarding the Perfect Attendances Incentive Program and requested funding in the amount of \$3,250, \$650 from each Commissioner, for the program. After discussion, each Commissioner requested a \$650 miscellaneous education appropriation from each of their accounts be placed on the next agenda.

PRESENTATION BY MANAGING DIRECTOR MIKE DUNN, FINANCIAL ADVISORS GARY REHM AND CHRIS JOHNSON WITH STIFEL, ATTORNEYS ALVIN HOPE, BARRY STAPLES AND FRANK MCPHILLIPS WITH MAYNARD, COOPER & GALE, AND EXECUTIVE VICE PRESIDENT NEILL WRIGHT WITH LIBERTY BANK

Managing Director Mike Dunn introduced Financial Advisors Gary Rehm and Chris Johnson with STIFEL, Attorneys Alvin Hope, Barry Staples and Frank McPhillips with Maynard, Cooper & Gale, and Executive Vice President Neill Wright with Liberty Bank. Mr. Dunn updated the Commission regarding the Preliminary Timetable regarding General Obligation Warrants, Series 2017 and Public Building Authority Revenue Warrants, Series 2017-B.

PRESENTATION BY DIRECTOR OF RISK MANAGEMENT SCOTT KRAMER AND REALTOR FRANK THOMAS

Director of Risk Management Scott Kramer briefed the Commission regarding a Service Contract with Peachtree Recovery Services, Inc. regarding Property Damage Recovery Services. After discussion, the Commission asked Mr. Kramer to do more research on the services provided by the company.

Mr. Kramer requested payment of 2018 Membership Dues in the amount of \$385 to the Public Risk Management Association (PRIMA). After discussion, the Commission agreed to place this item on the next agenda.

Mr. Kramer informed the Commission that he would have a United Way presentation during the Formal Session.

Mr. Kramer invited the Commission to a meeting he has scheduled with County retirees regarding employee benefits to be held October 26, 2017, at 6:00 p.m. at the Mann Museum.

Realtor Frank Thomas briefed the Commission regarding the Environmental Report conducted by Environmental Material Consultants, Inc. concerning the property located at 100 S. Perry Street. He presented letters from Professional Geologist Chris Rutherford with Ridgeland Environmental, LLC and from Attorney Scott Gardner regarding the report.

#### PRESENTATION BY EXECUTIVE DIRECTOR PAUL BROWN WITH COMMUNITY CORRECTIONS

Executive Director Paul Brown with Community Corrections briefed the Commission regarding renewal of Professional Services Contracts for the 2017-2018 E.V.E.N. Program providers. After discussion, the Commission agreed to place these items on the next agenda.

#### PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci informed the Commission that a briefing with the Commandant of the U.S.A.F. Cyber College was held for elected officials and department heads for the City and County on October 17, 2017, to discuss the seriousness of security and how to address it. He stated that following the briefing, he met with the County's elected officials and department heads or their representatives to discuss steps being taken to prevent future attacks and to answer any questions or concerns they have. Mr. Ialacci indicated that they brought up good ideas such as passwords, policies and procedures that need to be updated.

#### PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake briefed the Commission regarding a Resolution concerning an Intersection Improvement Study for Wares Ferry Road/Dozier Road Intersection and Pike Road/Wallahatchie Road/Meriwether Road Intersection, Project Number MCP 51-85-17. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Speake briefed the Commission regarding a Resolution concerning Intersection Improvements at the Intersection of Vaughn Road and Ryan Road, Project Number MCP 51-86-17. After discussion, the Commission agreed to place this item on the next agenda.

Also, he mentioned that notice to proceed for the contractor to begin the resurfacing work on Pike Road between Wallahatchie Road and U.S. 80 is still scheduled for November 1, 2017.

Administrator Mims presented an invitation letter from Southeast Region Engineer Steven C. Graben with the Alabama Department of Transportation regarding meetings with public officials on Wednesday, November 15, 2017 to discuss pending issues, projects or concerns about transportation needs.

#### **PRESENTATION BY MANAGER OF PUBLIC AFFAIRS HANNAH HAWK**

Manager of Public Affairs Hannah Hawk stated that she has set up social media accounts for the Montgomery County Commission, such as Facebook, Twitter and Instagram. Commissioner Harris asked that a seal with the new logo be placed in the Commissioners Chambers. Commissioner Sankey requested that all youth programs provided by the County be posted on the website.

#### **DISCUSSION BY THE COMMISSION**

The Commission discussed a Resolution and Agreement between The Poarch Band of Creek Indians and the Montgomery County Commission. Commissioner Harris expressed his concerns that the Agreement is too broad, but if they are willing to state exactly what they want, then he would be fine with the Agreement. The Commission agreed to discuss this item further at the next meeting.

Chairman Dean requested that the remaining balance of the Donation Revenue in the amount of \$5,236 be appropriated to Women of Hope. After discussion, the Commission agreed to waive rules and add to the agenda a Budget Change Request for this appropriation.

#### **RECESS TO FORMAL SESSION**

Chairman Dean recessed the Information Session to the Formal Session.

#### **FORMAL SESSION**

Chairman Dean welcomed everyone to the Formal Session.

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

The Pledge of Allegiance was led by Commissioner Sankey.

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



Commissioner Harris made a motion to approve the Minutes of the Regular Meeting of October 10, 2017. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission.

## **CONSENT AGENDA**

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

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

## **PRESENTATION**

Director of Risk Management, Scott Kramer, thanked the Commissioners for allowing him to speak on a subject he feels so passionate about, The United Way. He stated the recent hurricanes and wildfires have shown us that many times we depend on our friends and neighbors to weather the storm of difficult times. He said The United Way serves as a friend to many, including those we are in close contact with. He stated that The United Way affords every one the best opportunities to invest in the future of the River Region. He said the goal is to create long term changes which make the River Region a better place to live. He informed everyone that the money invested by each contributor into the United Way serves 40 plus partners in this area. He asked for the support of all Elected Officials and Department Heads to encourage their personnel to be a partner with the River Region United Way. He stated that donations can be a one-time gift or by payroll deduction. He told the audience that the campaign will run from Monday, October 23, 2017, through the second week of November and that the goal this year is \$20,000. He wanted every Montgomery County employee contributor to realize results do matter and lives are changed because of their contributions.

Jimmy Stubbs, this year's River Region United Way Chairman, spoke to the Commission and expressed his thanks for the Commission's commitment to the United Way in the past. He also thanked Judge Steven Reed for serving on the board. He stated that the people who need help could overflow the Commissioner's Court. He said the motto is Live United which means we all have a part to play. He pointed out the \$5,000 donation the Commission has made in the past isn't just about the money, it's about what the money speaks to the community. He asked everyone to not take this lightly. He expressed his appreciation to the Commission.

Scott Kramer reminded the Commissioners that this time last year they waived rules and approved funding to the River Region United Way in the amount of \$5,000. Vice Chairman Walker requested to waive rules and add to the agenda a budget change request appropriating \$5,000 to the River Region United Way for Program Support, and her fellow commissioners concurred. Vice Chairman Walker made a motion to approve the request. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 25-1, is attached to these Minutes.)

## **NEW BUSINESS**

### **ENGINEERING DEPARTMENT – ADOPTED RESOLUTION AND APPROVED AGREEMENT TO PARTICIPATE IN THE JOINT BIDDING PROGRAM FOR COUNTIES IN THE ALABAMA DEPARTMENT OF TRANSPORTATION’S SOUTHEAST REGION**

Commissioner Singleton made a motion to adopt Resolution and approve Agreement to participate in the Joint Bidding Program for Counties in the Alabama Department of Transportation’s Southeast Region. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum and Resolution, Agenda Pages 1-1 through 1-4, are attached to these Minutes.)

### **COUNTY COMMISSION – APPROVED MODIFICATION NUMBER 1 TO SUBGRANT AGREEMENT WITH THE ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS REGARDING THE WEATHERIZATION PROGRAM, GRANT AGREEMENT NUMBER DOE-028-17**

Commissioner Singleton made a motion to approve Modification Number 1 to Subgrant Agreement with the Alabama Department of Economic and Community Affairs regarding the Weatherization Program, Grant Agreement Number DOE-028-17. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Letter and Subgrant Agreement, Agenda Pages 2-1 through 2-5, are attached to these Minutes.)

### **YOUTH FACILITY – APPROVED AGENCY GRANT AGREEMENT WITH THE ALABAMA DEPARTMENT OF YOUTH SERVICES FOR THE DAVIS TREATMENT CENTER PROGRAM FOR FISCAL YEAR 2017-2018 WITH A MODIFICATION TO PAGE 1 PARAGRAPH 2; MONTGOMERY COUNTY COMMISSION SHALL TO MONTGOMERY COUNTY COMMISSION WILL**

Commissioner Singleton made a motion to approve Agency Grant Agreement with the Alabama Department of Youth Services for the Davis Treatment Center Program for Fiscal Year 2017-2018 with a Modification to Page 1 Paragraph 2; Montgomery County Commission Shall to Montgomery County Commission Will. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum and Grant Agreement, Agenda Pages 3-1 through 3-3, are attached to these Minutes.)

### **YOUTH FACILITY – APPROVED PERSONAL SERVICES CONTRACT WITH ADEDOYIN DOSUNMU-OGUNBI, M.D., TO PROVIDE MEDICAL SERVICES FOR YOUTH DETAINED AT THE MONTGOMERY COUNTY YOUTH FACILITY**

Commissioner Singleton made a motion to approve Personal Services Contract with Adedoyin Dosunmu-Ogunbi, M.D., to Provide Medical Services for Youth Detained at the Montgomery County Youth Facility. The motion was seconded by Commissioner Harris. Chairman Dean, Vice Chairman Walker, Commissioner Harris and Commission Singleton voted in favor of the motion. Commissioner Sankey abstained from the vote, and the motion carried. (Copies of

Memorandum and Personal Services Contract, Agenda Pages 4-1 through 4-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MEMORANDUM OF UNDERSTANDING WITH INDUSTRIAL PARTNERS, L.L.C., REGARDING EXCEPTIONS TO THE OPTION AND PURCHASE AND SALE AGREEMENT AT THE MONTGOMERY INDUSTRIAL PARK CONCERNING THE ACQUISITION OF A 15-ACRE LOT BY KOWA PHARMACEUTICAL

Commissioner Harris made a motion to approve Memorandum of Understanding with Industrial Partners, L.L.C., regarding Exceptions to the Option and Purchase and Sale Agreement at the Montgomery Industrial Park concerning the acquisition of a 15-Acre lot by Kowa Pharmaceutical. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memoranda, Memorandum of Understanding, and Attorney Gallion's Opinion, Agenda Pages 5-1 through 5-5, are attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED AMENDMENT NUMBER 1 TO CONTRACT WITH DRUG TESTING PROGRAM MANAGEMENT, INC., REGARDING A ONE (1) YEAR EXTENSION, BEGINNING NOVEMBER 2, 2017 AND ENDING ON NOVEMBER 1, 2018, AND A 5% PRICING INCREASE FOR DRUG TESTING AND EQUIPMENT, CONTRACT NUMBER 57202-15B-026

Commissioner Harris made a motion to approve Amendment Number 1 to Contract with Drug Testing Program Management, Inc., regarding a one (1) year extension, beginning November 2, 2017 and ending on November 1, 2018, and a 5% pricing increase for drug testing and equipment, Contract Number 57202-15B-026. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum and Amendment Number 1, Agenda Pages 6-1 and 6-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AMENDMENT NUMBER 1 TO CONTRACT WITH MONTGOMERY ARMORED CAR SERVICE, INC., REGARDING A ONE (1) YEAR EXTENSION, BEGINNING JANUARY 1, 2018 AND ENDING ON DECEMBER 31, 2018, FOR ARMORED CAR SERVICES, CONTRACT NUMBER 51100-17B-004

Vice Chairman Walker made a motion to approve Amendment Number 1 to Contract with Montgomery Armored Car Service, Inc., regarding a one (1) year extension, beginning January 1, 2018 and ending on December 31, 2018, for Armored Car Services, Contract Number 51100-17B-004. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Amendment Number 1, Agenda Pages 7-1 and 7-2, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED AMENDMENT NUMBER 2 TO CONTRACT WITH ACME SUPPLY CO., LTD., REGARDING A ONE (1) YEAR EXTENSION, BEGINNING DECEMBER 21, 2017 AND ENDING ON DECEMBER 20, 2018, FOR INMATE UNIFORMS, CONTRACT NUMBER 52200-15B-032

Vice Chairman Walker made a motion to approve Amendment Number 2 to Contract with Acme Supply Co., Ltd., regarding a one (1) year extension, beginning December 21, 2017 and ending on December 20, 2018, for Inmate Uniforms, Contract Number 52200-15B-032. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Amendment Number 2, Agenda Pages 8-1 and 8-2, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED AMENDMENT NUMBER 3 TO CONTRACT WITH GULF STATE DISTRIBUTORS, REGARDING A SIXTY (60) DAY EXTENSION, BEGINNING NOVEMBER 7, 2017 AND ENDING ON JANUARY 6, 2018, FOR SHERIFF'S LEATHER AND ACCESSORIES, CONTRACT NUMBER 52110-14B-016

Commissioner Harris made a motion to approve Amendment Number 3 to Contract with Gulf State Distributors, regarding a sixty (60) day extension, beginning November 7, 2017 and ending on January 6, 2018, for Sheriff's Leather and Accessories, Contract Number 52110-14B-016. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Amendment Number 3, Agenda Pages 9-1 and 9-2, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED AMENDMENT NUMBER 3 TO CONTRACT WITH SHARPCUT LAWN SERVICE, REGARDING A SIXTY (60) DAY EXTENSION, BEGINNING NOVEMBER 17, 2017 AND ENDING ON JANUARY 16, 2018, FOR LANDSCAPE AT THE MONTGOMERY INDUSTRIAL PARK, CONTRACT NUMBER 53100-14B-030

Commissioner Harris made a motion to approve Amendment Number 3 to Contract with SharpCut Lawn Service, regarding a sixty (60) day extension, beginning November 17, 2017 and ending on January 16, 2018, for Landscape at the Montgomery Industrial Park, Contract Number 53100-14B-030. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum and Amendment Number 3, Agenda Pages 10-1 and 10-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF 2017-2018 MEMBERSHIP DUES IN THE AMOUNT OF \$225 TO THE ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION (ACCMA) FOR ADMINISTRATOR DONALD L. MIMS, DEPUTY ADMINISTRATOR FLORENCE M. CAUTHEN AND DIRECTOR OF RISK MANAGEMENT SCOTT KRAMER

Commissioner Singleton made a motion to approve payment of 2017-2018 Membership Dues in the amount of \$225 to the Alabama City/County Management Association (ACCMA) for Administrator Donald L. Mims, Deputy Administrator Florence M. Cauthen and Director of Risk

Management Scott Kramer. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum and ACCMA Annual Membership Dues Form, Agenda Pages 11-1 and 11-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF 2018 MEMBERSHIP DUES IN THE AMOUNT OF \$4,587 TO THE NATIONAL ASSOCIATION OF COUNTIES (NACO)

Commissioner Harris made a motion to approve payment of 2018 Membership Dues in the amount of \$4,587 to the National Association of Counties (NACo). The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum, Invoice, and Benefits Report, Agenda Pages 12-1 through 12-4, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF 2017-2018 MEMBERSHIP DUES IN THE AMOUNT OF \$3,650 TO THE COOSA-ALABAMA RIVER IMPROVEMENT ASSOCIATION, INC.

Commissioner Singleton made a motion to approve payment of 2017-2018 Membership Dues in the amount of \$3,650 to the Coosa-Alabama River Improvement Association, Inc. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum and Renewal Invoice, Agenda Pages 13-1 and 13-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF AN INVOICE FROM CENTRAL ALABAMA SPORTS COMMISSION REGARDING THE 2017 GUARDIAN CREDIT UNION FCS KICKOFF SPONSORSHIP IN THE AMOUNT OF \$40,000

Commissioner Harris made a motion to approve payment of an invoice from Central Alabama Sports Commission regarding the 2017 Guardian Credit Union FCS Kickoff Sponsorship in the amount of \$40,000. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Invoices, Agenda Pages 14-1 through 14-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

Administrator Mims requested approval of the miscellaneous appropriations included in his memorandum dated October 23, 2017. During the County Commission Meeting this date, Chairman Dean requested that the following miscellaneous appropriation reprogramming requests be added and his fellow commissioners concurred:

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

C-2018-10:                   Montgomery Area Food Bank, Inc., for Providing Food and Other Donated Products to Non-Profit Member Agencies Serving Montgomery County - \$500; (Walker)

C-2018-11: Montgomery YMCA, for Cleveland Avenue YMCA's Operational Expenses - \$1,000; (Sankey)

NC-2018-17: Alabama Cooperative Extension System, for the Successful Aging Initiative - \$500; (Sankey)

Commissioner Sankey made a motion to approve the Miscellaneous Appropriations Reprogramming Requests. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Memorandum, Agenda Pages 15-1 through 15-4, is attached to these Minutes.)

#### COUNTY COMMISSION – APPROVED BANK DEPOSITORIES FOR THE REMAINDER OF 2017 AND THE 2018 CALENDAR YEAR

Commissioner Harris made a motion to approve Bank Depositories for the remainder of 2017 and the 2018 Calendar Year. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memoranda, Agenda Pages 16-1 and 16-2, are attached to these Minutes.)

#### COMMUNITY CORRECTIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 1

Commissioner Harris made a motion to approve Budget Change Request Number 1, Community Corrections. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 17-1, is attached to these Minutes.)

#### TAX & AUDIT DEPARTMENT – APPROVED BUDGET CHANGE REQUEST NUMBER 1

Commissioner Harris made a motion to approve Budget Change Request Number 1, Tax & Audit Department. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 18-1, is attached to these Minutes.)

#### DETENTION FACILITY – APPROVED POSITION FILL REQUEST (1)

1. Corrections Officer Trainee, Position Number 500419039

Vice Chairman Walker made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 19-1, is attached to these Minutes.)

#### DISTRICT ATTORNEY'S OFFICE – APPROVED POSITION FILL REQUESTS (4)

1. Investigator I Exempt, Position Number 400002020
2. Investigator II Exempt, Position Number 400002002
3. Investigator III Exempt, Position Number 400002005

4. Retired / RSA Employee Professional, Position Number 400079001

Administrator Mims requested to add a position fill request for a Retired / RSA Employee Professional, Position Number 400079001. Chairman Dean requested to waive rules and add the position to the agenda, and his fellow Commissioners concurred. Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 20-1 through 20-4, are attached to these Minutes.)

#### PROBATE JUDGE'S OFFICE – APPROVED POSITION FILL REQUEST (1)

1. Mental Health and Legal Services Coordinator, Position Number 750035061

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 21-1, is attached to these Minutes.)

#### SHERIFF'S OFFICE – APPROVED POSITION FILL REQUESTS (2)

1. Deputy Sheriff Corporal, Position Number 550429165
2. Public Safety Communications Dispatcher, Position Number 550483011

Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 22-1 and 22-2, are attached to these Minutes.)

#### VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (13)

##### DEPARTMENTS

##### TRAVEL/TRAINING REQUESTS

- |                               |                                     |
|-------------------------------|-------------------------------------|
| 1. Finance Department         | Request Number 1                    |
| 2. District Attorney's Office | Request Number 1                    |
| 3. Probate Judge's Office     | Request Number 4                    |
| 4. Board of Registrars        | Request Number 1                    |
| 5. Youth Facility             | Request Number 1                    |
| 6. Risk Management            | Request Number 2                    |
| 7. Appraisal Department       | Request Number 3                    |
| 8. Personnel Department       | Request Numbers 1, 2, 3, 4, 5 and 6 |

Commissioner Singleton made a motion to approve Travel/Training Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 23-1 through 23-13, are attached to these Minutes.)

## **WAIVE RULES**

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

### **COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 1 TO WOMEN OF HOPE, FOR PROGRAM SERVICES IN THE AMOUNT OF \$5,236**

Vice Chairman Walker made a motion to approve Budget Change Request Number 1 to Women of Hope, for Program Services in the amount of \$5,236. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 24-1, is attached to these Minutes.)

## **COMMENTS BY COMMISSIONERS AND ATTENDEES**

Crews Reeves with the North Neighborhood Alliance addressed the Commission regarding neighborhoods communicating with one another. He informed the Commission that the City has four Alliances and suggested for the Commission to start with the East Alliance. He also asked for an update on the construction of the handicap parking area located on 101 South Lawrence Street. Deputy Administrator Florence Cauthen informed Mr. Reeves that the county is waiting on the manufacturing and installation of the railing. Mr. Reeves asked for a tentative date and Mrs. Cauthen informed him that she would check into it and get back. Chairman Dean told Mr. Reeves to contact Public Affairs Manager Hannah Hawk with his suggestion on the lack of neighborhood communication.

Commissioner Singleton informed everyone the November 6<sup>th</sup> meeting will be held in Ramer with the Information Session starting at 5:00 p.m. and the Formal Session starting at 6:30. He stated that it is important for the people in the area to have a meeting and he hopes there will be a big crowd.

## **RECESS TO INFORMATION SESSION**

Chairman Dean recessed the Formal Session to the Information Session.

### **INFORMATION SESSION**

## **COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS**

### **COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR CAUTHEN**

Administrator Mims presented a Transfer of Alcoholic Beverage Control Licensed Business from Davenport Food Mart, Inc, 6494 Hickory Grove Road, Letohatchee, AL 36047 to The General Store of Davenport, LLC, 6494 Hickory Grove Road, Letohatchee, AL 36047. After discussion, the Commission agreed to place this item on the next agenda.



Administrator Mims presented a Contract Agreement with Crosby Drinkard Group, LLC for Governmental Affairs Representation/Consulting Services. After discussion, the Commission agreed to place this item on the next agenda. The Commission also asked that Cassandra Crosby and Ron Drinkard meet with them at their November 20, 2017, meeting to discuss the legislative agenda.

Administrator Mims presented a Resolution authorizing the County's Thanksgiving Holiday Observance on Friday, November 24, 2017. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented a Resolution approving the 2018 Severe Weather Preparedness Tax Holiday, February 23-25, 2018, authorized by Act No. 2012-256. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented a proposal from Construction Testing & Engineering, Inc. for geotechnical investigation and engineering services at the new Montgomery County Department of Human Resources (MCDHR) building. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding Amendment Number 3 to Contract with Haynes Ambulance of Alabama, Inc. regarding an eighty-nine (89) day extension, beginning December 1, 2017, and ending on February 28, 2018, for emergency medical treatment & transportation, Contract Number 52110-15B-009. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented a Bid Award to the next lowest responsible bidder, SafeGuard Pest Control Services for pest control services, Bid Number 51901-16B-028. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented Budget Change Request Number 70 from County Commission Appropriations. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented Budget Change Request Number 1 from Probate Judge's Office (Elections). After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented an invoice from Garrett Coliseum Redevelopment Corp. regarding FY2018 appropriation in the amount of \$50,000. After discussion, the Commission agreed for a representative from the Coliseum to visit with them at the November 20, 2017, meeting to discuss the use of funds.

Administrator Mims presented an email from Executive Director Greg Clark with Central Alabama Regional Planning and Development Commission regarding grant information concerning Pilgrim-Providence Water and Fire Protection Authority.

Administrator Mims presented a Schedule of Upcoming Bids/Contract Renewals for October – December 2017.

The Commission agreed for a representative from Advanced Disposal to visit with them at the November 6, 2017, meeting.

Administrator Mims presented the Revenue Reports for September 2017 from Tax and Audit Department.

Administrator Mims presented the Population Report for September 2017 for the Mac Sim Butler Detention Facility.

Administrator Mims presented the Census and Fiscal Report for September 2017 for Community Corrections.

Vice President of Community Strategies Sheron Rose with the Montgomery Area Chamber of Commerce reminded the Commission that they had appointed her to the Regional Workforce Innovation and Opportunity Act Board and informed them that the Governor's Office preference was to not have a registered lobbyist serve as a county representative on this board. Ms. Rose recommended the appointment of her colleague, Ms. Jessica Horsley, who is the Director of Industry Retention within the Chamber's Corporate Development Office. After discussion, the Commission agreed to place this appointment on the next agenda.

Vice Chairman Walker distributed to her fellow Commissioners an article from al.com entitled "Nashville mayor has advice for Birmingham".

## **ADJOURNMENT**

Commissioner Harris made a motion to adjourn the meeting of the Montgomery County Commission on October 23, 2017, at 10:50 a.m. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission.

# AGENDA

OCT 23 2017

10-23-17 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 10-6-17

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 272460            |    | 272530       |
|                   |    |              |
| Total Checks Paid |    | \$715,732.50 |

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

# AGENDA

OCT 23 2017

10-23-17 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 10-6-17

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 272531            |    | 272659       |
|                   |    |              |
| Total Checks Paid |    | \$779,765.76 |

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

# AGENDA

OCT 23 2017

10-23-17 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 10-13-17

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 272660            |    | 272704       |
|                   |    |              |
| Total Checks Paid |    | \$699,654.10 |

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

# AGENDA

OCT 23 2017

10-23-17 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 10-13-17

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 272705            |    | 272786       |
|                   |    |              |
| Total Checks Paid |    | \$306,191.11 |

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

## MONTGOMERY COUNTY COMMISSION

**AGENDA**

THE FOLLOWING TRANSACTIONS WERE AUDITED AND  
ORDERED PAID

OCT 23 2017

CHECKS ARE DATED  
10/13/17

|                      |        |    |                      |        |    |              |
|----------------------|--------|----|----------------------|--------|----|--------------|
| Payroll Check Number | 128852 | To | Payroll Check Number | 128914 | \$ | 46,791.74    |
|                      |        |    |                      |        |    |              |
| Direct Deposits      |        |    |                      |        | \$ | 870,871.03   |
|                      |        |    |                      |        |    |              |
| Payroll Check Number | 128915 | To | Payroll Check Number | 128934 | \$ | 259,689.67   |
|                      |        |    |                      |        |    |              |
| Direct Deposits      |        |    |                      |        | \$ | 413,983.61   |
|                      |        |    |                      |        |    |              |
| Federal Deposits     |        |    |                      |        | \$ | 329,185.49   |
|                      |        |    |                      |        |    |              |
| Total Payroll Paid   |        |    |                      |        | \$ | 1,920,521.54 |

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

ELTON N DEAN, SR.  
Chairman  
Rhonda M. Walker  
Vice Chairman

Daniel Harris, Jr.  
Isaiah Sankey

Doug Singleton



GEORGE C. SPEAKE, PE, PLS  
COUNTY ENGINEER  
KEVIN A. BOONE, PE  
ASSISTANT COUNTY ENGINEER  
334.832.1310  
FAX: 334.832.7190

WWW.MC-ALA.ORG

## ENGINEERING DEPARTMENT

# AGENDA

OCT 23 2017

July 31, 2017

### MEMORANDUM

TO: Donald L. Mims  
County Administrator

FROM: George C. Speake  
County Engineer

SUBJECT: Approval of Resolution to Participate in the Joint Bidding Program for Counties in  
ALDOTS Southeast Region

Please place on the agenda of the next regular meeting of the Montgomery County Commission the approval of the Resolution as referenced above.

If approved, please have two copies with original signatures executed and returned to this office for further processing. If you have any questions, please contact Kevin Boone at 832-1342.

GCS/kb  
Attachments  
C: File



## **RESOLUTION AND AGREEMENT TO PARTICIPATE IN THE JOINT BIDDING PROGRAM FOR COUNTIES IN ALDOTS SOUTHEAST REGION**

**WHEREAS**, the Alabama Legislature enacted Act No. 2000-153 during the 2000 Regular Session, which act authorizes two or more counties in the state to enter into agreements for the joint bidding and purchase of items required to be bid under Alabama's competitive bid law (Code of Alabama 1975, § 41-16-50 et seq.); and

**WHEREAS**, **Southeast Region Joint Bid Committee** (hereinafter "the Committee") has agreed to administer a **Southeast Region Joint Bid Program** for counties pursuant to Act No. 2000-153 for the joint bidding of certain equipment, materials, and supplies required to be competitively bid under Alabama's competitive bid law; and

**WHEREAS**, pursuant to Code of Alabama 1975, § 41-16-21.1 and § 41-16-50, each County desiring to participate in this county **Southeast Region Joint Bid Program** is required to adopt a similar resolution, signifying its desire to participate and its agreement to the terms and conditions of participation; and

**WHEREAS**, the **Montgomery County Commission** desires to join and participate in the **Southeast Region Joint Bid Program** and understands and agrees to the procedures as set out below:

(1) That the **Committee** comprised of each County Engineer or his/her designee shall provide administrative services to the program, and in this regard, shall

- Oversee the development of written specifications for each item to be bid,
- Assign responsibility to member Counties to advertise, write specifications, review and award bids for the particular item(s) to be available for use by all member Counties.
- Provide other services as necessary excluding the awarding of the contracts.

(2) That in order to participate, each County Commission shall forward to the County Commission designated to handle a particular item the names and addresses of each person or company who has submitted a written request to be included in solicitations of bids for a particular item (its "vendor list"), and that following receipt of said vendor lists, the Designated County Commission shall mail appropriate bid specifications to each applicable person or company if that particular item is being bid, as provided in Code of Alabama 1975, § 41-16-54.

(3) Each County shall forward an original copy of the Resolution, agreeing to participate in the **Southeast Region Joint Bid Program**, to the **Southeast Region Joint Bid Committee** at **P.O. Box 86, Clayton, AL, 36018**.

(4) That the Designated County Commission will provide the other **Southeast Region** Counties participating in the **Southeast Region Joint Bid Program** with a notice of each solicitation for bid and in compliance with Code of Alabama 1975, § 41-16-54, All **Southeast Region** County Commissions participating in the **Southeast Region Joint Bid Program** shall post said notice on a bulletin board in the County's purchasing office.

(5) That in compliance with Code of Alabama 1975, § 41-16-54, the Montgomery County Commission agrees that it shall not be eligible to purchase an item under a contract awarded through the program unless it has posted such notice.

(6) That following the opening of bids, the designated County Commission will serve as awarding authority for the particular items they are responsible for and shall determine the lowest responsible bidder and award any contract bid through the program at a regular meeting of the designated County Commission as announced at the opening of bids.

(7) That participation in the County **Southeast Region Joint Bid Program** is strictly voluntary, and that, subject to the conditions set out in paragraphs 2, 3, 4, and 5, once a contract has been awarded for a particular item bid through the program, the Montgomery County Commission may purchase that item during the contract period under the terms of and at the price established under the contract, but shall not be required to purchase any particular item under the contract awarded through the program.

(8) That if the Montgomery County Commission decides to purchase an item other than through the program, it must separately bid that item if such bidding is required by Alabama's competitive bid law.

(9) That following the award of a contract under the County **Southeast Region Joint Bid Program**, purchases of items through the program by the Montgomery County Commission shall be made directly from the successful bidder by the county pursuant to its own purchasing policy, and that there shall be no joint purchasing agent representing the program or any Counties participating in the program.

(10) That the Montgomery County Commission shall remain a member of the program so long as it desires and agrees to participate in this **Southeast Region Joint Bid Program** under its terms and conditions, and that the Montgomery County Commission shall give at least thirty (30) days notice to the other members of the **Southeast Region Joint Bid Program** of its intent to terminate its participation in the program.

(11) That at the expiration of the thirty days termination notice, the Montgomery County Commission shall be removed from the program and from any correspondence or advertisement regarding the program or any item to be bid under its terms and conditions.

(12) That following its termination from the program, the Montgomery County Commission shall not be eligible to make purchases under the terms and at the cost of the

contract award for a particular item, and will be required to bid each item on its own under the requirements of Alabama's competitive bid law.

(13) That this resolution, once adopted by the Montgomery County Commission, shall serve as its agreement and contract with all other Counties participating in the county **Southeast Region Joint Bid Program** for the joint bidding of certain items required to be bid under Alabama's competitive bid law.

(14) That in order for a County to purchase an item through the County **Southeast Region Joint Bid Program**, it must have joined the program by adopting this resolution prior to the solicitation of bids for that item, but that once the County has joined the program, it shall remain a member, and subject to the conditions set out in paragraphs 2, 3, 4, and 5 above, shall be eligible for the purchase of all items thereafter bid under the program until and unless it terminates its participation as set out in paragraphs 11, 12, and 13 above.

**BE IT RESOLVED BY THE MONTGOMERY COUNTY COMMISSION** that it agrees to all terms and conditions of the County **Southeast Region Joint Bid Program** as set out above, and desires to participate in said program.

**BE IT FURTHER RESOLVED** that it is the intent of the Montgomery County Commission by adoption of this resolution to enter into a joint bidding agreement with all other counties participating in the County **Southeast Region Joint Bid Program**.

**BE IT FURTHER RESOLVED** that a copy of this resolution be immediately forwarded to the **Southeast Region Joint Bid Committee** with a request that the Montgomery County Commission be included in the county **Southeast Region Joint Bid Program** for all items bid through the program until and unless notified of the County's desire to terminate its participation under the procedures set out in paragraphs 11, 12, and 13 above.

**IN WITNESS THEREOF**, the Montgomery County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on this the \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Chairman, Montgomery County Commission

OFFICE OF THE GOVERNOR

**KAY IVEY**  
GOVERNOR



STATE OF ALABAMA

ALABAMA DEPARTMENT OF ECONOMIC  
AND COMMUNITY AFFAIRS

**KENNETH W. BOSWELL**  
DIRECTOR

September 19, 2017

**AGENDA**  
**OCT 23 2017**

Honorable Elton N. Dean, Sr.  
Chairman of Montgomery County Commission  
c/o Central Alabama Regional Planning  
and Development Commission  
430 South Court Street  
Montgomery, AL 36104

Dear Chairman Dean:

RE: Modification No. 1  
Grant No. DOE-028-17

Enclosed are two copies of the above-referenced Department of Energy Grant Modification.

Please sign and witness both copies and return one original to the Energy Division. Retain the other copy for your files.

If you have any questions, please call Brenda Mock at (334) 353-5951.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kenneth W. Boswell".

Kenneth W. Boswell  
Director

KWB/BM/ks

Enclosures

cc: Mr. Greg Clark

2-1

Weatherization Assistance Program for Low-Income Persons  
Department of Energy DE-EE0006136  
CFDA-81.042

## SUBGRANT AGREEMENT WEATHERIZATION PROGRAM

Grant Agreement: DOE-028-17  
Modification: 1  
Grant Amount: \$116,203.00

THIS MODIFICATION is entered into as of September 1, 2017, by and between the **Alabama Department of Economic and Community Affairs, Energy Division**, hereinafter, referred to as the "Department" or "ADECA," and the **Montgomery County Commission**, hereinafter, referred to as the "Subrecipient." This modification amends Grant Agreement No. DOE-028-17 dated April 1, 2017.

Subrecipient name (must match registered name in DUNS): Montgomery County Commission

Subrecipient's DUNS number: 099839086

Federal Award Identification Number ("FAIN"): DE-EE0007902

Federal Award Date: April 1, 2017

Subaward Period of Performance Start and End Date: April 1, 2017 – March 31, 2018

Amount of Federal Funds obligated by this action to the Subrecipient: \$63,297.00

Total amount of Federal Funds obligated to the Subrecipient: \$116,203.00

Total amount of Federal Award committed to the Subrecipient by ADECA: \$116,203.00

Federal Award project description: Weatherization Assistance Program

Name of Federal awarding agency: U.S. Department of Energy

Pass-through entity: Alabama Department of Economic and Community Affairs

Contact information for awarding official: Kenneth W. Boswell, Director

Identification of whether the Award is Research and Development: N/A

Indirect cost rate for the Federal Award: N/A

1. **PURPOSE:** The purpose of this modification is to amend "**Paragraph 2: Funding**" and the relative attachments of the above-referenced Grant Agreement.
2. "**Paragraph 2: Funding**" is hereby amended to read as follows:

**Funding:** It is expressly understood and mutually agreed that in no event shall the total amount to be paid by the Department to the Subrecipient under this agreement exceed **\$116,203.00** for full and completely satisfactory performance. Additional requirements relative to the Grant amount may be found in Attachment A, Paragraph 2. Any additional costs shall be borne by the Subrecipient.

3. All other terms and conditions not affected by this modification shall remain in full force and effect.

**IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBRECIPIENT HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:**

**Alabama Department of Economic & Community  
Affairs**  
\_\_\_\_\_  
Department

**Montgomery County Commission**  
\_\_\_\_\_  
Subrecipient

Maureen E. Neighbors 9/8/17  
Maureen E. Neighbors Date  
Energy Division Chief

X \_\_\_\_\_ X  
Authorized Official for Subrecipient Date

Kenneth W. Boswell 9/14/17  
Kenneth W. Boswell Date  
Director

X \_\_\_\_\_ X  
Subrecipient Witness Date

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

Claudia Kennedy Smith 9/14/17  
Claudia Kennedy Smith Date  
General Counsel

**SUBGRANTEE: MONTGOMERY COUNTY COMMISSION**

**GRANT NO.: DOE-028-17**

**MODIFICATION: 1**

**ATTACHMENT A**

**WORK TO BE PERFORMED**

**April 1, 2017**

1. The Subgrantee shall weatherize a minimum of 12 dwelling units in accordance with Priority List/Energy Audit weatherization measures as identified and approved for the State of Alabama. The Subgrantee shall utilize Blower Door technology on all dwellings to be weatherized. The minimum number of dwellings to be weatherized in each county is as follows:

**COUNTY**

**NUMBER OF UNITS**

|                   |           |
|-------------------|-----------|
| <b>MONTGOMERY</b> | <b>12</b> |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |
|                   |           |

2. If funds remain after the specified number of dwellings have been completed, it is mutually understood that additional dwellings will be weatherized until all available Grant Funds have been utilized.

**SUBGRANTEE: MONTGOMERY COUNTY COMMISSION**

**GRANT AGREEMENT: DOE-028-17**

**MODIFICATION: 1**

**ATTACHMENT B**

**Budget Sheet**

|                                                | <b>ORIGINAL<br/>BUDGET</b> | <b>DECREASE (-) /<br/>INCREASE (+)</b> | <b>TOTAL</b>       |
|------------------------------------------------|----------------------------|----------------------------------------|--------------------|
| <b>ADMINISTRATIVE</b>                          | <b>\$3,000.00</b>          | <b>+\$3,977.00</b>                     | <b>\$6,977.00</b>  |
| <b>PROGRAM<br/>OPERATIONS</b>                  | <b>\$31,406.00</b>         | <b>+\$44,020.00</b>                    | <b>\$75,426.00</b> |
| <b>HEALTH AND SAFETY</b>                       | <b>\$9,500.00</b>          | <b>+\$13,300.00</b>                    | <b>\$22,800.00</b> |
| <b>AGENCY LIABILITY<br/>INSURANCE</b>          | <b>\$0.00</b>              | <b>\$0.00</b>                          | <b>\$0.00</b>      |
| <b>TRAINING &amp; TECHNICAL<br/>ASSISTANCE</b> | <b>\$2,000.00</b>          | <b>+\$2,000.00</b>                     | <b>\$4,000.00</b>  |
| <b>FINANCIAL AUDIT</b>                         | <b>\$7,000.00</b>          | <b>\$0.00</b>                          | <b>\$7,000.00</b>  |

**GRAND TOTAL: \$116,203.00**



MCYF

# Memo

AGENDA

OCT 23 2017

**To:** Donald L. Mims  
**From:** Beverly Riddle Wise *BRW*  
**Date:** October 3, 2017  
**RE:** Alabama Department of Youth Services Agency Grant Agreement

---

Attached is the 2017-2018 Department of Youth Services Agency Grant Agreement which awards to the Montgomery County Commission the amount of Four hundred ninety thousand and no/100 dollars (\$490,000.00). Please place on the next County Commission agenda for approval. Thank you.

ALABAMA DEPARTMENT OF YOUTH SERVICES  
AGENCY GRANT AGREEMENT

**Fiscal Year 2017 – 2018**

The Alabama Department of Youth Services hereby awards to

**Montgomery County Commission**  
(Fiscal Agent, hereinafter called Recipient)

**the amount of Four hundred ninety thousand and no/100 dollars (\$490,000.00).**

These funds shall be used for non-residential services for Montgomery County youth who would otherwise be committed to the Department of Youth Services (DYS). As a result of the interventions funded by these monies, the parties expect that Montgomery County will eliminate commitments to DHS (including HIT), barring a significant increase in serious juvenile crime (i.e. violent felonies, felony sex offenses) by diverting 100+ youth annually, with a maximum capacity of 45 and a 10-20 week average length of participation.

These funds shall be utilized for the following purpose/activities:

*The Montgomery County Davis Treatment Center (DTC) is a day and evening program for medium to very high risk youth. DTC provides the following services: individualized treatment plans, GED and academic remediation, case management, Parenting Skills, individual, group and family counseling, job search/placement assistance, vocational training, transportation, and aftercare. Montgomery Co Juvenile Court and the Montgomery Co Commission shall contract with The Bridge, Inc. to administer these services.*

The program that receives funding from this grant will:

- Serve youth who would have historically been committed to the Alabama Department of Youth Services (HIT or regular DHS) in the absence of the funded program. Specifically, this includes youth with the following characteristics:
  - Males and/or Females, ages 12-18
  - Delinquent youth with a medium to high risk of re-arrest, as determined by the risk assessment instrument available on the DHS website
- In order to ensure that the program only serves youth who would have otherwise been committed to DHS, youth with the following characteristics only will **not** be eligible for participation:
  - Youth charged with harassment, simple assault, first time misdemeanors, or drug/alcohol offenses, unless mitigating circumstances warrant involvement with the program.
- Be developed by or in collaboration with the Montgomery County Juvenile Court (MCJC);
- Conduct regular self-evaluations of program effectiveness, including evaluations that track outcomes for children served by the program;
- Maintain data on program participants as required in the DHS Grantee Information Management System database (GIMS) on a monthly basis.

- Produce an annual report by November 30, for the October - September fiscal year. This report form shall be available on the DYS website and will include the following information, at a minimum:
  - A narrative description of each program funded by the grant
  - Annual summary of participant data
  - A description of the program's efforts to evaluate its own effectiveness, along with a summary of the results of all such evaluations.
- Each such completed annual report shall be made available to the Alabama Department of Youth Services, in addition to quarterly reports (if requested by DYS). Decisions about renewing grants may be made based on the courts' ability to show through these reports that the funds have been effective in diverting youth from commitment to DYS or HIT.

Both MCJC and DYS acknowledge that this Award may be terminated at will by MCJC or DYS for any reason. Any funds remaining from the award shall be returned to DYS upon the termination of said award.

The grant award contained herein is payable in installments, subject to the availability of funds and adjustments by the Alabama Department of Youth Services, as it deems necessary or advisable. All parties agree that prior year funds and/or Medicaid funds may be available to fund this program and have and/or will be applied to the total grant award. Any unexpended grant fund amounts shall be reported to DYS no later than November 1st. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this agreement, the contracting parties, including sub-contractors, agree that representatives of the Department of Youth Services will conduct site visits (both announced and unannounced), and that all records pertaining to the program will be made available for review. Program records will also be subject to a financial review.

The Recipient or its designee shall administer the services for which this grant is awarded, in accordance with the grant application, and applicable rules, regulations and conditions as set forth by the Department. This agreement is for a one year period and may be extended for an additional year. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

### ALABAMA DEPARTMENT OF YOUTH SERVICES

BY: \_\_\_\_\_

Steven P. Lafreniere  
Executive Director

BY: \_\_\_\_\_

Legal Review  
Approved as to form only

### ACCEPTANCE OF AWARD

*Recipient hereby signifies its acceptance of the grant award and the terms and conditions set forth, this the \_\_\_\_\_ day of \_\_\_\_\_, 2017.*

BY: \_\_\_\_\_

*Montgomery County Commission*

MCYF

# Memo

AGENDA

OCT 23 2017

**To:** Donnie L. Mims, County Administrator  
**From:** Beverly Riddle Wise, Acting Juvenile Court Administrator *BRW*  
**Cc:** Brandi K. Alexander, Detention Director  
**Date:** 9/29/2017  
**Re:** Dr. Ogunbi's Contract

---

Attached is Dr. Ogunbi's contract for 2017-2018. Please place on the next County Commission agenda for approval.

## **PERSONAL SERVICES CONTRACT**

The Montgomery County Commission hereby enters into a personal services contract with Adedoyin Dosunmu-Ogunbi, M.D., to provide medical services for youth detained at the Montgomery County Youth Facility. This contract is for the period October 1, 2017 through September 30, 2018 for \$52,029.91.

Dr. Ogunbi agrees to provide seven (7) days a week of medical services. Dr. Ogunbi, or his associates, will provide, personally, a minimum of two (2) days per week coverage with nurse coverage seven (7) days a week. Dr. Ogunbi will be responsible for retaining and providing this nurse coverage. Dr. Ogunbi agrees to supply LPN services six (6) hours per week; and LPN services two (2) hours on the weekend.

The nurse will keep any records required by the Juvenile Detention Director, attend to the medical needs of the detainees, provide staff training in medical areas, and provide personal hygiene training to the detainees. Additional duties are listed in the attached job description.

Dr. Ogunbi, or his associates, in addition to providing two (2) days per week coverage in the facility, will be on-call seven (7) days a week to handle emergency situations.

Dr. Ogunbi, or his associates, will keep any records required by the Juvenile Detention Director, and/or the Juvenile Court Administrator, and attend to the medical needs of the detainees.

The Montgomery County Commission will provide necessary medical supplies and instruments needed by the doctor/nurse in carrying out his/her duties.

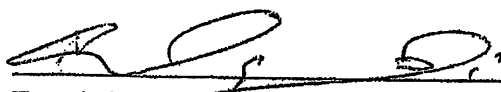
The Montgomery County Commission will pay Dr. Ogunbi monthly upon the submission of proper invoice at the rate of \$4335.83 per month for services provided at the Montgomery County Youth Facility.

**When referred to Dr. Ogunbi's personal office detainee's will be seen and released within (2) hours, unless such illness requires lengthy attention.**

The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) of 2003 is to ensure a safe, humane, and secure environment, free of threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/ Contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Juvenile Detention Compliance Officer or the Juvenile Detention Director. Dr. Ogunbi and his staff will report all suspicion of sexual abuse or sexual harassment immediately.

This contract can be terminated by either party giving thirty (30) days written notice to the other.

9/11/2017  
Date

  
Dr. Adedoyin Dosunmu-Ogunbi

\_\_\_\_\_  
Date

\_\_\_\_\_  
Beverly Wise  
Acting Juvenile Court Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Elton Dean, Sr., Chairman  
Montgomery County Commission

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

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Memorandum of Understanding with Industrial Partners, LLC

The Montgomery County Commission, at the meeting on October 10, 2017, agreed to place on the next agenda a Memorandum of Understanding (MOU) with Industrial Partners, LLC regarding exceptions to the Option and Purchase and Sale Agreement at the Montgomery Industrial Park concerning the acquisition of a 15-acre lot by Kowa Pharmaceutical.

I am requesting approval of this MOU.

DLM/tn

Attachment





# INDUSTRIAL Partners, LLC

*Industrial Buildings Are Our Focus*

## Brokerage | Investment | Development

DATE: October 10, 2017

TO: Donnie Mims; Tommy Gallion

*1/18 JS*  
FROM: Nimrod T. Frazer, Jr., SIOR, Industrial Partners, LLC

RE: Memorandum of Understanding – Montgomery County Commission Meeting on October 10, 2017

In a meeting on October 10, 2017, I met with the Montgomery County Commissioners regarding the possible expansion of Kowa Pharmaceutical to the adjacent 15-acre lot located in the Montgomery Industrial Park. Industrial Partners was approached by Ben Stakely (CEO of Kowa Pharmaceutical) to see if there was a possibility of their expanding to the 15-acre site located to the South of their current facility. It is their plan to acquire the 15-acre site from Industrial Partners if they decide on the expansion of their current facility. I informed Mr. Stakely that Industrial Partners has an option to purchase the property through an Option and Purchase Agreement between Industrial Partners, LLC and the Montgomery County Commission. After serious discussions with Mr. Stakely, Industrial Partners has agreed to enter into a two-year option with Kowa Pharmaceutical where they have agreed to pay Industrial Partners \$10,000 for the first year of the option and \$15,000 for the second year of the option to protect the site from other development during their option period. The option periods begin on October 2017 and run through September 2019. Kowa Pharmaceutical may elect to exercise their option to purchase the property anytime during the option period by giving Industrial Partners advanced notice of their decision to acquire the 15-acre lot for expansion.

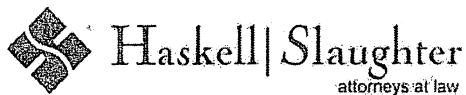
Industrial Partners realizes that this is a prime site for future expansion of their business. It is large enough to accommodate a future speculative industrial building and Industrial Partners should be fairly compensated for their right to give up this property should Kowa Pharmaceutical move forward with their expansion. We expect that Kowa Pharmaceutical would invest millions of dollars to expand their plant, which in turn should create new jobs in Montgomery. Industrial Partners fully supports their expansion plans but feels like they should be compensated for giving up this prime site for a future spec building. Industrial Partners would purchase the land from the Montgomery County Commission as spelled out in the existing option agreement and would then resell the 15-acre lot to Kowa Pharmaceutical for a market price to reflect current market values for the park.

With respect to the existing rolling option agreement between Industrial Partners and the Montgomery County Commission, dated August 30, 2004, Industrial Partners would like to request an exception to this

4747 Woodmere Blvd. Montgomery, Alabama 36106  
Tel: (334) 244-8650; Fax (334) 244-8665, [www.industrialpartners.com](http://www.industrialpartners.com)



agreement and not be required to build a new building within 180 days of the sale of the 15-acre lot to Kowa Pharmaceutical. We would also like to request an exception that will allow Kowa Pharmaceutical to use a contractor and engineer of their choice to construct their new building. In addition, we would like to request an exception to the requirement for a minimum 100,000 to 130,000 SF office and warehouse/manufacturing space as we are not fully aware of the expansion plans or the number of new jobs that will be created. However, we are aware that the Montgomery County Commission will have to approve the option agreement between Industrial Partners and Kowa Pharmaceutical and we hope you would gladly do so to support this possible business expansion from an existing key industry in the park. If Kowa Pharmaceutical should decide not to expand their business, therefore, not acquiring this 15-acre lot, the 15 acres will remain a part of our existing rolling option agreement as a future site for Industrial Partners to use when needed. The option payments paid to Industrial Partners by Kowa Pharmaceutical will be the only compensation Industrial Partners will receive for their cooperation in this deal.



Haskell Slaughter & Gallion, LLC  
8 Commerce Street  
Suite 1200  
Montgomery, Alabama 36104  
t. 334.265.8573 | f. 334.264.7945

TTG

## MEMORANDUM

October 16, 2017

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Memorandum of Understanding with Industrial Partners, LLC

---

I have reviewed your memorandum of October 13, 2017, regarding a proposed MOU from Nimrod T. Frazer, Jr., with Industrial Partners, LLC, regarding the Kowa Pharmaceutical purchase of the adjacent 15 acres of land at the Montgomery Industrial Park. I have reviewed the Option and Purchase and Sale Agreement with Industrial Partners, LLC, and a copy of the First Amendment to the Option and Purchase and Sale Agreement.

It is my opinion that the MOU, Option and Purchase and Sale Agreement along with the First Amendment to Option and Purchase and Sale Agreement are all acceptable as is. The agreements will be binding on all parties if executed.

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

October 13, 2017

**MEMORANDUM**

TO: Thomas T. Gallion, III  
County Attorney

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Memorandum of Understanding with Industrial Partners, LLC

Attached is a proposed Memorandum of Understanding (MOU) from Nimrod T. Frazer, Jr., with Industrial Partners, LLC regarding the Kowa Pharmaceutical purchase of the adjacent 15 acres of land at the Montgomery Industrial Park. In the MOU he states on page 2, "However, we are aware that the Montgomery County Commission will have to approve the option agreement between Industrial Partners and Kowa Pharmaceutical and we hope you would gladly do so to support this possible business expansion from an existing key industry in the park." Please advise as to whether it would be best to receive a draft Option Agreement that this refers to.

Also, attached is an Option and Purchase and Sale Agreement with Industrial Partners, LLC, executed August 30, 2004 and a copy of the First Amendment to Option and Purchase and Sale Agreement for Industrial Partners executed April 4, 2005, which he cited in the MOU.

Please review the MOU and issue an opinion by Monday, October 16, 2017, as to whether it is acceptable.

As always, thank you for your assistance.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -

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

*5-5*

# AGENDA

OCT 23 2017

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: October 4, 2017

RE: Contract No. 57202-15B-026  
Drug Testing and Equipment

I request that the attached Amendment No. 1 to Drug Testing Program Management, Inc. contract for drug testing and equipment be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning November 2, 2017 and ending on November 1, 2018.

Drug Testing Program Management, Inc. 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 Paul H. Brown,  
Executive Director of Montgomery County Community Corrections.

Attachment

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

Amendment  
To  
Contract # 57202-15B-026

**Amendment No. 1**

Contract with Drug Testing Program Management, Inc. for drug testing and equipment is hereby extended for one (1) year, beginning November 2, 2017 and ending November 1, 2018.

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

All other provisions of the contract remain the same.

WITNESS:

\_\_\_\_\_

DRUG TESTING PROGRAM MANAGEMENT,  
INC.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

\_\_\_\_\_

MONTGOMERY COUNTY COMMISSION

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

OCT 23 2017

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: October 2, 2017

RE: Contract No. 51100-17B-004  
Armored Car Services

I request that the attached Amendment No. 1 to Armored Car Service, Inc. contract for armored car services be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning January 1, 2018 and ending on December 31, 2018.

Montgomery Armored Car Service, Inc. chooses not to increase pricing during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Steven L. Reed, Judge of Probate and Terri Henderson, Revenue Manager.

Attachment

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

Amendment  
To  
Contract # 51100-17B-004

**Amendment No. 1**

Contract for armored car services, is hereby extended for one (1) year beginning January 1, 2018 and ending December 31, 2018.

There will be no price increase during this contract period.

All other provisions of the contract will remain the same.

WITNESS:

MONTGOMERY ARMORED CAR SERVICE,  
INC.

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

MONTGOMERY COUNTY COMMISSION

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

OCT 23 2017

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: October 2, 2017

RE: Contract No. 52200-15B-032  
Inmate Uniforms

I request that the attached Amendment No. 2 to Acme Supply Co., Ltd. contract for inmate uniforms be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning December 21, 2017 and ending on December 20, 2018.

Acme Supply Co., Ltd. chooses not to increase pricing during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff.

Attachment



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

Amendment  
To  
Contract # 52200-15B-003

**Amendment No. 2**

Contract for Inmate Uniforms, is hereby extended for one (1) year beginning December 21, 2017 and ending December 20, 2018.

There will be no price increase during this contract period.

All other provisions of the contract will remain the same.

WITNESS:

ACME SUPPLY CO., LTD.

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

MONTGOMERY COUNTY COMMISSION

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

# AGENDA

OCT 23 2017

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *mas*

DATE: October 4, 2017

RE: Contract No. 52110-14B-026  
Sheriff's Leather and Accessories

I request that the attached Amendment No. 3 to Gulf State Distributors contract for leather and accessories be considered for approval on a future agenda.

Amendment No. 3 will allow the contract to be extended for sixty (60) days, beginning November 7, 2017 and ending on January 6, 2018. This will allow us time to issue a new bid.

All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff.

Attachment

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

Amendment  
To  
Contract # 52110-14B-026

Amendment No. 3

Contract with Gulf States Distributors for leather and accessories is hereby extended for sixty (60) days beginning November 7, 2017 and ending January 6, 2018.

All other provisions of the contract will remain the same.

WITNESS:

GULF STATES DISTRIBUTORS

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

MONTGOMERY COUNTY COMMISSION

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

# AGENDA

OCT 23 2017

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *MS*

DATE: October 4, 2017

RE: Contract No. 53100-14B-030  
Landscape Industrial Park

I request that the attached Amendment No.3 to SharpCut Lawn Service contract for landscape maintenance at Montgomery Industrial Park be considered for approval on a future agenda.

Amendment No. 3 will allow the contract to be extended for sixty (60) days, beginning November 17, 2017 and ending on January 16, 2018. This will allow us time to issue a new bid.

All other provisions of the contract shall remain the same.

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

Attachment

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

Amendment  
To  
Contract # 53100-14B-030

**Amendment No. 3**

Contract with Sharp Cut Lawn Service for landscape maintenance at Montgomery Industrial Park, is hereby extended for sixty (60) days, beginning November 17, 2017 and ending January 16, 2018.

All other provisions of the contract remain the same.

WITNESS:

SHARP CUT LAWN SERVICE

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

MONTGOMERY COUNTY COMMISSION

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

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

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Payment of 2017-2018 Membership Dues to the Alabama City/County  
Management Association (ACCMA)

The Montgomery County Commission, at its meeting on October 10, 2017, agreed to place on the next agenda Payment of 2017-2018 Membership Dues to the Alabama City/County Management Association (ACCMA) for Administrator Donald L. Mims, Deputy Administrator Florence M. Cauthen and Risk Manager Scott Kramer.

I am requesting approval of these dues.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -

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

*11-1*



# ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION

August 1, 2017

## ACCMA ANNUAL MEMBERSHIP DUES

Form for 2017-2018 Membership Year  
(October 1, 2017 – September 30, 2018)

Organization Name: Montgomery County Commission Telephone: 334/832-1212

Address: 101 S. Lawrence St., Montgomery, AL 36104 Web Address: [www.mc-ala.org](http://www.mc-ala.org)

The ACCMA would like to invite you and others in your organization to become a member and enjoy the many benefits available through the association including discounted registration for each of the two annual educational events. Eligible members include City and County Managers, Administrators, Assistant Managers, Assistant Administrators, Clerks, Finance Directors, Accounting Clerks, Personnel Directors, Mayors, Council Members, Chairpersons, Commissioners, other administrative & assistant administrative personnel, MPA students and professors from Alabama's colleges and universities, and Businesses in good standing with the Association whose products or services do not compete with the Alabama League of Municipalities or the Association of County Commissions of Alabama. Membership in ACCMA for 2017-2018 is due October 1, 2017. Direct any questions regarding ACCMA membership to Julia Heflin at 334-844-4782 or [heflijb@auburn.edu](mailto:heflijb@auburn.edu).

(Please list all persons joining membership)

Name: Donald L. Mims Title: Administrator Email: [donaldmims@mc-ala.org](mailto:donaldmims@mc-ala.org)

Name: Florence M. Cauthen Title: Deputy Administrator Email: [florencecauthen@mc-ala.org](mailto:florencecauthen@mc-ala.org)

Name: Scott Kramer Title: Dir of Risk Mgmt Email: [scottkramer@mc-ala.org](mailto:scottkramer@mc-ala.org)

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Email: \_\_\_\_\_

Total Amount Enclosed: \$ \_\_\_\_\_ \$75 City/County Regular Member p/person;  
\$50 Associate Member (Elected Official) p/person;  
\$10 Student Member p/person;  
\$150 Business Member p/business

**DUE OCTOBER 31, 2017!**

**EXPEDITE YOUR MEMBERSHIP BY FAXING FORM TO: 334-844-1919**

Payment online with credit card at [www.accma-online.org](http://www.accma-online.org)

Make checks payable to: **ACCMA**

Mail to: ACCMA, C/O GEDI, 22 Extension Hall, Auburn AL 36849.

ELTON N. DEAN, SR.  
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VICE CHAIRMAN

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ISAIAH SANKEY  
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334.832.1210  
FAX: 334.832.2533  
TDD: 334.265.3568  
WWW.MC-ALA.ORG

## AGENDA

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Payment of 2018 Membership Dues to the National Association of Counties (NACo)

The Montgomery County Commission, at its meeting on October 10, 2017, agreed to place the payment of 2018 Membership Dues to the National Association of Counties (NACo) on the next agenda.

I am requesting approval of these dues.

DLM/tn

Attachment





MONTGOMERY COUNTY  
COMMISSION

2017 OCT -2 AM 9:01

**National Association of Counties**  
**PO Box 79007**  
**Baltimore, MD 21279-0007**  
Phone: 888.407.NACo (6226) x291  
Direct: 202.942.4291  
Fax: 866.467.1825  
EIN# 53-0190321

ID: 1101

Mr. Donald L. Mims  
County Administrator  
Montgomery County  
PO BOX 1667  
Montgomery, AL 36102-1667

## Invoice

Invoice #: 199855  
Invoice Date: 9/11/2017

### Description

### Dues Amount

#### County Membership Dues

01/01/2018 - 12/31/2018

\$4,587

NACo knows you have a difficult job. Counties are continually asked to do more with less. Federal budget cuts, unfunded mandates and unnecessary regulations make your job harder. But you aren't working on this alone, NACo is here to help.

Spend a moment looking at the enclosed benefits of NACo membership. Membership in NACo connects you with an important support network to help you excel in county government. Thank you so much for your continued NACo membership!

If you need additional information, please contact Alex Koroknay-Palicz, Membership Coordinator, at 1-888-407-NACo (6226) x291 or e-mail [akpalicz@naco.org](mailto:akpalicz@naco.org).

Amount Paid: \$0

**Amount Due: \$4,587**

◆ PLEASE DETACH AND RETURN WITH PAYMENT ◆

ID: 1101

Mr. Donald L. Mims  
County Administrator  
Montgomery County  
PO BOX 1667  
Montgomery, AL 36102-1667

**Invoice #: 199855**

**Remit Payment To:**  
National Association of Counties  
PO Box 79007  
Baltimore, MD 21279-0007

#### Select the Method of Payment on Reverse Side

We encourage you to submit payments electronically by ACH credit  
Bank Routing# (ABA) - 021052053 Account # 93404817

# PARTICIPATION & MEMBERSHIP BENEFITS REPORT

This report provides a detailed summary of services and dollars Montgomery County has received as a direct benefit from being a member of the National Association of Counties.

## MEMBERSHIP OVERVIEW

NACo Member County  
Member Dues: \$4,587

Montgomery County, AL  
PO BOX 1667  
County Administration Building  
Montgomery, AL 36102-1667  
<http://www.mc-ala.org>



## FEDERAL FUNDING RESULTS OF NACo'S ADVOCACY

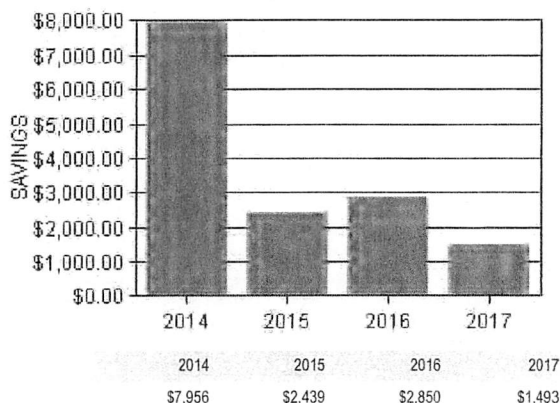
At the federal level, NACo works to increase, maintain, or create funding for programs that benefit county governments and their residents. It is important to note that these programs listed here represent the types of programs on which NACo lobbies. This is not the complete list of all the federal funds counties receive, but a sample of specific federal programs through which counties receive funding as a result of NACo's lobbying efforts.



| Year | PILT    | SCAAP    | CDBG | HOME | SRS | USDA RD   |
|------|---------|----------|------|------|-----|-----------|
| 2017 | \$2,056 | TBD      |      |      | TBD | TBD       |
| 2016 | \$2,011 | \$7,388  |      |      |     | \$711,566 |
| 2015 | \$1,819 | \$7,413  |      |      |     | \$640,845 |
| 2014 | \$1,998 | \$10,185 |      |      |     | \$192,659 |

## MONEY SAVING PROGRAMS

US Communities Estimated Annual Savings



**\$16,095** Estimated savings since 2013 by using US Communities



Deferred Compensation Program Participant



Stepping Up Initiative Participant

## AWARDS & RECOGNITION



Started in 1970, the annual Achievement Award Program is a non-competitive awards program that recognizes innovative county government programs. Each application is judged on its own merits and not against other applications received. For more information, please visit [www.naco.org/achievementawards](http://www.naco.org/achievementawards).

Montgomery County is not participating in NACo's Award Program.

## EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT



Events and conferences attended by individuals in Montgomery County. The savings figures indicate reduced rates for member counties over the prices for non-member counties to participate. Other events are only open to member counties or are free to attend so there is no non-member rate. In all cases, the true value of the networking, education and professional development far exceeds the savings.

| Conference / Event                                                  | Total Attendees | Member Savings |
|---------------------------------------------------------------------|-----------------|----------------|
| 2017 NACo Legislative Conference                                    | 2               | \$450          |
| 2017 NACo Annual Conference and Exposition                          | 3               | \$675          |
| 2016 NACo Legislative Conference                                    | 3               | \$675          |
| 2016 NACo Annual Conference and Exposition                          | 2               | \$450          |
| 2014 NACo Legislative Conference                                    | 2               | \$450          |
| 2014 NACo Annual Conference: County Solutions and Ideas Marketplace | 3               | \$675          |

Total Saved: \$3,375

## BOARDS & COMMITTEE PARTICIPATION



NACo is a grassroots-driven organization that encourages member engagement. Currently, we have more than 1,100 individual county elected and appointed officials from every region of the country represented on our 10 policy steering committees, ad hoc and standing committees, and various caucuses and task forces. Help make NACo and America's counties stronger by joining a committee today! Find out how by visiting [www.naco.org/about/committees-state-associations-and-affiliates](http://www.naco.org/about/committees-state-associations-and-affiliates)

| Committee                                            | Position | Member        |
|------------------------------------------------------|----------|---------------|
| Telecommunications and Technology Steering Committee | Member   | Daniel Harris |

## PUBLICATIONS & SUBSCRIPTIONS



NACo is happy to provide member counties with these free newsletters to keep you up to date on issues affecting counties across the country. Our acclaimed publication, County News, typically costs \$50/subscription for non-member counties, but you get the subscriptions for FREE as a member. The subscription saving figure is the money Montgomery County saved by being a member county.

| Subscription                        | Subscription Saving  |
|-------------------------------------|----------------------|
| 18 County News subscriptions        | 18 @ \$50ea = \$ 900 |
| 26 County News Online subscriptions |                      |

ELTON N. DEAN, SR.  
CHAIRMAN  
RONDA M. WALKER  
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DOUG SINGLETON



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334.832.1210  
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TDD: 334.265.3568  
WWW.MC-ALA.ORG

## AGENDA

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Payment of 2017-2018 Membership Dues to the Coosa-Alabama River  
Improvement Association, Inc.

The Montgomery County Commission, at its meeting on October 10, 2017, agreed to place on the next agenda payment of 2017-2018 Membership Dues to the Coosa-Alabama River Improvement Association, Inc.

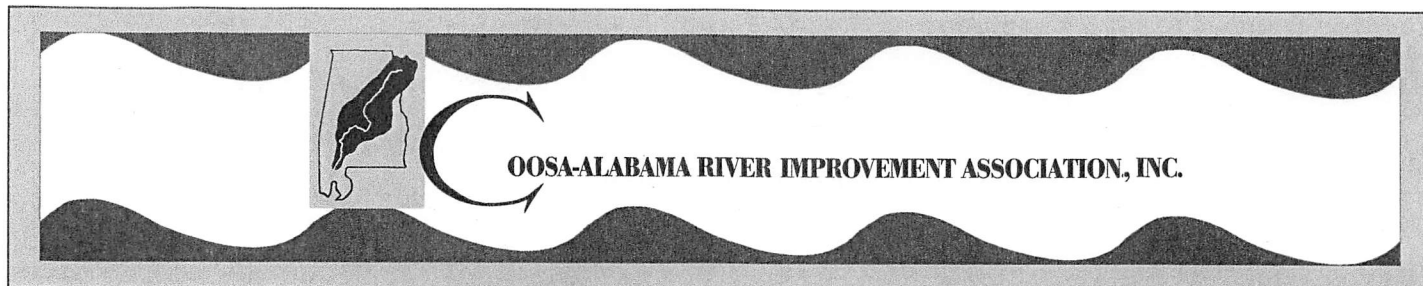
I am requesting approval of these dues.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -

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



|                                                                                                                                                             |                              |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------|
| <b>Bill To:</b><br><b>Montgomery County Commission</b><br><b>Mr. Donald Mims, Administrator</b><br><b>P.O. Box 1667</b><br><b>Montgomery, AL 36102-1667</b> | <b>Renewal Invoice</b>       |                   |
|                                                                                                                                                             | <b>Invoice #:</b>            | <b>2247</b>       |
|                                                                                                                                                             | <b>Invoice Date:</b>         | <b>09/15/2017</b> |
|                                                                                                                                                             | <b>Terms: Net on Receipt</b> |                   |

| Item                                                                                                 | Description                        |                                                                                                  | Total      |
|------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------------------------------------------------------------------|------------|
| FY2018 Dues                                                                                          | October 1, 2017-September 30, 2018 |                                                                                                  | \$3,650.00 |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
| Approximately 10% of Membership Dues are allocated<br>to lobbying State and Federal Governments.     |                                    | Subtotal                                                                                         | \$3,650.00 |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    |                                                                                                  |            |
|                                                                                                      |                                    | Balance Due                                                                                      | \$3,650.00 |
| <b>Mailing Address:</b><br><br><b>CARIA</b><br><b>PO Box 388</b><br><b>Montgomery, AL 36101-0388</b> |                                    | <b>Phone: 334-265-5744</b><br><b>E-mail: jsailors@caria.org</b><br><b>Website: www.caria.org</b> |            |
|                                                                                                      |                                    | <b>Thank you!</b>                                                                                |            |



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

DANIEL HARRIS, JR.  
ISAIAH SANKEY  
DOUG SINGLETON



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TDD: 334.265.3568  
WWW.MC-ALA.ORG

## AGENDA

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Payment of Invoice from Central Alabama Sports Commission

The Montgomery County Commission, at its meeting on October 10, 2017, agreed to place on the next agenda the payment of an Invoice from Central Alabama Sports Commission regarding the 2017 Guardian Credit Union FCS Kickoff Sponsorship in the Amount of \$40,000.

I am requesting approval of this item.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -

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



THE SPORTS CAPITAL OF ALABAMA

## INVOICE

---

**TO:** Montgomery County Commission  
101 South Lawrence Street  
Montgomery AL 36104

**DATE:** August 30, 2017

**INVOICE NUMBER:** 2017-01

2017 GUARDIAN CREDIT UNION FCS KICKOFF SPONSORSHIP

**\$40,000**

Make Check Payable to:

Central Alabama Sports Commission  
1010 Forest Avenue  
Montgomery AL 36106

MONTGOMERY • PRATTVILLE • WETUMPKA • MILLBROOK

1010 Forest Avenue - Montgomery, Alabama 36106 - [AlSportsCapital.com](http://AlSportsCapital.com)



Remit To: ESPN, Inc. - Prod Miscellaneous  
P.O. Box 732527  
Dallas, TX 75373-2527  
Tax ID# 13-3759888

Wire To: ESPN Inc. Miscellaneous  
ATTN: ESPN Productions Inc.  
PO BOX 732527  
Dallas, TX 75373-2527

CITY OF MONTGOMERY  
1010 FOREST AVE  
MONTGOMERY, AL 36106

| INVOICE        |            |
|----------------|------------|
| NUMBER         | DATE       |
| 603E3          | 08-21-2017 |
| ORDER NO.      |            |
|                |            |
| BILLING PERIOD |            |
| AUGUST 2017    |            |

ATTENTION: SUSAN HILDRETH - SHILDRETH@MONTGOMERYAL.GOV

| ACCOUNT EXECUTIVE                                      | ACCOUNT EXEC PHONE |
|--------------------------------------------------------|--------------------|
|                                                        |                    |
| DESCRIPTION                                            | AMOUNT<br>(USD)    |
| 2017 GUARDIAN CREDIT UNION FCS KICKOFF SPONSORSHIP     | 100,000.00         |
| ALL ACCOUNTS DUE AND PAYABLE 30 DAYS FROM INVOICE DATE |                    |
| 143                                                    |                    |
| TOTAL DUE                                              | 100,000.00         |



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  
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# AGENDA

OCT 23 2017

October 23, 2017

## MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

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

- C-2018-6: Alabama Shakespeare Festival, for Educational Programs - \$5,000; (Harris)
- C-2018-7: Alabama Junior Miss, Inc., d/b/a Distinguished Young Women of Alabama, for Expenses used during the Distinguished Young Women of Montgomery County Contest - \$1,000; (Walker)
- C-2018-8: Huntingdon College, Department of Athletics, for Football Program, Attn: Coach Mike Turk - \$1,000; (Dean)
- C-2018-9: Huntingdon College, Department of Athletics, for Baseball Program, Attn: Coach D. J. Conville - \$1,000; (Dean)
- NC-2018-3: City of Montgomery, to be used by BONDS to Support the Woods N Water Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Singleton)
- NC-2018-4: Alabama State University, Department of Athletics, for Baseball Camp, Attn: Coach Jose' Vazquez - \$1,000; (Dean)
- NC-2018-5: Alabama State University, Department of Athletics, for Tennis Camp, Attn: Coach Anuk Christiansz - \$1,000; (Dean)

- A COUNTY OLDER THAN THE STATE -

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

MEMORANDUM  
Montgomery County Commission  
October 23, 2017  
Page 2

- NC-2018-6: Alabama State University, Department of Athletics, for Men's Basketball Camp, Attn: Lewis Jackson - \$1,000; (Dean)
- NC-2018-7: Alabama State University, Department of Athletics, for Ladies' Basketball Camp, Attn: Coach Freda Freeman-Jackson - \$1,000; (Dean)
- NC-2018-8: Alabama State University, Department of Athletics, for Football Camp, Attn: Interim Coach Donald Hill-Eley - \$1,000; (Dean)
- NC-2018-9: Alabama State University, Department of Athletics, for Track Camp, Attn: Coach Ritchie Beene - \$1,000; (Dean)
- NC-2018-10: Alabama State University, Department of Athletics, for Golf Camp, Attn: Coach Dr. Gary Grandison - \$1,000; (Dean)
- NC-2018-11: Alabama State University, Department of Athletics, for Volleyball Camp, Attn: Coach Penny Lucas-White - \$1,000; (Dean)
- NC-2018-12: Alabama State University, Department of Athletics, for Soccer Camp, Attn: Coach Jodie Smith - \$1,000; (Dean)
- NC-2018-13: Alabama State University, Department of Athletics, for Ladies Softball Camp, Attn: Coach Chris Steiner-Wilcoxson - \$1,000; (Dean)
- NC-2018-14: Alabama State University, Department of Athletics, for Bowling Program, Attn: Coach Andrew Chatmon - \$1,000; (Dean)
- NC-2018-15: Alabama State University, for Alabama State University Marching Band Camp, Attn: Dr. James Oliver - \$1,000; (Dean)
- NC-2018-16: Alabama State University, for Theatre Department, c/o Dr. Stewart - \$1,000; (Dean)

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

- BOE-2018-4: BOE, Jefferson Davis High School, for Mock Trial Team Participating in the YMCA Mock Trial Program - \$2,000; (Harris)

MEMORANDUM  
Montgomery County Commission  
October 23, 2017  
Page 3

- BOE-2018-5: BOE, Carver Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-6: BOE, Floyd Middle Magnet School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-7: BOE, Floyd Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-8: BOE, Davis Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-9: BOE, Catoma Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-10: BOE, Martin L. King Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-11: BOE, Southlawn Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-12: BOE, Southlawn Middle School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-13: BOE, Sidney Lanier High School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-14: BOE, Pintlala Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-15: BOE, Carver Senior High School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-16: BOE, Bellingrath Middle School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-17: BOE, MacMillan International Academy for Humanities, Communications and Technology, for Principal's Discretionary Fund - \$1,000; (Dean)

MEMORANDUM  
Montgomery County Commission  
October 23, 2017  
Page 4

- BOE-2018-18: BOE, McKee Middle School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-19: BOE, Bear Exploration Center for Mathematics, Science and Technology, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-20: BOE, Seth Johnson Elementary School, for Principal's Discretionary Fund - \$1,000; (Dean)
- BOE-2018-21: BOE, Progressive Academy of Creative Education, for Principal's Discretionary Fund - \$1,000; (Dean)

DLM/tll

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

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## AGENDA

OCT 23 2017

October 19, 2017

### MEMORANDUM

TO: Montgomery County Commission  
FROM: Donald L. Mims *DLM*  
County Administrator  
SUBJECT: List of Bank Depositories

The Montgomery County Commission, at its meeting on October 10, 2017, agreed to place on the next agenda authorization of bank depositories for the remainder of 2017 and the 2018 Calendar Year.

I am requesting approval of this item.

DLM/tn

Attachment

- A COUNTY OLDER THAN THE STATE -

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

16-1

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



DONALD L. MIMS, CPA, MPA  
ADMINISTRATOR  
SHERRILL R. THOMAS, CPA  
FINANCE DIRECTOR

DANIEL HARRIS, JR.  
ISAIAH SANKEY  
DOUG SINGLETON

**MONTGOMERY COUNTY COMMISSION**  
**FINANCE DEPARTMENT**

334.832.1230  
TDD 334.265.3568  
FAX 334.832.2533

**TO:** Donald L. Mims, Administrator  
**FROM:** Sherrill R. Thomas, Finance Director *SD*  
**DATE:** October 3, 2017  
**RE:** LIST OF BANK DEPOSITORIES

---

Following is a list of banks currently doing business in Montgomery County and should be designated depositories for the remainder of Calendar Year 2017 and Calendar Year 2018.

US AmericaBank  
Amerifirst Bank  
Auburn Bank  
BB&T  
BBVA Compass  
Cadence Bank  
Community Bank & Trust  
Hancock Bank  
IberiaBank  
Liberty Bank & Trust Co.  
PNC Bank  
PrimeSouth Bank  
Regions Bank  
Renasant Bank  
River Bank & Trust  
ServisFirst Bank  
Sterling Bank  
Trustmark National Bank  
Wells Fargo Bank

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

16-2

## OCT 23 2017



**MONTGOMERY COUNTY COMMISSION  
BUDGET CHANGE REQUEST**

Request Number: 1

**AGENDA**

**OCT 23 2017**

DEPARTMENT: Tax & Audit REQUESTED BY: Terri Henderson, Revenue Manager 10/16/17  
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 10/17/17  
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐  
Agenda ☒

COUNTY COMMISSION APPROVAL: \_\_\_\_\_  
Administrator Date

| ACCOUNT NAME              | ACCOUNT NUMBER | CURRENT BUDGET    | INCREASE (DECREASE) | REVISED BUDGET    |
|---------------------------|----------------|-------------------|---------------------|-------------------|
| Refund Prior Year Revenue | 001-51800-335  | 0                 | 31,703              | 31,703            |
| Contract Services         | 001-51800-304  | 200,000           | (31,703)            | 168,297           |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
|                           |                |                   |                     | 0                 |
| <b>TOTAL</b>              |                | <b>\$ 200,000</b> | <b>\$ 0</b>         | <b>\$ 200,000</b> |

JUSTIFICATION: Transfer \$31,703 from Contract Services to fund Prior Year Refunds of general fund portion of sales and use taxes due to taxpayers.



## POSITION FILL REQUEST- BUDGETED VACANCY

OCT 23 2017

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 500419039 (Replacement of L Timmons)  
 Pay Grade PCT Pay Range \$30,096  
 Proposed Effective Date November 6, 2017  
 Type of Hire ( ☒ ) New ( ☐ ) Promotional  
 Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 10/17/ 2017

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 10/17/2017

Sherrill Thomas

Finance Director

Date 10/17/2017

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator

Date \_\_\_\_\_

OCT 23 2017

## POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney  
 DEPARTMENT HEAD: Daryl D. Bailey  
 SUPERVISOR: Mike Thomas

### POSITION INFORMATION:

Position Title Investigator I Exempt  
 Position Number 400002020  
 Pay Grade PS5 Pay Range \$57,188 - 85,444  
 Proposed Effective Date November 6, 2017  
 Type of Hire ( ☒ ) New ( ☐ ) Promotional  
 Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Daryl D. Bailey Date 10/17/2017  
 Department Head

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/18/2017  
 Employee Benefit Manager

Sherrill Thomas Date 10/18/2017  
 Finance Director

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator Date \_\_\_\_\_

OCT 23 2017

## POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney  
 DEPARTMENT HEAD: Daryl D. Bailey  
 SUPERVISOR: Mike Thomas

### POSITION INFORMATION:

Position Title Investigator II Exempt  
 Position Number 400002002  
 Pay Grade PS6 Pay Range \$66,709 - 99,672  
 Proposed Effective Date November 6, 2017  
 Type of Hire ( ☐ ) New ( ☒ ) Promotional  
 Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Daryl D. Bailey

Department Head

Date 10/17/2017

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 10/18/2017

Sherrill Thomas

Finance Director

Date 10/18/2017

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator

Date \_\_\_\_\_

OCT 23 2017

## POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney  
 DEPARTMENT HEAD: Daryl D. Bailey  
 SUPERVISOR: Mike Thomas

### POSITION INFORMATION:

Position Title Investigator III Exempt  
 Position Number 400002005  
 Pay Grade PS6 Pay Range \$66,709 - 99,672  
 Proposed Effective Date November 6, 2017  
 Type of Hire ( ☐ ) New ( ☒ ) Promotional  
 Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Daryl D. Bailey Date 10/17/2017  
 Department Head

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/18/2017  
 Employee Benefit Manager

Sherrill Thomas Date 10/18/2017  
 Finance Director

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator Date \_\_\_\_\_

## POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney  
DEPARTMENT HEAD: Daryl D. Bailey  
SUPERVISOR: Mike Thomas

### POSITION INFORMATION:

Position Title Retired / RSA Employee Professional  
Position Number 400079001  
Pay Grade A05 Pay Range \$30,000  
Proposed Effective Date November 6, 2017  
Type of Hire ( ☒ ) New ( ☐ ) Promotional  
Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Daryl D. Bailey  
Department Head

Date 10/04/2017

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring  
Employee Benefit Manager

Date 10/04/2017

Sherrill Thomas  
Finance Director

Date 10/5/2017

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
County Administrator

Date \_\_\_\_\_

OCT 23 2017

## POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: PROBATE

DEPARTMENT HEAD: Judge Steven Reed

SUPERVISOR: Judge Steven Reed

### POSITION INFORMATION:

Position Title Mental Health and Legal Services Coordinator

Position Number 750035061

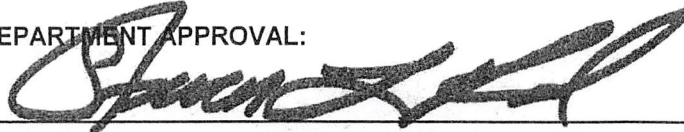
Pay Grade A11 Pay Range \$62,126 - \$92,823

Proposed Effective Date Dec 1, 2017

Type of Hire ( ☒ ) New ( ☐ ) Promotional

Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

  
 Department Head

Date 10/16/2017

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring  
 Employee Benefit Manager

Date 10/16/2017

Sherrill Thomas  
 Finance Director

Date 10/17/2017

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator

Date \_\_\_\_\_



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

## 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 Public Safety Communications Dispatcher  
 Position Number 550483011 (Replacement of M Pratt)  
 Pay Grade A05 Pay Range \$32,318 - \$48,286  
 Proposed Effective Date November 6, 2017  
 Type of Hire ( ☒ ) New ( ☐ ) Promotional  
 Type of Appointment ( ☒ ) Permanent ( ☐ ) Temporary

### DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 10/13/2017

### PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 10/16/2017

Sherrill Thomas

Finance Director

Date 10/17/2017

### ADMINISTRATIVE APPROVAL:

\_\_\_\_\_  
 County Administrator

Date \_\_\_\_\_



Montgomery County Commission  
Travel / Training Request Approval  
Request # 1

**AGENDA**

**OCT 23 2017**

Date: October 18, 2017  
To: Donald L. Mims, Administrator  
From: Sherrill Thomas, Finance Director  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: December 14, 2017 Return Date: December 15, 2017  
Conference Leave (Days / Hours): 2 Days  
Purpose of Travel: CPE Course- 2017 Auburn University Tax Professional Seminar  
Qualifies toward 40 hours required annually for CPA license

Traveler (s) Name: 1. Sherrill Thomas 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$225.00 Advance Registration Required: \$225.00

Department Name: Finance Fund Name: General

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Sherrill Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$225.00 and advance registration of \$225.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-51110.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration and Training</u>         |
| Current Budget:                                  | <u>\$3,000.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$3,000.00</u>                        |
| Current Requests:                                | <u>\$225.00</u>                          |
| Budget Balance:                                  | <u>\$2,775.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/18/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 1

**AGENDA**

**OCT 23 2017**

Date: October 5, 2017  
To: Donald L. Mims, Administrator  
From: Daryl D. Bailey, District Attorney  
Re: Approval for the following travel:

Destination: Point Clear, AL  
Departure Date: November 17, 2017 Return Date: November 21, 2017  
Conference Leave (Days / Hours): 3 days  
Purpose of Travel: Attend the ADAA 2017 Fall Extended Business Session

Traveler (s) Name: 1. Daryl Bailey 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,475.00 Advance Registration Required: \$375.00

Department Name: District Attorney Fund Name: 001-51261-265

Additional Comments: Mr. Bailey would like the option of either vehicle.

To: Daryl D. Bailey, District Attorney

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,475.00 and advance registration of \$375.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-51261.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$3,000.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$3,000.00</u>                        |
| Current Requests:                                | <u>\$1,475.00</u>                        |
| Budget Balance:                                  | <u>\$1,525.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 4

**AGENDA**

**OCT 23 2017**

Date: 10/10/2017  
To: Donald L. Mims, Administrator  
From: Judge Steven L Reed  
Re: Approval for the following travel:

Destination: Cumberland School of Law CLE  
Departure Date: 9 November 2017 Return Date: 11 November 2017  
Conference Leave (Days / Hours): 2 days  
Purpose of Travel: Mandatory Professionalism Seminar

Traveler (s) Name: 1. Malcolm Richard 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$717.44 Advance Registration Required: \$229.00

Department Name: Probate Fund Name: General Fund

Additional Comments: The est. cost includes \$98.44 mileage + \$240 Hotel + \$150 or \$75(x2) for meals  
+ \$229 registration fee

To: Judge Steven L Reed

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$717.44 and advance registration of \$229.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-51300.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$17,000.00</u>                       |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$17,000.00</u>                       |
| Current Requests:                                | <u>\$717.44</u>                          |
| Budget Balance:                                  | <u>\$16,282.56</u>                       |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer



Montgomery County Commission  
Travel / Training Request Approval  
Request # 1

**AGENDA**

**OCT 23 2017**

Date: October 11, 2017  
To: Donald L. Mims, Administrator  
From: George Noblin  
Re: Approval for the following travel:

Destination: Tuscaloosa, Alabama  
Departure Date: October 26, 2017 Return Date: October 27, 2017  
Conference Leave (Days / Hours): 2 Days  
Purpose of Travel: To attend Alabama Law institute 2017 Elections Conference

Traveler (s) Name: 1. George Noblin 4. \_\_\_\_\_  
2. Brenda Daly 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$768.00 Advance Registration Required: \$250.00

Department Name: Board of Registrars Fund Name: 001-51920.2165

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: George Noblin

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$768.00 and advance registration of \$250.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-51920.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$1,500.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$1,500.00</u>                        |
| Current Requests:                                | <u>\$768.00</u>                          |
| Budget Balance:                                  | <u>\$732.00</u>                          |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 1

**AGENDA**

**OCT 23 2017**

Date: 10-13-2017  
To: Donald L. Mims, Administrator  
From: Beverly Riddle Wise  
Re: Approval for the following travel:

Destination: Orange Beach, AL  
Departure Date: October 25, 2017 Return Date: October 27, 2017  
Conference Leave (Days / Hours): 20 hours  
Purpose of Travel: Court Referral, Community Corrections, and Drug Courts Joint Conference

Traveler (s) Name: 1. Linda Parsley Engle 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$425.00 Advance Registration Required: \_\_\_\_\_

Department Name: Youth Facility Fund Name: 00152603-265

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Beverly Riddle Wise

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$425.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-52603.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$10,000.00</u>                       |
| Approved Requests:                               | <u>\$837.00</u>                          |
| Budget Available:                                | <u>\$9,163.00</u>                        |
| Current Requests:                                | <u>\$425.00</u>                          |
| Budget Balance:                                  | <u>\$8,738.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 2

# AGENDA

OCT 23 2017

Date: October 17, 2017  
To: Donald L. Mims, Administrator  
From: Scott Kramer  
Re: Approval for the following travel:

Destination: Charlotte, North Carolina  
Departure Date: November 15, 2017 Return Date: November 17, 2017  
Conference Leave (Days / Hours): (3) Days  
Purpose of Travel: to attend the NLC (National League of Cities) Conference

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

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

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

Department Name: Risk Management Fund Name: Liability

Additional Comments: \*\*\*\*\*All expense will be reimbursed by PRIMA\*\*\*\*\*

To: Scott Kramer, Risk Manager

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>007-51120.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$15,000.00</u>                       |
| Approved Requests:                               | <u>\$95.00</u>                           |
| Budget Available:                                | <u>\$14,905.00</u>                       |
| Current Requests:                                | <u>\$0.00</u>                            |
| Budget Balance:                                  | <u>\$14,905.00</u>                       |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer



Montgomery County Commission  
Travel / Training Request Approval  
Request # 3

**AGENDA**

**OCT 23 2017**

Date: October 5, 2017  
To: Donald L. Mims, Administrator  
From: Clay Henley, Chief Appraiser  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: March 19, 2018 Return Date: March 23, 2018  
Conference Leave (Days / Hours): 5 Days  
Purpose of Travel: Base Manuscript

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

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

Total (est.) Cost: \$325.00 Advance Registration Required: \$0.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: REG: \$325

**TOTAL EST. COST: \$325**

To: Clay Henley, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$325.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                    |                     |
|--------------------------------------------------|------------------------------------|---------------------|
| Fund Code:                                       | <u>120-51985.265</u>               | (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u> |                     |
| Current Budget:                                  | <u>\$30,000.00</u>                 |                     |
| Approved Requests:                               | <u>\$661.86</u>                    |                     |
| Budget Available:                                | <u>\$29,338.14</u>                 |                     |
| Current Requests:                                | <u>\$325.00</u>                    |                     |
| Budget Balance:                                  | <u>\$29,013.14</u>                 |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 1

**AGENDA**

**OCT 23 2017**

Date: October 12, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Personnel Director  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: October 24, 2017 Return Date: October 24, 2017  
Conference Leave (Days / Hours): 5 Hours  
Purpose of Travel: 2017 AUM Technology Career Fair

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: \$0.00 Advance Registration Required: \$0.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: No Cost

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961.190</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$5,000.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$5,000.00</u>                        |
| Current Requests:                                | _____                                    |
| Budget Balance:                                  | <u>\$5,000.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer



Montgomery County Commission  
Travel / Training Request Approval  
Request # 2

**AGENDA**

**OCT 23 2017**

Date: October 12, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Director  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: December 11, 2017 Return Date: December 11, 2017  
Conference Leave (Days / Hours): 1 Day  
Purpose of Travel: to attend Front Desk Safety and Security seminar

Traveler (s) Name: 1. Nina Nolan 4. \_\_\_\_\_  
2. Laura Hughley 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$298.00 Advance Registration Required: \$298.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Registration Fee: \$149.00/per person

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$298.00 and advance registration of \$298.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961-265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$25,000.00</u>                       |
| Approved Requests:                               | <u>\$198.00</u>                          |
| Budget Available:                                | <u>\$24,802.00</u>                       |
| Current Requests:                                | <u>\$298.00</u>                          |
| Budget Balance:                                  | <u>\$24,504.00</u>                       |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 3

**AGENDA**  
**OCT 23 2017**

Date: October 12, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Personnel Director  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: October 25, 2017 Return Date: October 25, 2017  
Conference Leave (Days / Hours): 3 hours  
Purpose of Travel: to attend Huntingdon College Career Networking Fair

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: \$0.00 Advance Registration Required: \$0.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: No cost  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961.190</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$5,000.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$5,000.00</u>                        |
| Current Requests:                                | <u>\$0.00</u>                            |
| Budget Balance:                                  | <u>\$5,000.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 4

**AGENDA**

**OCT 23 2017**

Date: October 12, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Personnel Director  
Re: Approval for the following travel:

Destination: Montgomery, AL  
Departure Date: November 1, 2017 Return Date: November 1, 2017  
Conference Leave (Days / Hours): 3 hours  
Purpose of Travel: to attend the WSFA/ADOL/City of Montgomery Career Fair

Traveler (s) Name: 1. Monica Caudle 4. \_\_\_\_\_  
2. Robbie Estes 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00  
Department Name: Personnel Fund Name: Merit System  
Additional Comments: No cost

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961.190</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$5,000.00</u>                        |
| Approved Requests:                               | <u>\$0.00</u>                            |
| Budget Available:                                | <u>\$5,000.00</u>                        |
| Current Requests:                                | <u>\$0.00</u>                            |
| Budget Balance:                                  | <u>\$5,000.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer



Montgomery County Commission  
Travel / Training Request Approval  
Request # 5

**AGENDA**

**OCT 23 2017**

Date: October 12, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Personnel Director  
Re: Approval for the following travel:

Destination: Birmingham, AL  
Departure Date: December 19, 2017 Return Date: December 19, 2017  
Conference Leave (Days / Hours): 1 Day  
Purpose of Travel: to attend Administrative Assistants Conference

Traveler (s) Name: 1. Renee Wood 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$113.44 Advance Registration Required: \$0.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Mileage - \$98.44, Meals - \$15.00 (Registration paid under Star12 plan)

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$113.44 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$25,000.00</u>                       |
| Approved Requests:                               | <u>\$198.00</u>                          |
| Budget Available:                                | <u>\$24,802.00</u>                       |
| Current Requests:                                | <u>\$411.44</u>                          |
| Budget Balance:                                  | <u>\$24,390.56</u>                       |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/17/17

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval  
Request # 6

**AGENDA**

**OCT 23 2017**

Date: October 18, 2017  
To: Donald L. Mims, Administrator  
From: Carmen Douglas, Personnel Director  
Re: Approval for the following travel:

Destination: Washington, DC  
Departure Date: November 16, 2017 Return Date: November 18, 2017  
Conference Leave (Days / Hours): 2 Days  
Purpose of Travel: 2017 SHRM Volunteer Leaders' Summit Program

Traveler (s) Name: 1. Carmen Douglas 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

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

Department Name: Personnel Fund Name: Merit System

Additional Comments: All expenses paid by SHRM  
\_\_\_\_\_  
\_\_\_\_\_

To: Carmen Douglas, Personnel Director

From: Donald L. Mims, Administrator

The above request is app. 10/23/17 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>123-51961.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$25,000.00</u>                       |
| Approved Requests:                               | <u>\$198.00</u>                          |
| Budget Available:                                | <u>\$24,802.00</u>                       |
| Current Requests:                                | <u>\$411.44</u>                          |
| Budget Balance:                                  | <u>\$24,390.56</u>                       |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/18/17

cc: Finance Director / Buyer

**MONTGOMERY COUNTY COMMISSION  
BUDGET CHANGE REQUEST**

Request Number: 1

**AGENDA**

**OCT 23 2017**

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 10/23/17  
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 10/26/17  
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐  
Agenda ☒

COUNTY COMMISSION APPROVAL: \_\_\_\_\_  
Administrator Date

| ACCOUNT<br>NAME  | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|------------------|-------------------|-------------------|------------------------|-------------------|
| Women of Hope    | 001-55700.450     | 0                 | 5,236                  | 5,236             |
| Donation Revenue | 001-40000.47701   | 0                 | (5,236)                | (5,236)           |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
|                  |                   |                   |                        | 0                 |
| <b>TOTAL</b>     |                   | \$ 0              | \$ 0                   | \$ 0              |

JUSTIFICATION: To budget for an appropriation to Women of Hope for program services.

## MONTGOMERY COUNTY COMMISSION

## BUDGET CHANGE REQUEST

Request Number: 2**AGENDA****OCT 23 2017**

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims 10/23/17

Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 10/26/17

Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐Agenda ☒

COUNTY COMMISSION APPROVAL:

\_\_\_\_\_  
Administrator Date

| ACCOUNT<br>NAME               | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|-------------------------------|-------------------|-------------------|------------------------|-------------------|
| River Region United Way       | 001-55900.450     | 0                 | 5,000                  | 5,000             |
| In House Misc. Appropriations | 001-59310.498     | 75,000            | (5,000)                | 70,000            |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
|                               |                   |                   |                        | 0                 |
| TOTAL                         |                   | \$ 75,000         | \$ 0                   | \$ 75,000         |

JUSTIFICATION: To budget for an appropriation to the River Region United Way for services in Montgomery County.

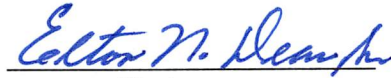


## ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, November 6, 2017, at 5:00 in the afternoon.



Administrator



Chairman