

Elton N. Dean, Sr.
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Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

June 27, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Information pertaining to the July 1, 2019
Montgomery County Commission Regular Meeting

The Commission meeting will be held on Monday, July 1, 2019, at 8:00 a.m. The Formal Session will begin at 9:30 a.m.

Enclosed in your packet is a copy of the Unappropriated Balances for the Commissioners' Miscellaneous Appropriations.

Appropriations to be Discussed

- Park Crossing High School – ACT Tutorial Program - \$5,000 Goal (**On 12/3/18 Commissioner Harris appropriated \$1,500 and on 12/17/18, Commissioner Singleton appropriated \$2,500 to Park Crossing High School for ACT Testing**)

1. County Commission Information Session Schedule for July 1, 2019

Waived Rules Item for Monday, July 1, 2019

2. Consider Authorization of Memorandum of Understanding regarding Administration of the 2019 Scheduled Montgomery Municipal Election(s), Probate Judge's Office (Elections)

Items to Consider for the Monday, July 22, 2019 Montgomery County Commission Regular Meeting Agenda

3. Consider Authorization of County Public Safety Pay Plan Adjustments, Sheriff's Office

A COUNTY OLDER THAN THE STATE

4. Consider Authorization of Insolvents, Errors and Taxes in Litigation for 2018 and Uncollected Insolvents and Taxes in Litigation for Previous Year(s) and Related Resolution, Revenue Commissioner's Office (**Enclosed in your packet are additional attachments for this item**)
5. Consider Authorization of Bid Award to Midsouth Paving, Inc., for High Performance Asphalt Cold Patch, Bid Number 53000-19B-015, Engineering Department
6. Consider Authorization of Bid Award to Wiregrass Construction Co., Inc., for Bituminous Plant Mix, Bid Number 53000-19B-017, Engineering Department
7. Consider Authorization of Amendment Number 1 to Contract with The Moore-Zeigler Group, LLC regarding a Four (4) Month Extension, beginning March 1, 2019 and ending on June 30, 2019 for Minority and Women-Owned Business Initiative, County Commission
8. Consider Authorization of Contract with Borden Morris and Garner for Upgrades and Repairs at the Youth Facility, County Commission (**We had planned to place this item on the agenda for the July 1, 2019 meeting, but we have not received the final Contract for submission to the Commission**)

General Information

9. Copy of Memorandum from Sheriff Derrick Cunningham requesting to Repair/Renovate the 514 Herron Street Property for the Sheriff's Office Use. Also, attached are the following: **Appraisal Report** from Valbridge Property Advisors for county-owned property located at 514 Herron Street, valued at \$126,000, Copy of Letter from the **Family Sunshine Center** requesting the County Commission consider Donating the Herron Street Property to FSC, and Copy of Letter from **Oasis, Inc.**, requesting to purchase the Herron Street Property for \$5,000
10. Copy of Memorandum from Grant Manager Regina Walker **requesting \$5,000** for the 2019 Senior Citizen's Fishing Rodeo
11. Copy of Start-Up Budget regarding LEAD Academy
12. Copy of Letter from Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery Area Chamber of Commerce regarding an Executive Session concerning a Commerce or Trade Matter
13. Copy of Letter from President Timothy Bowden with the Montgomery County Association of Volunteer Fire Departments requesting an Increase in Funding (**Current Funding is \$190,000 per year**)

Montgomery County Commission

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14. Consider Authorization of Nomination of Persons for Consideration as Board Members of the County Board of Equalization, County Commission **(Deadline for Nominations is August 15, 2019)**
15. Copy of Memo from Administrator Mims regarding Board Member Reappointments to the Montgomery County Board of Human Resources expiring September 2019
16. Copy of Minutes of the Regular County Commission Meeting of March 7, 2016, in which the Commission Adopted a Minority and Women-Owned Business Initiative Policy
17. Copy of FY2020 Budget Calendar
18. Copy of Schedule of Upcoming Bids/Contract Renewals for 2019

If you have any questions, please contact me.

DLM/tn

Attachments

COUNTY COMMISSION
INFORMATION SESSION SCHEDULE
FOR
JULY 1, 2019

- 8:00 a.m. Prayer and Administrator's Briefing regarding the Agenda and Scheduled Attendees
- 8:05 a.m. Sheriff Derrick Cunningham – Presentation regarding Proposed County Public Safety Pay Plan Adjustments (**Future Agenda Item 3**), Request to Repair/Renovate the 514 Herron Street Property for the Sheriff's Office use (**General Information Item 9**), and Request for \$5,000 for the 2019 Senior Citizen's Fishing Rodeo (**General Information Item 10**)
- 8:15 a.m. Director of Elections Darryl Parker – Presentation regarding Memorandum of Understanding regarding Administration of the 2019 Scheduled Montgomery Municipal Election(s) (**Waived Rules Item 2**)
- 8:20 a.m. Chief Revenue Clerk Allyson Holland – Presentation regarding Insolvents, Errors and Taxes in Litigation for 2018 and Uncollected Insolvents and Taxes in Litigation for Previous Year(s) and Related Resolution (**Future Agenda Item 4**)
- 8:25 a.m. Chief Information and Technology Officer Lou Ialacci – Update regarding Information Systems Operations
- 8:30 a.m. County Engineer George Speake – Presentation regarding Bid Award to Midsouth Paving, Inc., for High Performance Asphalt Cold Patch (**Future Agenda Item 5**) and Bid Award to Wiregrass Construction Co., Inc., for Bituminous Plant Mix (**Future Agenda Item 6**)
- 8:35 a.m. Manager of Public Affairs Hannah Hawk – Update regarding Public Affairs
- 8:40 a.m. Board Chair Charlotte Meadows with LEAD Academy – Presentation requesting Funding for LEAD Academy (**General Information Item 11**)
- 9:00 a.m. Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery Area Chamber of Commerce and Attorney Riley W. Roby with Balch & Bingham, LLP – Executive Session regarding a Commerce and Trade Matter (**General Information Item 12**)
- 9:30 a.m. Formal Session
- 10:00 a.m. Adjourn



THE MONTGOMERY ELECTION CENTER
Montgomery County, AL

STEVEN L. REED
Probate Judge

DARRYL A. PARKER
Director of Elections

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

Dear Commissioners:

Please find attached a Memorandum of Understanding between the City of Montgomery and The Elections Department of the Montgomery County Office of Probate Judge Steven L. Reed concerning the handling of the Montgomery Municipal Election for Mayor and City Council by Probate Elections to take place on Tuesday August 27, 2019. The memorandum of understanding includes all the agreed terms of said understanding. This Memorandum of Understanding requires the consent and ratification of the Montgomery County Commission, The Chairman of the Commission, The Mayor of the City of Montgomery, and the Probate Judge of Montgomery County.

I ask that the Montgomery County Commission waive the rules and approve the recommended Memorandum of Understanding between The City of Montgomery, The Montgomery County Commission, and the Probate Judge of Montgomery County for the handling of the 2019 Montgomery Municipal Election for Mayor and City Council scheduled for August 27, 2019.

If I can be of any further assistance, please don't hesitate to contact me.

Sincerely,

Darryl Parker

A handwritten signature in cursive script that reads "Parker, Darryl".

Elections Director

Memorandum of Understanding Regarding the Administration of the 2019 Scheduled Montgomery Municipal Election(s)

We the undersigned parties do hereby enter into this memorandum of understanding by and between the City of Montgomery, Montgomery County, the Montgomery County Judge of Probate and the Montgomery Election Center (MEC) regarding the comprehensive administration of the 2019 regularly scheduled Municipal Election(s). This memorandum is intended to outline the anticipated administrative and operational aspects of conducting the election(s), including, but not limited to the following: ballot preparation, voter education, election coordination, professional training for polling officials, coordination and assistance to the City Clerk, ballot and equipment training, Election Day administration, return coordination, administration of absentee voting and results reporting.

Each of the impacted precincts will be equipped with the necessary staff, equipment, supplies and ballots to efficiently and effectively conduct the municipal election(s) as outlined below.

- 1. Professional Service/Equipment:** The Montgomery Election Center, on behalf of the Montgomery County Judge of Probate and Montgomery County, will provide each of the impacted Montgomery City precincts with two (2) tabulators (Model DS-200) and a steel ballot box along with each tabulator for use at each of the designated precincts. The nine (9) largest precincts will be equipped with three (3) tabulators when prudent. Each tabulator will be programmed and extensively tested by the MEC for use during the Municipal Election. The cost for professional service associated with each tabulator is outlined in the attached budget schedule and will comprise the cost of the MEC's tabulation-based professional service and support in conducting and administering the 2019 Montgomery City Election(s).

Each precinct will also be equipped with specialized equipment to ensure accessibility to voting for those voters who need assistance in casting a ballot. The voting accessibility terminals (ExpressVotes) will be located within each City of Montgomery precinct. Each City precinct will be equipped with at least

two (2) ExpressVote units on Election Day. The cost for professional service associated with each ExpressVote is outlined in the attached budget schedule and will comprise the cost of the MEC's tabulation-based professional service and support in conducting and administering the 2019 Montgomery City Election(s).

- 2. Absentee Ballot Administration:** Absentee Balloting will be administered by the Circuit Clerk of the County of Montgomery at the Montgomery County Courthouse, 251 S. Lawrence Street. All ballots and supplies associated with absentee voting shall be procured by the MEC and delivered to the Circuit Clerk.
- 3. Materials and Supplies:** The City of Montgomery shall be responsible for all costs of materials and supplies incurred during the administration of the City Election. As set forth in paragraph 11 below, the City of Montgomery shall be responsible for paying the costs of equipment delivery and precinct setup and take down. The estimated costs of ballots, supplies, equipment delivery and precinct setup and take down are specifically listed in Sections II and III of attached Exhibit A – Budget Estimate. The City and MEC points of contact listed below will coordinate the procurement and payment of supplies and materials received. All invoices for such materials, goods and services will be reviewed by the MEC and tendered to the Montgomery City Clerk for payment. Some costs may be processed as “reimbursable” to the County in order to achieve the best and most efficient cost savings to all parties involved. The costs for such materials and supplies will not exceed the estimated cost, per election, without the express written consent of the City Clerk.
- 4. Professional Support for the City Election:** The MEC will provide comprehensive administrative support and preparation in conducting the administrative aspects of the election. The Director of Elections shall serve as the primary contact from the MEC and will coordinate all activities with the City Clerk of the City of Montgomery and other designated representatives of the City of Montgomery identified by the Clerk and/or the Mayor. The total cost for MEC's professional services, per election, shall not exceed the Professional

Service/Equipment and Absentee Administration per-diem “subtotal” in Section I of attached Exhibit A – Budget Estimate.

- 5. Ballot Design and Configuration:** The MEC will be responsible for all aspects of ballot design, preparation, ordering of ballots and organization prior to distribution to the City Precincts. Ballot quantities will be calculated by MEC and recommended to the City Clerk as designated point of contact on behalf of the City of Montgomery as set forth below. Ballot proofs and recommended quantities will be approved by the City Clerk as point of contact for the City of Montgomery. The City shall be responsible for the total cost of ballot layout, design and printing.
- 6. Logic and Accuracy Testing of Tabulation Equipment:** The MEC will perform comprehensive logic and accuracy testing on all tabulation and voter accessibility terminals prior to the election(s). The MEC will perform in-house testing, be available to conduct statutorily prescribed public testing and will conduct operational testing at the precinct level prior to Election Day. Testing materials and printed results of said testing will be retained at the MEC and be available for review/inspection.
- 7. Precinct Design, Layout and Coordination:** The MEC shall be responsible for configuration and coordination of the precinct design, traffic flow inside the precinct and placement of election equipment and other items within the designated precinct. The proposed layout will consider the number of registered voters assigned to said precinct and the number of recommended poll workers in an effort to streamline the voting process and minimize historically long lines and waiting.
- 8. Public/Candidate Assistance, Voter Education and Troubleshooting for Election Officials:** The MEC shall serve as a resource for polling officials and other election related personnel prior to, during and after the City Election. The MEC staff members are professionals who are trained in election administration and who are experienced in the resolution of election related concerns. The MEC, when feasible, will coordinate all aspects of the election in coordination with City officials and in responding to questions, issues and concerns from

candidate, polling officials, media representatives and the public prior to, on and after Election Day. The City of Montgomery has requested the MEC to undertake an aggressive Voter Education effort. The attached proposed budget contemplates \$20,000 for voter education.

9. Coordination of Election Related Supplies and Ballot Distribution: The MEC will coordinate the preparation and assimilation of election-related precinct supplies and the organization of ballot distribution. The MEC will coordinate all aspects of precinct supply preparation and will coordinate with the MEC designated delivery organization in having ballots, supplies and election equipment transported to each City precinct.

10. Printing of the List of Registered Voters: MEC will coordinate with the Montgomery County Board of Registrars in the printing and packaging of the Official List of Registered Voters for distribution to each precinct. MEC has designed a successful format for the List of Registered Voters that was successfully administered in the 2006 – 2019 Election Cycles. The 2019 format will consist of an electronic version of the poll list accessible through Poll Pad equipment. The List of Registered Voters includes active voters and inactive voters. MEC shall retain a copy of the poll list in electronic form (Poll Pad) for use on Election Day and will provide access to the Poll Pad equipment to the City Clerk. Administrative and material costs may be charged to the City for this component of Election Administration.

11. Equipment and Ballot Supply Delivery: The City of Montgomery shall use and employ the contracted services of Pro Movers and Storage, the entity selected by the Montgomery County Commission via competitive bid, to deliver all election equipment, supplies, ballots and related items to the designated City precincts. Pro Movers, a professional organization with election-related expertise, is bonded and has experience in Montgomery County, Alabama. Pro Movers charges \$336 per precinct for the delivery, set-up, take-down and return of election equipment to MEC. The City of Montgomery agrees to work with the MEC in insuring cooperation and collaboration in confirming a delivery schedule for the City election(s). Generally the delivery of election equipment, ballots and

related supplies begins a week prior to the election. The cost for this service is in addition to those set forth in Paragraph One (1) above.

12.Pre-Election Planning and Coordination: The MEC will conduct weekly status meetings with the City Clerk and designated City officials/representatives beginning the six weeks prior to each election. The weekly conference and planning meetings will be called by the City Clerk, at her discretion, and conducted at the MEC and will provide all parties an update on the planning and coordination for the City Election. The sessions will be planned for two hours. Notice will be provided electronically to participating parties of the election-related meetings, issues and proposed agenda prior to each session.

13.Polling Official Training: The MEC will develop, administer and conduct all aspects of training for polling officials. Training sessions and workshops for precinct leaders will be conducted at the MEC in advance of the official poll worker training. MEC will also conduct the statutorily prescribed poll worker training in a format that will enhance the experience of the polling official during such training.

Training will be conducted by experienced MEC staff and the format shall include interactive and electronic components, question and answer sessions and shall be uniformly administered. Printed materials, guides and workbooks will be designed and may be distributed by the MEC during the training sessions.

Senior polling officials typically expect refreshments to be served during training sessions. MEC encourages the provision of such refreshments by the City as such refreshments enhance the morale of the attending polling officials; however, the cost of such refreshments will be borne by the City of Montgomery. MEC will coordinate with the City and provide a recommended budget for this accommodation to polling officials.

14.Election Day Support and Coordination: The MEC will coordinate and administer all aspects of Election Day support, troubleshooting and election administration. The City will agree to provide adequate personnel from the Montgomery Police Department to assist in the delivery of Precinct Chief

Inspector packages prior to Election Day, in assisting the delivery of designated items to precincts on Election Day, for site support for each Precinct at various times during Election Day and in the return of tabulation cards to the MEC upon the closing of each precinct.

The City will provide dispatch and communication personnel for assistance at the MEC on Election Day. The MEC will provide coordinated election administration from 125 Washington Avenue and shall be responsible for the resolution of any complaints, concerns and related matters directed to the MEC during the administration of the City election.

15.Election Return Coordination: The MEC shall be responsible for the design and coordination of Election Night returns and tabulation. This activity will be conducted at 125 Washington Avenue and will be administered in coordination with City Officials and designated representatives. Security, traffic control, street closure, tent rental, return assistance and related components will be administered with the assistance of City officials and the participation and cooperation of the Montgomery Police Department.

16.Points of Contact: In an effort to streamline communication between the City of Montgomery and the Montgomery Election Center, the two designated contacts listed below will serve as official representatives between the two entities to ensure the continuity of services and efficiency in administration.

Darryl Parker
Director of Elections
125 Washington Avenue
Montgomery, 36104
334.832.7744

Brenda Blalock
City Clerk
103 North Perry Street
Montgomery 36104
334.241.2195

17.Other Costs and Accommodations: The City of Montgomery shall be responsible for all costs associated with mailing, official public notices, printing and publications, polling official expenses and related unforeseen or emergency related costs that may be incurred during the administration of the 2019 City Election. All parties will work in the spirit of collaboration and good faith in the administration of this/these election(s).

Executed this the ____ day of _____, ____.

FOR THE CITY OF MONTGOMERY:

A handwritten signature in black ink, appearing to read 'Todd Strange', written over a horizontal line.

Todd Strange, Mayor

A handwritten signature in black ink, appearing to read 'Charles Jinright', written over a horizontal line.

Charles Jinright, Chairman

FOR MONTGOMERY COUNTY:

A large, stylized handwritten signature in black ink, appearing to read 'Steven L. Reed', written over a horizontal line.

Steven L. Reed, Judge of Probate

Elton Dean, Chairman

Budget for Montgomery Municipal Election
The Montgomery Election Center
in collaboration with
The City of Montgomery, Alabama

I. Professional Services / Equipment:	General	Run-Off	Notations
Tabulators: 46 Precincts \$350 per tabulator	\$ 34,000.00	\$ 34,000.00	
ExpressVotes: 46 Precincts \$350 per ExpressVote	\$ 32,200.00	\$ 32,200.00	
Absentee Voting (Temp.)	\$ 10,000.00	\$ 10,000.00	
Per Diem for Management:	\$ 5,750.00	\$ 5,750.00	
I. Subtotal:	\$ 81,950.00	\$ 81,950.00	
<u>Professional Services Includes:</u> Comprehensive Professional Services for election. Associated supplies include Tabulator Paper Rolls and Security Seals. Full Election Administration, Tabulation, Reporting, Testing and Customer Service for voting public, including Absentee Voting and Voter Education. Director of Elections will serve as Absentee Ballot Manager.			
II. Ballots and Delivery (Estimates):	General	Run-Off	Notations
Ballots: 80,000 @ .40 per ballot	\$ 32,000.00	\$ 32,000.00	
Absentee @ .40 per ballot	\$ 800.00	\$ 800.00	
Programming / Shipping	\$ 1,000.00	\$ 1,000.00	
Ballot Delivery	\$ 3,000.00	\$ 3,000.00	
II. Subtotal:	\$ 36,800.00	\$ 36,800.00	
III. Materials / Supplies (Budgetary Estimates):	General	Run-Off	Notations
Precinct Supplies: 46 Precincts Printed Supplies, forms, envelopes, poll lists, voter lists, duct tape, swabs, signage, pens, markers, and related items for each precinct	\$ 3,000.00	\$ 3,000.00	

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III. Materials / Supplies (Budgetary Estimates):	General	Run-Off	Notations
Provisional Supplies: 46 Precincts Provisional Kits for each precinct including envelopes, ballot box, and related items / forms for provisional voters	\$ 8,000.00	\$ 8,000.00	
List of Registered Voters:			
Poll Pad Programing: 46 Precincts	\$ 2,000.00	\$ 2,000.00	
Poll Worker Training Booklets and Materials:	\$ 500.00		
Refreshments for Poll Workers (training sessions):	\$ 750.00		
Postage:	\$ 2,000.00	\$ 2,000.00	
Public Notice	\$ 10,000.00		
Communications:	\$ 1,000.00	\$ 1,000.00	
Transportation: Site Visit, other misc. related expenses	\$ 400.00	\$ 400.00	
Poll Worker / Personnel Cost:	\$ 68,320.00	\$ 68,320.00	
Accessibility Supplies:			
Voting Instructions, Information buttons, etc.	\$ 250.00		
Absentee Supplies:	\$ 1,000.00	\$ 1,000.00	
Privacy Cardboard Dividers for Precincts:	\$ 750.00		
Precinct Mapping Supplies:	\$ 200.00	\$ 200.00	
Printing and Supplies	\$ 750.00	\$ 750.00	
III. Subtotal:	\$ 98,920.00	\$ 86,670.00	
Budget Recap:			
I. Professional Services:	\$ 81,950.00	\$ 81,950.00	
II. Ballots and Delivery:	\$ 36,800.00	\$ 36,800.00	
III. Materials / Supplies:	\$ 98,920.00	\$ 86,670.00	
TOTAL BUDGET:	\$ 198,850.00	\$ 205,420.00	

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DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

June 26, 2019

MEMORANDUM

TO: Mr. Donnie Mims
Montgomery County Administrator

FROM: Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT: MCSO Law Enforcement Study

Mr. Mims, City County Personnel did the Montgomery County Sheriff's Office law enforcement pay study and the Personnel Board approved the following recommendations. Attached is the letter of the recommendations from City County Personnel. I am asking that the County adopt these recommendations.

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

WWW.MontgoMerySheriff.CoM

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

PERSONNEL BOARD
JOHN L. BAKER, CHAIRMAN
BENITA FROEMMING
JAMES WILLIAMS



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

27 Madison Avenue
Montgomery, Alabama 36104

MEMORANDUM

TO: Sheriff Derrick Cunningham
THROUGH: Carmen Douglas 
FROM: Mark Willis
Date: June 18, 2019
Re: MCSO Law Enforcement Study

Based on Sheriff Cunningham's request to the County Commissioners, a classification and pay study was conducted on several law enforcement classifications.

Meetings were held on May 29, 2019 in order to ensure that the job descriptions were accurate representations of the classifications. After completing revisions to job descriptions, pay evaluations were conducted comparing each classification with external jurisdictions such as Jefferson and Mobile Counties, City of Montgomery, and internal comparisons with Montgomery County classifications.

Additionally, recruitment and retention issues were taken into consideration. The new promotional pay process should have a positive impact on retention and recruitment.

The study resulted in a pay adjustment to several pay ranges (see attached public safety pay plan). The adjustment was predicated on two criteria:

1. For each promotion within the Sheriff's Office, a 7 – 10 % increase in pay will be guaranteed.
2. The earliest time that a Sheriff's law enforcement officer receives a promotion is typically two years or greater. Therefore, the elimination of pay steps in the range is based on two years as the earliest chance of promotion.

We recommend moving the Assistant Chief Deputy Sheriff position to the Public Safety Pay Plan pay grade PS6 with up to \$10,000.00 assignment pay.

Please review and if you approve, present it to the County Commission.

MONTGOMERY COUNTY
Public Safety Pay Plan
Effective: 6/17/19

	STEPS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade	Annual	38,236														
PST	Bi-Wkly	1470.61														
	Hourly	18.3826														
Grade	Annual	34,575	35,796	37,015	38,236	39,456	40,677	41,897	43,118	44,338	45,557	46,778	47,998	49,219	50,440	51,661
PS1	Bi-Wkly	1329.82	1376.78	1423.68	1470.61	1517.55	1564.49	1611.43	1658.37	1705.31	1752.21	1799.15	1846.09	1893.03	1939.99	1986.95
	Hourly	16.6228	17.2097	17.7957	18.3826	18.9694	19.5561	20.1429	20.7296	21.3164	21.9026	22.4894	23.0761	23.6629	24.2499	24.8369
Grade	Annual	36,689	37,984	39,279	40,575	41,869	43,164	44,460	45,754	47,050	48,344	49,639	50,933	52,229	53,523	54,816
PS2	Bi-Wkly	1411.12	1460.94	1510.72	1560.56	1610.33	1660.16	1709.99	1759.76	1809.60	1859.38	1909.19	1958.98	2008.80	2058.56	2108.32
	Hourly	17.6390	18.2618	18.8840	19.5070	20.1291	20.7520	21.3749	21.9970	22.6200	23.2422	23.8649	24.4873	25.1100	25.7320	26.3540
Grade	Annual	44,664	46,240	47,816	49,393	50,969	52,545	54,122	55,699	57,275	58,851	60,428	62,003	63,580	65,157	66,733
PS3	Bi-Wkly	1717.86	1778.48	1839.09	1899.72	1960.34	2020.99	2081.62	2142.26	2202.89	2263.51	2324.16	2384.74	2445.38	2506.02	2566.66
	Hourly	21.4732	22.2307	22.9886	23.7465	24.5043	25.2624	26.0202	26.7782	27.5361	28.2939	29.0520	29.8093	30.5672	31.3252	32.0832
Grade	Annual	49,225	50,962	52,699	54,436	56,174	57,911	59,648	61,385	63,123	64,860	66,597	68,335	70,073	71,810	73,546
PS4	Bi-Wkly	1893.26	1960.07	2026.90	2093.76	2160.54	2227.35	2294.15	2360.98	2427.80	2494.61	2561.42	2628.26	2695.11	2761.91	2828.71
	Hourly	23.6558	24.5009	25.3382	26.1713	27.0067	27.8419	28.6769	29.5122	30.3475	31.1826	32.0178	32.8532	33.6889	34.5239	35.3589
Grade	Annual	57,188	59,207	61,226	63,244	65,263	67,280	69,299	71,317	73,335	75,355	77,373	79,391	81,409	83,427	85,444
PS5	Bi-Wkly	2199.54	2277.18	2354.84	2432.46	2510.10	2587.71	2665.34	2742.96	2820.59	2898.26	2975.88	3053.50	3131.12	3208.72	3286.32
	Hourly	27.4943	28.4647	29.4355	30.4057	31.3762	32.3464	33.3167	34.2870	35.2574	36.2283	37.1985	38.1688	39.1390	40.1090	41.0790
Grade	Annual	66,709	69,064	71,418	73,772	76,127	78,481	80,836	83,191	85,545	87,899	90,254	92,608	94,963	97,318	99,672
PS6	Bi-Wkly	2365.74	2456.30	2546.85	2637.39	2727.93	2818.51	2909.07	2999.64	3090.18	3180.72	3271.31	3361.84	3452.43	3542.99	3633.55
	Hourly	32.0717	33.2038	34.3356	35.4674	36.5997	37.7314	38.8634	39.9955	41.1273	42.2590	43.3914	44.5230	45.6554	46.7874	47.9194
Grade	Annual	79,348	82,149	84,949	87,750	90,550	93,351	96,152	98,952	101,752	104,553	107,353	110,154	112,955	115,754	118,554
PS7	Bi-Wkly	3051.86	3159.58	3267.29	3374.99	3482.70	3590.42	3698.14	3805.85	3913.55	4021.27	4128.98	4236.69	4344.42	4452.10	4559.78
	Hourly	38.1482	39.4947	40.8411	42.1874	43.5338	44.8802	46.2267	47.5731	48.9194	50.2659	51.6122	52.9586	54.3052	55.6512	56.9972

JANET BUSKEY
REVENUE COMMISSIONER

ALLYSON HOLLAND
CHIEF CLERK

CLAY HENLEY
CHIEF APPRAISER
APPRAISAL DEPARTMENT

MONTGOMERY COUNTY
REVENUE COMMISSIONER'S OFFICE

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



June 26, 2019

MEMORANDUM

TO: Elton Dean
Chairman, Montgomery County Commission

FROM: Janet Y. Buskey
Revenue Commissioner

SUBJECT: Approval of 2018 Annual Report

I have enclosed the 2018 Annual Report of Insolvents, Errors in Assessments, Litigations, Land Bids, and Abatements and the related Montgomery County resolution for approval at the July 22, 2019 County Commission meeting. This annual listing is in accordance with Code Section 40-5-23 of the Code of Alabama.

I appreciate your assistance in this matter. If you have any questions, please let me know.

JYB/ah

Enclosures

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

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

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

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

4-1

INSOLVENTS, ERRORS AND TAXES IN LITIGATION FOR 2018 AND
UNCOLLECTED INSOLVENTS AND TAXES IN LITIGATION FOR PREVIOUS YEAR(S)

THE STATE OF ALABAMA

Montgomery County County

BE IT REMEMBERED, That at the meeting of the Board of County Commissioners of said County, held
on this _____ day of July, 20 19,

Janet Buskey, Tax Collector of said County, made her report of
'Insolvents', 'Errors in Assessment' and 'Taxes in Litigation' on taxes for the current year 2018, as
required by Code of Ala. 1975, Section 40-5-23. And after a careful and rigid examination of said reports by
said Board, it was considered and adjudged that said collector be allowed credit on her final settlement with
the Comptroller for the following amounts:

Insolvents: State Taxes-- General-----	\$	\$7,546.25
--- Soldier-----	\$	\$3,018.50
--- School-----	\$	\$9,055.50
Errors in Assessments: State Taxes-- General-----	\$	\$435,392.20
--- Soldier-----	\$	\$174,156.88
--- School-----	\$	\$556,671.66
Taxes in Litigation: State Taxes-- General-----	\$	\$4,295.30
--- Soldier-----	\$	\$1,718.12
--- School-----	\$	\$9,589.86

And said Collector has also made his report for final allowance of the uncollected balances of Insolvent
Taxes for the previous year 2017, as required by Code of Ala. 1975, Section 40-5-29; and the Board
thereupon made the following allowances to said Collector of such Insolvent Taxes as he may have been
unable to collect, as follows:

State Taxes-- General-----	\$	\$6,755.12
--- Soldier-----	\$	\$2,702.05
--- School-----	\$	\$8,106.14

And said Collector is also allowed credit for the following taxes in litigation for the previous year(s) which
he has been unable to collect as follows:

	General	Soldier	School
\$	1,284.35	\$ 513.74	\$ 1,541.22
\$		\$	\$
\$		\$	\$
\$		\$	\$

Given under my hand this _____ day of July, 20 19

Presiding Officer

See Code of Ala. 1975, Sections 40-5-23, 40-5-24, and 40-5-25 as to taxes of current year and Sections 40-5-26, 40-5-28 and 40-5-29 as to
insolvent taxes and taxes in litigation of previous year(s).

RESOLUTION

WHEREAS, Janet Y. Buskey, Revenue Commissioner of Montgomery County, made her report of "Insolvents" and "Errors in Assessment" on taxes for the year 2018, as required by the Code of Alabama, 1975, Section 40-5-23, and

WHEREAS, after a careful examination of said report by the County Commission of Montgomery, such report was found to be in order and recommended for approval.

NOW, THEREFORE, BE IT RESOLVED, that the said Revenue Commissioner be allowed on her settlement with the State Comptroller the following amounts:

INSOLVENTS:	County's General Fund	\$15,092.50
	County's Road & Bridge Fund	\$7,546.25
(Homestead Exemptions)	County's General Fund	\$ 0.00
	County's Road & Bridge Fund	\$ 0.00
ERRORS IN ASSESSMENTS:	County's General Fund	\$899,493.00
	County's Road & Bridge Fund	\$449,746.50
(Homestead Exemptions)	County's General Fund	\$29,362.60
	County's Road & Bridge Fund	\$14,681.30

BE IT FURTHER RESOLVED, that the said Revenue Commissioner, having made her report on "Lands Bid In" for the year 2018 that such report be and is hereby approved in the following amounts:

LANDS BID IN:	County's General Fund	\$4,022.70
	County's Road & Bridge Fund	\$2,011.35
(Homestead Exemptions)	County's General Fund	\$160.60
	County's Road & Bridge Fund	\$80.30

BE IT FURTHER RESOLVED, that the said Revenue Commissioner, having made her report of "Taxes in Litigation" for 2018, the County Commission does hereby judicially determine the correctness of the listed credits and does approve the same as follows:

TAXES IN LITIGATION:	County's General Fund	\$8,641.70
	County's Road & Bridge Fund	\$4,320.85
(Homestead Exemptions)	County's General Fund	\$60.00
	County's Road & Bridge Fund	\$30.00
(Refunds)	County's General Fund	\$1,595.88
	County's Road & Bridge Fund	\$797.93

(Homestead Exemptions)	County's General Fund	\$817,284.70
	County's Road & Bridge Fund	\$408,642.35
(Abatements)	County's General Fund	\$837,578.90
	County's Road & Bridge Fund	\$418,789.45

BE IT FURTHER RESOLVED, that the said Revenue Commissioner, having made her Annual Report and submitted her list of "Insolvents", "Errors in Assessments", "Taxes in Litigations", "Lands Bid" and "Abatements" of accounts applicable to the State of Alabama and the Montgomery County Board of Education in addition to the amounts shown above for the County of Montgomery, that such report and amounts be and are hereby approved.

Adopted this 22nd day of July 2019.

MONTGOMERY COUNTY COMMISSION

BY: _____
Chairman

ATTEST: _____
County Administrator

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II TT

DATE: June 24, 2019

RE: Invitation to Bid No. 53000-19B-015
High Performance Asphalt Cold Patch

I request approval of award on the above referenced Invitation to Bid, to the low bid of Midsouth Paving, Inc. in the amount of \$120.00 per ton for cold mix asphalt, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

The contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with George Speake, County Engineer.

Attachment

5.2

Notes:
Wiregrass Construction Co., Inc.: FOB Montgomery Asphalt Plants \$138/Ton, FOB Decatur \$98/Ton
Mid-South Paving: FOB Asphalt Plant: Mt. Meigs Asphalt Plant & Tocwah Asphalt Plant

MEMORANDUM

TO: George Speake, County Engineer
FROM: Tammy Turner, Buyer II TT
DATE: June 11, 2019
SUBJECT: Invitation to Bid No. 53000-19B-015
High-Performance Asphalt Cold Patch

Attached is a copy of the bids received on the above referenced bid.

After reviewing, please send your recommendations to this office so that approval of award may be placed on a future agenda for the County Commission. (Copy of spread sheet attached)

Your earliest reply is appreciated.

Attachment

It is recommended subject bid be awarded to the low bidder, Midsouth Paving, Inc.



George C. Speake
County Engineer

6/13/2019

Date

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACT NO. 53000-19B-015

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 22nd day of July 2019, between Midsouth Paving, Inc. of Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

W I T N E S S E T H

WHEREAS, Midsouth Paving, Inc., owns and operates a business and desires to furnish high-performance asphalt cold patch for Montgomery County Commission, Engineering Department and other County Departments, as needed, in accordance with all provisions of Invitation to Bid No. 53000-19B-015, as issued by the Montgomery County Commission on May 22, 2019 (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto;

WHEREAS, In Consideration thereof, Midsouth Paving, Inc. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning July 22, 2019, and ending July 21, 2020, with the option to renew for an additional two (2) years, in one (1) year periods. A price escalation may be allowed after the first year, but shall not exceed 5% per year. That prices bid shall remain firm for the first year of the contract period.
3. That if Midsouth Paving, Inc. cannot furnish cold mix asphalt when needed, Montgomery County Commission and Montgomery County Engineering Department reserve the right to purchase cold mix asphalt from the next lowest bidder. Midsouth Paving, Inc. shall be responsible for paying the difference in contract price and price Montgomery County has to pay if County has to go to next lowest bidder.
4. That Montgomery County Commission and Midsouth Paving, Inc. reserve the right to cancel the contract with a thirty (30) day written notice to Midsouth Paving, Inc. and/or Montgomery County Commission, anytime during the contract period.

5. Midsouth Paving, Inc. shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
6. That Midsouth Paving, Inc. agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Midsouth Paving, Inc., death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Midsouth Paving, Inc. agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Midsouth Paving, Inc. also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.
7. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the state of Alabama between the Montgomery County Commission and Midsouth Paving, Inc.
8. 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.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of 22nd day of July 2019.

WITNESS:

MIDSOUTH PAVING., INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: June 19, 2019

RE: Invitation to Bid No. 53000-19B-017
Bituminous Plant Mix

Request approval of award on the above referenced Invitation to Bid to the lowest bidder Wiregrass Construction Co. Inc., in the amount of \$285.00, based on unit pricing for bituminous plant mix, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

The contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with George Speake, County Engineer.

Attachment

6-2

Notes:
Wiregrass Construction Co, Inc.: FOB Montgomery Asphalt Plants
Mid- South Paving : FOD Asphalt Plant: Mt. Meigs Asphalt Plant & Tocwah Asphalt Plant
Asphalt Contractors, Inc.: FOB Montgomery County

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACT NO. 53000-19B-017

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 22nd day of July 2019, between Wiregrass Construction Company, Inc. of Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Wiregrass Construction Company, Inc. owns and operates a business and desires to furnish Bituminous Plant Mix for Montgomery County Commission, Engineering Department and other County Departments, as needed, in accordance with all provisions of Invitation to Bid No. 53000-19B-017, as issued by the Montgomery County Commission on May 28, 2019 (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto;

WHEREAS, In Consideration thereof, Wiregrass Construction Company, Inc. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning July 22, 2019, and ending July 21, 2020, with the option to renew for an additional two (2) years, in one (1) year periods. A price escalation may be allowed after the first year, but shall not exceed 5% per year. That prices bid shall remain firm for the first year of the contract period.
3. That if Wiregrass Construction Company, Inc. cannot furnish plant mix when needed, Montgomery County Commission and Montgomery County Engineering Department reserve the right to purchase plant mix from the next lowest bidder. Wiregrass Construction Company, Inc. shall be responsible for paying the difference in contract price and price Montgomery County has to pay, if the County has to go to next lowest bidder.
4. That Montgomery County Commission and Wiregrass Construction Company, Inc. reserve the right to cancel the contract with a thirty (30) day written notice to Wiregrass Construction Company, Inc. and/or Montgomery County Commission, anytime during the contract period.

5. Wiregrass Construction Company, Inc. shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
6. That Wiregrass Construction Company, Inc. agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Wiregrass Construction Company, Inc., death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Wiregrass Construction Company, Inc. agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Wiregrass Construction Company, Inc. also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.
7. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the state of Alabama between the Montgomery County Commission and Wiregrass Construction Company, Inc.
8. 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.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of 22nd day of July 2019.

WITNESS:

WIREGRASS CONSTRUCTION CO., INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager ^{MKS}
DATE: June 19, 2019
RE: Contract: Minority and Women-Owned Business Initiative

I request that the attached Amendment No. 1 to The Moore- Zeigler Group, LLC contract for Montgomery County Commission's Minority and Women-Owned Business Initiative, be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for four (4) months, beginning March 1, 2019 and ending on June 30, 2019.

All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Donald Mims, County Administrator.

Attachment

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

**Amendment
To
Contract: Minority and Women- Owned
Business Initiative**

Amendment No. 1

Contract with Moore-Zeigler Group, LLC for Montgomery County Commission's Minority and Women-Owned Business Initiative is hereby extended for four (4) months beginning March 1, 2019 and ending on June 30, 2019.

All other provisions of the contract remain the same.

WITNESS:

MOORE-ZEIGLER GROUP, LLC

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

The County of Montgomery, Alabama

THE SMALL AND MINORITY BUSINESS SUPPORT INITIATIVE PROGRAM

**MEMORANDUM OF AGREEMENT
TO
PROVIDE CONTRACT SERVICES**

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

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

Performance Goals

The specific goals of the program are:

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

Monitoring and Evaluation:

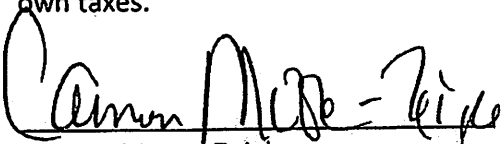
MZG will provide to the County a Quarterly written report detailing all activities performed on the County's behalf MZG, will solicit feedback from the County as to any specific area or direction the County wishes to have addressed, and request an evaluation of those activities from the County relative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

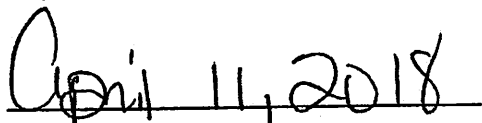
Final Report:

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

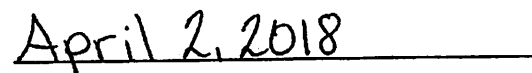
The Moore-Zeigler Group, LLC, fully understands that the \$3,000.00 per month fee covers all consultant costs to include, but are not limited to, food, lodging, travel, parking or the purchase of administrative supplies

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


Carmen Moore Zeigler
The Moore-Zeigler Group, LLC


Date


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


Date

Montgomery County Commission Minority and Women-Owned Business Initiative

Policy Statement

The Montgomery County Commission (MCC) is committed to:

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

Policy Implementation

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

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

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

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

Recognition of M/WBs

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

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

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

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

June 13, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen 
Deputy Administrator

SUBJECT: Montgomery Youth Facility-Upgrades and Repairs

Borden Morris Garner, Consulting Engineers, completed its assessment of electrical and plumbing issues at the Youth Facility and presented its findings and estimated costs. Their recommendations include replacement of the access control card reader system, upgrade of the video surveillance system, new UPS units, and upgrade to LED lights with controls. In addition, they presented options for plumbing fixture upgrades in the detention wings and pipe replacement in the kitchen.

After review by IT, the Detention Director, and Support Services, we are requesting that the Commission contract with Borden Morris Garner to define the scope of work, produce bid documents, administer the bid process, and oversee the upgrades and repairs. The estimated cost is \$400,000 and is in the budget.

I request that a contract with Borden Morris and Garner for Youth Facility upgrades and repairs be placed on a future agenda.



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

June 26, 2019

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham 
Montgomery County Sheriff's Office

SUBJECT : 514 Herron Street – County Residential Property

Please be advised that after looking at the county residential property located at 514 Herron Street, my Staff and I would like to be granted permission to repair/renovate the house for our use. As you already know, we had looked at utilizing those trailers for lodging purposes. In reviewing the estimate for the said repairs, the repair cost would far exceed our anticipated cost. I am not requesting any funding from the Commission for this project. I am simply requesting the Commission allow me to replenish my renovation cost from the convenience fee that Academy personal and other visitors will be required to pay. The said fee will be paid directly to the Commission and once the renovation cost has been replenished, the fee can be alienated between the Commission and our agency to maintain the facility. As you can see, I am *not* in no way requesting that you all fund any costs for the renovation of this property. It goes without saying this will be a "win-win" for the county.

I look forward to hearing from you on this matter.

DC/crv



4732 Woodmere Blvd.
Montgomery, AL 36106
334-277-5077 phone
334-277-5078 fax
valbridge.com

10-15-2018

James K. Green, Jr., MAI
334-277-5077
jgreen@valbridge.com

Mr. Donnie Mims
County Administrator
Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36102

RE: Appraisal Report
Special Purpose Building
514 Herron Street
Montgomery, Montgomery County, Alabama 36104

Dear Mr. Mims:

In accordance with your request, we have performed an appraisal of the above referenced property. This appraisal report sets forth the pertinent data gathered, the techniques employed, and the reasoning leading to our value opinions. This letter of transmittal is not valid if separated from the appraisal report.

The subject property, as referenced above, is located on along the north side of Herron Street east of Interstate 65 and is further identified as tax parcel numbers 03-11-01-12-3-012-015.000 and 03-11-01-12-3-012-002.000. The property is improved with a single-story, vacant special purpose building with 3,998 square feet.

We developed our analyses, opinions, and conclusions and prepared this report in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation; the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute; and the requirements of our client as we understand them.

9-2

The client in this assignment is Montgomery County Commission and the intended user of this report is Montgomery County Commission and no others. The sole intended use is for internal decision making. The value opinions reported herein are subject to the definitions, assumptions, limiting conditions, and certifications contained in this report.

The findings and conclusions are further contingent upon the following extraordinary assumptions and/or hypothetical conditions, the use of which might have affected the assignment results:

Extraordinary Assumptions:

- The cost to demolish the subject's improvements is \$10,000.
- The existing improvements do not contribute to value.

Hypothetical Conditions:

- There are no hypothetical conditions.

Based on the analysis contained in the following report, our value conclusions are summarized as follows:

Value Conclusions

Component	As Is
Value Type	Market Value
Property Rights Appraised	Fee Simple
Effective Date of Value	September 21, 2018
Value Conclusion	\$126,000
	\$31.52 psf

Respectfully submitted,
 Valbridge Property Advisors | Alabama-Florida Panhandle



James K. Green, Jr., MAI
 Certified General Real Property Appraiser
 Senior Managing Director
 Alabama License Number G00141
 License Expires September 30, 2019
jgreen@valbridge.com



John E. Hall, III, MAI
 Certified General Real Property Appraiser
 Senior Managing Director
 Alabama License Number G00495
 Alabama License Expires September 30, 2019
jhall@valbridge.com



CREATING THE CYCLE • FOSTERING HOPE & HEALING

Family Sunshine Center

Montgomery Area Family Violence Program, Inc.

P.O. Box 5160 Montgomery, Alabama 36103 T 334.206.2100 F 334.206.2111 Local Crisis Line 334.263.0218 collect calls accepted www.familysunshine.org

June 3, 2019

The Montgomery County Commission
101 South Lawrence Street
Montgomery, AL 36104

MTGY CO. COMMISSION
JUN 5 '19 AM 8:38

Re: Property located at 514 Herron Street

Dear Commissioners:

The mission of the Family Sunshine Center (FSC) continues to be HOPE, HEALING, ADVOCACY, EMPOWERMENT & EDUCATION for those suffering from domestic abuse and sexual assault. However, we cannot turn a blind eye to the societal epidemic occurring all around us. Over the last two years, as our education of human trafficking increased, multiple correlations became obvious at the intersection of domestic violence, sexual assault, and human trafficking. In 2018, the FSC board of directors voted unanimously to revise the agency's mission to include the provision of shelter and supportive services for victims of human trafficking. FSC leadership began to develop program plans and implementation strategies to launch the program and incorporate it services for human trafficking victims into our current business model. This includes, but is not limited to, development of policies, procedures, and protocols; location, acquisition, and equipping of space suitable for a residential shelter; and recruiting, hiring, and training staff members.

FSC's Human Trafficking (HT) project is designed to provide services for those exploited through human trafficking, both sex and labor trafficking, traumatized through physical and/or emotional/psychological abuse. While we are unable to quantify a firm number of victims, law enforcement is reporting increasing numbers of HT investigations each year. Local law enforcement partners report victims rescued from trafficking situations are often left without needed services. The unique challenges presented by HT victims, due to the trauma inflicted, necessitates a separate residential facility from that utilized by domestic violence and sexual assault residential clients. FSC's HT project proposes the establishment of HT services including:

- a 24-hour crisis line to assist victims and law enforcement in accessing needed shelter and services;
- crisis intervention services providing intake and safety and needs assessments for victims;
- protective shelter and/or transitional housing options, according to victim need;
- trauma counseling, emotional support, advocacy, and consultation services for victims; and

9-4

- an outreach campaign to increase awareness of the issue and inform the public of the availability of FSC services for victims of HT.

Montgomery County currently owns a residential facility that was previously utilized as a group home. The facility has been vacant for many years yet presents a viable option for FSC as we seek to secure residential space for the project. On May 15, 2019, Robert Hill opened the facility for a tour by FSC team members Tay Knight, Executive Director and Kevin Ketzler, Board member and Chairman of the Facilities Committee. We believe the facility would work well for our needs, but would require several improvements to make it safe and secure, yet warm and inviting for victims, including but not limited to:

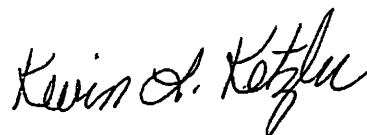
- New roof
- Connection/repair/replacement of all HVAC units (5)
- Major repairs to the existing retaining wall
- Repair to existing siding and painting of all non-vinyl siding
- Repair or replacement of privacy fence around the entire property
- Installation of security gate and access to and from internal parking spaces
- Installation of security system, cameras, and access to building
- Repair/replace bathroom fixtures
- Repair/replacement of cabinets in the bathrooms and kitchen

We respectfully request the Montgomery County Commission consider donating the facility to FSC. In turn, FSC is set to invest federal grant funds, private funds, and agency reserves to make the needed improvements (estimated at over \$200,000). We currently have applications pending before the Alabama Department of Economic and Community Affairs for this project and will jointly apply for funding with a local law enforcement agency to combat trafficking within the state of Alabama. In addition, we have received private grants for the purpose of establishing services for victims of human trafficking.

We, FSC and Montgomery County, have the opportunity to make a statement against trafficking of persons and stand with victims/survivors. Help us open the doors to a shelter (in an undisclosed location) equipped to safely house and provide crisis intervention, counseling, emotional support, advocacy, and consultation services for victims of human trafficking. We sincerely appreciate your consideration of this request and would welcome the opportunity to present our proposal to the county commission. If we can provide further information, please do not hesitate to call us at 334.206.2100 or email grants@familysunshine.org.

Very truly yours,
Family Sunshine Center


Tay Knight, CPA
Executive Director


Kevin Ketzler
Chairman, Facilities Committee

Oasis Inc.

**11270 U. S. Hwy 331
Montgomery, AL 36105
(334) 207-1340**

May 29, 2019

Montgomery County
Administrator Donald Mims
101 S. Lawrence Street
Montgomery, AL 36104

Good Day Mr. Mims:

I am writing in reference to the Proposal for Purchase for Oasis, Inc. regarding the property at 514 Herron Street, Montgomery, Alabama. As I mentioned in our previous conversation, I am interested in securing this property as a base of operations for Oasis, a 501(c)3 entity. Oasis was founded in 2001 as a social service organization providing "water in dry places" for high risk youth and their families. This letter will provide information as to the mission and activities of this organization. Oasis has been and continues to be involved in several meaningful and profitable activities in the Montgomery community.

Most recently, Oasis completed a 14 month mentoring, intervention and ministering program for displaced and/or homeless youth and their families at Candlelight Inn here in Montgomery. Weekly sessions were held to assess and direct families toward more productive outcomes. This program was supported through the involvement of the hotel staff and management, the Family Guidance Center, the Council on substance Abuse and local churches. Some of these individuals have been able to gain employment, transportation and move into homes.

Oasis' official community activity began in 2005 with a GED program housed at Greater Grace Victorious Assembly located at 600 East South Blvd. The agency was able to provide evening GED classes for youth and adults. The students were able to come directly from work and access snacks and free, on-site day care before beginning their studies. This program was supported through partnership with the church and Trenholm State Technical College Adult Ed program under the directorship of then Senator Quinton Ross. In addition, a one-time donation was received from the area County Commissioner Reed Ingram. Alabama State University professors, local medical doctors and retired teachers partnered to tutor these students. As a result, some of the students actually received their GEDs and thus, better job opportunities.

Oasis also created a program called "The Atmosphere" which is an inspirational performing arts venue where youth share their gifts and talents in a safe, positive environment. Between

9-6

performances, community youth and adult leaders give "quick words" designed to inform, motivate youth in the areas of education, career, sobriety, money management and family matters.

Additionally, Oasis has provided teen parenting, abstinence and celibacy programs as well as marriage and family mentoring. Currently, Oasis provides housing, mentoring and other support for ex-offenders through Oasis Transition Homes.

As indicated above, Oasis is committed to providing needed services for the youth and families of Montgomery. Consequently, we are in dire need of a mixed-use facility that can be used for our offices, a meeting space, classrooms, and an alternative site to youth who are suspended from school. As we have dealt with children in hotels and other homeless situations riddled with drugs, criminal activity and broken families, we have longed to be able to create an atmosphere where the children can have a "kid's day out" to escape that world. At this site, we will even be able to host mini retreats at which youth will be exposed to an alternative to their current life, receive personal mentoring, and develop, as well as explore, personal goals. My gosh, there is even a basketball goal outback!! This site is perfect for our needs. We need this space.

As a non-profit, Oasis, Inc. is not financially able to purchase a building at market prices. Our currency is a little cash and a lot of love and commitment. Therefore, we are asking for your favorable consideration in this process. This transaction will be profitable for Montgomery County in two very important ways. First and foremost, it will provide additional access to much needed services for a very high risk population of our county. Secondly, it will provide additional income to the county by the initial purchase funds, as well as realized savings in taxes, maintenance and insurance cost for this property. This can certainly be a win-win for all involved.

Mr. Mims, thank you for your time. I look forward to hearing from you.

Sincerely,


Mrs. Vernalisa Z. Bruce

Director

M. S. Counseling – Human and Personnel Relations



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

To: Elton Dean, Chair, Montgomery County Commission

From: Regina Walker, Grant Manager
Montgomery County Sheriff's Office

Subject: Senior Citizen's Fishing Rodeo

Date: June 20, 2019

Each year, the Montgomery County Sheriff's Office hosts a Senior Citizen's fishing rodeo.

Retirement and other factors can leave this population vulnerable to social isolation. We are requesting \$5,000 to assist with associated event cost. This fishing rodeo provides a rare opportunity for senior citizens to enjoy outdoor fun, food, and fellowship. Stocking the ponds is essential to maximizing their experience.

Should you have any questions or require additional information, please call 832-1660 or 313-7216. I thank you for your attention to this matter.

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 361034219
OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104

OFFICE 334.832.1386
FAX 334.265.0990

Attachment-26: Start-Up Budget

Start-Up Feb. 2018-Aug. 2018			
#	SUMMARY		Assumptions
1	Total Revenue	\$229,000	
2	Total Expenses	\$298,276	
3	Net Income	(\$69,276)	
4	Revenue per Pupil	N/A	
5	Expenses per Pupil	N/A	
#	REVENUE		
	Local Revenues	\$229,000	Fundraising
	State Revenues		
	Federal Revenues		
	TOTAL REVENUES	\$229,000	
#	EXPENSES		
Personnel Salaries and Benefits			
6	Principal	\$15,500	
7	Exec. Director		
8	Asst Principals	\$11,291	
9	Business Manager		
10	Teachers Salaries	\$8,583	guidance counselor
11	Teacher Aides	\$1,000	LEE intern
12	Sp Ed Teacher		
13	ESL Teacher		
14	Secretary	\$4,000	
15	Medical Assistant		
16	Librarian		
17	IT Tech	\$1,058	
18	Counselor		
19	Employee Benefits	\$2,677	
20	Staff Development Costs		
21	Sub teachers		
22	Subtotal	\$44,109	

School Operation			
23	Student Supplies and Classromm Materials		
24	Textbooks/curriculum	\$123,806	2639.25 for Learning A-Z
25	Library and Media Center Materials		
26	Computers and Materials		
27	IT & Network	\$10,904	Fiber optic cable - Comtex
28	Classroom Furnishings and Supplies	\$2,844	Virginia College
29	Student Assessment Materials		
30	Contracted Student Services		
31	Student Recruitment/Advertising		
32	Subtotal	\$137,554	
Facility Expenses			
33	Rent for Building		
34	Building Maintenance and Repairs		
35	Utilities	\$0	
36	office and janitorial Supplies	\$385	Temporary office space for enrollment purposes
37	Equipment Rental and Maintenance	\$498	For first month of copier lease
38	Contracted Building Services	\$370	2 months cleaning Fred
39	Subtotal	\$1,253	
Office Expenses and Contracted Services			
40	Office Supplies and Materials	\$2,000	start up
41	Office Furnishings and Equipment (lease)	\$24,000	student desks/chairs
42	Legal	\$3,000	
43	Board Training & Employee PD	\$4,000	
44	Postage	\$300	
45	Insurance	\$2,560	Board D& O
46	Cafeteria tables	\$2,500	
47	Accreditation	\$1,200	AdvanceEd
48	Arts/Music	\$10,000	
49	playground	\$50,000	
50	Accounting and Payroll Services	\$15,800	Annual package for software
51	Other General Expense		
52	Subtotal	\$115,360	
53	TOTAL EXPENSES	\$298,276	

MONTGOMERY
AREA CHAMBER OF COMMERCE

June 25, 2019

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

Re: Opinion on Applicability of Executive Session

Dear Montgomery County Commission Members:

We are requesting an executive session to be held before the Montgomery County Commission on Monday July 1, 2019. Riley Roby with Balch & Bingham will be present to speak. Please be advised that we have reviewed the commerce or trade matter which the Montgomery County Commission proposes to discuss in executive session. It is my opinion that an executive session is authorized for this discussion under Section 7(a)(7) of Act No. 2005-40, and an open meeting will have a detrimental effect upon the competitive position of the Montgomery County Commission.

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

Sincerely,



Ellen G. McNair, CEcD
Senior Vice President
Corporate Development

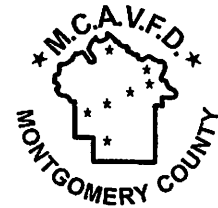


BUILDING BUSINESS. BUILDING THE *River* REGION.

12-1



"Dedicated to Serve and Protect"



MONTGOMERY COUNTY ASSOCIATION OF VOLUNTEER FIRE DEPARTMENTS

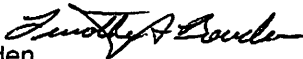
Catoma VFD
North Montgomery County VFD
Pike Road VFD
Pintlala VFD

Rolling Hills Lakes VFD
Snowdoun VFD
South Montgomery County VFD
Waugh/Mt. Meigs VFD

Mr. Mins,

The Montgomery Association of Volunteer Fire Department appreciates the support of the Montgomery County Commission. The MCAVFD receives \$190,000.00 from the county commission and disburses the amount of \$23,750.00 to each of the eight volunteer fire departments in Montgomery county. The MCAVFD respectfully ask that the County Commission consider an increase to this disbursement during the budget meeting. We believe that the amount has been this \$190,000 for about 10 years. The MCAVFD appreciates the continued support of the Montgomery County Commissions. I would be available to present the current status of the eight volunteer fire departments in Montgomery county to the Montgomery County Commission.

Respectfully,


Timothy Bowden
President MCAVFD

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

June 27, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Board Member Appointments to the Board of Equalization

The Montgomery County Commission, at its meeting on June 17, 2019, discussed appointments to the Board of Equalization. Commissioner Sankey recommended **Mr. Dennis Barnes**, Broker with Keys Realty and Commissioner Harris recommended **Bishop Dr. Hubert Dixon** to be considered as appointees to the board.

State law limits who may serve on the Board of Equalization. Section 40-3-2 of the *Code of Alabama, 1975*, states: "Each nominee is a resident of this county, is an owner of taxable property located within this state, is a qualified voter within this county, and is otherwise well fitted for the duties of the office for which he is nominated. It is understood further that no member of the Board of Equalization can hold employment or office of profit with the United States, the State of Alabama, any county or other political subdivision of said State, or with any county school board or with any municipality." The statutory limitations are provided in the attached correspondence from the Alabama Department of Revenue.

The Commission will be discussing these appointments at Monday's meeting.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE



VERNON BARNETT
Commissioner

State of Alabama Department of Revenue

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

JOE W. GARRETT, JR.
Deputy Commissioner
CURTIS E. STEWART
Deputy Commissioner
MICHAEL D. GAMBLE
Deputy Commissioner
DONALD J. GRAHAM
Deputy Commissioner

March 1, 2019

MTG CO. COMMISSIONER
MAR 8 '19 AM 8:38

TO ALL COUNTY GOVERNING BODIES

As you know, Section 40-3-2, Code of Alabama 1975, requires that each county governing body, shall nominate three persons for consideration in the selection of a County Board of Equalization. One member of the Board of Equalization is to be chosen from the list submitted by your body.

The task of creating a board to pass upon all property assessments is a matter of the highest importance; and the state is interested just as much as the county. You are urged to suggest the best possible type of citizenship for this responsibility.

You are requested to submit your nominations on the official form which is enclosed, so that the intent of the law will be fully carried out. Your attention is called to the fact that a person should be nominated by only one nominating body. It will be appreciated if you will confer with the County Board of Education and the municipalities, so that duplicate nominations will be avoided.

You will note that these nominations are for the new four-year term beginning October 1, 2019.

It will be greatly appreciated if you will return these nominations by August 15, 2019 in order that lists of all boards may be announced in ample time.

Sincerely yours,

Vernon Barnett
Commissioner

VB:dj

Enclosure

14-2

COUNTY

OFFICIAL REPORT
Nominations for the
County Board of Equalization
Term beginning October 1, 2019

STATE OF ALABAMA)
)
_____ County)

To the State Commissioner of Revenue
Montgomery, Alabama

We, the undersigned members of the County Commission, or other governing body of this county, do hereby nominate the persons as shown below for consideration as members of the County Board of Equalization and certify that in our opinion they are competent to serve under the provisions of the law.

As provided in Section 40-3-2, Code of Alabama 1975, each nominee is a resident of this county, is an owner of taxable property located within this state, is a qualified voter within this county, and is otherwise well fitted for the duties of the office for which he is nominated. It is understood further that no member of the Board of Equalization can hold employment or office of profit with the United States, the State of Alabama, any county or other political subdivision of said State, or with any county school board or with any municipality.

Under all the conditions stated above, we nominate the following persons:

- | | |
|----------|---------------------------|
| 1. _____ | Name (As usually signed) |
| _____ | Exact Post Office Address |
| 2. _____ | Name (As usually signed) |
| _____ | Exact Post Office Address |
| 3. _____ | Name (As usually signed) |
| _____ | Exact Post Office Address |

Signatures of all members of
County Commission
or other governing body.

DATE: _____, _____

Board of Equalization

Members:

Recommended by:

Term Expires:

Leu Hammonds
5336 Loisa Lane
Montgomery, AL 36108
Home: 334/281-6429

Board of Education

9/30/2019

C. Arthur Steineker
2401 E. Cloverdale Park
Montgomery, AL 36106
Phone: 334/300-3503

County

9/30/2019

Mitchell Dubina
9054 Huron Court
Pike Road, AL 36064

City

9/30/2019

Attorney: Mark Anderson, III

Term: 4 years

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

June 27, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Board Member Appointments to the Montgomery County Board of Human Resources

At the last Commission meeting, we discussed the terms of Henry L. Jackson, Jr., George Goodwyn and Dr. Denise Davis-Maye will expire September 5, 2019 as members of the Montgomery County Board of Human Resources.

Attached are letters confirming that all three board members desire to be reappointed to the board.

We will be discussing these appointments at Monday's meeting.

DLM/tn

Attachments

A COUNTY OLDER THAN THE STATE



Kay Ivey
Governor

Montgomery County
Department of Human Resources

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

Sharonda M. Pettaway
Director



Nancy T. Buckner
Commissioner

MTGY CO. COMMISSIONER
JUN 10 '19 AM 8:39

June 6, 2019

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

RE: Montgomery Co. DHR Board Member Term Expiration (Henry Jackson)

Dear Mr. Mims:

The term of Henry Jackson expires as board member of the Montgomery County Department of Human Resources on September 5, 2019.

I am writing on behalf of the Department and requesting that Mr. Jackson be reappointed to fill impending vacancy. He has expressed interest in being considered for reappointment.

Thank you in advance for your time and attention to this matter.

Sincerely,


Sharonda M. Pettaway, MSW
Director



Kay Ivey
Governor

Montgomery County
Department of Human Resources

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

Sharonda M. Pettaway
Director



Nancy T. Buckner
Commissioner

MTGY CO. COMMISSIO
JUN 10 '19 AM 8:39

June 6, 2019

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

RE: Montgomery Co. DHR Board Member Term Expiration (George Goodwyn)

Dear Mr. Mims:

The term of George Goodwyn expires as board member of the Montgomery County Department of Human Resources on September 5, 2019.

I am writing on behalf of the Department and requesting that Mr. Goodwyn be reappointed to fill impending vacancy. He has expressed interest in being considered for reappointment.

Thank you in advance for your time and attention to this matter.

Sincerely,

A handwritten signature in cursive script, reading "Sharonda M. Pettaway".

Sharonda M. Pettaway, MSW
Director

15-3



Kay Ivey
Governor

Montgomery County
Department of Human Resources

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

Sharonda M. Pettaway
Director



Nancy T. Buckner
Commissioner

MTGY CO. COMMI
JUN 10 '19 AM 8:4

June 6, 2019

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

RE: Montgomery Co. DHR Board Member Term Expiration (Denise Davis-Maye)

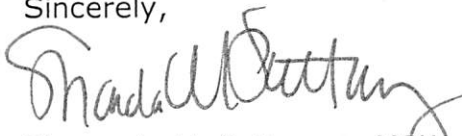
Dear Mr. Mims:

The term of Dr. Denise Davis-Maye expires as board member of the Montgomery County Department of Human Resources on September 5, 2019.

I am writing on behalf of the Department and requesting that Dr. Davis-Maye be reappointed to fill impending vacancy. She has expressed interest in being considered for reappointment.

Thank you in advance for your time and attention to this matter.

Sincerely,


Sharonda M. Pettaway, MSW
Director

Montgomery County Board of Human Resources
Appointments Made Jointly with City

Members:

Term Expires:

Sam Munnerlyn
1225 Air Base Blvd.
P.O. Box 10048
Montgomery, AL 36108
Work: 420-4295 Secretary - 420-4216
smunnerlyn@trenholmstate.edu

9/5/2023

Dr. Paulette Thompson
1916 S. Hull Street
Montgomery, AL 36104-5625
Phone: 264-6164; Cell: 201-4300
p.thompson1916@gmail.com

9/5/2021

* Henry L. Jackson, Jr.
9300 Sturbridge Place
Montgomery, AL 36116
Cell: 678-571-5449; Home: 208-3446
henry.jackson11@gmail.com

9/5/2019

* George Goodwyn
3608 Oak Grove Circle
Montgomery, AL 36116
Cell: 657-9137; Home: 270-2711; Work: 271-3200
gtgoodwynsr@gmail.com

9/5/2019

Raytheon K. Scott
9266 Whispine Court
Montgomery, AL 36117
Phone: (H) 334-593-1282; (C) 719-640-6935
Email: rkscott06@hotmail.com

9/5/2023

Frank Jenkins (Chairperson)
19 N. Anton Drive
Montgomery, AL 36105
Cell: 399-2895; Home: 834-7903; 262-7977
Frank.jenkins@gmx.com

9/5/2021

* Dr. Denise Davis-Maye
ASU, Department of Social Work
Abernathy Hall-324
915 S. Jackson Street
Montgomery, Alabama 36104
Phone: 334-354-1697
dmaye@alasu.edu

9/5/2019

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

Brenda Blalock, City Clerk, City Hall

Term: 6 years

15-5

February 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Request from Revenue Commissioner's Office for Credit Cards

Revenue Commissioner Janet Buskey has requested that credit cards be issued to designated Revenue office staff. Administrator Mims has previously discussed with the Examiners of Public Accounts a request from the Sheriff's Office for credit cards, and the Examiners advised that the credit cards must be issued to specific individuals who would be personally accountable for all charges.

Use of the credit cards is limited to the purchase of airline tickets, lodging, and registration. The credit cards may not be used for the purchase of gas, meals, room service charges, movie rentals, etc. Any other charges would require pre-approval by the County Commission. In addition, if any improper charges are made, the party to whom the credit card is issued shall promptly repay the Montgomery County Commission that amount plus all costs related to collection of the same. The holder of a credit card must immediately relinquish the card if it is determined that the card has been misused or improprieties are noted. It is imperative that credit card statements be processed and paid timely because the Montgomery County Commission does not pay finance charges or late fees.

I request approval of the issuance of credit cards by Regions Bank to persons filling the positions of Revenue Commissioner and Chief Revenue Clerk be placed on the next agenda

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission.

COUNTY COMMISSION – ADOPTED MINORITY AND WOMEN-OWNED BUSINESS INITIATIVE POLICY AS REQUESTED BY ADMINISTRATOR MIMS

Administrator Mims presented the following memorandum from Deputy Administrator Florence M. Cauthen:

March 3, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Minority Business Initiative

At the Commission meeting on February 16, 2016, the Commissioners agreed that the Minority Business Initiative should include a goal of 30% participation by qualified minorities in the bidding process and requested that it be placed on the next agenda.

End of Memorandum

Based upon discussion during the information session, Administrator Mims requested that the Commission amend the Minority and Women Owned Business Initiative Policy stated to insert "a minimum of" 30% participation by M/WB's in the bidding process in Montgomery County and amend the Policy Implementation to insert "and/or hire" a M/WB Liaison to assist Montgomery County's Purchasing Department in developing and executing a plan to implement the M/WB policy in compliance with Montgomery County purchasing procedures.

Vice Chairman Harris made a motion to adopt the Minority and Women-Owned Business Initiative Policy as requested by Administrator Mims. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Initiative, Agenda Pages 7-2 and 7-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS
REPROGRAMMING REQUESTS

Administrator Mims requested approval of the following miscellaneous appropriations reprogramming requests:

March 7, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

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-2016-47: The Second Chance Foundation, for Counseling Services and Academic Remediation for At-Risk Children Expelled from the Montgomery Public School System - \$1,000; (Harris)

Montgomery County Commission Minority and Women-Owned Business Initiative

Policy Statement

The Montgomery County Commission (MCC) is committed to:

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

Policy Implementation

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

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

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

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

Recognition of M/WBs

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

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

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

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

July 2019

Montgomery County

Budget Calendar FY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Commission Meeting	2	3	4 HOLIDAY	5	6
7	8	9	10	11	12	13
14	15	16	17 DEPARTMENT BUDGET HEARINGS	18	19	20
21	22 Commission Meeting Budget Review After meeting	23	24	25	26	27
28	29	30	31			
1-6-1						

August 2019

Montgomery County

Budget Calendar FY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Commission Meeting On the Road	6	7	8	9	10
11	12 Budget Review if needed	13	14	15	16	17
18	19 Commission Meeting Finalize 2020 Proposed Budget	20 ACCA Annual Convention	21 ACCA Annual Convention	22 ACCA Annual Convention	23	24
25	26	27	28	29	30	31
17-2						

September 2019

Montgomery County

Budget Calendar FY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 LABOR DAY HOLIDAY	3 Commission Meeting Present Proposed 2020 Budget	4	5	6	7
8	9	10	11	12	13	14
15	16 Commission Meeting Adopt 2020 Budget	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

UPCOMING BIDS/CONTRACT RENEWALS

<u>Month</u>	<u>Contract No.</u>	<u>Item</u>	<u>Department</u>	<u>Vendor</u>	<u>Renewal Date</u>	<u>Expiration Date</u>
<u>JULY</u>						
	51901-16B-024	Montgomery County Parks Ground	Support Service	SharpCut Lawn Service		July 31, 2019
	52200-18B-009	Commissary & Trust	Detention Facility	Keefe Commissary		July 2, 2021
	51100-18B-020	Residential Solid Waste Collection	County Commission	Amwaste, LLC		July 30, 2021
	52110-18B-022	Polo Shirts MCSO	Sheriff Office	LogoBranders	July 22, 2019	July 22, 2021
<u>AUGUST</u>						
	51901-16B-028	Pest Control Services	County Commission	Safe Guard Pest Control Services		Aug 31, 2019
	51988-17B-010	Vending Machine Services	County Commission	Buffalo Rock Company	Aug 14, 2019	Aug 14, 2020
	51910-17B-017	Delivery of Election Equipment	Election Center	Pro Movers and Storage		Aug 6, 2020

UPCOMING BIDS/CONTRACT RENEWALS

<u>SEPT</u>						
	51901-17B-027	Preventive Maintenance	Support Service	Climate Services	Sept 30, 2019	Sept 30, 2020
	52110-16B-033	Oil Service & Tire Rotation	Sheriff's Office	Stivers Ford		Sept 30, 2019
	51100-15B-027	Cafeteria Lease	County Commission	ASE Cakes and Catering, LLC		Sept 7, 2021
	53300-16B-030	Concrete Pipe	Engineering	Forterra Pipe & Precast		Sept 30, 2019
	State of Alabama Contract T190	Copy Machine Rental	Support Services	Sharp Electronics		Sept 30, 2019
	52601-17P-024	Manage and Operate Community Based Adolescent Alternative	Youth Facility	The Bridge, Inc.	Sept 30, 2019	Sept 30, 2020
	51901-18B-024	Landscape Maintenance Services	Recreations	Harrison and Associates Service, LLC	Aug 31, 2019	Aug 31, 2021
<u>OCT</u>						
	52110-16B-038	Footwear	Sheriff's Office	Gulf States Distributors		Oct 16, 2019
	53000-16B-039	Metal Pipe	Engineering	Gulf Atlantic Culvert Co.		Oct 16, 2019
<u>NOV</u>						

UPCOMING BIDS/CONTRACT RENEWALS

	State of Alabama Contract T190	Leasing of Mail Machine	Support Services	Pitney Bowes		Nov 23, 2018
	51901-16B-035	Uniform Rental	Support Service	Cintas Corporation		Nov 30, 2019
	51988-17B-001	Employee Luncheon	County Commission	Chappy's Deli		Nov 20, 2019
	51988-17B-003	Catering of Food Trays	County Commission	Chappy's Deli		Nov 20, 2019
	51965-17B-016	Internet Services	Information System	Information Transport Solutions		Nov 1, 2020
	51100-16B-004	Security Guard Service	County Commission	MSF, Inc.		Nov 30, 2018
<u>DEC</u>						
	52200-19B-003	Inmate Uniforms	Detention Facility	Uniforms Manufacturing, Inc.	Dec 20, 2019	Dec 20, 2021
	51100-17B-004	Armored Car Services	Tax & Audit Probate	MAC Courier Services, LLC		Dec 31, 2019
	51100-18B-026	Clean Saturday Trash Pickup	County Commission	Liberty Disposal, Inc.	Dec 31, 2019	Dec 31, 2021
	51901-19B-007	Janitorial Services	Support Service	Fall Facility Services	Dec 31, 2019	Dec 31, 2021