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Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

August 29, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Information pertaining to the September 3, 2019
Montgomery County Commission Regular Meeting

County offices will be closed on Monday, September 2, 2019 in observance of Labor Day.

Eggs & Issues with U.S. Senator Doug Jones will be held **Tuesday, September 3, 2019 at 7:30 a.m.** at the RSA Activity Center.

The Commission meeting will be held on **Tuesday, September 3, 2019, at 9:00 a.m.** The **Formal Session will begin at 10:30 a.m.** We have many topics to discuss at the meeting and may have to work after the Formal Session.

As a reminder, the last time for Commissioners to appropriate Miscellaneous Agency Appropriations and Education Appropriations for FY2018-2019, will be at the September 16, 2019 meeting.

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

1. County Commission Information Session Schedule for September 3, 2019

Waived Rules Items to Consider for Tuesday, September 3, 2019

2. Consider Authorization to Hire an Executive Director at Pay Grade A13, Step 7 (\$91,068), Community Corrections
3. Consider Adoption of Resolution Honoring the Memory of Assistant Tag and License Supervisor Shamika K. Butts, County Commission

A COUNTY OLDER THAN THE STATE

Items to Consider for the Monday, September 16, 2019 Montgomery County Commission Regular Meeting Agenda

4. Public Comment regarding Proposed 2019-2020 Operating Budget and Construction Programs Fund Budget, County Commission
5. Consider Authorization of Proposed 2019-2020 Operating Budget, County Commission
6. Consider Authorization of Proposed 2019-2020 Construction Programs Fund Budget, County Commission
7. Consider Adoption of Resolution regarding GASB 54 Fund Balance Commitments, County Commission
8. Consider Authorization of Amendment Number 2 to Contract with The Bridge, Inc., regarding a One (1) Year Extension, beginning October 1, 2019 and ending on September 30, 2020 for the Community-Based Adolescent Alternative Program, Youth Facility
9. Consider Authorization of Agency Grant Agreement with the Alabama Department of Youth Services for the Davis Transitions Program for Fiscal Year 2019-2020, Youth Facility
10. Consider Authorization of Renewal of Professional Services Contracts for the 2019-2020 E.V.E.N. Program Providers, Community Corrections
11. Consider Authorization of the 2019-2020 Annual Community Corrections Plan, Community Corrections
12. Consider Authorization of Renewal of Inmate Health Services Agreement with QCHC, Inc., regarding Medical Services for Inmates, Detention Facility
13. Consider Authorization of the 2019-2020 ADECA Community Traffic Safety Program (CTSP) Grant Participation, Sheriff's Office
14. Consider Authorization of Amendment Number 1 to Patriot Services Group, Inc., regarding a One (1) Year Extension, beginning October 1, 2019 and ending September 30, 2020 and a 5% Price Increase for Inmate Security, Contract Number 52200-18B-028, Detention Facility
15. Consider Authorization of Bid Award to SCF Building for a Utility Garage, Bid Number 52110-19B-026, Sheriff's Office

16. Consider Authorization of Bid Award to Conway's Outdoor Services for Montgomery County Parks Grounds Maintenance, Bid Number 51901-19B-023, Parks and Recreation Department
17. Consider Authorization of Excess Health Insurance Renewal with Optum Insurance, Secured through Alliance Insurance Group, Risk Management
18. Consider Authorization of Property Insurance Renewal with Affiliated FM Insurance Company, Secured through Assured Partners, Risk Management
19. Consider Authorization of Excess Liability Insurance Renewal with States Self-Insurers Risk Retention Group, Secured through Assured Partners, Risk Management
20. Consider Authorization of Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental, and Workers Compensation, Risk Management
21. Consider Authorization of Proposed Amended Resolution regarding Taxpayers' Bill of Rights, Tax and Audit Department

General Information

22. Copy of Information regarding the MPS Arboretum
23. Copy of Letter from Executive Director Ashley DuBose Ledbetter with the Montgomery Area Business Committee for the Arts, Inc. regarding Membership Dues **(In 2018, the Commission paid \$1,210 for Membership Dues and Contributions to this organization)**
24. Copy of Letter from Executive Director Ashley DuBose Ledbetter with the Montgomery Area Business Committee for the Arts, Inc. **requesting \$20,000 for the Creation of a Life-Size Bronze Sculpture of Mrs. Rosa Parks (On 6/5/17, the Commission approved a Budget Change Request from Designated Revenue in the amount of \$15,000 for the WWI Centennial Rainbow Soldier Statue dedication and events. On the same date, the Commission approved a Budget Change Request from Designated Revenue in the amount of \$42,000 for the creation of a life size, bronze statue of Dr. Martin Luther King, Jr.)**
25. Copy of Memorandum regarding Board Member Appointments to the Joint Public Charity Hospital Board
26. Copy of Memorandum regarding Board Member Appointment to the Personnel Board
27. Copy of Letter from President Katie R. Bell with the Montgomery City-County Public Library Board requesting the Commission's assistance regarding two Board Members who are not in Compliance with the Attendance Policy

28. Copy of Letter from County Attorney Tyrone C. Means regarding Guidance concerning the Distribution of Tickets to Sporting Events
29. Copy of Letter from the Alabama Historical Commission regarding the Addition of **Flatwood Cemetery (Union Benevolent Cemetery)**, 430-452 William Drive, to the Alabama Register of Landmarks and Heritage
30. Copy of Letter from the Alabama Historical Commission regarding the Addition of **Flatwood Cemetery (Golden Link Cemetery)**, 430-452 William Drive, to the Alabama Register of Landmarks and Heritage
31. Copy of Schedule of Upcoming Bids/Contract Renewals for 2019

Items to Consider for September 16, 2019 Emergency Management Communications District Board Meeting Agenda

32. Public Comment regarding Proposed 2019-2020 Emergency Management Communications District Board Budget
33. Consider Proposed 2019-2020 Emergency Management Communications District Board Budget
34. Consider Annual Certification to the Alabama 9-1-1 Board for Fiscal Year Ending September 30, 2020

Future Authorizations from Designated Revenue – No Attachments

<u>Organization</u>	<u>Amount of Request</u>
Montgomery Symphony Orchestra – 2019-2020 Funding	\$ 20,000.00
Alabama State University – Labor Day Classic	<u>\$100,000.00</u>
Total - Requests for Funding	\$120,000.00

If you have any questions, please contact me.

Attachments

DLM/tn

COUNTY COMMISSION
INFORMATION SESSION SCHEDULE
FOR
SEPTEMBER 3, 2019

- 9:00 a.m. Prayer and Administrator's Briefing regarding the Agenda and Scheduled Attendees
- 9:05 a.m. Finance Director Sherrill Thomas – Presentation regarding the 2019-2020 Budget **(Agenda Item 1)** and Resolution regarding GASB 54 Fund Balance Commitments **(Future Agenda Item 7)**
- 9:10 a.m. Judge Calvin Williams and Chief Probation Officer Ray Williams – Presentation regarding Amendment Number 2 to Contract with The Bridge, Inc., regarding a One (1) Year Extension, beginning October 1, 2019 and ending on September 30, 2020 for the Community-Based Adolescent Alternative Program **(Future Agenda Item 8)** and Agency Grant Agreement with the Alabama Department of Youth Services for the Davis Transitions Program for Fiscal Year 2019-2020 **(Future Agenda Item 9)**
- 9:15 a.m. Chairman Frank Brown with Montgomery County Community Punishment & Corrections Authority – Presentation requesting to Hire an Executive Director at Pay Grade A13, Step 7 (\$91,068) **(Waived Rules Item 2)**
- 9:20 a.m. Executive Director Phil Bryant with Community Corrections – Presentation regarding Renewal of Professional Services Contracts for the 2019-2020 E.V.E.N. Program Providers **(Future Agenda Item 10)** and 2019-2020 Annual Community Corrections Plan **(Future Agenda Item 11)**
- 9:25 a.m. Sheriff Derrick Cunningham – Presentation regarding Renewal of Inmate Health Services Agreement with QCHC, Inc., regarding Medical Services for Inmates **(Future Agenda Item 12)**, 2019-2020 ADECA Community Traffic Safety Program (CTSP) Grant Participation **(Future Agenda Item 13)**, Amendment Number 1 to Patriot Services Group, Inc., regarding a One (1) Year Extension, beginning October 1, 2019 and ending September 30, 2020 and a 5% Price Increase for Inmate Security **(Future Agenda Item 14)** and Bid Award to SCF Building for a Utility Garage **(Future Agenda Item 15)**
- 9:30 a.m. Parks & Recreation Director James Williams and Montgomery County Extension Service Coordinator Jimmy Smitherman – Presentation regarding Bid Award to Conway's Outdoor Services for Montgomery County Parks Grounds Maintenance **(Future Agenda Item 16)** and the MPS Aboretum **(General Information Item 22)**

Information Session Schedule for
September 3, 2019 (Continued)

- 9:40 a.m. President Mike Hicks with Alliance Insurance Group – Presentation regarding Excess Health Insurance Renewal with Optum Insurance, Secured through Alliance Insurance Group (**Future Agenda Item 17**)
- 9:45 a.m. Senior Vice President Junie J. Pierce, III, with Assured Partners – Presentation regarding Property Insurance Renewal with Affiliated FM Insurance Company, Secured through Assured Partners (**Future Agenda Item 18**) and Excess Liability Insurance Renewal with States Self-Insurers Risk Retention Group, Secured through Assured Partners (**Future Agenda Item 19**)
- 9:50 a.m. Chief Information and Technology Officer Lou Ialacci – Update regarding Information Systems
- 9:55 a.m. County Engineer George Speake – Update regarding Engineering Operations
- 10:00 a.m. Manager of Public Affairs Hannah Hawk – Update regarding Public Affairs
- 10:05 a.m. Executive Director Ashley Dubose Ledbetter with the Montgomery Area Business Committee for the Arts, Inc. – Presentation regarding Membership Dues (**General Information Item 23**) and **requesting \$20,000** for the Creation of a Life-Size Bronze Sculpture of Mrs. Rosa Parks (**General Information Item 24**)
- 10:10 a.m. Revenue Manager Terri Henderson and Attorney Connie Walker – Presentation regarding Proposed Amended Resolution regarding Taxpayers' Bill of Rights (**Future Agenda Item 21**)
- 10:30 a.m. Formal Session
- 11:00 a.m. Adjourn

August 29, 2019

Mr. Elton N. Dean, Sr., Chairman
Montgomery County Commission
101 South Lawrence Street
Montgomery, Alabama 36104

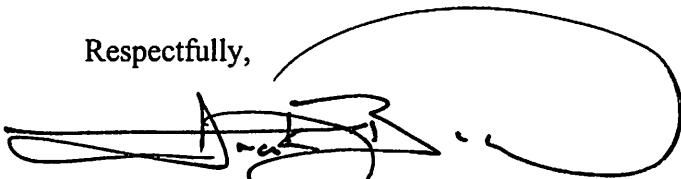
Dear Chairman Dean:

The Montgomery County Community Punishment & Corrections Authority would like to hire Mr. Phil Bryant to serve as the Executive Director for Community Corrections. The Board is requesting the approval to hire Mr. Bryant at Pay Grade 13, Step 7 (\$91,068).

Mr. Bryant retired as the Executive Director of the Alabama State Department of Pardons and Parole. He has been serving as the Interim Executive Director since April 2019. Mr. Bryant has an extensive professional background serving 27 years in this field and has been an asset for the Community Correction's program.

If you have any further comments or questions, please contact me at (334) 224-2281.

Respectfully,

A handwritten signature in black ink, appearing to read 'Frank Brown', followed by a large, loopy flourish that extends to the right.

Frank Brown, Chairman
Montgomery County Community Punishment & Corrections Authority

Resolution

WHEREAS, Ms. Shamika Keomi Butts was born on April 30, 1985, in Phenix City, Alabama; and

WHEREAS, she graduated with honors from Russell County High School in Seale, Alabama in 2003. She continued her education at Alabama State University, graduating Cum Laude with a bachelor's degree in computer science in 2007; and

WHEREAS, Ms. Butts was a doting pet parent to her Yorkshire Terrier named Lolly, a devoted daughter to her parents Lovetta Butts and Garry Elias, a beloved sister to Jalisa Butts, Cortney Butts, Quinton Elias and Darrius Elias, a dedicated aunt to Myleah, and a loving granddaughter to Robert Butts and Johnnie Elias; and

WHEREAS, she was a lifelong member of the Missionary Baptist Church, serving and attending Franchise Missionary Baptist Church in Phenix City, Alabama and Shiloh Missionary Baptist Church in Montgomery, Alabama; and

WHEREAS, Ms. Butts was an interior designer at heart. She was an avid HGTV watcher who loved discovering new ways to decorate her home; and

WHEREAS, she had a servant's heart, making time to love and care for the elderly; and

WHEREAS, Ms. Butts joined the Montgomery County Probate Office staff in 2008. She was promoted to Assistant Tag and License Supervisor in 2014 and served the department until her death; and

WHEREAS, she was a well-known employee who was loved by staff and customers alike; and

WHEREAS, Ms. Butts transitioned from her earthly home into eternal joy and peace on January 23, 2019, at the age of 33.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby honor the memory of Assistant Tag and License Supervisor Shamika K. Butts, acknowledge her many contributions to Montgomery County and its citizens, and express our condolences to her family.

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission on
this, the 3rd day of September, 2019.

CHAIRMAN ELTON N. DEAN, SR.

VICE CHAIRMAN RONDA M. WALKER

COMMISSIONER DANIEL HARRIS, JR.

COMMISSIONER ISAAH SANKEY

COMMISSIONER DOUG SINGLETON

3-1

Public Comment Regarding Proposed 2019-2020 Operating Budget and
Construction Programs Fund

No documents are presented for this item

Consider Proposed 2019-2020 Operating Budget, County Commission

See Item Number 1 in the September 3, 2019 Agenda

Consider Proposed 2019-2020 Construction Programs Fund Budget, County Commission

See Item Number 1 in the September 3, 2019 Agenda

Montgomery County Commission

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

To: Donnie L. Mims, Administrator

From: Sherrill R. Thomas, Finance Director 

Date: August 26, 2019

Re: GASB 54 Resolutions

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

Attached is a resolution for County Commission approval to comply with the GASB 54 requirements for fiscal year 2019.

GASB 54

Fund Balance Commitments

Resolution

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

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

WHEREAS, the Montgomery County Commission desires to commit certain fund balance reserves in compliance with GASB 54 requirements, and to apply such requirements to its financial statements ending September 30, 2019; and

NOW BE IT RESOLVED that Montgomery County Commission commits the following portions of its September 30, 2019, Fund Balances, as follows:

GENERAL FUND:

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

DONE THIS THE _____ **day of** _____ **2019.**

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II

DATE: August 26, 2019

RE: Contract No. 52601-17P-024
Manage and Operate a Community-Based
Adolescent Alternative Program

I request that the attached Amendment No. 2 to The Bridge Inc. contract to Manage and Operate a Community-Based Adolescent Alternative Program be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2019 and ending on September 30, 2020.

The Bridge Inc. chooses not to increase pricing during the terms of this contract period. All other provisions of the contract shall remain the same.

For your information, attached is the most recent Contract with The Bridge, Inc., starting December 1, 2017 and ending September 30, 2018. Also, attached is Amendment Number 1, which extended the Contract for one year through September 30, 2019.

This contract extension has been coordinated with Ray Williams, Chief Probation Officer.

Attachment

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

Amendment
To
Contract # 52601-17P-024

Amendment No. 2

Contract with The Bridge Inc., Inc. to manage and operate community- based adolescent alternative program, is hereby extended for one (1) year beginning October 1, 2019 and ending September 30, 2020.

There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

THE BRIDGE, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

STATE OF ALABAMA
AGREEMENT
Between
Montgomery County Commission
And
The Bridge, Inc.

FOR THE
Davis Program

This Contract (the "Agreement") is entered into by and between the Montgomery County Commission (hereinafter sometimes referred to as "Contracting Authority") and The Bridge, Inc. (hereinafter sometimes referred to as "Company" and/or "The Bridge").

WHEREAS, the Contracting Authority is the designated authority seeking the implementation of the Davis Program (hereinafter referred to as "the Program") in Montgomery County, Alabama.

WHEREAS, the Contracting Authority desires to have the Program operated and managed by an organization with experience in adolescent programs; and

WHEREAS, the Contracting Authority desires that The Bridge, Inc. undertake the operation and management of said Davis Program under the following conditions.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained in this Agreement, the parties agree as follows:

Section 1. Purpose. The Company hereby agrees to undertake the development, operation and management responsibilities of the Davis Treatment Center to include a community day reporting/treatment program, Parent Project program, and Transitions program. The Company agrees to operate the Program under the terms of this Agreement at such time agreed to by the Company and the Contracting Authority and established as set out herein. The operation of the Program will be in accordance with the required terms and conditions provided within the Request for Proposal # 52601-17P-024.

Section 2. Duty to Cooperate. The parties acknowledge that their cooperation is critical to the ability of the Company to perform its duties successfully and efficiently. Accordingly, each party agrees to cooperate with the other fully in formulating and implementing the Company's recommendations. Both parties agree to cooperate with all audits, reviews, or inspections.

Section 3. Standard for the Davis Program Operation. While the Davis Program is under the management and control of the Company's operation, the Program will, subject to limitations beyond the control of the Company, conform to applicable federal, state, and local statutes and ordinances and the applicable laws of the State of Alabama.

Section 4. Inventory. Representatives of the Contracting Authority and the Company will complete an inventory of equipment and furnishings provided by the Contracting Authority for the operations of the Davis Program. The Contracting Authority will be responsible for all major repair and replacement of equipment and furnishings provided to the Company for the operation of the Davis Program.

Section 5. Insurance. The Company, at its sole cost and expense, shall provide for the comprehensive liability coverage and workers' compensation for all of the Company's agents, servants, employees, personnel, and other persons connected in any way to the operation and the management of the Program. The Company shall provide property coverage for any personal property used in the operation of the Davis Program. The Contracting Authority will be responsible for the property and facilities furnished to the Company in operating the Davis Program.

Section 6. Characteristics. The Program shall comply with applicable constitutional and DYS standards as well as any local, state, or federal standards, statutes, rules and regulations.

Section 7. Juvenile Records. The Company will have written policies and procedures to govern a juvenile record system. Information contained in the juvenile records shall be consistent with that required by Alabama Department of Youth Services for non-committed youth, and has been established in all programs of The Bridge, Inc. All information shall be considered confidential and is subject to release or disclosure only to authorized representatives of the agency having jurisdiction over the juvenile. Release of juvenile records to physicians or other health care providers for use in treatment is hereby expressly authorized by the Confining Jurisdiction.

Section 8. Program Records. The Company will maintain program records of all significant activities related to the operation of the Program. These records will be available for review by the Contracting Authority.

Section 9. Compliance. The Company agrees to comply with the standards of the Alabama Department of Youth Services and the Medicaid Administrative Code, the Medicaid Provider manual, Rehabilitative Services, Chapter 105.

Section 10. Physical Examination. The Contracting Authority will pay for a complete physical exam to include the Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) for youth entering the Program.

Section 11. Term. The Term of this Agreement shall commence on **December 1, 2017** and shall run through **September 30, 2018** with the option of both the Contracting Authority and the Company to renew this agreement under the same terms. If State funding is available, the contract may be increased up to 5% for each one-year renewal period. The Company understands that the term of this Agreement and any subsequent renewal periods is dependent on necessary funds being paid to the Contracting Authority for the compensation outlined in Section 13 herein.

Section 12. Termination for Convenience. Either party may terminate this Agreement without cause for any reason. Either party shall give written notice to the other party at least thirty (30) days before the effective termination date.

Section 13. Compensation for Services. The Contracting Authority hereby agrees to pay the Company, as compensation for their services related to this Agreement, for the period commencing on **December 1, 2017** and ending **September 30, 2018**, the sum of **\$387,500** dollars, payable in monthly installments of **\$38,750.00**.

The parties agree that the compensation to the Company for any renewal periods will be negotiated by the parties beginning not later than sixty (60) days prior to each such remaining annual period. In the event the parties are not able to agree on the compensation for said remaining annual periods, the Company shall continue operation of the Facility for the then existing compensation for a period through and including thirty (30) days from delivery of written notice termination this Agreement.

Section 14. Billing for Services. The Company will submit an invoice to the Contracting Authority monthly for services provided during the month in accordance with the Request for Proposal #52601-17P-024. Payment for the services Invoiced is due within 10 days of receipt of the invoice by the Contracting Authority.

Section 15. Unusual Occurrences and Incidents. The Company will immediately notify the Contracting Authority in the event of an unusual occurrence or incidents and thereafter as requested and as soon as practical, furnish written notification of such occurrence or incident. In the event of a disturbance caused by a client, or if any security threat or peril should occur with or outside the Program, the Contracting Authority shall be notified immediately. The Company will cooperate with the Contracting Authority and local law enforcement agencies in taking command and restoring order.

Section 16. Breach, Notice, and Cure. In the event of a breach of any obligation or covenant under this Agreement, the non-breaching party may give the breaching party written notice of the specifics of the breach, and the breaching party shall have ten (10) days in which to cure the breach. Only if the breach is not cured within such period shall the non-breaching party be entitled to pursue any remedies it may have due to the breach.

In the event any provision contained in the Agreement shall be breached by either party and thereafter waived by either party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach.

Section 17. Prohibition of Assignment. The Contracting Authority acknowledges that the nature of the services to be rendered under this agreement are unique and based on the Company's expertise and that as a consequence of such, the Contracting authority is prohibited from assigning duties or obligations due under the terms of this Agreement without the consent of the Company.

Section 18. Hold Harmless. The Company will hold harmless the Contracting Authority as to any charge back, penalties, state or federal repayments and any interest incurred by reason of any Title XIX noncompliance arising out of or connected with any action or failure to act by the Company in regard to the Company's responsibilities in regard to the Rehabilitative services or eligibility therefor as contemplated by this agreement. The term "Title XIX noncompliance" shall be construed to mean any failure or inability of the Company to meet the Medicaid requirements of Title XIX of the Social Security Act, and any regulations promulgated by the Federal government in connection therein.

The Company will hold harmless the Contracting Authority as to any penalties, state, or federal charge backs and/or replacements and any interest incurred by any reason as a result of the findings of any Medicaid, Attorney General or DYS Audit. The Company will hold harmless the Contracting Authority as to any and all actions of the Company.

Section 19. Notice. If notice or demand of any kind is to be given by any party to any other party, it shall be in writing, signed by the party giving it, directed to the intended recipient with sufficient postage prepaid certified mail, addressed as follows:

To the Contracting Authority:

Beverly Wise
Montgomery County Family Court
P.O. Box 9219
1111 Airbase Blvd
Montgomery, AL 36108-9219

To the Company:

Tim Naugher, Executive Director
The Bridge, Inc.
3232 Lay Springs Road
Gadsden, AL 35904-8611

Section 20. Formal Review and Evaluation. The Company and the Montgomery County youth facility staff will provide a quarterly review and evaluation of the services provided under this Agreement and the corresponding RFP. A written report summarizing the review and evaluation will be provided to the presiding Family Court Judge of Montgomery, Alabama.

Section 21. Resolution of Disputes. 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 and 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 Montgomery County Commission and The Bridge, Inc.

Section 22. Complete Agreement; Amendments and Waivers. This Agreement and all exhibits hereto and incorporated by references as set out fully herein comprise the entire understanding of the parties with respect to the transactions contemplated hereby.

This Agreement may be amended, each party may take any action herein prohibited or omit to take action herein required to be performed by it, and any breach of any covenant, agreement, warranty or representation may be waived, only if each party has obtained the written consent or waiver of the other party as to that specified breach only.

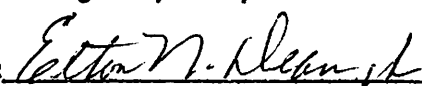
ATTEST:

The Bridge, Inc.

By:  Date: 12/15/17
Tim Naugher, Executive Director

ATTEST:

The Montgomery County Commission

By:  Date: 12-4-17

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

Amendment
To
Contract # 52601-17P-024

Amendment No. 1

Contract with The Bridge Inc., Inc. to manage and operate community- based adolescent alternative program, is hereby extended for one (1) year beginning October 1, 2018 and ending September 30, 2019.

There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

THE BRIDGE, INC.

Landis Jipson

BY:

[Signature]

TITLE: Executive Director

WITNESS:

MONTGOMERY COUNTY COMMISSION

Sammy L. Nix

BY:

Elton N. Bell, Jr.

TITLE:

Chairman

Memo

To: Mr. Donnie Mims
From: Ray Williams, Chief Probation Officer
Date: August 28, 2019
Re: DYS Grant Agreement

I am requesting that the attached DYS grant agreement for FY 2019-2020 be placed on the County Commission agenda.

Thank you for your consideration in this matter.

ALABAMA DEPARTMENT OF YOUTH SERVICES
AGENCY GRANT AGREEMENT

Fiscal Year 2019 – 2020

The Alabama Department of Youth Services hereby awards to

Montgomery County Commission
(Fiscal Agent, hereinafter called Recipient)

*the amount of **Three hundred fifty-two thousand and no/100 dollars (\$352,000.00).***

These funds shall be used for non-residential diversion services for *Montgomery County* youth who would otherwise be committed to the Alabama Department of Youth Services (DYS). Based on youth needs, the *Montgomery County Juvenile Court (MCJC)* will develop or collaborate in the development of a diversion program, which may include the identification and selection of community providers. As a result of the interventions funded by these monies and based on the estimates provided in the grant application, the parties expect that this program will provide diversion services to 50 youth annually with an ongoing capacity of 34 youth at any given time. Thereby aiding in a reduction of county commitments to DYS (including CLIMB, formerly known as HIT), barring a significant increase in serious juvenile crime (i.e. violent felonies, felony sex offenses). To assist juvenile courts in the provision of services for children in need of supervision (CHINS), DYS will permit the program to provide diversion services to no more than 10% of youth with CHINS offenses.

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

The Montgomery County Davis Transitions Program offers highly individualized services to adolescents experiencing behavioral and legal issues. Services include needs assessments, treatment plans, family needs assessment, clinical group and individual therapy, in-home services, parenting education, transportation and supervision for community service projects, and family counseling and anger management therapy and follow-up care. These services are provided as an alternative to DYS commitment for youth within the Montgomery County community. Montgomery Co Juvenile Court and the Montgomery Co Commission ~~shall~~ will contract with The Bridge, Inc. to administer these services.

The program that receives funding from this grant will:

- Serve youth who would have historically been committed to the Alabama Department of Youth Services (CLIMB or regular DYS) in the absence of the funded program. Specifically, this includes youth with the following characteristics:
 - Males / Females between the ages of 12 – 18
 - Delinquent youth with a medium to high risk of re-arrest, as determined by the risk assessment instrument available on the DYS website
- Be developed by or in collaboration with the *Montgomery County Juvenile Court (MCJC)*.
- Conduct regular self-evaluations of program effectiveness, including evaluations that track outcomes for children served by the program.
- Maintain data on program participants as required in the DYS Grantee Information Management System database (GIMS) on a monthly basis.
- Produce an annual report for the October - September fiscal year by utilizing the form available on the DYS website. Each such completed annual report shall be made available to the Alabama Department of Youth

Services by November 30. Decisions about renewing grants may be made based on the courts' ability to show through these reports that the funds have been effective in diverting youth from commitment to DYS or CLIMB.

To ensure fiscally responsible management of state funds, quarterly evaluative criteria are integral to the diversion grant funding process. These criteria include, at a minimum, program adherence to youth capacity, annual numbers, average length of stay, and successful completion rates. At any given time within a quarter, program population numbers will be reviewed. If at the time of review the total number of youths reported in the GIMS is below 50% of the maximum capacity, an initial warning will be provided. If a subsequent review during the following quarter indicates that the program population remains below 50% maximum capacity, the program may receive a 25% reduction in funding for the following quarter(s). Program and/or designated court representatives will be given an opportunity to explain the low population numbers. However, final reduction determinations will be made by DYS administration. Funding may be incrementally restored to the FY19 level in the event the program capacity returns to 50. This will be considered for approval by DYS during the course of this grant cycle.

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

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

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

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

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

ALABAMA DEPARTMENT OF YOUTH SERVICES

BY: _____

Steven P. Lafreniere
Executive Director

BY: _____

Legal Review
Approved as to form only

ACCEPTANCE OF AWARD

Recipient hereby signifies its acceptance of the grant award and the terms and conditions set forth, this the _____ day of _____, 2019.

BY: _____

Montgomery County Commission

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

August 28, 2019

TO: Chairman Elton Dean – Montgomery County Commission

FROM: Phil Bryant – Executive Director
Montgomery County Community Corrections

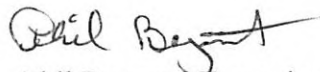
SUBJECT: Request for Future Commission Agenda Item –
Annual Renewal of Professional Services Contract for the E.V.E.N.
Domestic Violence Education/Intervention Program

On Tuesday, August 20th, the Montgomery County Community Corrections and Punishment Authority Board met and voted to recommend to the Commission that the Professional Services Contracts for the four E.V.E.N. providers be approved for Fiscal Year 2019-2020. The terms of the Professional Services contract remain the same as in the past nine yearly contracts at a rate of \$25.00 per hour.

Curtis Gage
Derrick Sanders
Beryl Sabb
Bionca Lindsey

These are all current providers of the program and the proposed contract would be an annual renewal for 2019-2020 fiscal year only. I respectfully recommend that a renewal of the Professional Services Contract with each of the facilitators for FY 2019-2020 be placed on the September 16, 2019 Commission Agenda for consideration/approval.

Respectfully submitted,



Phil Bryant – Executive Director
Montgomery County Community Corrections

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

August 28, 2019

TO: Elton Dean – Commission Chairman
Montgomery County, Alabama

FROM: Phil Bryant –Executive Director
Montgomery County Community Corrections

RE: Request for Future Commission Agenda Item – Commission Review and
Approval of the 2019-2020 Annual Community Corrections Plan

Dear Chairman Dean:

Every fiscal year the County Community Corrections Department and the MCCPCA Board prepare an annual Community Corrections Plan for submittal to the Montgomery County Commission and the Department of Corrections for approval. The approval of annual Community Corrections Plans by the County Commission and Alabama Department of Corrections is statutorily mandated for the Montgomery County Community Corrections Authority to receive continued State funding for Jail/Prison diversion felony offenders on Community Corrections Supervision. We anticipate state funding/support for our program to be in excess of \$375,000 for the upcoming 2019-2020 fiscal year.

The MCCPCA Board meet on Tuesday, August 20, 2019 and voted to approve the annual plan. Evidence of an approved plan is required to be submitted to the Alabama Department of Corrections no later than September 27, 2019 for consideration of reimbursement funding during the 2019-2020 fiscal year.

The Montgomery County Community Corrections Department relies greatly on the administrative and financial support it receives from the Community Corrections Division of the Alabama Department of Corrections. The provision of these services helps to protect public safety while maintaining offender accountability. The funds received from the Alabama Department of Corrections cover the cost of delivering services to the Jail/Prison Diversion offenders for which we are reimbursed and also are used to offset other operational and administrative costs of providing Community Corrections services to Montgomery County as a whole.

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

As previously mentioned, the Alabama Department of Corrections Community Corrections Plan requires written evidence of approval of the Plan on the part of the County Commission. Confirmation of the Commission's approval of the Annual Plan is due by the close of business on September 27, 2019. I respectfully request that the review and approval of the plan as submitted be placed on the next Commission Agenda (September 16, 2019) for consideration.

Respectfully submitted,



Phil Bryant –Executive Director
Montgomery County Community Corrections Department

11-2



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

August 29, 2019

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT : Renewal of QCHC, Inc. Health Services Agreement

Please see the attached Health Services Agreement between QCHC, Inc., (Quality Correctional Health Care) and Montgomery County. Furthermore, QCHC, Inc., are the current company that administer medical services for the inmates in the Mac Sim Butler Detention Facility. The current contract will expire next month which is why I'm recommending the County Commission agree to the one-year extension. This will give the county enough time to hire a new Risk Manager to review the proposed contract which will in turn allow the county to receive the best deal that will produce good RFP (Request for Proposal) possible.

Please place this matter on the next agenda for the Commission's consideration of approval.

DC/crv

encls.

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

12-1



QUALITY CORRECTIONAL HEALTH CARE

Johnny E. Bates, MD MMM CPE CCHP
CPHIMS
Chief Executive Officer

Your COMPLETE Inmate Health Care Solutions Provider.

200 Narrows Parkway, Suite A
Birmingham, Alabama 35242

Telephone: 205-437-1512
Facsimile: 205-981-6731

Website: www.qchcweb.com

August 27, 2019

VIA ELECTRONIC MAIL

Sheriff Derrick Cunningham- DerrickCunningham@mc-ala.org
115 South Perry Street
Montgomery, Alabama 36104

Mr. Donald L. Mims-Donaldmims@mc-ala.org
Montgomery County Administrator
101 South Lawrence Street
Montgomery, Alabama 36104

RE: Inmate Health Services for Montgomery County Detention Facility

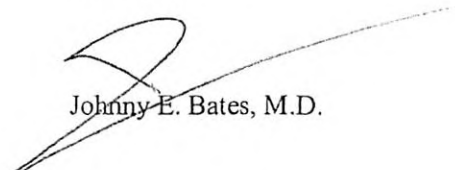
Dear Sheriff Cunningham & Donnie:

We understand that the county is in the budgetting process for the 2019-2020 fiscal year. Section 6.1 of the current inmate health services agreement allows the parties to extend the agreement for an additional one-year term, if mutually agreeable. QCHC would like to extend the agreement for the term beginning on October 1, 2019 and ending on September 30, 2020, if the county is likewise agreeable.

We have prepared a short contract amendment reflecting a 2.6% CPI increase for the 2019-2020 fiscal year as allowed in the agreement. This renewal will permit us to keep the contract current and allow us time to evaluate staffing and the facility's needs. The monthly price will increase from \$174,297.78 to \$178,829.52 for this contract term. The annual price will increase from \$2,091,573.36 to \$2,145,954.27 for this contract term.

We appreciate the opportunity to continue to serve as the inmate healthcare provider at the Montgomery County Detention Facility. Please do not hesitate to contact me or Christie Estes with any questions.

Sincerely,


Johnny E. Bates, M.D.

cc via email: Tammy Nix
Christie Estes

12-2

**RENEWAL OF AND AMENDMENT TO HEALTH SERVICES AGREEMENT
BETWEEN QCHC, INC. AND MONTGOMERY COUNTY, ALABAMA**

WHEREAS, QCHC, INC., a/k/a Quality Correctional Health Care, ("QCHC"), and MONTGOMERY COUNTY, ALABAMA ("COUNTY"), entered into a HEALTH SERVICES AGREEMENT (the "AGREEMENT") for the Montgomery County Detention Facility ("JAIL") on October 1, 2016;

WHEREAS, Section 10.6 of the AGREEMENT states that the AGREEMENT "may be amended or revised only in writing and signed by all parties";

WHEREAS, Section 6.1 states that, this AGREEMENT may be extended for additional one-year terms, if mutually agreeable to both parties.

WHEREAS, Section 7.1 of the AGREEMENT states that, on the annual anniversary dates, the annual base price shall increase by the annual percentage increase in the Consumer Price Index for Medical Services or 3%, whichever is less.

WHEREAS, the current CPI for Medical Services is 2.6 percent.

THEREFORE, the parties hereby mutually agree to amend the terms of the AGREEMENT as follows:

AMENDMENT

Section 6.1 shall be amended to reflect that the parties desire to renew and extend the AGREEMENT for the period beginning on October 1, 2019 and ending on September 30, 2020.

Section 7.1 shall be amended to make the monthly compensation amount due to QCHC \$178,829.52 for the contract period from October 1, 2019 through September 30, 2020. The annual amount to be paid by the COUNTY to QCHC for this contract period will be \$2,145,954.27.

ALL OTHER TERMS AND CONDITIONS IN THE AGREEMENT SHALL REMAIN THE SAME.

The parties hereby signify their agreement with the above and foregoing by affixing their signatures below:

QCHC, INC.:

BY: JOHNNY EDWARD BATES, MD
TITLE: PRESIDENT & CEO
DATE: _____

**MONTGOMERY
COUNTY, ALABAMA:**

BY: _____
TITLE: _____
DATE: _____

[THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK]

Tammy Nix

From: Christie Estes <christie.estes@qchcweb.net>
Sent: Tuesday, August 27, 2019 2:01 PM
To: Derrick Cunningham; Donald Mims; Tammy Nix
Cc: Johnny Bates; Crystal Bryan
Subject: Contract Renewal for MCDF
Attachments: CR to Sheriff Cunningham 8.27.19.pdf; MCDF Contract Amendment with CPI increase 2019-2020 fiscal year 8.27.19.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon, Sheriff Cunningham.

I am attaching a letter and brief contract amendment ahead of the upcoming renewal/fiscal year. Please don't hesitate to reach out with any questions. We are looking forward to seeing you next Friday.

Thanks,



Christie J. Estes, JD CCHP
General Counsel and Director of Compliance
Quality Correctional Healthcare, Inc.
200 Narrows Parkway, Suite A
Birmingham, Alabama 35242
Telephone-(205)-437-1512
Fax-(205) 776-7919
Cell-(205) 413-3844





DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

MEMORANDUM

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

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

Subject: 2019-2020 ADECA Traffic Safety Grant
Community Traffic Safety Program (CTSP) Grant Participation

Date: August 28, 2019

The 2019-2020 ADECA Traffic Safety Program Grant is open. We are requesting this item be placed on the agenda for the September 3, 2019 meeting of the County Commission.

RW/dc

Enclosure: 2019-20 Agreement for CTSP Grant Participation

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

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

SOUTHEAST ALABAMA HIGHWAY SAFETY OFFICE

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

Community Traffic Safety Program (CTSP)

Agreement for CTSP Grant Participation

Fiscal Period: October 01, 2019 – September 30, 2020

(NOT the same as a grant's authorized spending period during this Agreement Period)

This agreement is entered by the Southeast Alabama Highway Safety Office, located at the Enterprise State Community College, hereinafter referred to as "SEAHSO", and the governing entity of the law enforcement department of the following: Montgomery County Commission, hereinafter referred to as "AGENCY", for official participation in the Southeast Alabama Highway Traffic Safety Office Program grant and/grants, and are at allowable rates of pay, plus allowable FICA fringe, for traffic safety enforcement. The term of this agreement will be from **October 01, 2019 through September 30, 2020; however, the agreement period may not be the same as the grant's authorized spending period during the fiscal year.**

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

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

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

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

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

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

The Chief Law Enforcement Official will serve as the AGENCY Representative unless he or she delegates the responsibility. The Chief Law Enforcement Official may appoint a department representative to be the AGENCY Representative if he or she chooses. The AGENCY Representative will also serve as the primary contact person for

communications and correspondence between the AGENCY and SEAHSO. If the AGENCY Representative is designated as someone other than the Chief Law Enforcement Official, this person must be identified within this Agreement (or by notification of change if after this Agreement has been signed).

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

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

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

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

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

Signatures required:

Signature of AGENCY’s Authorizing Official
(Mayor/Comm. Chair) authorized to enter Agreement

Printed Name of Authorizing Official and Title
(Mayor/Comm. Chair)

Signature of AGENCY’s Chief Law Enforcement Official
(Chief of Police or Sheriff)

Printed Name of Chief LE Official and Title
(Chief/Sheriff)

Signature of AGENCY Representative for SEAHSO
(If applicable, as designated by Chief LE Official)

Printed Name of Representative for ECAHSO and Title

Signature of Region Director
Southeast Alabama Highway Safety Office

Greg Adams
Printed Name of Region Director

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 28, 2019

RE: Contract No. 52200-18B-028
Inmate Security

I request that the attached Amendment No. 1 to Patriot Services Group, Inc. contract for inmate security be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning October 1, 2019 and ending on September 30, 2020.

Patriot Services Group, Inc. would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

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

Attachment

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

Amendment
To
Contract # 52200-18B-028

Amendment No. 1

Contract for Patriot Services Group, Inc. is hereby extended for one (1) year beginning October 1, 2019 and ending September 30, 2020.

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

All other provisions of the contract will remain the same.

WITNESS:

PATRIOT SERVICES GROUP, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Tammy Turner, Buyer II 
DATE: August 27, 2019
RE: Invitation to Bid No. 52110-19B-026
Utility Garage

Request approval of award on the above referenced Invitation to Bid to the only responsible bidder, SCF Building in the amount of \$8,420.00 be placed on a future agenda. (Copy of spread sheet attached.)

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

15-2

Notes:

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 28, 2019

RE: Invitation to Bid No. 51901-19B-023
Montgomery County Parks Grounds Maintenance

Request approval of award on the above referenced Invitation to Bid to the lowest bidder Conway's Outdoor Services, in the amount of \$35,590.00, 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 James Williams, Parks and Recreation Director.

Attachment

•

Purchasing Department

Montgomery County Commission

[illegible]

Notes:

16-2

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 1st day of October, 2019, between Conway's Outdoor Services, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Conway's Outdoor Services owns and operates a business and desires to provide grounds maintenance at Montgomery County Parks within the County in accordance with all provisions and specifications of Invitation to Bid No.51901-19B-023, as issued by the Montgomery County Commission on August 13, 2019 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Conway's Outdoor Services and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning October 1, 2019 and ending September 30, 2020, with the option to renew for an additional two (2) years, in one (1) year periods. That the prices stipulated in the bid by Conway's Outdoor Services shall remain firm for the one (1) year period.
3. Price Escalation: At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year.
4. That Conway's Outdoor Services shall furnish all labor, materials, equipment, and perform all work necessary to maintain the grounds at all Montgomery County parks listed on the Invitation to bid.
5. In addition to the routine maintenance, Conway's Outdoor Services may be called upon by Montgomery County Commission for maintenance due to special events taking place at the parks/field.
6. That Conway's Outdoor Services shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
7. That Montgomery County Commission or Conway's Outdoor Services may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice to the other party.
8. That Conway's Outdoor Services 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 Conway's Outdoor Services, 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. Conway's Outdoor Services agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Conway's Outdoor Services also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

9. 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 Conway's Outdoor Services.
10. 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 the 1st day of October, 2019.

WITNESS:

CONWAY'S OUTDOOR SERVICES

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



August 23, 2019

Mr. Donnie Mims
Montgomery County Commission
101 South Lawrence Street
Montgomery, AL 36104

Mr. Mims:

Thank you for allowing us to present the Commission with a renewal for the medical reinsurance.

The enclosed proposal is a result of an extensive marketing effort in which policy specifics and rates were shopped to over 20 markets. Optum, your current carrier provided the best quote and as earned our recommendation. If they are chosen and retain the business, the Experience Refund Option (ERO) will be available again this year. As of today, we are projecting a refund in the \$25,000 range.

Our recommendation would be to increase the deductible to \$275,000 thereby reducing the impact of the fixed cost. This strategy worked for the County last year and based on our analysis, it should return a savings this year as well. While there are a couple of members capable of reaching this mark, we feel as though the risk is reasonable and would likely work in the County's best interest to save the premium and increase the risk.

Should you have any questions or concerns please don't hesitate to contact our office. Thank you again and we look forward to continuing our relationship with the County.

Sincerely,

Mike Hicks,
President
Alliance Insurance Group

17-1

UNIMERICA INSURANCE COMPANY

SUBSEQUENT POLICY PERIOD OFFER



Employer: MONTGOMERY COUNTY COMMISSION
Effective Date: OCTOBER 01, 2019
Producer: JOHN DONALDSON
Underwriter: NAOMI ZELLERS
Sales Reps: DONALDSON HRH
Date: 08/19/2019

SPECIFIC COVERAGE		Option 1	Option 2
Specific Deductible Amount		\$260,000	\$275,000
Aggregating Specific Deductible		\$20,950.00	\$20,950.00
Specific Maximum		Unlimited	Unlimited
EMPLOYEE	721	\$8.41	\$7.87
FAMILY	473	\$20.29	\$18.98
Total Premium	1,194	\$187,929.36	\$175,821.72
Commission		0%	0%
Benefits Covered		MED/RX	MED/RX
Specific Contract Basis		60/12	60/12

CONDITIONS AND ASSUMPTIONS

- ~ Experience Refund is included in the above specific rates.
 - ~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this offer.
 - ~ Current plan has been quoted.
 - ~ The Plan will have Network: BCBS Case Manager: BCBS TPA: BCBS OF AL
 - ~ Retirees ARE considered Covered Persons for benefits under the Excess Loss Policy.
 - ~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.
 - ~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.
 - ~ This offer includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.
 - ~ The Subsequent Policy Period Offer is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this offer or can void the offer and coverage.
 - ~ In executing this form, the employer or its authorized representative, is acknowledging acceptance of the new rates, factors and terms. The employer or its authorized representative further acknowledges that all material facts, terms and conditions stated in the employers plan document and the Policy/Agreement remain unchanged and in full force and effect, unless noted above.
- Until we obtain the signed Subsequent Policy Period Offer, the rates and factors are subject to change as additional information is received. This Offer is valid for the stated effective date noted above provided the employer or its authorized representative elects one of the above options, signs the acknowledgment and we receive the completed Offer by 9/9/19.**

Circle Coverages & Options Elected	Signature:
Dated:	Title:

17-2



Showing
our clients the Way...



Alliance Insurance Group
Employee Benefit Consultants

www.AllianceInsGroup.com | 866.396.3967

Medical Stoploss Renewal for:
Montgomery County Commission

By:
Alliance Insurance Group



Medical Stoploss



Effective Date: October 1st 2019

Contract Terms: 60/12

Laser Liability: None

Estimated Enrollment: 1194 Contracts
Maximum Specific Benefit: Unlimited

Specific Stoploss Coverage:	Expiring Optum	Renewal	Option 2
Deductible:	\$260,000	\$260,000	\$275,000
Aggregating Deductible:	\$20,950	\$20,950	\$20,950
Experience Reward	Yes	Yes	Yes
Specific Rates:			
Single:	\$ 7.67	\$8.41	\$7.87
Family:	\$18.53	\$20.29	\$18.98
Specific Premium	\$171,537	\$187,929	\$175,821
Alliance Insurance Group Fee	\$15,000	\$15,000	\$15,000
Estimated Annual Premium:	\$186,537	\$202,929	\$190,821
% Change		8%	2%

Optum Experience Reward Rider: As of 8/19/19 the estimated ERO refund for the 2018-19 plan year is approximately \$25,000. This is an estimate and could change based on claims experience.

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

17-4



Claims and Risk Recap



Member	Relationship	Age	Simple Diagnosis	Claims Paid	Reimbursement
KC	Male Child	16	Cerebral Palsy	\$144,473	N/A
JB	Female Child	20	Crones Disease	\$129,856	N/A
JB	Male Child	20	Cancer	\$140,437	N/A
WH	Subscriber	80	Cancer	\$164,315	N/A
SB	Subscriber	34	Cancer	\$176,687	N/A
CM	Subscriber	68	Cancer	\$135,238	N/A



Terms and Conditions



- ~ Experience Refund is included in the above specific rates.
 - ~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this offer.
 - ~ Current plan has been quoted.
 - ~ The Plan will have Network: BC BS Case Manager: BC BS TPA: BC BS OF AL
 - ~ Retirees are considered Covered Persons for benefits under the Excess Loss Policy.
 - ~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.
 - ~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.
 - ~ This offer includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.
 - ~ The Subsequent Policy Period Offer is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this offer or can void the offer and coverage.
 - ~ In executing this form, the employer or its authorized representative, is acknowledging acceptance of the new rates, factors and terms. The employer or its authorized representative further acknowledges that all material facts, terms and conditions stated in the employers plan document and the Policy/Agreement remain unchanged and in full force and effect, unless noted above.
- Until we obtain the signed Subsequent Policy Period Offer, the rates and factors are subject to change as additional information is received. This Offer is valid for the stated effective date noted above provided the employer or its authorized representative elects one of the above options, signs the acknowledgment and we receive the completed Offer by 9/9/19.***



Marketing Analysis

Carrier	Market Response	Reason
AccuRisk	Declined	Uncompetitive
Anthem Stoploss	Declined	Uncompetitive
Berkley A&H	Declined	Uncompetitive
Evolution Risk	Declined	Uncompetitive
HM Insurance	Declined	Uncompetitive
HIIG	Declined	Uncompetitive
Pace UW	Declined	Uncompetitive
Sunlife	Declined	Uncompetitive
Swiss Re	Declined	Uncompetitive
TMS	Declined	Uncompetitive
Tokio Marine HCC	Quote	+34% to current
Voya	Declined	Uncompetitive
UTIC	Declined	Uncompetitive

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

17-7



PROJECTED Experience Reward Option Summary

2018-2019 Plan Year

Premium Paid (net of commission) \$ 171,537
Claims against premium \$0
Savings Ratio required by Optum .60
Available for claims \$102,921
Refund % 25%

2018 Refund Check (3/8/18)
% of premium refunded

\$25,730
15%

2016 ERO was \$22,887

2017 ERO was \$ 6,712

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



5251 Hampstead High Street
Unit 200
Montgomery, AL 36116
(334) 270-6824
www.assuredpartners.com

PROPERTY/LIABILITY/CYBER
PREMIUM BREAKDOWN
2019-2020

*Liability - \$196,566

(Last Year's Premium - \$192,337)

1. 2% Increase at Renewal (2019-2020)

*Property - \$142,705

Premium increase due to:

1. -Addition of new maintenance shop
(1872 Terminal Road - \$1,850,000 (incl. contents)
2. Increase on Courthouse & Annex \$2,694,437
3. Increase on McGehee Road office \$545,000
4. Slight increase in rate
Last year - .0520 Renewal -.0598
(No rate increase for last 4 years)

*Cyber - \$20,548

\$1,000,000 Coverage - \$10,000 Retention
(Most comprehensive coverage available)



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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

August 29, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental and Workers Comp Insurance Renewal

Blue Cross administrative fees to process the health claims will increase from \$43.75 to \$45.00 per contract per month for Health and from \$2.10 to \$2.15 per contract per month for dental. There is a fee of \$1.00 per contract per month for the data interfacing with the current behavioral health carrier (same as last year). The administrative fee for Teladoc will remain \$2.05. Worker's Compensation fees will remain at 8.4% of paid claims.

The COBRA rates will remain the same as last year which were as follows:

PPO COBRA

1. Single - \$741.02
2. Family - 1,303.08

HMP COBRA

1. Single - \$651.45
2. Family - \$1,149.59

I am requesting the County Commission place this item on the next agenda.

DLM/tn

A COUNTY OLDER THAN THE STATE

20-1

ELTON N. DEAN, SR.
CHAIRMAN

RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



Terri A. Henderson, CRE
Revenue Manager

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

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

MONTGOMERY COUNTY COMMISSION

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

MEMORANDUM

DATE: August 28, 2019

TO: Sherrill Thomas, Finance Director

FROM: Terri Henderson, Revenue Manager *Terri Henderson 08/28/2019*
S. Thomas 8/28/19

RE: Proposed Amended Resolution – Taxpayers’ Bill Of Rights

Please note the proposed Amended Resolution – Montgomery County Taxpayers’ Bill Of Rights document will be submitted to our office before the close of business today from Constance Walker with Haskell Slaughter Gallion & Walker, LLC. The proposed Amended Resolution will include multiple important revisions that are needed to bring our Montgomery County Taxpayers’ Bill Of Rights up to date since it was last amended by the Montgomery County Commission on July 23, 2018. Numerous revisions contained in this proposed Amended Resolution are necessary to satisfy the requirements of Act No. 2019-91 (pursuant to HB299) and Act No. 2019-218 (pursuant to SB212) which are necessary and applicable to Montgomery County’s local taxes. Some of the revisions are necessary to satisfy the requirements of Act No. 2019-487 specific to lodgings tax exemptions and Act No. 2019-253 specific to the changes to the filing frequency options and amounts applicable to sales, use, and lodgings taxes. This proposed Amended Resolution also includes the revisions necessary to satisfy the requirements of Act No. 2019-382 specific to Simplified Sellers Use Tax (“SSUT”) laws.

I am forwarding this memorandum to you in anticipation of our receiving the proposed Amended Resolution - Montgomery County Taxpayers’ Bill Of Rights document from our attorney later today. I would appreciate your assistance in getting this item placed on the Montgomery County Commission Agenda for Tuesday, September 3, 2019 during the Information Session for further discussion. This should allow for any further consideration to be given and for formal action to approve this Amended Resolution during the Montgomery County Commission Meeting on September 16, 2019.

Thank you in advance for your assistance with this matter.

tah/attachment

21-1

MONTGOMERY COUNTY

TAXPAYERS' BILL OF RIGHTS

September 16, 2019

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RESOLUTION -TAXPAYERS' BILL OF RIGHTS

A RESOLUTION REVISING UNIFORM ADMINISTRATIVE REVIEW AND APPEAL PROCEDURES FOR THE SALES, USE, AND LODGINGS TAXES AND GASOLINE AND MOTOR FUEL TAXES: THIS RESOLUTION MAY BE REFERRED TO AS THE – “TAXPAYERS' BILL OF RIGHTS AND UNIFORM REVENUE PROCEDURES RESOLUTION.”

BE IT RESOLVED by the County Commission of Montgomery County, Alabama, as follows:

SECTION I: LEGISLATIVE INTENT, SCOPE, AND PROCEDURES EXCLUSIVE.

Pursuant to Ala. Code § 11-3-11.2(b) (1975), it is the intention of the Montgomery County Commission, which elected to administer and collect any local sales and use taxes or other local taxes by virtue of a Resolution dated April 19, 2002, to avail itself of the same rights, remedies, power and authority, including the right to adopt and implement the same procedures, as would be available to the State of Alabama Department of Revenue (“ADOR”) if the tax or taxes were being administered, enforced, and collected by ADOR, including, but not limited to, all rights, remedies, power and authority afforded the ADOR and all taxing authorities under the Tax Enforcement and Compliance Act, Ala. Code § 40-29-1 (1975), *et. seq.*, and the Alabama Taxpayers' Bill of Rights and Uniform Revenue Procedures Act, Ala. Code § 40-2A-1 (1975), *et. seq.* Any rules and regulations adopted or utilized by the Montgomery County Commission or its designee shall be consistent with the rules and regulations adopted through the provisions of the Alabama Administrative Procedure Act by the ADOR for the corresponding state tax. If a specific provision of the rules and regulations of the ADOR is inconsistent with a specific provision of a local act, resolution, or general law authorizing or levying a local tax, including a gross receipts tax in the nature of a sales tax, as defined in Ala. Code § 40-2A-3(8) (1975), which was enacted or adopted prior to February 25, 1997, the local act, resolution or general law provision shall prevail.

(1) *Legislative intent.* The legislative intent of this resolution is to provide equitable and uniform procedures for all taxpayers when dealing with the Montgomery County Tax and Audit Department (“Department”). This resolution is intended as a minimum procedural resolution and the Department may grant or adopt additional procedures not inconsistent with this resolution. This resolution shall be liberally construed to allow substantial justice.

(2) *Scope.* The provisions contained herein shall govern all matters administered by the Department, and to be administered by the Department, and all taxes levied by the Department, and to be levied by the Department, except as otherwise provided by law or by agreement entered into pursuant to lawful authority. However, nothing herein shall be construed to apply to the assessment of ad valorem taxes on real or personal property.

(3) *Procedures exclusive.* The Department shall not be subject to the declaratory judgment, declaratory ruling or contested case provisions of the Alabama Administrative Procedures Act, Chapter 22 of Title 41, Code of Alabama (1975).

CREDIT(S): Ala. Code § 40-2A-2 (1975).

SECTION II. DEFINITIONS.

(a) For the purposes of **Montgomery County's Taxpayers' Bill of Rights**, the following terms shall have the respective meanings ascribed by this section:

- (1) ALABAMA TAX TRIBUNAL. The Alabama Tax Tribunal as described in Ala. Code § 40-2B-1 (1975), et. seq.
- (2) ASSOCIATE ALABAMA TAX TRIBUNAL JUDGE. An associate judge as defined in Ala. Code § 40-2B-2 (1975).
- (3) AUTOMOTIVE VEHICLE. A power shovel, dragline, crawler, crawler crane, ditcher, or any similar machine which is self-propelled, in addition to self-propelled machines which are used primarily as instruments of conveyance.
- (4) AUTHORIZED REPRESENTATIVE. Any individual, including, but not limited to, an attorney or certified public accountant with written authority or power of attorney to represent a taxpayer before the Department or the Alabama Tax Tribunal; provided however, that nothing herein shall be construed as entitling any such individual who is not a licensed attorney to engage in the practice of law.
- (5) BUSINESS. All activities engaged in, or caused to be engaged in, with the object of gain, profit, benefit, or advantage, either direct or indirect, and not excepting subactivities producing marketable commodities used or consumed in the main business activity, each of which subactivities shall be considered business engaged in, taxable in the class in which it falls.
- (6) CHIEF ALABAMA TAX TRIBUNAL JUDGE or CHIEF JUDGE. The chief judge as defined in Ala. Code § 40-2B-2.
- (7) COMMISSION. The County Commission of Montgomery County, Alabama.
- (8) **CONSUMABLE VAPOR PRODUCT. Any nicotine liquid solution or other material containing nicotine that is depleted when used as a vapor product.**
- (9) DELEGATE. When used with reference to the Director means any officer or employee of the Department duly authorized by the Director or the Montgomery County Commission, directly or indirectly, by one or more redelegations of authority, to perform the function described in the context.
- (10) DIRECTOR. The Revenue Manager of Montgomery County or delegate as determined by either the Montgomery County Commission or the Revenue Manager, as applicable.
- (11) DEPARTMENT. The Tax and Audit Department of the Montgomery County Commission, Montgomery County, Alabama, or any authorized representative thereof.
- (12) FINAL ASSESSMENT. The final notice of value, underpayment, or nonpayment of any tax administered by the Department.

(13) GROSS PROCEEDS OF SALES. The value proceeding or accruing from the sale of tangible personal property, and including the proceeds from the sale of any property handled on consignment by the taxpayer, including merchandise of any kind and character without any deduction on account of the cost of the property sold, the cost of the materials used, labor or service cost, interest paid, any consumer excise taxes that may be included within the sales price of the property sold, or any other expenses whatsoever, and without any deductions on account of losses; provided, that cash discounts allowed and taken on sales shall not be included, and "gross proceeds of sales" shall not include the sale price of property returned by customers when the full sales price thereof is refunded either in cash or by credit. The term "gross proceeds of sale" shall also mean and include the reasonable and fair market value of any tangible personal property previously purchased at wholesale which is withdrawn or used from the business or stock and used or consumed in connection with a business, and shall also mean and include the reasonable and fair market value of any tangible personal property previously purchased at wholesale which is withdrawn from the business or stock and used or consumed by any person so withdrawing the same, except property which has been previously withdrawn from business or stock and so used or consumed with respect to which property the tax has been paid because of previous withdrawal, use, or consumption, except property which enters into and becomes an ingredient or component part of tangible personal property or products manufactured or compounded for sale and not for the personal and private use or consumption of any person so withdrawing, using, or consuming the same, and except refinery, residue, or fuel gas, whether in a liquid or gaseous state, that has been generated by, or is otherwise a by-product of, a petroleum-refining process, which gas is then utilized in the process to generate heat or is otherwise utilized in the distillation or refining of petroleum products. In the case of the retail sale of equipment, accessories, fixtures, and other similar tangible personal property used in connection with the sale of commercial mobile services as defined herein, or in connection with satellite television services, at a price below cost, "gross proceeds of sale" shall only include the stated sales price thereof and shall not include any sales commission or rebate received by the seller as a result of the sale. As used herein, the term "commercial mobile services" shall have the same meaning as that term has in 47 U.S.C. Sections 153(n) and 332(d), as in effect from time to time.

(14) GROSS RECEIPTS. The value proceeding or accruing from the sale of tangible personal property, including merchandise and commodities of any kind and character, all receipts actual and accrued, by reason of any business engaged in, not including, however, interest, discounts, rentals of real estate or royalties, and without any deduction on account of the cost of the property sold, the cost of the materials used, labor or service cost, interest paid, any consumer excise taxes that may be included in the sales price of the property sold, or any other expenses whatsoever and without any deductions on account of losses. The term "gross receipts" shall also mean and include the reasonable and fair market value of any tangible personal property previously purchased at wholesale which is withdrawn or used from the business or stock and used or consumed in connection with a business, and shall also mean and include the reasonable and fair market value of any tangible personal property previously purchased at wholesale which is withdrawn from the business or stock and used or consumed by any person so withdrawing the same, except property which has been previously withdrawn from business or stock and so used or consumed and with respect to which property the tax has been paid because of previous withdrawal, use, or consumption, except property which enters into and becomes an ingredient or component part of tangible personal property or products manufactured or compounded for sale as provided in subdivision (9) and not for the personal and private use or consumption of any person so withdrawing, using, or consuming the same, and except refinery, residue, or fuel gas, whether in a liquid or gaseous state, that has been generated by, or is otherwise a by-product of, a petroleum-refining process, which gas is then utilized in the process to generate heat or is otherwise utilized in the distillation or refining of petroleum products.

(15) GROSS RECEIPTS TAX IN THE NATURE OF A SALES TAX. A privilege or license tax, imposed by a municipality or county, measured by gross receipts or gross proceeds of sale and which: (i) was in effect on or before February 25, 1997, or is an amendment to a tax which was in effect on that date; (ii) is levied against those selling tangible personal property at retail, those operating places of amusement or entertainment, those making street deliveries, and those leasing or renting tangible personal property; and (iii) is due and payable to a county or municipality monthly or quarterly.

(16) INTEREST. That amount (1% per month) computed by the Department on any overpayment or underpayment of tax, or a final assessment pursuant to Ala. Code § 40-2A-18 (1975). Beginning August 1, 2017, the applicable interest rate shall be determined pursuant to Ala. Code § 40-1-44 (1975) which incorporates the underpayment rate established quarterly by the United States Secretary of the Treasury under the authority of 26 U.S.C. § 6621.

(17) INTERNAL REVENUE SERVICE. The agency of the United States principally responsible for the determination, assessment and collection of taxes established by Title 26 of the United States Code.

(18) JEOPARDY ASSESSMENT. If a taxpayer has failed to make a tax report as required and there is a belief that the collection of a tax, fee assessment or deficiency will be jeopardized by delay, whether or not the time otherwise prescribed for making a return and paying the tax has expired; or taxpayer does or intends to do any other act tending to prejudice or to render wholly or partly ineffectual proceedings to collect any tax imposed by this Resolution; an immediate assessment of the tax, interest, and penalties as provided by law.

(19) LODGINGS TAX. The local lodgings tax imposed by the Montgomery County Commission that parallels the state lodgings tax levy pursuant to Ala. Code § 40-26-1(a)(1975), and which is referenced in Section XV herein entitled "Lodgings Tax: Persons, Firms, and Corporations subject to Lodgings Tax."

(20) MOTOR FUEL TAX. The local motor fuels tax imposed by the Montgomery County Commission pursuant to Act No. 54, Alabama Law, Regular Session, 1951, and resolution of the Montgomery County Commission, and as referenced in Section XIV herein entitled "Gasoline and Motor Fuels."

(21) NOTICE OF APPEAL. Any written notice sufficient to identify the name of the taxpayer or other party appealing, the specific matter appealed from, the basis for that appeal, and the relief sought.

(22) PENALTY. Any fee levied against a taxpayer by the Department as a result of an underpayment of taxes due or for related tax compliance or payment deficiencies, including late filing of returns, or any other instance of noncompliance or deficiency as set forth in Section X herein entitled "Civil Penalties Levied in Addition to Other Penalties Provided by Law."

(23) PERSON. Any individual, firm, partnership, copartnership, association, corporation, receiver, trustee, estate, trust or any other entity or group or combination acting as a unit and the plural as well as the singular number, unless the intention to give a more limited meaning is disclosed by the context. association, estate, trust, partnership,

corporation or other entity of any kind.

(24) PETITION FOR REFUND. Any written request for a refund of any tax previously paid, including in the form of an amended return. Unless otherwise provided by law, the request shall include sufficient information to identify the type and amount of tax overpaid, the taxpayer, the consumer/purchaser, the period included and the reasons for the refund.

(25) PETITION FOR REVIEW. A written document filed with the Department in response to a preliminary assessment in which the taxpayer sets forth reasonably specific objections to the preliminary assessment.

(26) PRELIMINARY ASSESSMENT. The preliminary notice of value or underpayment of any tax administered by the Department.

(27) PREPAID TELEPHONE CALLING CARD. A sale of a prepaid telephone calling card or a prepaid authorization number, or both, shall be deemed the sale of tangible personal property subject to the tax imposed on the sale of tangible personal property. The sale of prepaid wireless service that is evidenced by a physical card constitutes the sale of a prepaid telephone calling card, and the sale of prepaid wireless service that is not evidenced by a physical card constitutes the sale of a prepaid authorization number.

(28) PREPAID WIRELESS SERVICE. The right to use mobile telecommunications service, which must be paid for in advance and that is sold in predetermined units or dollars of which the number declines with use or the expiration of time in a known amount, and which may include rights to use non-telecommunications services or to download digital products or digital content. Mobile telecommunications service has the meaning ascribed by Ala. Code § 40-21-120 (1975).

(29) PRIVATE AUDITING OR COLLECTING FIRM. Any person in the business of collecting, through contract or otherwise, local sales, rental, use, lodgings, gasoline, motor fuel or other taxes or license fees on behalf of Montgomery County and/or the Montgomery County Commission, or auditing any taxpayer, through the examination of books and records, on behalf of Montgomery County and/or the Montgomery County Commission. The term shall also be referred to as a third-party auditing firm, or third-party collecting firm, or a third-party administrator. The term shall not include any of the following:

a. The Alabama Department of Revenue.

b. A county or municipality that has entered into a contract or other arrangement to collect local sales, use, rental, lodgings, or other taxes or license fees on behalf of another county or municipality, or to audit a taxpayer, through the examination of books and records, on behalf of another county or municipality.

(30) PUBLICATION. A written pamphlet entitled "Your Rights As A Taxpayer" that is to be distributed to all taxpayers whose books and records are being examined by the Department, at or before the commencement of an examination, explaining in simple and nontechnical terms, the role of the Department and the rights of the taxpayer whose books and records are being examined by the Department during the examination and which shall be promptly revised from time to time to reflect any changes in the applicable law or rules.

(31) PURCHASE. Acquired for a consideration, whether such acquisition was effected by a transfer of title, or of possession or of both, or a license to use or consume; whether such transfer shall have been absolute or conditional, and by whatsoever means the same shall have been effected; and whether such consideration be a price or rental in money, or by way of exchange or barter.

(32) REMOTE TAX. Amounts collected from out of state vendors who, on October 1, 2012, were or would have been remote sellers as defined in Ala. Code § 40-23-171 (1975); and amounts remitted by consumers on the individual tax return.

(33) RENTAL TAX. The local rental tax imposed by the Montgomery County Commission pursuant to Alabama Act no. 91, Alabama Act no. 218, and Resolution of the Montgomery County Commission dated February 20, 2018, as and further set forth in Section XVIII herein entitled "Rental Tax."

(34) RESOLUTION. A local ordinance issued by the Montgomery County Commission. This resolution and the corresponding provisions of any codification thereof, as from time to time amended by resolution of the County Commission.

(35) RETURN. Any report, document, or other statement required to be filed with the Department for the purpose of paying, reporting or determining the proper amount of value or tax due.

(36) SALE AT RETAIL or RETAIL SALE. All sales of tangible personal property except those defined herein as wholesale sales. The quantities of goods sold or prices at which sold are immaterial in determining whether or not a sale is at retail. Sales of building materials to contractors, builders, or landowners for resale or use in the form of real estate are retail sales in whatever quantity sold. Sales of building materials, fixtures, or other equipment to a manufacturer or builder of modular buildings for use in manufacturing, building, or equipping a modular building ultimately becoming a part of real estate situated in the State of Alabama are retail sales, and the use, sale, or resale of building shall not be subject to the tax. Sales of tangible personal property to undertakers and morticians are retail sales and subject to the tax at the time of purchase, but are not subject to the tax on resale to the consumer. Sales of tangible personal property or products to manufacturers, quarry operators, mine operators, or compounders, which are used or consumed by them in manufacturing, mining, quarrying, or compounding and do not become an ingredient or component part of the tangible personal property manufactured or compounded are retail sales. The term "sale at retail" or "retail sale" shall also mean and include the withdrawal, use, or consumption of any tangible personal property by anyone who purchases same at wholesale, except property which has been previously withdrawn from the business or stock and so used or consumed and with respect to which property tax has been paid because of such previous withdrawal, use, or consumption, except property which enters into and becomes an ingredient or component part of tangible personal property or products manufactured or compounded for sale; and not for the personal and private use or consumption of any person so withdrawing, using, or consuming the same; and such wholesale purchaser shall report and pay the taxes thereon; and except refinery, residue, or fuel gas, whether in a liquid or gaseous state, that has been generated by, or is otherwise a by-product of, a petroleum-refining process, which gas is then utilized in the process to generate heat or is otherwise utilized in the distillation or refining of petroleum products. The term "retail sale" or "sale at retail" shall also mean and include the sale of tangible personal property previously purchased at wholesale for the purpose of leasing or renting under a transaction subject to the privilege or license tax levied in Article 4, Chapter 12 of Title 40, Code of Alabama (1975), regardless of whether such sale is to the person who theretofore leased or

rented the said tangible personal property or to some other person. In the case of the sale of equipment, accessories, fixtures, and other similar tangible personal property used in connection with the sale of commercial mobile services, or in connection with satellite television services, at a price below cost, the term "sale at retail" and "retail sale" shall include those sales, and those sales shall not also be taxable as a withdrawal, use, or consumption of such tangible personal property.

(37) SALE or SALES. Installment and credit sales and the exchange of properties as well as the sale thereof for money, every closed transaction constituting a sale. Provided, however, a transaction shall not be closed or a sale completed until the time and place when and where title is transferred by the seller or seller's agent to the purchaser or purchaser's agent, and for the purpose of determining transfer of title, a common carrier or the U. S. Postal Service shall be deemed to be the agent of the seller, regardless of any F.O.B. point and regardless of who selects the method of transportation, and regardless of by whom or the method by which freight, postage, or other transportation charge is paid. Provided further that, where billed as a separate item to and paid by the purchaser, the freight, postage, or other transportation charge paid to a common carrier or the U.S. Postal Service is not a part of the selling price.

(38) SALES PRICE. The total amount for which tangible personal property is sold, including any services, including transportation, that are a part of the sale, valued in money, whether paid in money or otherwise, and includes any amount for which credit is given to the purchaser by the seller, without any deduction therefrom on account of the cost of the property sold, the cost of the materials used, labor or service cost, interest charged, losses or any other expenses whatsoever; provided, that cash discounts allowed and taken on sales shall not be included and sales price shall not include the amount charged for property returned by customers when the entire amount charged therefor is refunded either in cash or by credit.

(39) SALES TAX. The local sales tax imposed by the Montgomery County Commission that parallels the state sales tax levy set forth in Ala. Code § 40-23-1 (1975), et seq.

(40) SELF-ADMINISTERED COUNTY OR MUNICIPALITY. A county or municipality that administers its own sales, use, rental, lodgings, gasoline and motor fuel taxes or other local, municipal or county taxes levied or authorized to be levied by a general or local act, or that contracts out all or part of that function to a private auditing or collecting firm. The term does not include any of the following:

a. A county or municipality that allows the ADOR to administer a sales, use, rental, or lodgings tax which is levied by or on behalf of that county or municipality.

b. A municipality or county that levies a gross receipts tax in the nature of a sales tax, as defined in Ala. Code § 40-2A-3(8). A county or municipality that both self-administers a sales, use, rental, or lodgings tax and allows the ADOR to administer a sales, use, rental or lodgings tax that is levied by or on behalf of the county or municipality is only a self-administered county or municipality with respect to those sales, use, rental or lodgings taxes that the county or municipality administers itself or for those taxes that it contracts for the collection.

(41) STATE OF ALABAMA DEPARTMENT OF REVENUE, OR ADOR. The department of the State of Alabama principally responsible for the determination, assessment and collection of taxes established by Title 40 of the Alabama Code.

(42) STORAGE. Any keeping or retention in this county for any purpose except sale in the

regular course of business or subsequent use solely outside this county of tangible personal property purchased at retail.

(43) TAX. Any amount, including applicable penalty and interest, levied or assessed against a taxpayer and which the Department is required or authorized to administer under the provisions of resolutions of the Montgomery County Commission and Alabama law.

(44) TAXPAYER. Any person subject to or liable for any tax administered by the Department; any person required to file a return with respect to, or to pay, or withhold and remit any tax administered by the Department or to report any information or value to the Department; or any person required to obtain or holding any interest in any license, permit, or certificate of title issued by the Department, or any person that may be affected by any act or refusal to act by the Department, or to keep any records required by the Montgomery County Taxpayers' Bill of Rights and Uniform Revenue Procedures Resolution or any other applicable law.

(45) TAXPAYER ADVOCATE. The person so designated from time to time by the Department to assist the taxpayers with regard to tax issues resulting from any taxes administered or collected by the Department.

(46) TAXPAYER ASSISTANCE ORDER. A written order issue by the Taxpayer Advocate and approved by the Director of the Department which, among other items, states the facts and grants relief to a taxpayer concerning an issue in dispute with the Department with regard to tax issues resulting from any taxes administered or collected by the Department.

(47) TAX YEAR or TAXABLE YEAR. The calendar year.

(48) USE. The exercise of any right or power over tangible personal property incident to the ownership of that property or by any transaction where possession is given, except that it shall not include the sale of that property in the regular course of business.

(49) USE TAX. The local use tax imposed by the Montgomery County Commission that parallels the state use tax levy in Ala. Code § 40-23-60 (1975), et seq.

(50) VAPOR PRODUCTS. Any non-lighted, noncombustible product that employs a mechanical heating element, battery, or electronic circuit regardless of shape or size and that can be used to produce vapor from nicotine in a solution. The term includes any vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device. The term does not include any product regulated by the United States Food and Drug Administration under Chapter V of the Federal Food, Drug, and Cosmetic Act.

(51) WHOLESALE SALE or SALE AT WHOLESALE. Any one of the following:
a. A sale of tangible personal property by wholesalers to licensed retail merchants, jobbers, dealers, or other wholesalers for resale and does not include a sale by wholesalers to users or consumers, not for resale.
b. A sale of tangible personal property or products, including iron ore, and including the furnished container and label of such property or products, to a manufacturer or compounder which enter into and become an ingredient or component part of the tangible personal property or products which the manufacturer or compounder manufactures or compounds for sale, whether or not such tangible personal

property or product used in manufacturing or compounding a finished product is used with the intent that it becomes a component of the finished product; provided, however, that it is the intent of this section that no sale of capital equipment, machinery, tools, or product shall be included in the term "wholesale sale." The term "capital equipment, machinery, tools, or product" shall mean property that is subject to depreciation allowances for Alabama income tax purposes.

c. A sale of containers intended for one-time use only, and the labels thereof, when **such** containers are sold without contents to persons who sell or furnish **such** containers along with the contents placed therein for sale by persons.

d. A sale of pallets intended for one-time use only when pallets are sold without contents to persons who sell or furnish pallets along with the contents placed thereon for sale by persons.

e. A sale to a manufacturer or compounder, of crowns, caps, and tops intended for one-time use employed and used upon the containers in which a manufacturer or compounder markets his products.

f. A sale of containers to persons engaged in selling or otherwise supplying or furnishing baby chicks to growers thereof where **such** containers are used for the delivery of chicks or a sale of containers for use in the delivery of eggs by the producer thereof to the distributor or packer of **such** eggs even though containers used for delivery of baby chicks or eggs may be recovered for reuse.

g. A sale of bagging and ties used in preparing cotton for market.

h. A sale to meat packers, manufacturers, compounders, or processors of meat products of all casings used in molding or forming wieners and Vienna sausages even though casings may be recovered for reuse.

i. A sale of commercial fish feed including concentrates, supplements, and other feed ingredients when substances are used as ingredients in mixing and preparing feed for fish raised to be sold on a commercial basis.

j. A sale of tangible personal property to any person engaging in the business of leasing or renting tangible personal property to others, if tangible personal property is purchased for the purpose of leasing or renting it to others under a transaction subject to the privilege or license tax levied in Article 4 of Chapter 12 of Title 40, **Code of Alabama**, against any person engaging in the business of leasing or renting tangible personal property to others.

k. A purchase or withdrawal of parts or materials from stock by any person licensed under Title 40, **Code of Alabama**, where parts or materials are used in repairing or reconditioning the tangible personal property of **such** licensed person, which tangible personal property is a part of the stock of goods of a licensed person, offered for sale by him, and not for use or consumption of a licensed person.

(b) The use within Montgomery County of tangible personal property by the manufacturer thereof, as building materials in the performance of a construction contract, shall be considered as a retail sale thereof by the manufacturer, who shall also be construed as the ultimate consumer of materials or property, and who shall be required to report any such transaction and pay the sales tax thereon, based upon the reasonable and fair market price thereof at the time and place where same are used or consumed by him or it. Where the contractor is the manufacturer or compounder of ready-mix concrete or asphalt plant mix used in the performance of a contract, whether the ready-mix concrete or asphalt plant mix is manufactured or compounded at the job site or at a fixed or permanent plant location, the tax applies only to the cost of the ingredients that become a component part of the ready-mix concrete or the asphalt plant mix. The provisions of this subsection shall not apply to any tangible personal property which is specifically exempted from sales tax.

(c) The sale of lumber by a lumber manufacturer to a trucker for resale is a sale at wholesale as sales are defined herein where the trucker is either a licensed dealer in lumber or, if a resident of Alabama, has registered with the Department of Revenue, and has received therefrom a certificate of registration or, if a nonresident of this state purchasing lumber for resale outside the State of Alabama, has furnished to the lumber manufacturer his name, address and the vehicle license number of the truck in which the lumber is to be transported, which name, address, and vehicle license number shall be shown on the sales invoice

rendered by the lumber manufacturer. The certificate provided for herein shall be valid for the calendar year of its issuance and may be renewed from year to year on application to the Department of Revenue on or before January 31 of each succeeding year, provided, that if not renewed the certificate shall become invalid for the purpose of this division on February 1.

(d) The dispensing or transferring of ophthalmic materials, including lenses, frames, eyeglasses, contact lenses, and other therapeutic optic devices, to a patient by a licensed ophthalmologist, as part of his or her professional service, shall, for purposes of this division, constitute a sale, subject to sales tax. The licensed ophthalmologist or licensed optometrist shall collect the sales tax. In no event shall the providing of professional services in connection with the dispensing or transferring of ophthalmic materials, including dispensing fees or fitting fees, by a licensed ophthalmologist or licensed optometrist be considered a sale subject to the sales tax. When the ophthalmic materials are purchased by a consumer covered by a third party benefit plan, including Medicare, the sales tax shall be applicable to the amount that the ophthalmologist, optometrist, or optician is reimbursed by the third party benefit plan plus the amount that the consumer pays to the ophthalmologist, optometrist, or optician at the time of the sale. All transfers of ophthalmic materials by opticians or optometrists shall be considered retail sales subject to the sales tax. The term supplier shall include but not be limited to optical laboratories, ophthalmic material wholesalers, or anyone selling ophthalmic materials to ophthalmologists.

(e) Notwithstanding the above, the withdrawal, use, or consumption of a manufactured product by the manufacturer thereof in quality control testing performed by employees or independent contractors of the taxpayer, for purposes of this division, shall not be deemed or considered to constitute a transaction subject to sales tax, nor shall a gift by the manufacturer of a manufactured product, withdrawn from the manufacturer's inventory, to an entity listed in 26 U.S.C. Sections 170(b) or (c), be considered a transaction subject to sales tax.

(f) Notwithstanding the foregoing, a gift by a retailer of a product or products where the aggregate retail value of any single gift is equal to or less than ten thousand dollars (\$10,000), withdrawn from the retailer's inventory, to an entity listed in 26 U.S.C. Sections 170(b) and (c) shall not be deemed or considered to constitute a transaction subject to sales and use tax.

CREDIT(S): Ala. Code § 49-2A-3, Act 2014-146, § 3; Act 2016-406, § 1; Act 2015-535, § 1; Act 2017-415; Act 2018-180 § 1; Ala. Code § 40-23-60(1975); Ala. Code § 40-23-1(1975).

SECTION III: TAXPAYERS' BILL OF RIGHTS

(A) Rights of the taxpayer.

(1) At or before the commencement of an examination of the books and records of a taxpayer, the Department shall provide to the taxpayer the current version of Montgomery County's Publication as defined herein. The Publication shall provide, in simple and non-technical terms, a statement of the taxpayer's rights. Those rights include the right to be represented during an examination, an explanation of their appeal rights, and the right to know the criteria and procedures used to select taxpayers for an examination.

(2) At or before the issuance of a preliminary assessment, the Department shall provide to the taxpayer in simple and non-technical terms:

(a) A written description of the basis for the assessment and any penalty asserted with respect to the assessment.

(b) A written description of the method by which the taxpayer may request an administrative review of the preliminary assessment.

(3) At or before the issuance of a final assessment, the Department shall inform the taxpayer by a written statement of his or her right to appeal to the Alabama Tax Tribunal or to the circuit court.

(4) Except in cases involving suspected criminal violations of the tax law, and other criminal activity, the Department shall conduct an examination of a taxpayer during regular business hours after providing reasonable notice to the taxpayer. A taxpayer who refuses a proposed time for an examination on the grounds that the proposed examination would cause inconvenience or hardship must offer reasonable alternative times and dates for the examination.

(5) At all stages of an examination or the administrative review of the examination, and in any appeal to the Alabama Tax Tribunal, a taxpayer is entitled to be assisted or represented, at his or her own expense, by an authorized representative. The Department shall prescribe a form by which the taxpayer may designate a person to represent him or her in the conduct of any proceedings, including collection proceedings, resulting from actions of the Department. In the absence of this form, the Department or the Alabama Tax Tribunal may accept such other evidence that a person is the authorized representative of a taxpayer as it considers appropriate. This provision subdivision shall not be construed as authorizing the practice of law before the Department, the Alabama Tax Tribunal or any court in this state by a person who is not a licensed attorney.

(6) A taxpayer shall be allowed to make an audio recording of any in-person interview with any officer or employee of the Department relating to any examination or investigation by the Department, provided, however, the taxpayer must shall give reasonable advance notice to the Department of his or her intent to record and the recording shall be at the taxpayer's own expense and with the taxpayer's own equipment. The Department shall also be allowed to record any interview if the taxpayer is recording the interview, or if the Department gives the taxpayer reasonable advance notice of its intent to record the interview. The Department shall provide the taxpayer with a copy of the recording, but only if the taxpayer provides reimbursement for the cost of the transcript and reproduction of such copy. The cost shall be reasonable as prescribed by regulations rules issued by the Department.

(7) This section shall not apply to criminal investigations or investigations relating to the integrity of any officer or employee of the Department.

(B) Department responsibilities generally.

(1) The Department shall appoint one or more taxpayer advocates from among the employees of the Department. These officers shall receive and review inquiries or complaints concerning matters that have been pending before the department for an unreasonable length of time, or matters where the taxpayer has been unable to obtain a reasonable response after several attempts to communicate with the department employee assigned to the taxpayer's case, or his or her immediate superiors. In addition, these officers

shall review and have the authority to waive a penalty for reasonable cause as provided in subsection (h) of Ala. Code § 40-2A-11 (1975), shall promptly review inquiries concerning release of property levied upon, the erroneous filing of liens, the failure to release a lien for good cause, or other matters complained of by a taxpayer or other affected party. A taxpayer advocate shall have no authority nor issue any ruling with regard to any taxes collected by or on behalf of the Department.

a. A taxpayer advocate, subject to the approval of the Department, shall issue taxpayer assistance orders in the form and manner prescribed herein and by department rules.

b. Notwithstanding any statute of limitation or other provision in Title 40, Code of Alabama (1975), a taxpayer assistance order may declare that any tax, including a final assessment, was erroneously assessed or reported and is not a liability due the Department, or that a petition for refund was erroneously denied by the Department.

c. A taxpayer assistance order shall grant relief as deemed appropriate, including the voiding of any erroneously issued final assessment for a tax which was not a debt due the Department, granting of any refund due the taxpayer, or abating an assessment of interest that has accrued because of undue delay by Department personnel.

d. At the request of the Alabama Tax Tribunal, a taxpayer advocate shall review a final order issued by the Alabama Tax Tribunal that was not appealed pursuant to Ala. Code § 40-2B-2 (1975), if there is newly discovered evidence which by due diligence could not have been discovered in time to file an application for rehearing pursuant to § 40-2B-2, and may propose relief as the taxpayer advocate deems appropriate and approved by the Department.

e. All taxpayer assistance orders shall be dated and signed by a taxpayer advocate and approved by the Department, and shall state the underlying facts, the reasons for granting relief, and the relief granted. Any taxpayer assistance order, for good cause, may be modified or rescinded in writing by a taxpayer advocate and the Department.

f. A taxpayer advocate shall have full access to department personnel, books, and records subject, however, to the confidentiality restrictions imposed by the Department.

g. Taxpayer assistance orders shall not be subject to the confidentiality provisions of the Department, and shall be maintained by the Department and shall be open to review upon written request.

h. The Director shall make an annual report to the Montgomery County Commission of all taxpayer assistance orders approved in accordance with this section and Sections 40-2A-2 and 40-2A-3. The report shall contain the total amount of relief granted and the types of taxes for which relief was granted.

(2) The Department shall maintain a continuing education program to train employees of the Department and to provide them with a current knowledge of County laws and resolutions and applicable state and federal tax laws.

(3) In addition to any other information provided by law, the Director may include in the Department's periodic reports to the Commission, information about the number or kind of audits or assessments conducted in the period covered by the report.

(4) The Department shall not use the amounts of taxes assessed by an employee of the Department as:

- a. The basis of a production quota system for employees; or
- b. The basis for evaluating an employee's performance.

(5) The Department shall establish procedures for monitoring the performance of Department employees which may include the use of evaluations obtained from taxpayers.

(6) Installment Payments.

(a) The Director is authorized to enter into written agreements to allow any taxpayer to pay any tax in installment payments if the Director determines that such agreement will facilitate collection of such tax. Notwithstanding the preceding sentence, such agreements shall be entered into only regarding a tax that has been finally assessed by the Department. ~~and not appealed, and such agreements shall not exceed twelve (12) months, provided, that any such agreement may be renewed at the discretion of the Director for succeeding periods not to exceed twelve (12) months.~~ The Director shall only be authorized to enter such an agreement with respect to a tax administered or collected by the Department.

(b) The Director may terminate, alter or modify any agreement entered into hereunder if:

(i) Information provided by the taxpayer to the Director prior to the date of such agreement was inaccurate or incomplete;

(ii) The taxpayer fails to pay any installment at the time such installment payment is due under such agreement;

(iii) The taxpayer fails to pay any other tax liability due the Department at the time such liability is due, unless the taxpayer has appealed such other liability pursuant to the terms of Montgomery County's Taxpayers Bill of Rights and Uniform Revenue Procedures Resolution;

(iv) The financial condition of the taxpayer has significantly changed;

(v) The taxpayer fails to provide a financial condition update as requested by the Director; or

(vi) The Director believes that collection of any tax to which an agreement under this provision relates is in jeopardy.

(c) The Director shall have sole authority or discretion to enter into or amend, modify or terminate any installment payment agreement provided for herein. The Director shall promulgate ~~regulations~~ **rules** necessary for the implementation of this provision.

(C) Department failure to comply with this section.

The failure of the Department to comply with any provision of this section shall not prohibit the Department from assessing any tax as provided in this Resolution, nor excuse the taxpayer from timely complying with any time limitations under this Resolution. However, if the Department fails to substantially comply with the provisions of this section, the Director **shall**, upon application by the taxpayer or other good cause shown, **shall** abate any penalties otherwise arising from the examination or assessment.

(D) Abatement of penalty.

The Department shall abate any penalty attributable to erroneous written advice furnished to a taxpayer by an employee of the Department. However, this section shall only apply if the Department employee provided the written advice in good faith while acting in his official capacity, the written advice

was reasonably relied on by the taxpayer and was in response to a specific written request of the taxpayer, and the penalty did not result from the taxpayer's failure to provide adequate or accurate information.

CREDIT(S): Ala. Code § 40-2A-4 (1975); Act 2014-146, § 3; Act no. 2019-101.

SECTION IV. AUTHORITY TO ISSUE REVENUE RULINGS.

(A) The Director may, in addition to all other power and authority now granted by law, issue "revenue rulings" describing the substantive application of any law or regulation administered by the Department. Revenue rulings may also govern procedures applicable to the Department, and in such event, shall be called "revenue procedures." Revenue rulings shall be binding on the Department, Montgomery County and its taxing authorities only with respect to the taxpayer making the request and only with respect to the facts contained in the request. The Department attorney assigned to review the request for a revenue ruling shall consult with the taxpayer or its authorized representative, if requested by the taxpayer or authorized representative prior to issuing the revenue ruling. A revenue ruling shall constitute the Department's interpretation of the law or regulations as applied to the facts contained in the request, but only pertaining to such particular facts as described in the request, and only to the taxpayer making the request.

(B) Revenue rulings may be issued only if no taxes have accrued with respect to the transactions, events or facts contained in the request at the time of the issuance of the ruling;

(C) Revenue rulings may be revoked or modified by the Director at any time; but any such revocation or modification shall not be effective retroactively unless one of the following has occurred:

- (1) The person making the request misstated or omitted facts material to the ruling.
- (2) The ruling was issued with respect to a matter involving the computation or payment of a tax that was due and payable at the time the ruling was requested.
- (3) The law applied by the Director in the revenue ruling is changed in a manner to alter the Director's conclusions in the ruling and the change in the law is made effective as of the date of the ruling.

The taxpayer may petition for a hearing with the Alabama Tax Tribunal to determine the propriety, under (1), (2) or (3), of any retroactive revocation of a ruling.

(D) All revenue rulings issued by the Department shall be published, maintained as a public record, and made available by the Department for public inspection and copying, within a reasonable time following their issuance, at a reasonable cost to be determined by the Department. Prior to publication, the Department shall delete from the text of such ruling all names, addresses, titles, figures, dates, and other information which may identify the particular taxpayer who requested the ruling. If a revenue ruling contains trade secrets or other confidential information, the Department shall, upon written request of the taxpayer, delete that information prior to publication.

(E) Requests for revenue rulings shall be submitted in writing to the Director in the form and manner as prescribed by Department regulations, accompanied by a fee of \$200.00 (two-hundred dollars). The Director shall either issue or refuse to issue a ruling within 120 days after receipt of the request unless the taxpayer consents to an extension of time. If the Director refuses to issue such a ruling within the time

prescribed, the \$200.00 fee shall be refunded to the taxpayer. A request may be withdrawn at any time prior to the issuance of the requested ruling, in which case there shall be no refund of the \$200.00 fee.

(F) Revenue rulings shall be issued by the Director in the name of the Montgomery County Commission.

CREDIT(S): Ala. Code § 40-2A-5 (1975); Act 2014-146, § 3.

SECTION V. CONTINGENCY CONTRACTS FOR EXAMINATION OF RECORDS; COSTS OF EXAMINATION.

1. Montgomery County may not enter into any contract or arrangement for the examination of a taxpayer's books and records, written or otherwise, with a Private Auditing or Collecting Firm, if any part of the compensation or other benefits paid or payable to the Private Auditing or Collecting Firm is contingent upon or in any manner related to the amount of tax, license fee, interest, court cost, penalty, or any other item assessed against or collected from the taxpayer. Any such contract or arrangement if made or entered into, is void and unenforceable. Any assessment or preliminary assessment of taxes, license fees, penalties, court costs, interest or other items proposed or asserted by, or based upon the recommendation of, a Private Auditing or Collecting Firm compensated under any such contract or arrangement shall be void and unenforceable. This provision does not prohibit or restrict Montgomery County from entering into contracts or arrangements for the collection of any tax, interest, court cost, or penalty when the Private Auditing or Collecting Firm has no authority to determine the amount of tax, interest, court cost, or penalty owed Montgomery County.

2. The compensation or other benefits paid or payable to any employee or other agent of a Private Auditing or Collecting Firm or to any employee or other agent of the state or county serving in the capacity of a hearings or appeals officer, including an attorney serving in that capacity, may not be contingent upon, in whole or in part, or otherwise related to in any manner, the amount of tax, license fee, interest, court cost, or penalty, or other item assessed against or collected from the taxpayer. Any contract or arrangement based, in whole or in part, on any such contingency is void and unenforceable. Any assessment or preliminary assessment of taxes, license fees, penalties, court cost, interest, or other items proposed or asserted by or upon the recommendation of a Private Auditing or Collecting Firm, compensated under such contract or arrangement, is void and unenforceable.

3. Any person violating this section, for each violation, shall have committed a Class A misdemeanor. Violators shall also forfeit any certification granted under Ala. Code § 40-2A-14. Any Private Auditing or Collecting Firm that violates (1) or (2) above shall forfeit its license issued under Ala. Code § 4-12-43.1 until such time as it and each of its examiners or other employees or agents involved in the violation meet any remedial requirements prescribed by the board created under Ala. Code § 40-2A-15. This provision may not, however, preclude employees of a Private Auditing or Collecting Firm from participating in a profit-sharing arrangement generally made available to other employees of the firm who are not engaged in examining taxpayers' books and records, provided that the formula utilized in calculating the profit-sharing allocations is based primarily on the overall profitability of the firm and secondarily on non-monetary criteria such as age or years of service.

4. Except as otherwise provided in this subsection, the Department may not assess or attempt to assess a taxpayer for any costs incurred by, or charged to Montgomery County in connection with performing an examination of the taxpayer's books and records, including

lodging, meals, or mileage charges, and any assessment or proposed assessment of such costs is void and unenforceable. The Department is authorized to assess and collect from a taxpayer the reasonable costs based on the then current state government employee per diem rates incurred by, or charged to, Montgomery County in connection with performing an examination of the taxpayer's books and records, if the taxpayer received notice by certified U. S. mail, return receipt requested, at least thirty (30) days prior to the date on which the examination was to commence and the taxpayer either failed or refused to respond or did not propose a reasonable alternative date on which the examination was to commence within fifteen (15) days of receipt of notice of the pending examination, or the taxpayer and the Department agreed in writing as to an alternative date on which the examination was to commence but the taxpayer then failed or refused to permit reasonable access to its books and records on the alternative date. This section shall not apply to examinations of the books and records of a taxpayer with respect to the insurance premium license tax levied by Chapter 4A, Title 27, or examinations for gasoline or motor fuel taxes if authorized by local law in effect on July 1, 1998.

CREDIT(S): Ala. Code § 40-2A-6 (1975); Act No. 2016-406, § 1.

SECTION VI. UNIFORM REVENUE PROCEDURES.

(A) Maintenance of records; audit and subpoena authority; authority to issue regulations.

(1) In addition to all other recordkeeping requirements otherwise set out in Title 40, Code of Alabama (1975), taxpayers shall keep and maintain an accurate and complete set of records, books and other information sufficient to allow the Department to determine the correct amount of value or correct amount of any tax, license, permit or fee administered by the Department, or other records or information as may be necessary for the proper administration of any matters under the jurisdiction of the Department. The books, records and other information shall be open and available for inspection by the Department upon request at a reasonable time and location.

(2) The Department may examine and audit the records, books or other relevant information maintained by any taxpayer or other person for the purpose of computing and determining the correct amount of value or correct amount of any tax, license or fee administered by the Department, or for any other purpose necessary for the proper administration of any matter under the jurisdiction of the Department.

(3) A taxpayer, or any officer of a corporation or association, or partner of a partnership, or fiduciary of a trust, or responsible individual of any entity under a duty to maintain books and records pursuant to this subsection who fails or refuses to maintain such records and books, or permit inspection, shall be subject to contempt proceedings in the circuit court of the judicial circuit in which the person resides or has a principal place of business, and upon proof of the fact to the court, may be punished for contempt as provided in cases of contempt in circuit court.

(4) The Department may summon any witness to appear and give testimony, and summon by subpoena duces tecum any records, books or other information of any kind relating to any matter which the Department has authority to administer. The witness may be summoned by subpoena issued by the Director of the Department, any circuit judge, any magistrate, or any district judge, in the name of the Department, or by the Alabama Tax Tribunal, directed to any sheriff of Alabama

or any officer of the Montgomery Police Department and returnable to the Department. The subpoena may be served in like manner as subpoenas issued out of any circuit court, or the subpoena may be served by an authorized employee of the Department or by either U. S. mail with delivery confirmation or certified mail, return receipt requested. A fee shall be paid to banking institutions, other similar entities, or any other person except the taxpayer, for copying, searching for, reproducing, and transporting any records, books, papers, or other documents requested or subpoenaed by the Department and to persons who are required to appear as a witness equal to the fee authorized to be paid by the Internal Revenue Service for similar services or appearances pursuant to Section 7610 of the Internal Revenue Code of 1986, as amended. If any witness has been subpoenaed to appear and testify or appear and produce records, books or other information, and fails or refuses to appear or testify or to produce such books, records or other information, that witness shall be subject to contempt proceedings in the circuit court of the judicial district in which the witness resides, and upon proof of such fact to the circuit court may be punished for contempt as is provided in cases of contempt in circuit court.

(5) The Department may issue forms and make reasonable regulations concerning any matter administered by the Department.

(B) Procedures governing entry of preliminary and final assessments; appeals therefrom.

(1) Entry of Preliminary Assessment; Final Assessment of Uncontested Tax; Execution of Preliminary and Final Assessments.

(a) If the Department determines that the amount of any tax as reported on a return is incorrect, or if no return is filed, or if the Department is required to determine value, the Department may calculate the correct tax or value based on the most accurate and complete information reasonably obtainable by the Department. The Department may thereafter enter a preliminary assessment for the correct tax or value, including any applicable penalty and interest.

(b) Where the amount of tax or value reported on a return is undisputed by the Department, or the taxpayer consents to the amount of any deficiency, determination of value, or preliminary assessment in writing as provided by regulation, the Department may immediately enter a final assessment for the amount of the tax or value, plus applicable penalty and interest; provided, the Department may at any time enter a final jeopardy assessment in the manner provided in subsection (5) of this section.

(c) All preliminary and final assessments issued by the Department shall be executed as provided by regulations promulgated by the Department.

(2) Time Limitation for Entering Preliminary Assessment.

Any preliminary assessment shall be entered within three (3) years from the due date of the return, or three (3) years from the date the return is filed with the Department, whichever is later, or if no return is required to be filed, within three (3) years of the due date of the tax, except as follows:

(a) A preliminary assessment may be entered at any time if no return is filed as required, or if a false or fraudulent return is filed with the intent to evade tax;

(b) A preliminary assessment may be entered within six (6) years from the due date of the return or six (6) years from the date the return is filed with the Department, whichever is later, if the taxpayer omits from the taxable base an amount properly includable therein which is in excess of 25 percent (25%) of the amount of the taxable base stated in the return.

For purposes of this paragraph:

1. The term "taxable base" means the gross income, gross proceeds from sales, gross receipts, net worth, or other amounts on which the tax paid with the return is computed; and
2. In determining the amount omitted from the taxable base, there shall not be taken into account any amount which is omitted from the taxable base stated in the return if the amount is disclosed in the return, or in a statement attached to the return, in a manner adequate to apprise the Department of the nature and amount of the item.

(c) A preliminary assessment entered pursuant to Ala. Code § 40-29-72 and § 40-29-73 (1975) may be entered within five (5) years from the due date of the return on which the underlying tax is required to be reported or within five (5) years of the date the return is filed, whichever is later.

(d) The running of the period of limitations provided herein for entering a preliminary assessment shall be suspended for the period that:

- (1) The taxpayer or the assets of the taxpayer are involved in a case under Title 11 of the United States Code, Bankruptcy, and for a period of six (6) months thereafter; or
- (2) The assets of the taxpayer are in the control or custody of a court in any proceeding, and for a period of six (6) months thereafter.

(e) The Department and the taxpayer may, prior to the expiration of the period for entering a preliminary assessment or the filing of a petition for refund, agree in writing to extend the time provided for entering the assessment or filing the petition as set forth in this Resolution. The tax may be assessed, or the petition for refund may be filed, at any time prior to the expiration of the period agreed upon. The period agreed upon may be extended by subsequent agreements in writing made before the expiration of the period previously agreed upon.

(f) Additional tax may be assessed by the Department within any applicable period allowed above, even though a preliminary or final assessment has been previously entered by the Department against the same taxpayer for the same or a portion of the same tax period. No taxpayer, however, shall be subject to unnecessary examination or investigation, and only one (1) inspection of a taxpayer's books and records relating to each type of tax administered by the Department shall be made for each taxable year, unless the taxpayer requests otherwise or unless the Director, after investigation, notifies the taxpayer in writing that an additional inspection is necessary. The Director shall promulgate regulations consistent with those followed by the Internal Revenue Service with respect to second inspections of a taxpayer's books and records.

(g) The three-year statute of limitations provided by this subdivision for entering a preliminary assessment shall be extended as provided in the following sentence, for the benefit of a self-administered county such as Montgomery County in cases where: 1. the ADOR has audited a taxpayer and has entered

a final assessment against the taxpayer for additional sales, use, rental or lodgings tax; 2. the taxpayer owes the same type of tax to the Department for the same tax period or periods; and 3. the taxpayer or its authorized representative has not contacted the Department or its private auditing firm, pursuant to its voluntary disclosure program, prior to the date of entry of the final assessment. In such cases, the statute of limitations shall not expire until the earlier of six (6) months from the date of entry of the final assessment or sixty (60) days following the date of mailing or transmittal by electronic mail by the ADOR to the Department or its private auditing firm of a copy of the notice of final assessment and any attachments thereto. Any tax assessed by the Department within the additional time period allowed by this subdivision shall be limited to those items changed or adjustments included in the final assessment entered by the ADOR. The Alabama Tax Tribunal, during the months of January and July of each year, shall publish a list of pending appeals and the tax or taxes at issue.

(3) Service of Preliminary Assessment Upon Taxpayer.

The preliminary assessment entered by the Department, or a copy thereof, shall be promptly mailed by the Department to the taxpayer's last known address by either first class United States mail or certified mail with return receipt requested, but at the option of the Department, the preliminary assessment may be delivered to the taxpayer by personal service.

(4) Procedure for Review of Disputed Preliminary Assessments: Entry and Notice of Final Assessment.

(a) If a taxpayer disagrees with a preliminary assessment as entered by the Department, the taxpayer may file a written petition for review with the Department within thirty (30) days from the date of mailing or personal service, whichever occurs earlier, of the preliminary assessment setting out the specific objections to the preliminary assessment. If a petition for review is timely filed, or if the Department otherwise deems it necessary, the Department shall schedule a conference with the taxpayer for the purpose of allowing the taxpayer and the Department to present their respective positions, discuss any omissions or errors, and to attempt to agree upon any changes or modifications to their respective positions.

(b) If a written petition for review:

(1) Is not timely filed, or

(2) Is properly filed, and upon further review the Department determines the preliminary assessment is due to be upheld in whole or in part, the Department may make the assessment final in the amount of tax due as computed by the Department, with applicable interest and penalty computed to the date of entry of the final assessment.

(c) If a preliminary assessment is not withdrawn or made final by the Department within five (5) years from the date of entry, the taxpayer may appeal the preliminary assessment to the Alabama Tax Tribunal or to the appropriate circuit court as provided herein for an appeal of a final assessment in subsection (b)(7).

(d) The final assessment entered by the Department, or a copy thereof, shall be mailed by the Department to the taxpayer's last known address (i) by either first class United States mail or certified mail with return receipt requested in the case of assessments of tax of five hundred dollars (\$500) or less or (ii) by certified mail with return receipt requested in the case of assessments of tax of more

than five hundred dollars (\$500). In either case and at the option of the Department, the final assessment, or a copy thereof, may be delivered to the taxpayer by personal service.

(5) Jeopardy Assessment.

(a) If the Director or his/her delegate finds that a taxpayer designs quickly to depart from Montgomery County or to remove his property therein, or to do any other act tending to prejudice or to render wholly or partly ineffectual proceedings to collect any tax imposed by Montgomery County, the Director or his/her Delegate may issue notice of such finding to the taxpayer by personal service or mailing to his/her last known address, together with a demand for immediate payment of the tax declared to be in jeopardy, including penalties and additions thereto and such tax, penalty, interest and additions thereto shall be immediately due and payable. A final assessment of such tax may be entered immediately and if the assessment is not paid upon such demand of the Director, or his/her Delegate, the Director, or his/her Delegate, may forthwith issue a warrant for levy and distraint of any personal property of the taxpayer which shall be collected in the same manner and with like effect as provided in Ala. Code § 40-29-20 through § 40-29-34 (1975).

(b) In the case of a tax for a current period, the Director, or his/her Delegate, may declare the taxable period of the taxpayer immediately terminated and may at his/her discretion estimate the tax liability based upon the best information obtainable. Notice of such finding and declaration shall be issued to the taxpayer in the same manner as in subparagraph (a) above.

(c) When a jeopardy assessment has been made as provided in subparagraph (a), the collection of all or any part of such assessment may be stayed by filing with the Director or his/her Delegate an approved bond conditioned upon the payment of the assessment together with applicable interest and costs of collection. The Director or his/her Delegate shall have sole discretion to approve or disapprove the bond, but such approval shall not be unreasonably withheld.

(d) In any proceeding in court to contest the jeopardy assessment or to enforce payment of the taxes made due and payable by virtue of the provisions of this section, the finding of the Director or his/her Delegate, made as herein provided, shall be for all purposes presumptive evidence of jeopardy.

(e) A final jeopardy assessment entered hereunder may be appealed to either the Alabama Tax Tribunal or the circuit court in the same manner as provided for appeals from final assessments.

(6) Sale of Business.

(a) Person selling out or quitting business to file return; part of purchase money to be withheld.

Any person subject to the provisions of this Resolution who shall sell out his business or stock of goods, or shall quit business, shall be required to make out the required sales tax returns within thirty (30) days after the date he sold out his business or stock of goods, or quit business, and his successor in business shall be required to withhold sufficient of the purchase money to cover the amount of said taxes due and unpaid until such time as the former owner shall produce a receipt from the Department showing that the taxes have been paid, or a certificate that no taxes are due. If the purchaser of a business, or stock of goods shall fail to withhold purchase money as above, provided the taxes shall be due and unpaid after the thirty (30) day period

allowed, he shall be personally liable for the payment of the taxes accrued and unpaid on account of the operation of the business by the former owner. If in such cases the Department deems it necessary in order to collect the taxes due, the Department may make a jeopardy assessment as provided herein.

(b) Final Return of retailer selling out; purchaser to retain part of purchase money.

If any retailer liable for an amount of local use tax herein required to be collected shall sell out his business or stock of goods or shall quit the business, he shall make a final return and payment within fifteen (15) days after the date of selling or quitting business. His successor, successors or assigns, if any, shall be required to withhold sufficient of the purchase money to cover the amount of such use taxes herein required to be collected and interest or penalties due and unpaid until such time as the former owner shall produce a receipt from the Department showing that they have been paid, or a certificate stating that no amount is due. If the purchaser of a business or stock of goods shall fail to withhold purchase money as above provided, he shall be personally liable for the payment of the amount of such use taxes herein required to be collected by the former owner, interest and penalties accrued and unpaid by any former owner, owners or assigns.

CREDIT(S): Ala. Code § 40-29-91 (1975); Ala. Code § 40-23-25 (1975); Ala. Code § 40-23-82 (1975).

(7) Procedure for Appeal from Final Assessment.

(a) A taxpayer may appeal to the Alabama Tax Tribunal from any final assessment entered by the Department by filing a notice of appeal with the Alabama Tax Tribunal within thirty (30) days from the date of mailing or personal service, whichever occurred earlier, of the final assessment, and the appeal, if timely filed, shall proceed as herein provided for appeals to the Alabama Tax Tribunal. See Section VII of this Resolution.

(b)(1) In lieu of an appeal under (a) above, at the option of the taxpayer, the taxpayer may appeal from any final assessment to the Circuit Court of Montgomery County, Alabama, or to the circuit court of the county in which the taxpayer resides or has a principal place of business in Alabama, as appropriate, by filing notice of appeal within thirty (30) days from the date of mailing or personal service, whichever occurs earlier of the final assessment with both the Director of the Department and the clerk of the circuit court in which the appeal is filed.

(b)(2) If the appeal is to circuit court, the taxpayer, also within the 30-day period allowed for appeal, shall do one of the following:

(i) Pay the tax, interest, and any penalty shown on the final assessment.

(ii) File a supersedeas bond with the court for 125 percent (125%) of the amount of the tax, interest, and any penalty shown on the final assessment. The supersedeas bond shall be executed by a surety company licensed and authorized to do business in Alabama and shall be conditioned to pay the amount of tax, interest, and any penalties shown on the final assessment, plus applicable interest and any court costs relating to the appeal, payable to the Montgomery County Commission.

(iii) File an irrevocable letter of credit with the circuit court in an amount equal to 125 percent (125%) of the amount of the tax, interest, and any penalty shown on the final assessment. The irrevocable letter of credit shall be issued by a financial institution designated as a qualified public depository by the Board of Directors of the Security for Alabama Funds Enhancement (SAFE) Program pursuant to Chapter 14A, Title 41,

Code of Alabama. The Montgomery County Commission shall be named the beneficiary of the irrevocable letter of credit. The irrevocable letter of credit shall be conditioned to pay the assessment plus applicable interest and any court costs relating to the appeal. The taxpayer may not issue an irrevocable letter of credit as to a final assessment entered against the same taxpayer.

(iv) File a pledge or collateral assignment of securities that constitute eligible collateral under Chapter 14A, Title 41, Code of Alabama in an amount equal to 200 percent (200%) of the amount of the tax, interest, and penalty shown on the final assessment. The pledge or collateral assignment shall be in favor of the Montgomery County Commission, and conditioned to pay the assessment plus applicable interest and any court costs relating to the appeal.

(v) Show to the satisfaction of the clerk of the circuit court to which the appeal is taken that the taxpayer has a net worth, on the basis of fair market value, of two hundred fifty thousand dollars (\$250,000) or less, including his or her homestead.

(b)(3) A taxpayer may appeal a final assessment to either the Alabama Tax Tribunal or to circuit court as provided herein, even though the taxpayer has paid the tax in issue prior to taking the appeal.

(c)(1) The filing of the notice of appeal with the Alabama Tax Tribunal or, in the case of appeals to the circuit court, the filing of the notice of appeal with both the Director of the Department and the clerk of the circuit court in which the appeal is filed and also the payment of the assessment in full and applicable interest or the filing of a supersedeas bond, an irrevocable letter of credit, or a pledge or collateral assignment of securities as provided herein, are jurisdictional. Except as set forth in subparagraph (c)(2), if such prerequisites are not satisfied within the time provided for appeal, the appeal shall be dismissed for lack of jurisdiction.

(c)(2) Notwithstanding subparagraph (c)(1) above, should the circuit court determine that the taxpayer has not satisfied the requirements of subparagraph (b)(2), the circuit court shall order that the taxpayer satisfy such requirements. The taxpayer may satisfy such requirements at any time within thirty (30) days after service of the court order. No order of dismissal for lack of jurisdiction shall be entered within thirty (30) days after service of the court order, and no order of dismissal shall thereafter be entered if such requirement is satisfied within such thirty (30) day period.

(c)(3). On appeal to the circuit court or to the Alabama Tax Tribunal, the final assessment shall be prima facie correct, and the burden of proof shall be on the taxpayer to prove such assessment is incorrect.

(d)(1) The Alabama Tax Tribunal, circuit court or the appellate court on appeal may increase or decrease the assessment to reflect the correct amount due.

(d)(2) If a final assessment is reduced on appeal, any overpayment of tax paid by the taxpayer shall immediately be refunded to the taxpayer by Montgomery County or other entity to which the overpayment was distributed.

(d)(3) No court shall have the power to enjoin the collection of any taxes due on an assessment so appealed or to suspend the payment thereof.

(8) Procedure Governing Petitions for Refund; Appeals Therefrom.

(A) Petition for refund allowed, Generally.

Any taxpayer may file a petition for refund with the Department for any overpayment of tax or other amount erroneously paid to the Department or concerning any refund which the Department is required to administer. If a final assessment for the tax has been entered by the Department, a petition for refund of all or a portion of the tax may be filed only if the final assessment plus applicable interest has been paid in full prior to or with the filing of the petition for refund. The Department may also issue automatic refunds pursuant to Ala. Code § 40-29-71 (1975). In the case of a petition for refund of public utilities taxes pursuant to Title 40, Chapter 21 Code of Alabama, sales or use taxes pursuant to Chapter 23, and any transient occupancy tax pursuant to Chapter 26, a petition may be filed by the consumer/purchaser who paid the tax directly to the taxpayer that collected the tax, or by the taxpayer if the taxpayer remitted in excess of the tax due, however never collected the tax from the consumer/purchaser, or by the taxpayer if the consumer/purchaser paid the tax directly to the taxpayer, provided that a refund shall not be paid to the taxpayer until after the tax has been credited or repaid to the consumer/purchaser by the taxpayer. The ADOR may adopt rules and establish procedures regarding petitions for refund, including establishing procedures for claiming such refunds on an annual basis when the amount of a refund is less than twenty-five dollars (\$25.00) and offsetting any state use tax liability against any refund otherwise due prior to paying a refund.

(B) Time limitation for filing petition for refund; automatic refund.

(1) Generally. A petition for refund shall be filed with the Department or an automatic refund issued pursuant to subparagraph (2), or a credit allowed, within (a) three (3) years from the date the return was filed, or (b) two (2) years from the date of payment of the tax, whichever is later, or, if no return was timely filed, two (2) years from the date of payment of the tax. For purposes of this paragraph, taxes paid through withholding or by estimated payment shall be deemed paid on the original due date of the return.

Where the Department determines that a taxpayer is entitled to a refund, the Department shall automatically refund to that taxpayer the amount of any excess tax so paid to Montgomery County provided, however, that the statute of limitations provisions of the applicable tax law shall apply.

(C) Department required to grant or deny refunds; time limitations.

The Department shall either grant or deny a petition for refund within six (6) months from the date the petition is filed, unless said period is extended by written agreement of the taxpayer and the Department. The taxpayer shall be notified of the Department's decision concerning the petition for refund by first class United States mail or by either United States mail with delivery confirmation or by certified mail, return receipt requested, sent to the taxpayer's last known address. If the Department fails to grant a refund within the time provided herein, then said petition for refund shall be deemed to be denied.

(D) Procedures if Refunds Granted; Credit of Refund; Payment of Other Taxes; Payment of Interest.

1. If a petition is granted, or the Department, the Alabama Tax Tribunal, or a court otherwise determines that a refund is due, the overpayment shall be refunded to the taxpayer by Montgomery County or other entity to which the overpayment was distributed. If the Department determines that a refund is due, the amount of overpayment plus accrued interest may first be credited by the Department against any outstanding final tax liabilities due and owing by the taxpayer to the Department, and the balance of any overpayment shall be refunded to taxpayer. If any refund or part thereof is credited to any other tax by the Department, the Department shall provide a written detailed statement to the taxpayer showing the amount of overpayment, the amount credited for payment to other taxes, and the amount refunded.

2. Pursuant to Ala. Code § 40-18-100 (1975) and Ala. Code § 40-18-103 (1975), the Department may set off from any income tax refund due the taxpayer by the ADOR any liquidated sum of at least \$25.00 due and owing to the Department. The Department shall, at the time of the transfer of funds from the ADOR to the Department, notify the taxpayer whose refund is sought to be set off that the transfer has been made. Such notice shall clearly set forth the name of the debtor, the manner in which the debt arose, the amount of the claimed debt, the transfer of funds to the Department and the intention to set off the refund against the debt, notice that any refund in excess of the claimed debt will be sent to the taxpayer, the taxpayer's opportunity to give written notice to contest the setoff within thirty (30) days of the date of mailing of the notice, the name and mailing address of the Department to which the application for a hearing must be sent, and the fact that the failure to apply for such a hearing, in writing, within the 30-day period will be deemed a waiver of the opportunity to contest the setoff. In the case of a joint return or a joint refund, the notice shall also state the name of the taxpayer named in the return, if any, against whom no debt is claimed, the fact that a debt is not claimed against such taxpayer, the fact that such taxpayer is entitled to receive a refund if it is due him regardless of the debt asserted against his spouse, and that in order to obtain a refund due him such taxpayer must apply, in writing, for a hearing with the Department named in the notice within thirty (30) days of the date of the mailing of the notice. If a taxpayer fails to apply in writing for such a hearing within thirty (30) days of the mailing of such notice, he will have waived his opportunity to contest the setoff.

3. If the Association of County Commissions of Alabama (ACCA) or an entity established through the ACCA, submits a request for setoff to the ADOR on behalf of the Department, the ACCA or other organization may assess a reasonable fee, which shall be twenty-five (\$25) dollars. This fee may be assessed against the debtor and collected as the first amount setoff against any tax refund.

(E) Procedures if refund denied; appeal.

(1) A taxpayer may appeal from the denial in whole or in part of a petition for refund by filing a notice of appeal with the Alabama Tax Tribunal within two (2) years from the date the petition is denied, and the appeal, if timely filed, shall proceed as hereinafter provided for appeals to the Alabama Tax Tribunal.

(2) In lieu of appealing to the Alabama Tax Tribunal, the taxpayer may appeal from the denial of a petition for refund by filing a notice of appeal with the Circuit Court in Montgomery County, Alabama, or the circuit court of the county in which the taxpayer resides or has a principal place of business in Alabama, as appropriate, by filing the notice within two (2) years from the date the petition is denied. The circuit court shall hear the appeal according to its own rules and procedures and shall

determine the correct amount of refund due, if any.

(3) If an appeal is not filed with the Alabama Tax Tribunal or the circuit court within two (2) years of the date the petition is denied, then the appeal shall be dismissed for lack of jurisdiction.

(4) This section shall apply to all appeals filed after June 15, 2007. Notwithstanding the prior sentence, in any appeal to a circuit court which is pending on June 15, 2007, and in which a supersedeas bond was filed pursuant to, and in compliance with, the requirements of this section, for double the amount of the tax, interest and any penalty shown on the final assessment, or for double the amount of the final order of the administrative law judge, such bond may be reduced to 125 percent (125%) of such amount shown on the final assessment or in the final order of the administrative law judge.

CREDIT(S): Ala. Code § 40-2A-7 (1975); Ala. Code § 40-23-25 (1975); Ala. Code § 40-23-82 (1975); Ala. Code § 40-29-91 (1975); Act 2014-146, § 3; Act 2018-180, § 1.

SECTION VII. PROCEDURES GOVERNING APPEALS TO THE ALABAMA TAX TRIBUNAL; AUTHORITY OF THE ALABAMA TAX TRIBUNAL.

A. Generally.

1. Pursuant to the Alabama Taxpayer Fairness Act, Ala. Code § 40-2B-1, *et seq.*, the State of Alabama has established the Alabama Tax Tribunal, an independent agency with tax expertise to resolve disputes between the Department and taxpayers, prior to requiring the payment of the amounts in issue or the posting of a bond, but after the taxpayer has had a full opportunity to attempt settlement with the Department. Pursuant to Ala. Code § 40-2B-1, Montgomery County has elected to participate under the auspices of the Alabama Tax Tribunal. The Alabama Tax Tribunal shall have jurisdiction to hear and determine all appeals filed by taxpayers with the Alabama Tax Tribunal from final assessments or denied refunds in whole or in part, with respect to any sales, use, rental or lodgings taxes levied or collected by or on behalf of Montgomery County. This jurisdiction of the Alabama Tax Tribunal does not apply to appeals filed directly by a taxpayer with the circuit court from a final assessment entered by the Department or from the Department's denial in whole or in part of a claim for refund.

B. Appeals.

1. A taxpayer may appeal a final assessment or denied refund in whole or in part, of any sales, use, rental, or lodgings taxes levied by or on behalf of Montgomery County to the Alabama Tax Tribunal in accordance with the procedures, requirements and time periods provided in Ala. Code § 40-2A-7, Ala. Code § 40-2A-8, Ala. Code § 40-2B-1 *et seq.*, and Sections VI and VII of this Resolution. The notice of appeal filed by the taxpayer shall identify the final assessment, denied refund, or other act or refusal to act by the Department which is the subject of the appeal, the position of the appealing party, the basis on which relief should be granted, and the relief sought. A notice of appeal that does not include all of the above information shall be sufficient to invoke the jurisdiction of the Alabama Tax Tribunal. The judge may require a taxpayer to file an amended notice of appeal if more information is deemed necessary.

2. Except in cases involving the denial of a claim for refund and except as provided in Alabama statutes regarding jeopardy assessments, the taxpayer shall have the right to have his or her case heard by the Alabama Tax Tribunal prior to the payment of any of the amounts asserted as due by the Department and prior to the posting of any bond.

3. Proceedings before the Alabama Tax Tribunal shall be tried de novo and without a jury.
4. Final decisions of the Alabama Tax Tribunal shall have the same force and effect as and shall be enforced in the same manner as judgments of the circuit courts in this state. The Alabama Tax Tribunal's decision shall finally decide the matters in controversy, unless any party to the matter timely appeals the decision of the Alabama Tax Tribunal to the appropriate circuit court as provided in Ala. Code § 40-2B-1, et seq.
CREDIT(S): Ala. Code § 40-2B-1 (1975), et. seq.

SECTION VIII. CONFIDENTIALITY, DISCLOSURE, AND EXCHANGE OF TAX RETURNS AND TAX INFORMATION.

(A) Except as otherwise provided in this section, it shall be unlawful for any person to print, publish or divulge, without the written permission or approval of the taxpayer, the return of any taxpayer or any part of the return, or any information secured in arriving at the amount of tax or value reported, for any purpose other than the proper administration of any matter administered by the Department, the State of Alabama or a municipality, or upon order of any court, or as otherwise allowed in this section. Statistical information pertaining to taxes may be disclosed at the discretion of the Director or his/her Delegate to the legislative or executive branch of the County or the State. Upon request, the Director or his or her Delegate may make written disclosure as to the status of compliance of entities subject to the requirements contained in Chapter 14, Code of Alabama, prior to its repeal, and Chapter 14A, Code of Alabama as applicable. A good standing certificate shall be issued to a requesting person with respect to a business entity if the entity has filed all county tax returns required under Chapter 14, prior to its repeal, and Chapter 14A, Code of Alabama, as applicable, and paid the taxes shown as payable in accordance with those returns. The Department shall charge a fee of ten dollars (\$10) for each certificate issued. In addition to any and all funds heretofore or heretoeafter appropriated, for the fiscal year beginning October 1, 2015, there is appropriated to the Department the fees collected for the certificates of compliance. The Director shall designate these fees as "General Fund" for use by the Montgomery County Commission. Any person found guilty of violating this section shall, for each act of disclosure, shall have committed a Class A misdemeanor. Additionally, to the extent provided in 26 U.S.C. § 7213A, it shall be unlawful for any Department employee willfully to inspect, except as authorized in 26 U.S.C. § 6103, any federal tax return or federal tax return information acquired by the employee or another person under a provision of 26 U.S.C. § 6103 referred to in 26 U.S.C. § 7213(a)(2).

(B) This section shall not apply to returns filed and information secured under laws of this state (1) governing the registration and titling of motor vehicles; (2) levying or imposing excise taxes or inspection fees upon the sale of, use, or other disposition of gasoline and other petroleum products, (3) governing the licensing of motor vehicle dealers, reconditioners, rebuilders, wholesalers, and automotive dismantlers and parts recyclers, (4) governing the privilege licenses as provided in Chapter 12, other than Article 4, of Title 40, Code of Alabama (1975) or (5) governing the issuance or affixing of tobacco stamps required under Chapter 25, Title 40, Code of Alabama (1975).

(C) This section shall not apply to the disclosure of the amount of local privilege license or franchise fees paid to counties and municipalities by any taxpayer possessing a franchise (whether or not exclusive) granted by the respective county or municipality. However, any information other than the amount of license or franchise fees paid, including returns or parts thereof or documents filed with or secured by any municipality or county or their authorized agent and relating to local privilege licenses and franchises shall remain confidential information subject to subsection (A).

(D) Except as otherwise provided in subdivision (3) of subsection (k) of Ala. Code § 40-2B-2, the orders of the Alabama Tax Tribunal judge and all evidence, pleadings and any other information offered or submitted in any appeal before the Alabama Tax Tribunal are not subject to this section.

(E) The Director shall promulgate reasonable regulations rules permitting and governing the exchange of tax returns, information, records and other documents secured by the Department, with tax officers of other agencies of the State of Alabama, municipal, and county government agencies in Alabama, federal government agencies, any association of state government tax agencies, any state government tax agencies of other states and any foreign government tax agencies. However, (1) any tax returns, information, records, or other documents remain subject to the confidentiality provisions set forth in subsection (A); (2) the Department may charge a reasonable fee for providing information or documents for the benefit of the ADOR, and any other taxing authority; and (3) any exchange shall be for one or more of the following purposes:

(a) Collecting taxes due;

(b) Ascertaining the amount of taxes due from any person;

(c) Determining whether a person is liable for, or whether there is probable cause for believing such person might be liable for, the payment of any tax to a federal, state, county, municipal or foreign government agency.

(F)(1) Nothing herein shall prohibit the use of tax returns or tax information by the Department or county tax assessing officials in the proper administration of any matter administered by the Department or county tax collecting officials. The Department or county tax official may also divulge to a purchaser, prospective purchaser, as defined pursuant to the regulations of the Department, or successor of a business or stock of goods the outstanding sales, use or rental tax liability of the seller for which the purchaser, prospective purchaser, as defined pursuant to the regulations of the Department or ADOR, or successor may be liable pursuant to Ala. Code § 40-23-25, § 40-23-80, or § 40-12-224 (1975). Furthermore, nothing in this section shall preclude the inspection of returns by agents of the ADOR or by federal or foreign state agents pursuant to by Ala. Code § 40-18-53 (1975).

(2) Upon a request by the State Treasurer, the Director may provide the State Treasurer with the names and addresses of those persons entitled to property acquired by the state under Article 2, commencing with Section 35-12-20, of Chapter 12 of Title 35, the Uniform Disposition of Unclaimed Property Act. The information shall be used by the State Treasurer solely for the purpose of administering the Uniform Disposition of Unclaimed Property Act.

(3) Upon a request by Montgomery County's Chief Information and Technology Officer, the Department may provide to the Montgomery County Commission a report outlining the measures employed by the Department to maintain the security of taxpayer information protected from disclosure under this section or under federal law, to include federal tax information as defined from time to time in Internal Revenue Service Publication 1075 and which is subject to the confidentiality protections of the Internal Revenue Code, or personal information subject to the confidentiality provisions of the Federal Driver's Privacy Protection Act under Public Law 103-322.

(G) Nothing herein shall prohibit the exchange of information between and among county or municipal governments, provided that any exchange shall be subject to the same restrictions and criminal penalties imposed on the Department and its personnel as described in this section.

(H) In no event shall any damages, attorney fees, or court costs be assessed against the Department or Montgomery County under this section, nor shall any damages, attorney fees, or court costs be assessed against elected officials, officers, or employees of the Department or Montgomery County.

CREDIT(S): Ala. Code § 40-2A-10 (1975); Act no. 2019-101.

SECTION IX. VOLUNTARY DISCLOSURE PROGRAM.

A. Generally.

The Department offers a Voluntary Disclosure Program as a service to business taxpayers who are not in compliance with local tax laws to encourage businesses that are not in compliance with Montgomery County's Alabama tax laws to come forward voluntarily to register and bring their accounts into compliance become compliant in their tax filing obligations. The Department offers the voluntary disclosure program as a service to the taxpayer. In order to be considered for the voluntary disclosure program, the applicant must not have been contacted by the Department or an agent of the Department, such as the Multistate Tax Commission, or a private auditing firm hired by the Department to conduct an audit on its behalf, nor filed a tax return for seven (7) years prior to the postmark/receipt date of the initial written request for voluntary disclosure. The Department offers the Voluntary Disclosure Program only to those business taxpayers who have not registered, not filed returns, not made a tax payment and have not been contacted by the Department or an agent of the Department, such as the Multistate Tax Commission, or a private auditing firm hired by the Department to conduct an audit on its behalf, for seven years prior the postmark/receipt date of the initial written request. The Department considers contact and the filing/payment of returns on a tax-by-tax basis. For example, if a taxpayer has registered to collect, filed a return for, or has been contacted or filed/paid a return for about one type of tax, this will not prohibit the taxpayer from entering the program for other tax types.

B. Taxes Subject to Disclosure Agreements.

1. The Department will enter into an agreement for the remittance of rental or leasing taxes, sales and use taxes, and lodgings tax.
2. Please note the Department does not enter into Voluntary Disclosure Agreements for sales and use tax with no tax liability.
3. In general, this program is not open to taxpayers who have at some time filed returns and/or qualified to do business and have fallen behind in their filing responsibilities within seven years prior to the submission date of the application.
3. The Department agrees to waive late file and late payment penalties and the taxpayer will be billed directly for interest.

C. Nexus Determination.

The Department limits prior period exposure to three (3) years or to the date nexus was established in Montgomery County. Nexus determinations will not be made through the Voluntary Disclosure Program. Therefore, taxpayers must have their nexus position in place before the application is submitted. In the event that nexus was arguable or if there is no evidence that nexus existed during the three-year look back period, the representative may proceed through the normal registration process. However, the The burden of proof regarding lack of nexus is on the taxpayer.

D. Initial Contact.

1. Initial contact must be made in a written request.
2. The taxpayer can come forward anonymously and disclose its name upon signing the agreement.
3. The Department will in no way seek to identify those taxpayers who wish to remain anonymous.
4. To remain anonymous when making initial contact, the taxpayer may engage representation from a tax preparer, accountant or attorney.

In order to be considered for the voluntary disclosure program, applicants must submit a letter that includes the following information:

1. The nature of business the taxpayer conducts in Montgomery County.
2. The reason for not timely filing and remitting taxes.
3. The type of entity formation (i.e., s-corporation, LLC, etc.).
4. The type of tax the taxpayer will file and remit.
5. A statement, if true, that the taxpayer has not been contacted by the Department or an agent of the Department, for seven (7) years prior to the initial written request for voluntary disclosure, nor is the taxpayer currently under audit by the Department or an agent of the Department, nor has the taxpayer filed tax returns of this type with the Department within the last seven (7) years. (A contact includes, but is not limited to, with regard to potential liability for the type of tax in question: Receipt of a nexus questionnaire, a telephone call, an audit or notice of audit by the Department or an agent of the Department, payment of tax, registration for tax, registration with the Secretary of State, request for extension of time to file, making a payment of estimated tax, the filing of a return, and non-compliance issued in response to an application for a Certificate of Good Standing by the taxpayer, or on behalf of the taxpayer).
6. The tax year end of the taxpayer, whether calendar or fiscal year end. If the taxpayer has a fiscal year end, the month and date of each year end for the look-back period must be provided.
7. A statement as to whether the taxpayer has collected and failed to remit sales and use tax in the past. If the taxpayer has collected such taxes in the past, the tax periods in which such tax were collected must be provided.
8. A statement addressing, sales and use taxes must be included. For example, taxpayers requesting a voluntary disclosure agreement for sales tax should justify why a voluntary disclosure agreement is not being requested for use tax, as well.

E. Responsibility of the Taxpayer.

To participate in the Voluntary Disclosure Program, the taxpayer must:

1. Enter into a binding agreement with the Department for at least a three-year look-back period.
2. File all returns and forms for the period(s) specifically outlined in the agreement within 90 days of the effective date of the agreement.
3. Make current extension and/or estimate payments with the Voluntary Disclosure returns, if applicable, in order to receive a waiver of penalties.
4. Remit all tax and interest due as agreed upon.

F. Three-Year Look-Back Period.

1. The Voluntary Disclosure Program has a mandatory three-year look-back period.
2. The three-year look-back period is calculated by determining the last three (3) tax years (or 36 months) which are past due as of the date the Voluntary Disclosure Application is submitted.

3. If the taxpayer has collected, but not remitted, sales or use tax without remitting them, rental tax, and/or lodgings tax, the look-back period will be extended to include all periods in which sales and use tax was collected and not remitted, if applicable.

The effective date of the agreement is established as the date that the Department received the initial contact.

G. Disqualification.

The taxpayer may be disqualified and the agreement rendered null and void if any one of the following is found:

1. Previous contact of any kind by the Department or an agent of the Department within seven (7) years prior to the initial written request for voluntary disclosure. This includes returns filed for the tax types included in the agreement for tax periods beginning before the look-back period. (A contact includes, but is not limited to, with regard to potential liability for the type of tax identified in the agreement: a requests to complete Receipt of a nexus questionnaire, a telephone call, an audit or notice of audit from the Department or an agent of the Department, payment of tax, registration for tax, registration with the Secretary of State, an extension payment, request for extension of time to file, an estimated tax payment, making a payment of estimated tax, or the filing of a return. and non-compliance issued in response to an application for a Certificate of Good Standing by the taxpayer, or on behalf of the taxpayer).
2. If a taxpayer is considering, or in the process of, entering the Voluntary Disclosure Program, no contact or filing of any kind should be initiated, e.g., registering with the Secretary of State or filing an extension, until the application has been submitted to the Department.
3. The taxpayer is currently under audit by the Department or an agent of the Department. An agent of the Department does not include another jurisdiction or taxing authority with whom the Department has entered into a reciprocal audit exchange agreement.
3. Misrepresentation of any facts set forth in the initial letter of contact.
4. Failure by the taxpayer to comply with the terms of the agreement.

H. Confidentiality.

The negotiation, execution making and terms of the agreement will not be actively discussed with any taxing authorities or any state or governmental authority or with any person or party, except as such disclosures are in compliance with applicable confidentiality laws. The Department has certain exchange of information agreements in place that allow it to exchange tax information with other taxing authorities. The information contained in the agreement Voluntary Disclosure Agreement may be released as specified in the exchange of information agreements, either through a request for general information or through a request for specific information.

I. Written Requests/Proposals should be addressed to:

Attention: Revenue Manager
Montgomery County Tax and Audit Department
Post Office Box 4779
Montgomery, AL 36103

If the Voluntary Disclosure returns and payment are not sent to this address, the taxpayer will receive bills for penalties, in addition to interest.

CREDIT(S): Alabama Department of Revenue ([https://revenue.alabama.gov/Voluntary Disclosure](https://revenue.alabama.gov/Voluntary%20Disclosure) Program).

SECTION X. CIVIL PENALTIES LEVIED IN ADDITION TO OTHER PENALTIES PROVIDED BY LAW; INTEREST; NEW TAX LEVIES AND AMENDMENTS TO EXISTING TAX LEVIES; RELIEF FROM TAX LIABILITIES; NOTICE OF RATES.

(A) Failure to timely file return. If a taxpayer fails to file any return required to be filed with the Department on or before the date prescribed therefor (determined with regard to any extension of time for filing), there shall be assessed as a penalty the greater of ten percent (10%) of any additional tax required to be paid with such return or fifty dollars (\$50).

(B) Failure to timely pay tax. If a taxpayer fails to pay to the Department the correct amount of tax shown as due on a return required to be filed on or before the date prescribed for payment of the tax, determined with regard to any extension of time for payment, there shall be added as a penalty one percent (1%) of the amount of the tax due if the failure to pay is for not more than one (1) month, with an additional one percent (1%) for each additional month or fraction thereof during which failure to pay continues, not exceeding twenty-five percent (25%) in the aggregate. In lieu of the penalty provided in the immediately preceding sentence, for any tax for which a monthly or quarterly return is required, or for which no return is required, the Department shall add a failure to timely pay penalty of ten percent (10%) of the unpaid amount shown as tax due on the return or the amount stated in the notice and demand.

If a taxpayer fails to pay to the Department any amount of any tax required to be shown on any return, which is not so shown, within thirty (30) calendar days from the date of the first notice and demand therefore, there shall be added as a penalty one percent (1%) of the amount of the tax due if the failure to pay is not for more than one (1) month, with an additional one percent (1%) for each additional month or fraction thereof during which failure to pay continues, not exceeding twenty-five percent (25%) in the aggregate. In lieu of the penalty provided in the immediately preceding sentence, for any tax for which a monthly or quarterly return is required, or for which no return is required, the Department shall add a failure to timely pay penalty of ten percent (10%) of the unpaid amount stated in the notice and demand unless payment is received within thirty (30) calendar days from the date of the first notice and demand.

(C) Underpayment due to negligence. If any part of any underpayment of tax is due to negligence or disregard of rules or regulations, there shall be added to the tax an amount equal to five percent (5%) of that part of the tax attributable to negligence or disregard of rules or regulations.

For purposes of this subsection, the term "negligence" includes any failure to make a reasonable attempt to comply with this Resolution of Montgomery County, Alabama, or with the provisions of Title 40, Code of Alabama (1975) as may be applicable, and the term "disregard" includes any careless, reckless or intentional disregard.

(D) Underpayment due to fraud. If any part of any underpayment of tax required to be shown on a return is due to fraud, there shall be added to the tax an amount equal to fifty percent (50%) of that portion of the underpayment which is attributable to fraud. For purposes of this section, the term "fraud" shall have the same meaning as ascribed to the term under 26 U.S.C. Section 6663, as in effect from time to time.

(E) *Frivolous return penalty.* If a taxpayer files a "frivolous return," as that term is used in 26 U.S.C. § 6702, that taxpayer may be liable for a penalty of up to two-hundred fifty dollars (\$250).

(F) *Frivolous appeal penalty.* If any appeal provided for herein is determined to be frivolous or primarily for the purpose of delay or to impede collection of any tax, a penalty of two-hundred fifty dollars (\$250) or twenty-five percent (25%) of the tax in question, whichever is greater, shall be assessed in addition to any tax due.

(G) *Penalties not exclusive.* The penalties provided in this section for failure to timely file a return, failure to timely pay tax, filing a frivolous return filing a frivolous appeal, or negligence may be asserted against the same taxpayer for the same tax period. If the fraud penalty is asserted, no other penalties shall be asserted.

(H) *Failure to collect and pay over tax, or attempt to evade or defeat tax.*

1. Any person required to collect, truthfully account for, and/or pay over any tax provided for herein (including sales, use, and lodgings taxes and gasoline and motor fuel taxes) who willfully fails to collect such tax, or truthfully account for, and/or pay over such tax, or willfully attempts in any manner to evade or defeat any such tax or the payment thereof, shall, in addition to other penalties provided by law, be liable for a penalty up to the total amount of the tax evaded, or not collected, or not accounted for and paid over. For purposes of this subsection, the term "person" includes an officer of a corporation, or a member of a partnership, who as such officer or member is under a duty to perform the act in respect to which the violation occurs.

2. Extension of period of collection where bond is filed.

a. If, within thirty (30) days after the day on which notice and demand of any penalty under subsection 1 is made against any person, such person:

i. Pays an amount which is not less than the minimum amount required to commence a proceeding in court with respect to his/her liability for such penalty;

ii. Files a claim for refund of the amount so paid; and

iii. Furnishes a bond which meets the requirements of subsection 4; no levy or proceeding in court for the collection of the remainder of such penalty shall be made, begun, or prosecuted until a final resolution of a proceeding begun as provided in subsection 3.

3. Suit must be brought to determine liability for penalty. If, within thirty (30) days after the day on which a claim for refund with respect to any penalty under subsection 1. is denied, the person described in subsection 2. fails to begin a proceeding in the appropriate court for the determination of his liability for such penalty, subsection 2. shall cease to apply with respect to such penalty, effective on the day following the close of the thirty (30) day period referred to in this subdivision.

4. The bond referred to in subsection 2. shall be in such form and with such sureties as the Department may by regulations prescribe and shall be in an amount equal to one and one-half (1½) times the amount of excess of the penalty assessed over the payment described in subsection 2.

5. The running of the period of limitations on the collection by levy or by a proceeding in court in respect

of any penalty described in subsection 2. shall be suspended for the period during which the Department is prohibited from collecting by levy or a proceeding in court.

6. If the Department makes a finding that the collection of the penalty is in jeopardy, nothing in this subsection shall prevent the immediate collection of such penalty.

(I) *Waiver of penalties.* Notwithstanding the foregoing, no penalty shall be assessed, or if assessed, shall be waived upon a determination of reasonable cause. Reasonable cause shall include, but not be limited to, those instances in which the taxpayer has acted in good faith. The burden of proving reasonable cause shall be on the taxpayer.

(J) *Discount sustained for just cause.* All other provisions of the tax laws notwithstanding, the Director of the Department, upon review of the circumstances involved, may authorize continuance of a statute-allowable discount when timely payment is made, but filing is delayed for just causes.

(K) *Penalty and interest assessed as tax.* All penalties and interest administered by the Department shall be assessed and collected in the same manner as taxes. Interest on any final assessment accrues from the date of entry of the final assessment on the total amount of its components including tax, interest, and any penalty, as one lump sum amount.

(L) *Bad checks.* If any check, money order or other negotiable instrument, as defined by Ala. Code § 7-3-104 (1975) and Ala. Code § 13A-9-13.1(d)(1975), including electronic drafts, submitted in payment of any amount receivable under this Resolution is not duly paid, in addition to any other penalties provided by law, there shall be paid as a penalty by the person who tendered such negotiable instrument, upon notice and demand by the Director or his/her delegate, in the same manner as tax, an amount equal to ten percent (10%) of the amount of such negotiable instrument, except that if the amount of such negotiable instrument is less than five hundred dollars (\$500), the penalty under this section shall be ten dollars (\$10) or the amount of such negotiable instrument, whichever is the lesser. This section shall not apply if the person tendered such check in good faith and with reasonable cause to believe that it would be duly paid, or settlement is made by the taxpayer within ten (10) days after notification of receipt of a bad check or negotiable instrument by the Department. Additionally, pursuant to Ala. Code § 8-8-15 (1975), the Department may charge and collect a bad check charge of not more than thirty dollars (\$30) with respect to any bad check, money order or other negotiable instrument, including electronic drafts.

(M) *Rate of Interest.* The governing body of any self-administered county, such as Montgomery County, may elect, by the adoption of a resolution, to assess interest on any tax delinquency. Any such assessment of interest shall be consistent with the provisions of Ala. Code §40-23-2.1 (1975). The governing body may also elect, by the adoption of a resolution, to pay interest on any refund of tax erroneously paid. In the event the governing body elects to assess interest on any tax delinquency, the governing body must also elect to pay interest, at the same rate charged by the county on tax delinquencies, with respect to any refund of tax erroneously paid. The applicable interest rate to be charged by or due from Montgomery County shall be determined pursuant to Ala. Code § 40-1-44 (1975). References in this subsection to "erroneously paid" taxes on which interest shall be due to the taxpayer shall only mean and refer to taxes paid to Montgomery County as a result of any error, omission, or inaccurate advice by or on behalf of Montgomery County, including advice in connection with a prior examination of the taxpayer's books and records by Montgomery County or its agent.

(N) *Notification to ADOR of New Tax Levies or Amendments to Existing Levies; Taxpayer's Relief from Tax Liability.* By June 30, 1998, every county levying or administering a sales, use, rental, lodgings, tobacco, gasoline, or ad valorem tax as of June 1, 1998, shall submit to the ADOR a list of the taxes then

levied or administered by the county and the current rates thereof. Thereafter, every such county levying or administering a new sales, use, rental, lodgings, tobacco, gasoline, or ad valorem tax or amending an existing sales, use, rental, lodgings, tobacco, gasoline, or ad valorem tax levy shall submit to the ADOR written notification of the new tax levy or the amendment of an existing tax levy, in a manner as prescribed by the ADOR, at least sixty (60) days prior to the effective date of the tax or amendment. The ADOR shall send return confirmation of the notification of the tax levy or amendment of an existing tax levy to the county no later than the first day of the second month following receipt of proper notification by the county to the ADOR. The effective date of the tax levy or amendment of an existing tax levy shall be the first day of the third month following the ADOR's receipt of proper notification as required herein. The ADOR shall compile this information in a publication which shall be published on a monthly basis to each county governing authority, private auditing firm, as defined herein, and to others who have so requested the publication. This publication shall provide a then current listing of each county levying or administering a sales, use, rental, lodgings, tobacco, gasoline, or ad valorem tax and the current rate thereof. Beginning March 1, 2019, any taxpayer collecting sales, use, rental, or lodgings tax in compliance with the tax rates published by the ADOR as required by this subsection, shall be relieved from liability to the ADOR and Montgomery County for having charged and collected an insufficient rate based upon the rate published by the ADOR. If the rate published by the ADOR and relied upon by the taxpayer is less than the actual rate provided on the return confirmation provided to Montgomery County as required by this subsection, the ADOR shall be responsible to Montgomery County for reimbursement of the amount due as a result of the difference between the published rate and that actual rate as provided to the ADOR. The liability is only applicable for a period not to exceed one (1) year from the date the incorrect rate was published by the ADOR. Notwithstanding the preceding requirement, if Montgomery County fails to properly notify the ADOR of a new levy or amendment to an existing levy, the ADOR shall be relieved from liability to Montgomery County for a taxpayer having charged and collected an insufficient amount of tax based upon the rates published by the ADOR. Proper notification of a new levy or amendment to an existing levy shall be in a manner as prescribed by the ADOR. However, no penalties or interest for late payment or underpayment of taxes shall begin to accrue until the proper tax rate or levy has been on file at the ADOR for at least sixty (60) days, unless the taxpayer had actual knowledge of the correct tax rate or levy as of an earlier date.

(O) Notices of Rates. No later October 1, 2018, the ADOR shall send notice to Montgomery County of the rates of Montgomery County's sales, use, rental, and lodgings taxes according to the records held by the ADOR. Montgomery County shall notify the ADOR of an existing erroneous rate published by the ADOR no later than December 1, 2018. Montgomery County shall notify the ADOR of any such rate error by sending written confirmation, on county letterhead, to the ADOR listing the erroneous rate published by the ADOR and the corrected rate along with supporting ordinances, resolutions, or documentation. If Montgomery County fails to respond to the ADOR regarding an erroneously published rate pursuant to this section, the taxpayer shall be relieved from liability to Montgomery County for having charged and collected an insufficient amount of tax on or after March 1, 2019, based upon the rates published by the ADOR on March 1, 2019. Should Montgomery County properly respond and notify the ADOR regarding the erroneously published rate, and the rate published by the ADOR and relied upon by the taxpayer is in conflict with the response provided by Montgomery County, the ADOR shall be responsible to Montgomery County for reimbursement of the amount due as a result of the difference between the published rate and the actual rate as provided to the ADOR. Such liability shall only be applicable for a period, not to exceed one (1) year, from the date the incorrect rate was published by the ADOR.

CREDIT(S): Ala. Code § 40-2A-11 (1975); Ala. Code § 40-29-72 (1975); Ala. Code § 40-29-73 (1975); Ala. Code § 40-29-70 (1975); Ala. Code § 13A-9-13.1, et seq. (1975); Ala. Code § 7-3-104 (1975); Ala. Code § 8-8-15 (1975); Act 2018-150 §§ 1-2; Ala. Code § 40-2A-18 (1975).

SECTION XI: TERMS OF CONTRACTS; TERMINATION; RENEWAL.

No contract between the Department and a private auditing or collecting firm entered into for the purpose of examining or collecting county taxes shall have a term in excess of three (3) years, including any renewal or extension options, and any contract between a the Department and a Private Auditing or Collecting Firm shall terminate automatically, whether or not it is stated in the contract, if the private auditing or collecting firm loses or forgoes its license under Ala. Code §§ 40-2A-13 (1975) or 40-2A-14 (1975). The limitation on the term of a contract between the Department and a Private Auditing or Collecting Firm does not prohibit the negotiation of a new contract between the parties following expiration of a properly executed contract. Contracts executed on or after October 1, 2016, shall be subject to termination upon either party giving 90 days' written notice to the other party.

CREDIT(S): Act 98-191, p. 297, § 5; Act 2016-406, § 1.

SECTION XII: EXAMINATION OF TAXPAYERS' RECORDS; ADDITIONAL ASSESSMENTS; DISCLOSURE REQUIREMENTS; TAXPAYER NOTIFICATION.

(a) The Department, or an agent thereof, may not conduct an examination of a taxpayer's books and records for compliance with applicable sales, use, rental, or lodgings tax laws, or any other local tax laws, except in accordance with this section and with the Montgomery County Taxpayers' Bill of Rights and Uniform Revenue Procedures Resolution.

(b) Additional sales, use, rental, lodgings, gasoline or motor fuel tax may be assessed by the Department, within any applicable period allowed pursuant to Ala. Code § 40-2A-7(b) even though a preliminary or final assessment has previously been entered by the Department against the same taxpayer for the same or a portion of the same tax period. No taxpayer, however, shall be subject to unnecessary examination or investigation, and no more than one examination of a taxpayer's books and records by the Department relating to each type of tax shall be made every three (3) taxable years, unless the taxpayer requests otherwise or unless Montgomery County and/or the Montgomery County Commission, after investigation, notifies the taxpayer in writing that an additional examination is necessary, together with the basis or bases for the additional examination.

(c) The Department shall promulgate regulations or procedures consistent with those followed by the Internal Revenue Service with respect to second examinations of a taxpayer's books and records. Provided, however, an examination of a taxpayer's books and records may be conducted and shall not constitute an unnecessary examination pursuant to this section or Montgomery County's Taxpayers' Bill of Rights and Uniform Revenue Procedures Resolution if the examination is necessary to meet one or more of the following criteria: (i) fulfill an obligation to another state pursuant to a Southeastern Association of Tax Administrators ("SEATA") exchange of information agreement or to the Multistate Tax Commission; (ii) follow up on leads furnished by the Multistate Tax Commission or pursuant to a SEATA exchange agreement; (iii) verify a direct or joint refund claim and to determine if there is any offsetting tax liability to be credited against or that may exceed the refund claim; (iv) secure a tax return and the tax, penalty, interest, and service charge, if any, due thereon for any reporting period for which the taxpayer has failed to file a return by the due date of the return; (v) collect any tax, penalty, interest, or service charge which the taxpayer has failed to remit within 30 days after receiving notification that the amount is due; (vi) secure a corrected return and the additional tax, penalty, interest, or service charge due thereon, if any, when the taxpayer has failed to file a corrected return and remit any additional amount due thereon within 30 days of receiving a request for a corrected return; (vii) collect any tax due based upon substantial evidence of fraud or tax evasion discovered since the prior examination, and then only if

the Department explains to the taxpayer in writing the basis for the alleged fraud or tax evasion; or (viii) follow up on representations by the taxpayer that it is going out of business or the taxpayer has gone out of business.

(d) Any person examining a taxpayer's books and records on behalf of the Department shall disclose in writing, upon first contact with the taxpayer, the identity of the Department, and provide a signed and dated written authorization, or a copy of a signed and dated written authorization from the Department. Also, a copy of the contract between the person and the Department, and a statement as to whether the Department has elected out of the tax tribunal shall be provided upon first contact with the taxpayer.

(e) On or before January 15 of each year, beginning in 1999, each private auditing or collecting firm shall disclose in writing to the Department the identity of all municipalities and counties for which it at any time during the preceding calendar year performed examinations of taxpayers' books and records for compliance with applicable sales, use, rental, lodgings or other local tax laws or collected sales, use, rental, lodgings or other local taxes.

(f) A Private Auditing or Collecting Firm representing more than one (1) self-administered municipality or more than one self-administered county on the date of the first contact with a taxpayer shall examine the taxpayer's books and records for all such self-administered municipalities and counties simultaneously. A Private Auditing or Collecting Firm or its examiners or other agents may not disclose or encourage others to disclose, either directly or indirectly, to any non-client municipality or county or its agents, the fact that the firm is presently conducting an examination of the taxpayer's books and records.

(g) If a Private Auditing or Collecting Firm is engaged by a self-administered municipality or county not represented by the firm on the date of the first contact with the taxpayer, and is not in violation of subsection (f), the private auditing or collecting firm may conduct an examination of the taxpayer's books and records on behalf of the newly-represented self-administered municipality or county, but the examination may not commence until at least three (3) years following the date of completion of the previous examination, as certified in writing by the private auditing or collecting firm to the taxpayer, unless one (1) of the grounds for early examination described in subsection (c) exists, or unless the delay would result in the closing of a tax year by virtue of the applicable statute of limitations and the taxpayer fails or refuses, within a reasonable time after written request, to agree in writing to an applicable statute of limitations in favor of the newly-represented self-administered municipality or county.

(h) Whenever the Private Auditing or Collecting Firm becomes aware that a taxpayer may be owed a refund by, or may owe tax to, one or more self-administered counties or municipalities represented by the firm, the firm shall promptly notify the taxpayer in writing and, simultaneously, the respective self-administered counties and municipalities, of the reason or reasons for, and the estimated amount of, the refund due or tax owed and shall also advise the taxpayer of the general procedure by which to make a claim for refund or pay the tax. If the Private Auditing or Collecting Firm refuses or willfully fails to comply with this subsection, and the taxpayer ultimately receives a refund from or pays a tax to a self-administered county or municipality represented by the firm during the course of an examination of more than one hundred dollars (\$100) of taxes for which the firm examined the taxpayer's books and records, the firm shall forfeit its license granted pursuant to Ala. Code § 40-12-43.1 (1975) for a period of six (6) months, and each examiner who participated in the examination of the taxpayer's books and records, but did not advise the firm in writing of the possible refund due or tax liability owed at, or prior to completion of, the examination, shall forfeit his or her license granted under Ala. Code § 40-12-43.1 (1975) for a

period of six (6) months. At the expiration of the suspension period, any examiner or Private Auditing or Collecting Firm desiring to reinstate their license must reapply under the provisions of Ala. Code § 40-12-43 (1975).

(i) A final assessment or forced collection action based upon an audit conducted by a Private Auditing or Collecting Firm shall not be issued and applicable to a taxpayer until signed by a public official or employee designated by the Department. This document shall not be subject to Ala. Code § 36-12-40 (1975).

(j) The Department has opted to participate in the Alabama Tax Tribunal. If however, the Department at any time does not participate in the Alabama Tax Tribunal, as per Ala. Code § 40-2B-2 (1975), the Department shall retain the services of an independent hearing or appeals officer who is not affiliated with the Private Auditing or Collecting Firm to conduct any hearings held pursuant to Ala. Code § 40-2B-2 (1975). **CREDIT(S):** Act 98-191, p. 297, § 5; Act 2016-406, § 1.

XIII. CERTIFICATION OF EXAMINERS; BONDING OF PRIVATE AUDITING OR COLLECTING FIRMS; VIOLATIONS; EXEMPTIONS; CONFIDENTIALITY REQUIREMENTS.

(a) Except as provided in subsection (c), any examiner employed by a Private Auditing or Collecting Firm to examine books and records of taxpayers on behalf of the Department shall be certified by the Alabama Local Tax Institute of Standards and Training established pursuant to Ala. Code § 40-2A-15 (1975). Any examiner employed by a Private Auditing or Collecting Firm to examine books and records of taxpayers on behalf of the Department as of July 1, 1998, shall have two (2) years from the effective date of the rules and regulations of the certification program to obtain the certification required by this subsection and may continue to conduct examinations during this two-year period.

(b) Except as provided in subsection (c), every private auditing or collecting firm as defined herein shall maintain fidelity bonds with respect to each of its examiners, in accordance with Ala. Code § 40-23-30 (1975). A Private Auditing or Collecting Firm may not employ unbonded auditors, or examiners who have failed to receive or maintain their certification under subsection (a). Any violation of this subsection of which the private auditing or collecting firm knew or should have known shall have the effect of doing all of the following:

(1) Automatically terminate any contract or arrangement between the Department and the Private Auditing or Collecting Firm.

(2) Void any assessment or proposed assessment issued by Department as a result of any examination conducted, in whole or in part, by the examiner, but shall not prohibit the Department from sending a qualified examiner to reexamine the taxpayer's books and records even though the required waiting period between examinations has not expired or the applicable statute of limitations has expired with respect to the period at issue.

(3) Cause the Private Auditing or Collecting Firm to forfeit its license granted pursuant to Ala. Code § 40-12-43.1 (1975) for a period of six (6) months.

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(c) Certified public accountants and public accountants licensed by the State Board of Public Accountancy are exempt from the following requirements:

(1) To be certified by the Alabama Local Tax Institute of Standards and Training pursuant to subsection (a).

(2) To maintain fidelity bonds with respect to each of its examiners pursuant to subsection (b).

(d) At the expiration of any suspension period, any examiner or Private Auditing or Collecting Firm desiring to reinstate their license must reapply under the provisions of Ala. Code § 40-12-43.1 (1975). The requirements, restrictions, and penalties imposed by this section and § 40-2A-13 (1975) with respect to examiners shall apply equally to those who are employees, as well as those who are independent contractors, of Private Auditing or Collecting Firms.

(e) For the purposes of this section, a Private Auditing or Collecting Firm is subject to the confidentiality requirements of Ala. Code § 40-2A-10 (1975).

CREDIT(S): Act 98-191, p. 297, § 5; Act 2016-406, § 1.

XIV. GASOLINE AND MOTOR FUELS

A. Montgomery County Local Levies

a. Penalty for Failure to Make Monthly Reports and Keep Records – As per Act No. 54, Alabama Law, Regular Session, 1951, Section 9, if said distributor, storer, or retail dealer of motor fuel in Montgomery County shall fail to make any report or statement required by the act or shall fail to comply with any regulation of the tax within the time required for making any such report or statement, said distributor, storer, or retail dealer of motor fuel shall be guilty of a misdemeanor and upon conviction shall be fined not less than \$50.00 or more than \$300.00 for each offense.

b. Failure to Make Monthly Statements and Payments – As per Act No. 54, Alabama Law, Regular Session, 1951, Section 11, if any distributor, storer, or retail dealer shall fail to pay over the tax to Montgomery County, the amount of the tax required by the act to be paid by such distributor, storer, or retail dealer shall be deemed delinquent within the meaning of the act and a penalty of 25% added; provided, that if in the opinion of the Department a good and sufficient cause or reason is shown for such delinquency, the penalty shall be remitted.

CREDIT(S): Act No. 54, Alabama Law, Regular Session, 1951.

B. Electronic Filing for Motor Fuel Taxes

Section 1: For the purposes of this section, the following words have the following meanings:

(1) **DIESEL FUEL.** Any liquid that is advertised, offered for sale, or sold for use as or used as a motor fuel in a diesel-powered engine. Diesel fuel includes #1 and #2 fuel oils, kerosene, special fuels, and blended fuels which contain diesel fuel, but does not include gasoline or aviation fuel.

(2) **DYED DIESEL FUEL.** Diesel fuel that meets the dyeing and marking requirements of Section 4082, Title 26 of the United States Code.

(3) **GASOLINE.** Any product commonly or commercially known as gasoline, or any substitute therefor, regardless of classification, that is advertised, offered for sale, or sold for use as or used as fuel in an internal combustion engine, including gasohol and blended fuel which contains gasoline. Gasoline does not include aviation gasoline sold for use in an aircraft motor.

(4) **KEROSENE.** All grades of kerosene, including, but not limited to, the two grades of kerosene, No. 1-K and No. 2-K, commonly known as K-1 kerosene and K-2 kerosene, respectively, described in the American Society for Testing Materials Standard D-3699, in effect on January 1, 1999, and kerosene-type jet fuel described in the American Society for Testing Materials Standard D-1655 and military specifications MIL-t-5624r and MIL-t-83133d (grades jp-5 and jp8), and any grade described as kerosene or kerosene-type jet fuel by the Internal Revenue Code and administrative guidance promulgated thereunder.

(5) **MOTOR FUEL.** Gasoline and diesel fuel, but shall not include aviation fuel.

(6) **PERSON.** Any individual, firm, cooperative, association, corporation, limited liability corporation, trust, business trust, syndicate, partnership, limited liability partnership, joint venture, receiver, trustee in bankruptcy, club, society, or other group or combination acting as a unit.

(7) **SPECIAL FUEL.** Any liquid, other than gasoline, used or suitable for use as motor fuel in a diesel-powered engine or motor to propel any form of vehicle, machine, or mechanical contrivance, and includes products commonly known as biodiesel fuel. Special fuel does not include any petroleum product or chemical compound such as alcohol, industrial solvent, or lubricant, unless blended in or sold for use as motor fuel in a diesel powered engine.

(8) **TAX.** Any amount, including applicable penalty and interest, levied or assessed against a taxpayer and which the ADOR or any county, municipality, or their designees are required or authorized to administer under the provisions of Alabama law.

(9) **TAXPAYER.** Any person subject to or liable for any local tax; any person required to file a return with respect to, or to pay, or withhold and remit any local tax or to report any information or value to the ADOR, a county, municipality, or its designee; or any person required to obtain or holding any interest in any license, permit, or certificate of title issued by the ADOR, a county, municipality, or its designee, or any person that may be affected by any act or refusal to act by the ADOR, a county, municipality, or its designee, or to keep any records required under this section.

Section 2. (a) Notwithstanding any law or ordinance regarding standardization of local levies, no later than October 31, 2019, the ADOR shall develop and make available a system which allows any taxpayer required to timely file and remit a county motor fuel tax calculated on a per gallon basis or municipal motor fuel license tax calculated on a per gallon basis the capability to file and remit motor fuel tax returns and payments through an electronic single point of filing program. The system shall be available for use by any taxpayer for tax periods after September 30, 2019, provided the taxpayer complies with all requirements set forth in Act 2018-469 and any rules adopted by the ADOR for the administration of the system. The system shall allow for motor fuel tax return filing and tax remittance only and may not provide for the administration or enforcement of local motor fuel taxes. This applies to all local motor fuel taxes calculated on a per gallon basis whether a tax or a license fee adopted pursuant to Ala. Code § 11-51-90 (1975).

(b) There shall be no charge to local taxing jurisdictions for use of the system by a taxpayer or local taxing jurisdiction or its designee.

(c) The system developed and implemented pursuant to subsection (2) above shall have the capability to allow a taxpayer to timely file an electronic tax return for each local taxing jurisdiction in which the taxpayer is required to file and remit a motor fuel tax calculated on a per gallon basis. The ADOR along with the Local Motor Fuel Tax Advisory Committee shall establish the required information for the electronic tax return, and all information included in the electronic tax return shall be electronically available to each appropriate local taxing jurisdiction without delay. The ADOR shall consult with the Local Motor Fuel Tax Advisory Committee established in Section 4 herein regarding development and implementation of the system.

(d) On or before May 1, 2019, every local taxing jurisdiction levying or administering a motor fuel tax shall submit to the ADOR a list of the motor fuel taxes levied or administered by that local taxing jurisdiction which are calculated on a per gallon basis, including current rates. Every local taxing jurisdiction shall provide notice in a form prescribed by the ADOR of any new or amended motor fuel tax calculated on a per gallon basis no later than sixty (60) days prior to the effective date of the new or amended motor fuel tax. The ADOR shall thereafter notify all taxpayers registered in state-administered taxing jurisdictions of the jurisdiction's intent to enact or amend the tax. Failure of the local jurisdiction or the ADOR to provide notice as prescribed in this subdivision shall not invalidate the levy of the tax or negate the taxpayer's obligation to remit the tax to the taxing authority, except that the ADOR may not be required to program new motor fuel taxes or tax rates in the system until the notice is provided as required herein. Unless first authorized by a local law, a new or amended motor fuel taxes may not be adopted during the same meeting of the local taxing jurisdiction that the new or amended motor fuel tax is introduced.

(e) The ADOR shall make available to each local taxing jurisdiction a monthly report for that jurisdiction summarizing all taxes paid using the system. Such report shall include, but not be limited to, the name and address of the taxpayer, the number of gallons sold by the taxpayer and the amount of tax remitted.

Section 3. (a) All local taxing jurisdictions in the state shall authorize use of the system for any taxpayer required to file a return for a local motor fuel tax calculated on a per gallon basis and remit the tax payments. The return shall include, but not be limited to, the name of the store, the physical address of the store, the sales tax number of each store, the number of gallons of excise taxable motor fuel sold by the distributor to the store, the local excise tax paid, and any other information required by the ADOR. Any taxpayer using the system for filing an electronic tax return for a local taxing jurisdiction shall be required to simultaneously remit payment through the system or through another method of payment accepted by the local taxing jurisdiction or its designee for which payment is being made.

(b) Not later than June 30, 2019, each local taxing jurisdiction shall provide the ADOR with necessary information to allow all motor fuel tax payments to be remitted directly to the bank account or other account designated by the local taxing jurisdiction. Every non-state administered local taxing jurisdiction shall set up their accounts to allow dishonored payments to be reversed. All tax payments made through the system for non-state administered local taxing jurisdictions shall be remitted directly from the taxpayer to the designated bank account or other account of the local taxing jurisdiction with the system serving as a conduit only.

(c) No taxpayer shall be required to use the system for tax return filing and remittance of local motor fuel taxes; provided, however, any taxpayer using the system shall comply with the requirements of Act 2018-469 and any rules adopted by the ADOR for the administration of said act. Additionally, any taxpayer

using the system shall comply with any rule of the local taxing jurisdiction regarding the audit, enforcement, and administration of the local motor fuel tax.

- (d) The local motor fuel tax return and payment submitted through this system shall be due on or before the 20th day of the month next succeeding the month in which the tax accrues. No local motor fuel tax return or payment shall be accepted through this system after the due date prescribed herein. A taxpayer who is required to submit a local motor fuel tax return and payment after the due date prescribed herein shall file a return and make any payment directly to that local taxing jurisdiction or its designee.
- (e) All petitions for refunds of taxes paid through the system shall be made to the local taxing jurisdiction.

Section 4. Nothing in this act shall be construed to authorize the ADOR to impose fees on the local taxing jurisdictions or their designees for the maintenance or operation of the system.

Section 5. All general laws or parts of general laws which conflict with this act are repealed.

CREDIT(S): Act 2018-469.

XV. LODGINGS TAX: PERSONS, FIRMS, AND CORPORATIONS SUBJECT TO LODGINGS TAX.

- (1) The term “lodgings tax” as used in this section shall mean the local lodgings tax levied by Montgomery County that parallels the state tax levy pursuant to Ala. Code § 40-26-1(a)(1975), and which is levied and imposed upon every person, firm, or corporation engaging in the business of renting or furnishing any room or rooms, lodging, or accommodations to transients in any hotel, motel, inn, tourist camp, tourist cabin, or any other place in which rooms, lodgings, or accommodations are regularly furnished to transients for a consideration in an amount to be determined by the application of a rate equal to a certain percentage of the charge for such room, rooms, lodgings, or accommodations, including the charge for use or rental of personal property and services furnished in such room. There is exempted from the tax levied herein any rentals or services taxed under Division 1 of Article 1 of Chapter 23 of Title 40, Code of Alabama (1975).
- (2) The definition of the term “person” as used in this section shall be the same as the definition in Ala. Code § 40-2A-3(13) (1975).
- (3) The term “transient” as used in this rule means any person to whom rooms, lodgings, or other accommodations are provided for a period of less than 180 continuous days.
- (4) Except as noted, lodgings tax applies to all charges made for the use of rooms, lodgings, or other accommodations, including charges for personal property used or services furnished in the rooms, lodgings, or other accommodations, by every person who is engaged in the business of renting rooms or lodgings or furnishing accommodations to transients. The tax applies regardless of whether the person occupying such rooms or lodgings or receiving such accommodations is a resident or nonresident of the area in which such rooms or lodgings are located or in which such accommodations are furnished.
- (5) The lodgings tax shall be collected by all persons engaged in the business of renting or furnishing rooms or other accommodations in any hotel, motel, rooming house, apartment house, lodge, inn, tourist cabin, tourist court, tourist home, camp, trailer court, marina, convention center, or any other place where rooms, apartments, cabins, sleeping accommodations, mobile home accommodations, recreational trailer parking accommodations, boat docking accommodations, or other accommodations are made available to travelers, tourists, or other transients.
- (6) Where a separate charge is made for personal property furnished in rooms or other lodgings, such separate and additional charge is subject to the lodgings tax.
- (7) Where a separate charge is made for maid, porter or janitorial services furnished in rooms or other

lodgings in addition to the charge for the use of the rooms or lodgings, such separate and additional charge is subject to the lodgings tax. Charges for laundry, dry cleaning, and telephone services are not subject to the tax.

(8) Charges made for the rental of a ball rooms, dining rooms, club rooms, sample rooms, conference rooms, wedding chapels, or similar room or space that is not other meeting spaces that are neither intended nor suitable for ~~and not used for~~ overnight sleeping purposes and that is not used for overnight sleeping purposes are is not subject to the tax levied by Ala. Code § 40-26-1 (1975), if the charges for the rental are separately stated by the facility and the room or space is are used exclusively as a meeting room or space for a ~~any conference, seminar, club meeting, private party or similar activity.~~ conference, seminar, club meeting, private party, or similar activity. This exclusion, as provided in this section, applies solely to the transient occupancy tax levied under Ala. Code § 40-26-1 and local parallel levies, and does not apply to any other taxes, licenses or fees except a separately stated rental charge for a meeting room or other space excluded pursuant to this section is also excluded from the tax levied by Chapter 23 of Title 40, Code of Alabama (1975). However, the separately stated rental charges made exclusively for such meeting rooms by the facility, are also excluded from the tax levied by Chapter 23 of Title 40, Code of Alabama.

(9) The State of Alabama, counties and incorporated municipalities of the state, and educational institutions and agencies of the state and the counties or incorporated municipalities of the state are not exempt from lodgings tax. Accordingly, charges for rooms, lodgings or other accommodations furnished to these entities are taxable whether billed directly to, and paid for directly by, the entity or paid by employees of these entities with their own funds. (Attorney General Opinion, Graddick, June 4, 1981; Ala Code § 40-2-6-1 (1975))

(10) Other states, counties and incorporated municipalities of other states, and educational institutions and agencies of other states and counties and incorporated educational institutions and agencies of other states and counties and incorporated municipalities of other states are not exempt from lodgings tax. Accordingly, charges for rooms, lodgings, or other accommodations furnished to these entities are taxable whether billed directly to, and paid for directly by, the entity or paid by employees of these entities with their own funds. (Ala. Code § 40-26-1 (1975))

(11) Exemptions from the lodgings tax are as follows:

(a) Charges for rooms, lodgings or accommodations supplied for a period of 180 continuous days or more in any one place are exempt from lodgings tax. Prior to December 1, 2001, the tax did not apply to charges for rooms, lodgings, or accommodations supplied for a period of 30 continuous days or more in any one place.

(b) Effective January 1, 2009, charges for rooms, lodgings or accommodations made in connection with a state-certified production which meets the requirements of Ala. Code § 41-7A-45 (1975) shall be exempt from the state lodgings tax. When the qualified production company makes application for and receives written certification of the incentive award from the Alabama Film Office, the ADOR will issue the appropriate certificate of exemption. The lodgings tax exemption provided in Ala. Code § 41-7A-45 (1975) applies only to state lodgings tax. The qualified production company must pay applicable local lodgings taxes. See Lodgings Tax Rule 810-16-1-.01 State Sales, Use and Lodgings Tax Exemption for Qualified Production Companies.

(c) Charges for rooms, lodgings, or other accommodations furnished to the United States government, its departments, or its agencies are exempt from state, county, and municipal lodgings tax provided the charges are billed directly to the United States government and paid for by the United States government with government funds. The charges are exempt from lodgings tax when paid by credit card provided charges to the card are billed directly to, and paid directly by, the United States Government and are not billed to and paid by an employee who is reimbursed by the United States government. Charges for rooms, lodgings, or other accommodations furnished to federal employees in conjunction with their official duties are taxable when the federal employee pays the charges with his or her own funds or with a credit card and receives reimbursement from the United States government.

(d) Federal credit unions are exempt from state, county, and municipal lodgings tax. (12 U.S.C. § 1768) This exemption applies to charges for rooms, lodgings, or other accommodations furnished to federal credit unions provided the charges are billed directly to the federal credit union and paid for by the federal credit union with the credit union's funds. The charges are exempt from lodgings tax when paid by credit card provided charges to the card are billed directly to, and paid directly by, the federal credit union and are not billed to and paid by an employee who is reimbursed by the federal credit union. Charges for rooms, lodgings, or other accommodations furnished to federal credit union employees in conjunction with their official duties are taxable when the credit union employee pays the charges with his or her own funds or with a credit card and receives reimbursement from the federal credit union.

(e) Certain foreign diplomats and consular officials are exempt from state, county, and municipal lodgings taxes pursuant to treaties and other diplomatic agreements with the United States. (U.S. Constitution, Art. VI) See Sales, Use, and Lodgings Tax Rule 810-6-3-.24.01 entitled Foreign Diplomatic and Consular Officials.

(f) The proceeds from the sale or resale of any vacation time-sharing lease plan are exempt from lodgings tax. (Ala. Code § 34-27-65 (1975))

(g) Charges for rooms, lodgings, or other accommodations furnished to entities that are exempted from the payment of any and all state, county, and municipal taxes by special act of the Legislature including, but not limited to, those entities enumerated in Ala. Code § 40-9-12 (1975) are exempt from lodgings tax provided the charges are billed directly to the exempt entity and paid for by the exempt entity with the exempt entity's funds. The charges are exempt from lodgings tax when paid by credit card provided charges to the card are billed directly to, and paid directly by, the exempt entity and are not billed to and paid by an employee who is reimbursed by the exempt entity. Charges for rooms, lodgings, or other accommodations furnished to the employees of the exempt entity in conjunction with their official duties are taxable when the employee pays the charges with his or her own funds or with a credit card and receives reimbursement from the exempt entity.

(h) The tax shall not apply to rooms, lodgings, or accommodations supplied by camps, conference centers, or similar facilities operated by nonprofit organizations primarily for the benefit of, and in connection with, recreational or education programs for children, students, or members or guests of other nonprofit organizations during any calendar year, or by privately operated camps, conference centers, or similar facilities that provide lodging and recreational or educational programs exclusively for the benefit of children, students, or members or guests of nonprofit organizations during any calendar year. ~~Charges for certain rooms, lodgings, or accommodations supplied by camps, conference centers, or similar facilities are exempt from lodgings tax.~~ See Lodgings Tax Rule 810-6-5-.21 entitled Lodgings and Programs Provided for Children, Students, or Members or Guests of Nonprofit Organizations by Camps, Conference Centers, and Similar Facilities. For purposes of this subsection, "children" means individuals under age 21; "student" is defined in accordance with 26 U.S.C. § 151(c)(4), as in effect from time to time or by any successor law; "nonprofit organization" is an organization exempt from federal income tax under 26 U.S.C. § 503(c)(3), as in effect from time to time or any successor law; and "privately operated" refers to any camp, conference center, or similar facility other than those operated by a nonprofit organization as herein defined.

(12) The lodgings tax does not apply to sales of tangible personal property which are subject to the local sales tax. All of the supplies, furniture and fixtures used or consumed in operating such establishments as referenced in paragraph (4) are subject to the sales or use tax, whichever may apply, at the time of purchase for such use or consumption, including beds, bedding, carpets, shades, curtains, linens, uniforms, bathroom supplies, janitor supplies, fuel for heating and cooking, air conditioning equipment etc.

(13) The lodgings tax shall be due and payable in monthly installments on or before the twentieth day of the month next succeeding the month in which the tax accrues. Every person, firm, or corporation on whom the lodgings tax is levied shall prepare and forward to the Department, within the time fixed and prescribed by law, a lodgings tax return for each calendar month using the Mat System ONE SPOT system

established by Ala. Code § 40-23-240 (1975), if the amount is over \$500, as mandated by the Department, and shall pay to the Department the amount of the tax shown to be due.

CREDIT(S): ADOR, Sales and Use Tax Rules, 810-6-5-.13; Ala. Code § 40-26-1 (1975).

XVI. CERTIFICATES OF EXEMPTION FOR PERSONS OR COMPANIES EXEMPT FROM SALES, USE AND LODGING TAXES.

(a) All persons or companies, other than governmental entities, which have statutory exemption from the payment of Alabama sales and use taxes regardless of the type of transaction or whether the tangible personal property is subject to sales and use tax or whether the accommodations are subject to lodgings tax, shall be required to annually obtain a certificate of exemption from the ADOR. This requirement does not supersede or replace the provisions of Ala. Code § 40-9-14.1 (1975) or any other provision of statute requiring an entity to obtain a certificate of exemption. This only applies to entities that have been granted a general exemption from sales, use, or lodging taxes. The requirements of this section are not triggered by the purchase of tangible personal property that is exempt from sales and use tax.

(1) For purposes of this section, the term governmental entity means the Federal Government, the State of Alabama, Alabama public schools, Alabama public universities, health care authorities, Alabama counties and municipalities, and public corporations incorporated under any of the provisions of Chapter 50 of Title 11, Chapter 50A of Title 11, Chapter 5 of Title 37, or Chapter 7 of Title 39, Code of Alabama.

(2) The term governmental entity does not include public corporations, other than those public corporations described in subdivision (1), private schools, or private universities.

(3) For purposes of this section, the term lodgings tax means Transient Occupancy Tax, levied by the ADOR, and the lodgings tax referenced in Section XIII herein.

(4) For the purposes of this section, the terms person or company shall have the same meaning as prescribed in Ala. Code § 40-23-1 (1975).

(b) Certificates of exemption shall be valid for one (1) year from the date of issuance and shall be renewed annually each subsequent year. Any person or company that fails to obtain or renew a certificate of exemption prior to its expiration may not make tax exempt purchases or rent tax exempt accommodations after the expiration. The ADOR and Montgomery County may assess any person or company with state and local sales, use, and lodgings tax for any transaction conducted with a certificate of exemption not properly accounted for and reported as required in Ala. Code § 40-9-61 (1975). Any reports required by the ADOR shall be filed as a prerequisite to the renewal of a certificate of exemption.

(c) Any person or company that intentionally uses a certificate of exemption in violation of its intended purpose, in addition to the actual sales, use, and lodgings tax liability due, shall be subject to a civil penalty levied by Montgomery County in an amount of not less than two thousand dollars (\$2,000) or two (2) times any state and local sales, use, and lodgings tax due for the transactions, whichever is greater, and based on the person or company's willful misuse of the certificate of exemption, may be barred from the use of any certificate of exemption for up to two (2) years.

(d) This section shall be operative for all applicable exempt persons or companies on January 1, 2016.

(e) The ADOR may adopt rules to administer and implement this section and may adopt rules requiring an annual exemption certificate for persons or companies not subject to subsection (a), other than government entities, providing for an annual information report from such persons or companies, and imposing penalties equivalent to the penalties provided for in subsection (c) for noncompliance by such persons or companies in order to verify exemptions and make reports to the Commission.

(e) All persons or companies, other than governmental entities as defined in Ala. Code § 40-9-60 (1975), exempt from the payment of sales, use, and lodgings tax, regardless of the type of transaction or whether the tangible personal property is subject to sales and use tax, or whether the accommodations are subject to lodgings tax, may be required to file an information report in a manner as prescribed by Montgomery County.

(f) Any person or company that does not comply with the reporting requirements of this section and any rules promulgated thereunder, may be barred from the use of any certificate of exemption for up to six (6) months for the first offense and one (1) year for the second offense. On the third offense, the person or company shall be barred from the use of any certificate of exemption until the time as the person or company is authorized to obtain a certificate of exemption pursuant to a joint resolution by the Commission. **CREDIT(S):** Act 2015-534; Ala. Code § 40-9-60 (1975); Ala. Code § 40-9-61 (1975); Ala. Code § 40-23-1 (1975).

SECTION XVII: TAXES ON REMOTE SELLERS; SIMPLIFIED SELLER USE TAX REMITTANCE ACT.

(A) CONDITIONS FOR REMOTE ENTITY NEXUS.

(a) An out-of-state vendor has substantial nexus with this state for the collection of both state and local use tax if:

(1) The out-of-state vendor and an in-state business maintaining one or more locations within this state are related parties; and

(2) The out-of-state vendor and the in-state business use an identical or substantially similar name, tradename, trademark, or goodwill, to develop, promote, or maintain sales, or the in-state business and the out-of-state vendor pay for each other's services in whole

or in part contingent upon the volume or value of sales, or the in-state business and the out-of-state vendor share a common business plan or substantially coordinate their business plans, or the in-state business provides services to, or that inure to the benefit of, the out-of-state business related to developing, promoting, or maintaining the in-state market.

(b) An out-of-state vendor that is an eligible seller participating in the Simplified Sellers Use Tax Remittance Program, as these terms are defined in Ala. Code § 40-23-191 (1975), that establishes a substantial nexus in this state only through the acquisition of an in-state business and thereafter meets the provisions of subsection (a) may elect to satisfy the requirements to collect and remit tax for the out-of-state vendor's Alabama sales by continued participation in the Simplified Sellers Use Tax Remittance Program.

(c) Two entities are related parties under this section if one of the entities meets at least one of the following tests with respect to the other entity:

(1) One or both entities is a corporation, and one entity and any party related to that entity in a manner that would require an attribution of stock from the corporation to the party or from the party to the corporation under the attribution rules of Section 318 of the Internal Revenue Code owns directly, indirectly, beneficially, or constructively at least 50 percent (50%) of the value of the corporation's outstanding stock;

(2) One or both entities is a limited liability company, partnership, estate, or trust and any member, partner, or beneficiary, and the limited liability company, partnership, estate, or trust and its members, partners, or beneficiaries own directly, indirectly, beneficially, or constructively, in the aggregate, at least 50 percent (50 %) of the profits, or capital, or stock, or value of the other entity or both entities; or

(3) An individual stockholder and the members of the stockholder's family, as defined in Section 318 of the Internal Revenue Code, owns directly, indirectly, beneficially, or constructively, in the aggregate, at least 50 percent (50%) of the value of both entities' outstanding stock.

CREDIT(S): Act 2003-390, § 1; Act 2018-539, § 1; Ala. Code 1975 § 40-23-190 (1975).

(B) DEFINITIONS: For the purpose of this section, the following terms shall have the respective meanings ascribed to them in this section:

(1) **ELIGIBLE SELLER.** A seller that sells tangible personal property or a service, but does not have a physical presence in this state or is not otherwise required to collect and remit state and local sales or use tax for sales delivered into the state. The seller shall remain eligible for participation in the Simplified Use Tax Remittance Program unless the seller establishes a presence through a physical business address for the purpose of making instate retail sales within the State of Alabama or becomes otherwise required to collect and remit sales or use tax pursuant to Ala. Code § 40-23-190 (1975) through an affiliate making retail sales at a physical business address in Alabama. The term also includes a marketplace facilitator as defined in Section 3(a)(2) of this section for all sales made through the marketplace facilitator's marketplace by or on behalf of a marketplace seller.

(2) **LOCALITY.** A county, municipality, or other local governmental taxing authority which levies a local sales and/or use tax.

(3) **SELLER.** An individual, trust, estate, fiduciary, partnership, limited liability company, limited liability partnership, corporation, or other legal entity.

(4) **SIMPLIFIED SELLERS USE TAX.** The tax to be collected, reported, and remitted by eligible sellers who are participating in the program pursuant to requirements and procedures established pursuant to the act.

(5) **SIMPLIFIED USE TAX REMITTANCE PROGRAM or PROGRAM.** The program established to provide a mechanism for eligible sellers to collect, report, and remit the simplified sellers use tax.

CREDIT(S): Ala. Code § 42-23-191(1975).

(C) SIMPLIFIED SELLERS USE TAX REMITTANCE PROGRAM.

(1) The Alabama Legislature has established The Simplified Sellers Use Tax Remittance Program designed to allow an eligible seller who participates in the program to collect, report, and remit the simplified sellers use tax in lieu of the sales or use taxes otherwise due by or on behalf of Alabama customers who have purchased items from the eligible seller that were shipped or otherwise delivered into Alabama by the eligible seller. Participation in the program shall be by election of the eligible seller and only those eligible sellers accepted into the program shall collect and remit the simplified sellers use tax. Participation in the program shall not be construed as subjecting an eligible seller to franchise, income, occupation, or any other type of taxes or licensing requirements levied or imposed by the State of Alabama or Montgomery County.

(2) The program shall be administered by the ADOR, which shall develop and make available to the eligible seller an easily accessible, online system in which to collect, report, and remit the simplified sellers use tax. Participants in the program shall be required to collect, report, and remit the simplified sellers use tax for all sales delivered into the state as long as remaining a participant in the program. Eligible sellers may continue in the program as long as they comply with all provisions of the act and procedures adopted by the ADOR for participation in the program.

(3) In order to participate in the program, an eligible seller shall make application with the ADOR on one of its designated forms for that purpose. The application shall require, at a minimum, that the eligible seller:

(a) Certifies that he or she is an eligible seller as defined in the act.

(b) Agrees to collect, report, and remit the simplified sellers use tax for all sales delivered into the state as long as he or she remains a participant in the program.

(c) Agrees to provide the ADOR with information related to sales to Alabama customers as required by this part or requested by the ADOR.

(d) Agrees to comply with all program reporting requirements established under program procedures.

(4) Any applicant who falsely certifies on his or her application that he or she is an eligible seller with the State of Alabama shall be subject to the negligence and/or fraud penalties under procedures found in Ala. Code § 40-2A-11 (1975).

(5) The ADOR shall review all applications for participation, and where an applicant is determined to satisfy requirements to participate in the program, shall establish a simplified sellers use tax account for the eligible seller which will allow the eligible seller to report and remit all simplified sellers use tax collected pursuant to the act.

(6) A participating eligible seller shall be removed from the program if:

(a) He or she substantially fails to collect, report, and remit simplified sellers use taxes.

(b) He or she fails to submit required reports on a timely basis.

(c) Upon a determination that the seller is no longer an eligible seller.

(d) There is any other finding by the ADOR that the participant is not in compliance with the terms authorizing participation in the program.

(7) Any participant who fails to report that he or she is no longer eligible for participation in the program or falsely certifies on any report that he or she is eligible shall be subject to the negligence and/or fraud penalties under procedures found in Ala. Code § 40-2A-11 (1975). Removal from the program or assessment of the fraud or negligence penalty shall be subject to appeal rights and procedures available under applicable law.

CREDIT(S): Ala. Code § 40-9-192 (1975).

(D) COLLECTION AND REMITTANCE; REPORTING; STATEMENT.

The simplified sellers use tax due under the program is eight percent (8%) of the sales price on any tangible personal property sold or delivered into Alabama by an eligible seller participating in the program. The collection and remittance of simplified sellers use tax relieves the eligible seller and the purchaser from any additional state or local sales and use taxes on the transaction.

The simplified sellers use tax collected by the eligible seller, at the rate of eight percent (8%), shall be electronically reported in the manner prescribed by the ADOR on or before the 20th day of the month next succeeding the month in which the tax accrues. The eligible seller shall remit the tax at the required rate or the amount of the tax collected, whichever is greater. The required monthly reporting from the eligible seller shall only include statewide totals of the simplified sellers use taxes collected and remitted, and shall not require information related to the location of purchasers or amount of sales into a specific locality. The ADOR may not require an eligible seller to report and remit the simplified sellers use tax more frequently than is required for other sellers.

No eligible seller shall be required to collect the tax at a rate greater than eight percent (8%), regardless of the combined actual tax rates that may otherwise be applicable.

Additionally, no sales for which the simplified sellers use tax is collected shall be subject to any additional sales or use tax from any locality levying a sales or use tax with respect to the purchase or use of the property, regardless of the actual tax rate that might have otherwise been applicable.

The participating eligible seller shall collect the tax on all purchases delivered into Alabama unless the purchaser furnishes the eligible seller with a valid exemption certificate, sales tax license, or direct pay permit issued by the ADOR. The eligible seller shall retain all exemption certificates, sales tax licenses, or direct pay permits in its files, or in such other manner as directed by the ADOR.

The eligible seller shall provide the purchaser with a statement or invoice showing that the simplified sellers use tax was collected and is to be remitted on the purchaser's behalf. The statement shall be in a manner prescribed by the ADOR.

CREDIT(S): Ala. Code § 40-23-193 (1975).

(E) DISCOUNT.

Eligible sellers may deduct and retain a discount equal to two percent (2%) of the simplified sellers use tax properly collected and then remitted to the ADOR in a timely manner, provided that for tax periods beginning on or after January 1, 2019, the allowance for discount shall not apply to any taxes collected and then remitted which are in excess of four-hundred thousand dollars (\$400,000). The ADOR is authorized to prescribe rules for administering the discount. No discount shall be allowed for any taxes which are not timely reported and remitted to the ADOR pursuant to program procedures.

CREDIT(S): Ala. Code §40-23-194 (1975).

(F) RULEMAKING AUTHORITY; RECORDKEEPING.

The ADOR may adopt, promulgate, and enforce reasonable rules and regulations related to the implementation, administration, and participation in the program. The ADOR shall have exclusive responsibility for reviewing and accepting applications for participation and for the administration, return processing, and review of the eligibility of sellers participating in the program. Eligible sellers participating in the program shall not be subject to audit or review by any Alabama locality. Eligible sellers shall maintain records of all sales delivered into Alabama, including copies of invoices showing the purchaser, address, purchase amount, and simplified sellers use tax collected. Such records shall be made available for review and inspection upon request by the ADOR.

The ADOR may disclose the name of eligible sellers, the effective date the eligible seller began participating in the program and, if applicable, the cease date the eligible seller ceased to participate in the program.

CREDIT(S): Ala. Code § 40-23-195 (1975).

(G) REFUND OR CREDIT OF EXCESS TAXES PAID.

(a) Any taxpayer who pays a simplified sellers use tax through this program that is higher than the actual state and local sales or use tax levied in the locality where the sale was delivered may file for a refund or credit of the excess amount paid to the eligible seller

participating in the program. A business taxpayer who has a registered consumer use tax account with the ADOR may claim credit for the overpayment of simplified use tax on their consumer use tax return in a manner prescribed by the ADOR. All other taxpayers may file a petition for refund in the manner prescribed by the ADOR. The petition for refund may only be filed once per year. In the event the amount due to be refunded in a year is less than twenty-five (\$25.00) dollars, payment of the refund may be deferred by the ADOR and combined with amounts due to be paid pursuant to subsequent annual refund petitions for a period of up to three (3) years.

(b) Any taxpayer seeking a refund or credit of excess taxes paid to an eligible seller participating in the program shall maintain records documenting the amount of simplified sellers use tax paid. Refund or credit requests shall require proper documentation of amounts paid by the taxpayer and shall be submitted to the ADOR with the petition for refund.

(c) Notwithstanding any other provision of law, interest due on any refund of taxes paid directly to the ADOR shall be paid beginning 90 days after the receipt date of the properly documented refund petition with interest accruing beginning on the 91st day.

CREDIT(S): Ala. Code § 40-23-196 (1975).

(H) DISPOSITION OF FUNDS; DISTRIBUTIONS OF PROCEEDS.

(a) The proceeds of simplified sellers use tax shall be appropriated to the ADOR, which shall retain the amount necessary to fund the administrative costs of implementing and operating the program and to cover the amounts paid for refunds authorized in Ala. Code § 40-23-196 (1975). The balance of the amounts collected shall be distributed as follows:

(1) Fifty percent (50%) to the State Treasury and allocated seventy-five percent (75%) to the General Fund and twenty-five percent (25%) to the Education Trust Fund.

(2) Twenty-five percent (25%) to each county in the state on a prorated basis according to population as determined in the most recent federal census prior to the distribution.

(3) Twenty-five percent (25%) of funds to be distributed to each municipality in the state on a prorated basis according to population as determined in the most recent federal census prior to the distribution.

(b) Effective for tax periods beginning on or after January 1, 2019, the net proceeds after distribution provided in subsection (a)(1) shall be distributed sixty percent (60%) to each municipality in the state on a basis of the ratio of the population of each municipality to the total population of all municipalities in the state as determined in the most recent federal census prior to distribution and forty percent (40 %) to each county in the state, and deposited into the general fund of the respective county commission, on a basis of the ratio of the population of each county to the total population of all counties in the state as determined in the most recent federal census prior to the distribution.

(c) The distribution of the proceeds from the simplified sellers use tax paid to counties and municipalities shall occur quarterly in a manner prescribed by the ADOR.

(d) Notwithstanding the above, the ADOR may initiate monthly distributions of the proceeds from the simplified sellers use tax paid to counties and municipalities.

CREDIT(S): Ala. Code § 40-23-197 (1975); Ala. Code § 400-23-197.1 (1975).

(I) APPLICABILITY OF PART 2.

In the event that the enactment of federal legislation removes current federal limitations on states' ability to enforce their sales and use tax jurisdiction against businesses that lack an instate physical presence, the provisions of the act shall be inapplicable as to any eligible seller who is not registered with the ADOR as a participant in the program at least six (6) months prior to the date of such change in law. In such event, the provisions of the act will continue to apply to any eligible seller who has been approved by the ADOR as a participant in the program at least six (6) months prior to the change in law and to any taxpayer who has paid or pays the simplified sellers use tax authorized provided the eligible seller continues to collect, report, and remit the simplified sellers use tax and otherwise complies with all procedures and requirements of the program. Eligible sellers participating in the program may continue to receive a discount of two percent (2%) on all simplified sellers use taxes properly remitted under the act and shall continue to report sales under the conditions set out in Ala. Code § 40-23-193 (1975).

The Simplified Sellers Use Tax Remittance Program may not be used to report sales tax obligations subject to the sales tax imposed by Chapter 23 of Title 40, Code of Alabama, or any local law or municipal ordinance or any county ordinance enacted pursuant to Ala. Code § 40-12-4 (1975) imposing a sales tax for those sales of tangible personal property which are sold at a retail location in this state.

CREDIT(S): Ala. Code § 40-23-198 (1975); Ala. Code §40-23-198.1 (1975).

(J) AMNESTY FOR CERTAIN UNCOLLECTED REMOTE USE TAX.

1.(a) Subject to the limitations set out in the act, an eligible seller participating in the program shall be granted amnesty for any uncollected remote use tax that may have been due on sales made to purchasers in the state for **all periods preceding October 1, 2019.**

(1) The amnesty will preclude assessment for uncollected **sellers** use tax together with any penalty or interest for sales made during **a period prior to October 1, 2019.**

(2) The amnesty referred to herein shall be granted to any eligible seller who applies to participate in the program following acceptance into the program by the ADOR.

(3) Amnesty is not available to an eligible seller with respect to any matter or matters for which the eligible seller has received notice of the commencement of an audit and the audit is not yet finally resolved, including any related administrative and judicial processes.

(4) Amnesty is not available for any simplified sellers use tax already paid or remitted or for taxes collected by the eligible seller.

(5) Amnesty is fully effective, absent the eligible seller's fraud or intentional `

misrepresentation of a material fact, as long as the eligible seller continues his or her participation in the program and continues to collect, report, and remit applicable simplified sellers use tax for a period of at least 36 months.

(6) Amnesty is applicable only to simplified sellers use tax due from an eligible seller in his or her capacity as an eligible seller and not to remote use taxes due from a seller in his or her capacity as a buyer.

(b) No class action may be brought against an eligible seller in any court of this state on behalf of customers for an overpayment of simplified sellers use tax collected and remitted on sales made by the eligible seller.

2. The simplified sellers use tax levied under Ala. Code § 40-23-193 (1975) shall not be collected and remitted in lieu of the sales and use tax collected by a licensing official pursuant to Ala. Code § 40-23-104 (1975).

CREDIT(S): Act 2015-448, § 1; Act 2016-110, § 1; Act 2017-82; Act 2018-539; Ala. Code § 40-23-190-199 (1975); Act 2019-382.

(K) MARKETPLACE FACILITATORS.

For purposes of this section, the following terms have the respective meanings ascribed to them:

(1) **MARKETPLACE FACILITATOR.** A person that contracts with marketplace sellers to facilitate for a consideration, regardless of whether deducted as fees from the transaction, the sale of the marketplace seller's products through a physical or electronic marketplace operated by a person, and engages:

a. Either directly or indirectly, through one or more affiliated persons in any of the following:

1. Transmitting or otherwise communicating the offer or acceptance between the purchaser and marketplace seller;

2. Owning or operating the infrastructure, electronic or physical, or technology that brings purchasers and marketplace sellers together;

3. Providing a virtual currency that purchasers are allowed or required to use to purchase products from the marketplace seller; or

4. Software development or research and development activities related to any of the activities described in paragraph b, if such activities are directly related to a physical or electronic marketplace operated by a person or an affiliated person, and

b. In any of the following activities with respect to the marketplace seller's products:

1. Payment processing services;

2. Fulfillment or storage services;
3. Listing products for sale;
4. Setting prices;
5. Branding sales as those of the marketplace facilitator;
6. Order taking;
7. Advertising or promotion; or
8. Providing customer service or accepting or assisting with returns or exchanges.

(2) **MARKETPLACE SELLER.** A seller that is not a related party, as prescribed in Ala. Code § 40-23-190(c) (1975), to a marketplace facilitator and that makes sales through any physical or electronic marketplaces operated by a marketplace facilitator.

(3) **PERSON.** As defined in Ala. Code § 40-23-1(1) (1975).

(4) **PURCHASER.** A person who purchases or contracts to purchase tangible personal property as defined in Ala. Code § 40-12-220 (1975).

(5) **QUALIFYING AMOUNT.** Two hundred and fifty thousand dollars (\$250,000) or an amount as otherwise prescribed by the department.

(6) **RETAIL SALE.** As defined in Ala. Code § 40-23-1(10) (1975), other than sales of motor vehicles as defined in Ala. Code § 40-12-240 (1975).

(7) **SELLER.** An individual, trust, estate, fiduciary, partnership, limited liability company, limited liability partnership, corporation, or other legal entity.

(8) **SIMPLIFIED SELLERS USE TAX.** The tax levied under Ala. Code § 40-23-193 (1975).

(b) By no later than January 1, 2019, marketplace facilitators, must either register with the ADOR to collect and remit simplified sellers use tax on retail sales made through the marketplace facilitator's marketplace by or on behalf of a marketplace seller that are delivered in Alabama, whether by the marketplace facilitator or another person, or report such retail sales and provide customer notifications pursuant to subsection (m). This provision shall apply to any marketplace facilitator that has more than the qualifying amount in retail sales in Alabama for the preceding twelve (12) months. Such retail sales shall include those made directly by the marketplace facilitator and shall also include those retail sales made by marketplace sellers through the marketplace facilitator's marketplace. The collection and reporting requirements of this provision shall not apply to retail sales other than those made through a marketplace facilitator's marketplace.

(c) Marketplace facilitators that collect simplified sellers use tax under this section shall report and remit the tax in accordance with the provisions of Ala. Code § 40-23-193 (1975) and shall maintain records of all sales delivered to a location in Alabama, including copies of invoices showing the purchaser, address, purchase amount, and simplified sellers use tax collected. Such records shall be made available for review and inspection upon request by the ADOR.

(d) Marketplace facilitators who properly collect and then remit to the ADOR in a timely manner simplified sellers use tax on sales in accordance with the provisions of this section by or on behalf of marketplace sellers shall be eligible for the discount provided under Ala. Code § 40-23-194 (1975).

(e) The collection and remittance of simplified sellers use tax relieves the marketplace facilitator, the marketplace seller, and the purchaser from any additional state or local sales and use taxes on the transactions for which simplified sellers use tax was collected and remitted.

(f) Marketplace facilitators that collect simplified sellers use tax shall not be subject to audit or review by any Alabama locality for simplified sellers use tax. Sales by marketplace sellers for which simplified sellers use tax has been collected shall not be subject to audit or review by an Alabama locality for simplified sellers use tax. This exclusion shall not preclude an Alabama locality from auditing or reviewing any other sales by a marketplace seller for which sales or use tax would be due.

(g) Marketplace sellers for whom marketplace facilitators collect and remit simplified sellers use tax in accordance with the provisions of this section on all sales made by or on behalf of the marketplace seller that are delivered in Alabama shall be granted the continued participation and amnesty protections provided for eligible sellers under Ala. Code §§ 40-23-198 and 40-23-199 (1975).

(h) The marketplace facilitator shall provide the purchaser with a statement or invoice showing that the simplified sellers use tax was collected and shall be remitted on a purchaser's behalf. The statement shall be in a manner prescribed by the ADOR.

(i) No class action may be brought against a marketplace facilitator in any court of this state on behalf of customers for an overpayment of simplified sellers use tax collected and remitted on sales facilitated by the marketplace facilitator.

(j) Any taxpayer who remits simplified sellers use tax pursuant to this section shall be entitled to refunds or credits to the same extent and in the same manner provided for in Ala. Code § 40-23-196 (1975) for taxes collected and remitted through the Simplified Sellers Use Tax Remittance Program.

(k) Marketplace facilitators shall be subject to the penalty provisions and procedures of Ala. Code § 40-2A-11 (1975) and reporting requirements of Ala. Code § 40-2-11(7)(b) (1975).

(l) The distribution of simplified sellers use tax remitted by marketplace facilitators shall be made in accordance with Ala. Code §§ 40-23-197 and 40-23-197.1 (1975).

(m) Effective January 1, 2019, any marketplace facilitator who does not collect and remit sales, use, or simplified sellers use tax on Alabama retail sale transactions of qualifying amounts shall be required to report such retail sales and provide customer notifications, within constitutional limitations, pursuant to Ala. Code § 40-2-11(7)(b) (1975) and rules promulgated thereunder.

(n) The ADOR may adopt, promulgate, and enforce reasonable rules and regulations for the administration and enforcement of this act.

CREDIT(S): Ala. Code § 42-23-199.1 (1975).

SECTION XVIII: RENTAL TAX

Section 1. This section contains Montgomery County's Rental Tax, effective November 1, 2019.

Section 2.(a) It is the intention of the Alabama Legislature, by passage of Alabama Act Nos. 2019-91 and 2019-218, that Montgomery County be and is authorized to levy and provide for the collection of, in addition to all other taxes authorized by law, a rental tax not to exceed the tax rate set forth herein.

(b) The rental tax set forth herein (1) is not a gross receipts tax in the nature of a sales tax, as such term is defined in Ala. Code § 40-2A-3(8) (1975), as amended, and used in Ala. Code § 11-51-209 (1975), as amended, and (2) is not a tax on gross proceeds described in Act No. 89 of the 1975 Fourth Special Session of the Alabama Legislature, but is instead a direct tax on the lessee or renter collected by the lessor or vendor for ease of administration.

(c) The acts authorizing this rental tax shall be liberally construed in conformity with the intentions and findings expressed by the Alabama Legislature in Section 2 of Act No. 2019-91, and Act No. 2019-218.

Section 3.(a) Definitions

The following words, terms, and phrases where used shall have the following respective meanings except where the context clearly indicates a different meaning:

(1) BUSINESS. All activities engaged in, or caused to be engaged in, by any person with the object of gain, profit, benefit, or advantage, either direct or indirect to such person.

(2) COUNTY. Montgomery County, Alabama.

(3) COUNTY COMMISSION. The Montgomery County Commission.

(4) GROSS VEHICLE WEIGHT. The empty weight of the truck or truck tractor, plus the heaviest load to be carried and, in the case of combinations, the empty weight of the heaviest trailer with which the power unit shall be placed in combination, plus the heaviest load to be carried.

(5) LEASING or RENTING. A transaction whereunder the person who owns or controls the possession of tangible personal property permits another person to have the possession or use thereof for a consideration and for the duration of a definite or indefinite period of time without transfer of the title to such property. The detention by the user thereof of freight cars, oxygen and acetylene tanks, and similar property, in respect of which detention a demurrage or per diem charge is made against the user of such property, shall not be deemed to constitute a transaction whereunder property is leased or rented to another within the meaning of this section.

(6) LESSEE or RENTER. Any person leasing or renting tangible personal property from a lessor or vendor.

(7) LESSOR or VENDOR. Any person engaging or continuing in the business of leasing or renting tangible personal property.

(8) PERSON. Any natural person, firm, partnership, association, corporation, receiver, trust, estate, or other entity, or any other group or combination of any thereof acting as a unit.

(9) RENTAL PASSENGER VEHICLE. An automotive vehicle designed to carry 15 or fewer passengers and used primarily for the transportation of persons on public roads and highways that is rented or leased without a driver, regardless of where such vehicle is licensed.

(10) RENTAL REVENUE. The value proceeding or accruing from the lessee or renter in each transaction involving the leasing or renting tangible personal property, not including any license, privilege, or excise tax passed on to a lessee or renter by a lessor or vendor, without any deduction on account of the cost of the property so leased or rented, the cost of materials used, labor or service cost, interest paid, or any other expenses whatsoever, and without any deduction on account of loss, and shall also include on the part of any person claiming an exemption under subdivision (4) of Section 5 an amount equal to the amount of rental paid on any tangible personal property acquired under such exception and thereafter diverted to the use of such person.

(11) RENTAL TAX. The privilege, license, or excise tax set forth in Section XVIII of the Montgomery County Taxpayers' Bill of Rights.

(12) RENTAL TRUCK. An automotive vehicle designed primarily for the transportation on public roads and highways of property in or upon its own structure and having a gross vehicle weight under 26,000 pounds, including, without limitation, an automotive vehicle commonly known as a "pickup" or "pickup truck," that is rented or leased without a driver, regardless of where such vehicle is licensed.

(13) STATE DEPARTMENT OF REVENUE. The Alabama Department of Revenue, or any such successor agency commissioned by the Alabama Legislature to administer the state rental tax.

(14) STATE RENTAL TAX. The tax levied by Article 4 of Chapter 12 of Title 40, Code of Alabama 1975, as amended.

(15) TANGIBLE PERSONAL PROPERTY. Personal property which may be seen, weighed, measured, felt, or touched, or is in any other manner perceptible to the senses. The term does not include stocks, bonds, notes, insurance, or other contracts or securities.

(b) All definitions of words, terms, and phrases in, or incorporated into, the statutes levying the State Rental Tax and in any related rules of the state Department of Revenue shall apply herein, except as otherwise expressly provided herein or where the context clearly indicates a different meaning.

Section 4.(a) Levy of Rental Tax.

Pursuant to the authority granted by Act nos. 2019-91 and 2019-218, and Resolution of the Montgomery County Commission dated February 20, 2018, there is hereby levied and shall be collected as herein provided, in addition to all other taxes now imposed or authorized by law, and to collect as herein provided, a privilege, license, or excise tax (herein called the "Rental Tax") on the leasing or renting of tangible personal property within the County. Though required to be collected by the lessor or vendor, the Rental Tax shall conclusively be presumed to be a direct tax on the lessee or renter, pre-collected for the purpose of convenience only. Each individual transaction involving the lease or rental of tangible personal property to

a lessee or a renter shall constitute the basis for computing the Rental Tax. As such, the rental tax shall not be construed as a tax on the gross receipts or gross proceeds of a lessor or a vendor. To the extent that Act 89, adopted during the 1975 Fourth Special Session ("Act 89") is inconsistent with any provision of the acts authorizing Montgomery County's Rental Tax, such conflicting provisions of Act 89 are superseded and repealed, but only to the extent of the conflict, and Act 89 shall otherwise remain in full force and effect. Act no. 2017-465 of the 2017 Regular Session is repealed.

(b) The Rental Tax shall become effective and shall be levied beginning November 1, 2019.

(c) The Rental Tax is hereby imposed at the following rates:

(1) In each transaction involving the leasing or renting of any automotive vehicle or truck trailer, semi-trailer, or house trailer, a rate of three quarters of one percent of the Rental Revenue paid by the lessee or renter of the automotive vehicle, truck trailer, semi-trailer, or house trailer; provided, however, that the leasing or renting of Rental Passenger Vehicles and Rental Trucks shall be exempt from the Rental Tax.

(2) In all other transactions subject to the tax, a rate of two percent of the Rental Revenue paid by the lessee or renter in each transaction subject to the tax.

(d) The Rental Tax shall not apply to any leasing or rental in which the state, or any municipality or county in the state, or any public corporation organized under the laws of the state, is the lessee or vendee or the lessor or vendor.

(e) Subject to subsections (g) and (h), when a lessor or vendor in the County (1) leases tangible personal property to a lessee or renter outside the County, (2) the property is to be used outside the County, and (3) the lessor's or vendor's records in the County show that the property is so leased to be used outside the County, the transaction is not subject to the Rental Tax.

(f) Subject to subsections (g) and (h), when a lessor or vendor (1) is located outside of the County, (2) leases or rents tangible personal property to a lessee or renter within the County, and (3) the property so leased or rented is to be used in the County, the transaction is subject to the Rental Tax.

(g) Except for Rental Passenger Vehicles and Rental Trucks, the leasing or renting of any automotive vehicle, truck trailer, semi-trailer, or house trailer within the County is subject to the Rental Tax, although the automotive vehicle, truck trailer, semi-trailer, or house trailer may be returned to the lessor or vendor outside the County. Where any automotive vehicle, truck trailer, semi-trailer, or house trailer is leased outside the County and turned in to the lessor or vendor in the County, the transaction is not subject to the Rental Tax.

(h) Except for Rental Trucks, when a lessor or vendor leases or rents a truck, truck trailer, or semi-trailer to a motor carrier in the County, the transaction is subject to the Rental Tax, although the truck, truck trailer, or semi-trailer may occasionally travel outside of the County. Where the lessor or vendor leases a truck, truck trailer, or semi-trailer to a motor carrier outside the County, the transaction is not subject to the Rental Tax, although the truck, truck trailer, or semi-trailer may occasionally travel in the County.

(i) The Rental Tax does not apply to any transaction that is exempt pursuant to Act nos. 2019-91 and 2019-218, including without limitation, the exemptions set forth in Section 5 of the acts.

Section 5. Collection of Rental Tax

(a) Each person engaging or continuing in the business of leasing or renting tangible personal property subject to the Rental Tax shall add to the rental price and collect from the renter or lessee the amount of tax owed by such renter or lessee. It shall be unlawful for any person engaging or continuing to engage in the business of leasing or renting tangible

personal property subject to the Rental Tax to fail or refuse to (1) add the Rental Tax to the rental price, and (2) collect from the lessee or renter the amount of tax required to be added to the rental price. It shall be unlawful for any person engaging or continuing in the business of leasing or renting tangible personal property subject to the Rental Tax authorized herein to refund or offer to refund all or any part of the amount collected or to absorb or advertise directly or indirectly the absorption or refund of any portion of such tax. The Rental Tax herein shall conclusively be presumed to be a direct tax on the retail consumer, pre-collected for the purpose of convenience only.

(b) The County Commission has determined that the Rental Tax herein levied shall initially be self-administered, subject to the right of the County Commission to subsequently appoint a private collection agency or other agent to administer and collect the taxes in the future.

(c) The Rental Tax shall be collected and administered at the same time and in the same manner as the state Rental Tax, pursuant to, and in accordance with, the applicable provisions of Article 1 of Chapter 3 of Title 11, Code of Alabama (1975), as amended, except as otherwise provided herein. All provisions of the State Rental Tax statutes and all other statutes which expressly apply to, or purport to affect, the administration, enforcement, and collection of the State Rental Tax, and any related rules of the state Department of Revenue that are not inconsistent with the Rental Tax herein, as such statutes and rules may be amended, shall apply to the Rental Tax and are incorporated herein by reference and made a part hereof as if fully set forth herein. Without limiting the generality of the foregoing, the County shall have the same rights, remedies, power, and authority including the right to adopt and implement the same procedures, as would be available to the state Department of Revenue if the Rental Tax was being administered, enforced, and collected by the state Department of Revenue.

(d) With respect to the Rental Tax, the County shall initially be deemed to be a self-administered county, as that term is defined in Ala. Code § 40-2A-3 (1975), subject to the discretion of the County to appoint a private collection agent or the Alabama Department of Revenue to collect the Rental Tax in the future.

(e) The Rental Tax shall constitute a debt due the County and may be collected in a civil suit, in addition to all other methods provided by law, including Act no. 2019-91, and resolution of the County Commission. The tax, together with any interest and penalties with respect thereto, shall constitute and be secured by a lien upon the property of any person from whom the tax is due or who is required to collect the tax. All the provisions of the revenue laws of the state which apply to the enforcement of liens for privilege, license, or excise taxes due the state shall apply fully to the collection of the Rental Tax.

(f) The County shall collect the tax and enforce the Rental Tax and the County or its appointed agent shall have and exercise all rights and remedies that the State Department of Revenue would have if the Rental Tax were being administered, enforced, and collected by the State Department of Revenue. The County Commission may employ special counsel as it deems necessary from time to time to enforce the collection of the Rental Tax and otherwise to enforce the resolution of the County Commission authorizing the Rental Tax, including the institution, prosecution, and defense of any litigation involving the County's resolution authorizing the Rental Tax or Act nos. 2019-91 and 201-218. The County Commission shall pay the special counsel such fees as it deems necessary and proper from the proceeds of the Rental Tax.

(g) The County Commission elects (i) to assess interest on any delinquency in the payment of the Rental Tax and (ii) to pay interest on any refund of Rental Tax erroneously paid in accordance with the provisions of Ala. Code § 11-3-11.3(g) (1975).

(a) The Rental Tax, except where otherwise provided in Act nos. 2019-91 and 2019-218, and the resolution of the County Commission dated February 20, 2018, shall be due and payable in monthly installments on or before the twentieth (20th) day of the month next succeeding the month in which the tax accrues.

(b) Except where otherwise provided in Act no. 2019-91 and the resolution of the County Commission dated February 20, 2018, on or before the twentieth (20th) day of each month, every person who is charged with the collection of the Rental Tax shall render to the County, on a form or forms prescribed by the County, a true and correct statement showing any information required by the County, and at the time of making the monthly report the person shall pay the County Commission the amount of tax then due to be remitted.

(c) When the total Rental Tax that a lessor or vendor must collect averages less than two hundred dollars (\$200) per month during the preceding calendar year, a quarterly return and remittance in lieu of the monthly returns may be made, by election of the lessor or vendor to the County, on or before the 20th day of the month next succeeding the end of the quarter for which the tax is due under any rules and regulations as may be prescribed by the County. The election to file quarterly shall be made in writing no later than February 20 of each year and shall be filed with the County. Notwithstanding the foregoing, but subject to the final sentence of this subsection, no Rental Tax return shall be due until January 20 of each year unless the total Rental Tax that a lessor or vendor was required to collect during the preceding calendar year exceeds ten dollars (\$10). In order to qualify for quarterly or annual filing status, the lessor or vendor shall have (1) been in business for the entire preceding calendar year, (2) been subject to the requirement to collect the Rental Tax for the entire preceding calendar year, and (3) filed the required returns covering the entire preceding calendar year upon which the calculation of the average monthly tax or annual tax required to be collected is based.

(d) The County may, for good cause, extend the time for making any return required herein, but the time for filing such return shall not be extended for a period greater than 30 days from the date such return is due to be made.

(e) Any person who is charged with collecting the Rental Tax and who makes cash or credit leases or rentals, may report such cash leases or rentals when made, and shall thereafter include in each monthly report all credit collections made during the month preceding, and shall remit the tax due thereon at the time of filing such report, but in no event shall the tax be owed by the lessor or vendor until collection of the credit leases or rentals have been made.

(f) It shall be the duty of every person required to collect the Rental Tax to keep and preserve suitable records of the Rental Revenues of the business and the Rental Tax collected, and such other books or accounts as may be necessary to determine the amount of Rental Tax that he or she collected, and was required to collect, from lessees or renters hereunder. It shall be the duty of every person to keep and preserve all invoices of tangible personal property leased or rented, and all such books, invoices, and other records shall be open for examination at any time by the County Commission or its duly authorized agent. Any person leasing, who in addition leases for releasing, shall keep his or her books so as to show separately such transactions and the Rental Revenues of leasing for releasing. All transactions involving the leasing and rental of tangible personal property shall be subject to the Rental Tax in absence of such separate records.

(g) Any person subject to the provisions hereof who shall sell out his or her business or stock of rental goods, or shall quit business, shall be required to make out the return provided for herein within 30 days after the date he or she sold out his or her business or stock of rental goods, or quit business, and his or her successor in business shall be

required to withhold sufficient of the purchase money to cover the amount of the tax referenced herein that is due and unpaid until the time the former owner produces a receipt from the County Commission showing that the tax has been paid, or a certificate that no tax is due. If the purchaser of a business or stock of rental goods fails to withhold purchase money and the tax is due and unpaid after the 30-day period allowed, he or she shall be personally liable for the payment of the tax accrued and unpaid on the transactions engaged in by the former owner. If the County Commission or its duly authorized agent deems it necessary to collect the taxes due the County, it may make a jeopardy assessment as provided in Ala. Code § 40-29-1 (1975), et seq.

CREDIT(S): Ala. Code § 40-23-240 (1975); Montgomery County Commission Resolution February 26, 2008; Act 2017-415; Alabama Act No. 201-91; Alabama Act No. 2019-218.

SECTION XIX: ELECTRONIC ONLINE FILING.

(1) By virtue of a Resolution of the Montgomery County Commission dated February 26, 2008, all taxpayers making an individual tax payment of \$500 or more for Montgomery County sales, use, rental, lodgings and motor fuel taxes (when an online system is developed or adopted to allow for such reporting), that are collected on or after April 1, 2008, including applicable interest and fees, shall file and pay electronically, at that time and for all filing periods thereafter. The Montgomery County Commission also encourages voluntary taxpayer participation for online tax payment transactions less than \$500.

(2) The system allowing taxpayers to file and remit these taxes is the Optional Network Election for Single Point Online Transactions or "ONE SPOT" established pursuant to Ala. Code § 40-23-240 (1975).

(3) To comply with the interest rate change declared in Alabama Act 2017-415, the ONE SPOT system will be updated so that any delinquent non-state administered local taxes filed through ONE SPOT (MAT) will accrue interest at the new rate set forth in Ala. Code § 40-1-44 (1975) beginning August 1, 2017 through the filing of the delinquent tax.
CREDIT(S): Ala. Code § 40-23-240 (1975); Montgomery County Commission Resolution February 26, 2008; Act 2017-415.

SECTION XX: FILING FREQUENCY OPTIONS AND AMOUNT LIMITS FOR THE FILING OF SALES, USE AND LODGINGS TAX REPORTS.

Section 1. Sales Tax

(a) The sales tax levied by Montgomery County, except as otherwise provided in subsection (c) of this section, shall be due and payable in monthly installments on or before the 20th day of the month next succeeding the month in which the tax accrues.

(b) Except as otherwise provided in subsection (c) of this section, on or before the 20th day of each month, every person on whom Montgomery County's sales tax is imposed shall report to the Department, on a form prescribed by the Department, a true and correct statement showing such information as the Department may require, and shall pay to the Department the amount of taxes shown to be due.

(c) Taxpayers meeting the criteria set forth in the subdivisions of this subsection may elect to file quarterly, semi-annually, or annually. Any election to file quarterly, semi-

annually, or annually shall be made in writing no later than February 20 of each year and shall be filed with the Department in the manner prescribed by the Department. Qualifying taxpayers electing to file quarterly, semi-annually, or annually, shall report to the Department, on a form prescribed by the Department, a true and correct statement showing such information as the Department may require. Qualifying taxpayers shall pay to the Department the amount of tax shown to be due on or before the applicable deadlines, under any rules and regulations as may be prescribed, as follows:

(1) When the total sales tax for which any person is liable to Montgomery County is less than \$2,400 during the preceding calendar year, the person may elect to file quarterly returns. Quarterly returns and payments of the amount of tax shown to be due shall be due on or before the 20th day of the month next succeeding the end of the quarter for which the tax is due.

(2) When the total sales tax for which any person is liable to Montgomery County is less than \$1,200 during the preceding calendar year, or the person liable for the tax has made retail sales in Montgomery County during no more than two, thirty consecutive day periods during the preceding calendar year, the person may file semi-annual returns. The semi-annual returns and payment of the amount of tax shown to be due shall be due on or before July 20 and January 20 following the end of the six-month period for which the tax is due.

(3) When the total sales tax for which any person is liable to Montgomery County during the preceding calendar year is less than six hundred dollars (\$600), or the person liable for the tax has made retail sales in Montgomery County during no more than one, thirty consecutive day period during the preceding calendar year, the person may elect to file an annual return. The annual return and payment of the tax shown to be due shall be due on or before January 20 following the end of the annual period for which the tax is due.

(d) The Department, for good cause, may extend the time for making any return required under the provisions of this division, but the time for filing any such return shall not be extended for a period greater than 30 days from the date such return is due to be made.

Section 2. Use Tax

(a) Except as otherwise provided in subsection (f), the tax imposed hereunder shall be due and payable to the Department monthly on or before the 20th day of the month next succeeding each month during which the storage, use or other consumption of tangible property became taxable hereunder.

(b) Every seller or person engaged in making retail sales of tangible personal property for storage, use or other consumption in Montgomery County, who alternatively:

(1) Maintains, occupies or uses, permanently or temporarily, directly or indirectly, or through a subsidiary, or agent by whatever name called, an office, place of distribution, sales or sample room or place, warehouse or storage place or other place of business;

(2) Qualifies to do business or registers to collect the tax levied hereunder;

(3) Employs or retains under contract any representative, agent, salesman, canvasser, solicitor or installer operating in Montgomery County under the authority of the person or its subsidiary for the purpose of selling, delivering, or the taking of orders for the sale of tangible personal property or any services taxable hereunder or otherwise solicits and receives purchases or orders by any agent or salesman;

(4) Solicits, pursuant to a contract with a broadcaster or publisher located in Montgomery County, orders for tangible personal property by means of advertising which is disseminated primarily to consumers located in Montgomery County and only secondarily to other counties or other jurisdictions;

(5) Solicits orders for tangible personal property by mail if the solicitations

are substantial and recurring and if the retailer benefits from any banking, financing, debt collection, telecommunication, or marketing activities occurring in Montgomery County or benefits from the location in Montgomery County of authorized installation, servicing, or repair facilities. Notwithstanding the previous sentence, a seller who contracts with a provider of call center services shall not be deemed to benefit from telecommunication activities occurring in this county or from the location in this county of authorized installation, servicing, or repair facilities merely as a result of contracting for and receiving only call center services from a call center located in this county. The preceding sentence shall only apply for call centers, as authorized or specified in Division 3 of Article 17 of Chapter 10 of Title 41, Code of Alabama (1975) and placed in service in this county on or before October 1, 2003.

(6) Has, under a franchise or licensing arrangement or contract, a franchisee or licensee operating under its trade name;

(7) Solicits, pursuant to a contract with a cable television operator located in this county, orders for tangible personal property by means of advertising which is transmitted or distributed over a cable television system in this county;

(8) Solicits orders for tangible personal property by means of a telecommunication or television shopping system which is intended by the person to be broadcast by cable television or other means of broadcasting, to consumers located in Montgomery County;

(9) Maintains any other contact with Montgomery County that would allow Montgomery County to require the seller to collect and remit the tax due under the provision of the Constitution and laws of the United States; or

(10) Distributes catalogs or other advertising matter and by reason thereof receives and accepts order from residents, within Montgomery County, shall be subject to all the provisions of Montgomery County's local use tax and shall, except as otherwise provided in subsection (f), on or before the 20th day of the month following the close of each month file with the Department a return for the preceding month in such form as may be prescribed by the Department showing the total sales price of the tangible personal property sold by such seller, the storage, use, or consumption of which became subject to the local use tax during the preceding month and such other information as the Department may deem necessary for the property administration of its local use tax.

(c) The return shall be accompanied by a remittance of the amount of tax herein required to be collected by the seller during the period covered by the return. Returns shall be signed by the seller or his duly authorized agent but need not be verified under oath.

(d) Except as otherwise provided in subsection (f), every person purchasing tangible personal property, the storage, use or other consumption of which is subject to Montgomery County's use tax, and who has not paid the tax due with respect thereto to a seller required or authorized to collect the tax, shall on or before the 20th day of the month following the close of each month file with the Department a return for the preceding month in such form as may be prescribed by the Department showing the total sales price of the tangible personal property purchased by such person, the storage, use, or other consumption of which became subject to Montgomery County's use tax during the preceding month and with respect to which the tax was not paid to a seller required or authorized to collect the tax, and such other information as the Department may deem necessary for the proper administration of its local use tax. The return shall be accompanied by a remittance of the amount of tax imposed and not paid to a seller required or authorized to collect the tax during the period covered by the return. Returns shall be signed by the person liable for the tax or his duly authorized agent, but need not be verified under oath.

(e) For the purpose of the proper administration of Montgomery County's use tax and to prevent evasion of the tax and the duty to collect the same, it shall be presumed that

tangible personal property sold by any person for delivery in this county is sold for storage, use, or other consumption in this county unless the person selling such property has taken from the purchaser a certificate signed by and bearing the name and address of the purchaser to the effect that the property was purchased for resale, and it shall be further presumed that tangible personal property shipped to this county by the purchaser thereof was purchased from a retailer on and after March 1, 1939, for storage, use, or other consumption in Montgomery County. Except as otherwise provided in subsection (f), any seller making cash and credit sales for storage, use, or other consumption in Montgomery County may report such cash sales and shall thereafter include in each monthly report all credit collections made during the preceding month, and shall pay the taxes due thereon at the time of filing such report, but in no event shall the gross proceeds of credit sales be included in the measure of the tax to be paid until collections of such credit sales shall have been made.

(f) Taxpayers meeting the criteria set forth in the subdivisions of this subsection may elect to file quarterly, semi-annually, or annually. Any election to file quarterly, semi-annually, or annually shall be made in writing no later than February 20 of each year and shall be filed with the Department in the manner prescribed by the Department. The Department, for good cause, may extend the time for making any return, but the time for filing any such return shall not be extended for a period greater than 30 days from the date such return is due to be made. Qualifying taxpayers shall pay to the Department the amount of tax shown to be due on or before the applicable deadlines, under any rules and regulations as may be prescribed, as follows:

(1) When the total use tax for which any person is liable to Montgomery County is less than \$2,400 during the preceding calendar year, the person may elect to file quarterly returns. Quarterly returns and payment of the amount of tax shown to be due shall be due on or before the 20th day of the month next succeeding the end of the quarter for which the tax is due under such rules and regulations as may be prescribed by the Department.

(2) When the total use tax for which any person is liable to Montgomery County is less than \$1,200 during the preceding calendar year, or the person liable for the tax has made no more than two transactions subject to use tax during the preceding calendar year, the person may elect to file semi-annual returns. The semi-annual returns and payment of the amount of tax shown to be due shall be due on or before July 20 and January 20 following the end of the six-month period for which the tax is due.

(3) When the total use tax for which any person is liable to Montgomery County during the preceding calendar year is less than six hundred dollars (\$600) or the person liable for the tax has made no more than one transaction subject to use tax during the preceding calendar year, the person may elect to file an annual return. The annual return and payment of the tax shown to be due shall be due on or before January 20 following the end of the annual period for which the tax is due.

Section Three. Lodgings Tax

(a) Montgomery County's lodgings tax, except as otherwise provided in paragraph (b), shall be due and payable in monthly installments on or before the 20th day of the month next succeeding the month in which the tax accrues. On or before the 20th day of each month, every person, firm or corporation on whom Montgomery County's lodgings tax is imposed shall render to the Department on a form prescribed by the Department, a true and correct statement showing the gross proceeds of the business for the next preceding month, together with such other information as the Department may demand and require, and at the time of making such monthly report the taxpayer shall compute the taxes due and shall pay to the Department the amount of taxes shown to be due.

(b) Taxpayers meeting the criteria set forth in the subdivisions of this subsection

may elect to file quarterly, semi-annually, or annually. Any such election to file quarterly, semi-annually, or annually shall be made in writing no later than February 20 of each year and shall be filed with the Department in the manner prescribed by the Department. The Department, for good cause, may extend the time for making any return, but the time for filing any such return shall not be extended for a period greater than 30 days from the date such return is due to be made. Qualifying taxpayers electing to file quarterly, semi-annually, or annually, shall report to the Department, on a form prescribed by the Department, a true and correct statement showing such information as the Department may require. Qualifying taxpayers shall pay to the Department the amount of tax shown to be due on or before the applicable deadlines, under any rules and regulations as may be prescribed, as follows:

(1) When the total lodgings tax for which any person is liable to Montgomery County is less than \$2,400 during the preceding calendar year, the person may elect to file quarterly returns. Quarterly returns and the amount of tax shown to be due shall be due on or before the 20th day of the month next succeeding the end of the quarter for which the tax is due.

(2) When the total lodgings tax for which any person is liable to Montgomery County is less than \$1,200 during the preceding calendar year or the person liable for the tax has provided accommodations during no more than two, thirty consecutive day periods during the preceding calendar year, the person may elect to file semi-annual returns. The semi-annual returns and payment of the tax shown to be due shall be due on or before July 20 and January 20 following the end of the six-month period for which the tax is due.

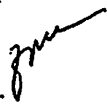
(3) When the total lodgings tax for which any person is liable to Montgomery County is less than six hundred dollars (\$600) for the preceding calendar year or the person liable for the tax provides accommodations during no more than one, thirty consecutive day period during the preceding calendar year, the person may elect to file an annual return. The annual return and payment of the tax shown to be due shall be due on or before January 20 following the end of the annual period for which the tax is due.

CREDIT(S): Ala. Code § 40-23-7 (1975); Ala. Code § 40-23-68 (1975); Ala. Code § 40-26-3 (1975); Act no. 2019-253.

August 14, 2019

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Florence M. Cauthen 
Deputy Administrator

SUBJECT: Arboretum

At the Commission meeting on March 25, 2019, the Commission authorized Parks and Recreation Director James Williams to move forward with discussions with MPS to partner for the use and improvement of the Arboretum as an educational, environmental and recreational resource for MPS students and all citizens of Montgomery County. As a result of numerous meetings with James and representatives of MPS, MPS issued the attached memo to outline the agreements and responsibilities of both parties.

Under the proposed lease agreement, the Montgomery County Commission (MCC) will enjoy use of the Arboretum for community events and programs for the citizens of Montgomery County. In return, MCC will provide volunteers to host the fourth grade field trips, which the Montgomery County Extension Service has agreed to do. In addition, MCC must perform minimum repairs and maintenance and provide outdoor seating and portable toilets for larger events scheduled by MCC. General Services Director Lamar Allen has inspected the property and believes that the requested maintenance and repairs are reasonable and can be performed at minimal expense.

James believes the Arboretum can be used as an additional site for summer programs and senior activities. In addition, the Arboretum can be made available for community events, family reunions, and special events hosted by Parks and Rec. James would like to discuss the partnership with the Commission at its meeting on August 19, 2019, and request that the lease agreement be placed on the next agenda.



Montgomery County Board of Education

307 South Decatur Street • P.O. Box 1991 • Montgomery, AL 36102-1991

Phone (334) 223-6700 • Fax (334) 269-3076

www.preparingstudentsforlife.com

MONTGOMERY PUBLIC SCHOOLS

MEMO

To: James Williams, Director
From: Kristy Hatch, Educational Specialist *KH*
Through: Ann Roy Moore, Superintendent *ARM*
Date: July 23, 2019
Re: MPS Arboretum

Montgomery Public Schools is pleased to continue discussions regarding the partnership between Montgomery County Parks and Recreation for the use and improvement of the MPS Arboretum. To facilitate in this partnership, this memo should serve to further outline the agreements on both parties.

Montgomery Public Schools will maintain the grounds of the facility during the summer months and the Montgomery County Commission will maintain the grounds (grass cutting, tree/limb maintenance, etc.) from August to May each year.

Montgomery Public Schools will maintain the utilities and general maintenance of the facility.

Both parties will enter into a lease/rental agreement, but at no monthly cost.

Montgomery Public Schools will have first choice in scheduling events on the property and the Montgomery County Commission will schedule access to the property through the MPS point of contact.

In exchange for use of the facility, MPS asks the Montgomery County Commission to provide the following:

- Paint and labor to paint the main building
- Repair/replace broken toilets
- HVAC check and tune-up
- Picnic Tables
- Bleacher type seating
- Hand Washing Stations (2)
- Use of a suitable Port-a-Let for events for large groups

The Montgomery County Commission will also provide volunteers (who have cleared a background check) to host the fourth grade field trips as scheduled.

Montgomery Public Schools will provide keys and security codes for up to four people from the Montgomery County Commission.

Additional discussion and decisions will be forthcoming, but this memo will pave the way to a long and fruitful relationship to ensure the use and enjoyment of the MPS Arboretum.

22-2

1 STATE OF ALABAMA)

2 COUNTY OF MONTGOMERY)

3 MONTGOMERY PUBLIC SCHOOLS STANDARD LEASE/RENTAL AGREEMENT

4 This agreement is made and entered into by and between Montgomery County Board of
5 Education, (hereinafter called the Lessor), and Montgomery Parks and Recreation (hereinafter called the
6 Lessee) both acting through their undersigned duly authorized representatives.

7 WITNESSETH: That for in consideration of the respective covenants and agreements herein
8 expressed and of the faithful performance by Lessee of all said covenants and agreements, Lessor does
9 hereby lease unto Lessee and Lessee hereby rents from the Lessor the Montgomery Public Schools
10 Arboretum located in the County of Montgomery, Alabama (hereinafter referred to as Leased Premises)
11 to be used by the Lessee for the purpose of Community events and programs for the citizens of
12 Montgomery County and for no other purpose whatsoever, without the express written consent of
13 Lessor endorsed on or attached to this Lease Agreement, for and during the term commencing at
14 12:00pm on the 1st day of August 2019, and terminating at 12:00pm on the 31st day of July 2020.

15 The Lessor hereby promises and agrees:

16 To permit Lessee upon, faithful performance of the terms of this Lease, to peaceably have, hold
17 and enjoy the use of the Leased Premises for the term and purposes described above.

18 To furnish at Lessor's expense, gas for the heating system, electricity for lights and power and
19 water for drinking and sanitary restrooms. Lessor's air cooling system, if such system is existent, will also
20 be operated at Lessor's expense during the season when deemed necessary for comfortable use of the
21 Leased Premises. The extent of the use of utilities as are necessary for ordinary and comfortable use of
22 the Leases Premises shall be determined by the agent designated by the Montgomery County Board of
23 Education to supervise such use. Lessor shall not be responsible for any unavoidable delays, accidents,
24 and failures of public utility services. Lessor will not furnish ticket sellers, ticket takers, ushers, spot light
25 operators, security personnel, policemen, or firemen and all compensation paid to individuals for
26 performing these types of services shall be paid by the Lessee.

27 The Lessee hereby promises and agrees:

28 To pay Lessor rent for the use of the Leased Premises in the sum of \$0.00. Said rent to be paid
29 as follows: Due on the first day of agreement.

30 To pay such sum or sums to Lessor in lawful currency of the United States of America or by
31 certified or cashier's check.

32 To keep the Leased Premises clean and generally cared for during the term of the lease, with the
33 exception of the cleaning services which are regularly provided by the Lessor's custodial staff.

34 To quit and surrender the Leased Premises to Lessor at the end of the term of this Lease in the
35 same condition as at the date of the commencement of this lease, excepting ordinary use and wear and
36 damages caused by the elements or acts of God.

37 To abide by and conform to all rules and regulations from time to time adopted or prescribed by
38 the Lessor, for the operation and management of the Lease Premises.

39 To save the Montgomery County Board of Education harmless and to indemnify it against any
40 claims or liability arising or resulting from any injury to the Lessee, its agents, servants or employees or
41 to any property, visitor, spectator, or participant in any activity by reason of the occupancy and use of
42 said premises under this lease agreement, regardless of entrance gained to said Leased Premises by paid
43 admissions, by pass issued by Lessee or Lessor or by any unlawful admission gained without knowledge
44 of Lessor or Lessee.

45 This agreement is made and entered into upon the following express covenants and conditions,
46 all and every one of which the Lessee hereby covenants and agrees to and with the Lessor to keep and
47 to perform:

48 That Lessee will comply with the laws of the United States of America and of the State of
49 Alabama, and ordinances of the City of Montgomery, and all rules and requirements of the police and
50 fire departments or other municipal authorities of the City of Montgomery, and will obtain and pay for
51 all necessary permits and licenses, and will not do or suffer to be done anything on said premises during
52 the term of this Lease in violation of any such laws, ordinances, rules or requirements, and if the
53 attention of Lessee is called to any such violation on the part of the Lessee or of any person employed
54 by or admitted to the Leased Premises by Lessee, Lessee will immediately desist from and correct such
55 action.

56 That Lessee shall not injure, nor mar, nor in any manner deface or otherwise damage the Leased
57 Premises, or other buildings on the Leased Premises or the grounds of the Leased Premises and will not
58 drive or permit to be driven nails, hooks, tacks or screws into any part of the Leased Premises and will
59 not make or allow to be made any alterations of any kind therein or on the grounds or premises thereof.

60 That if the Leased Premises, appurtenant buildings or grounds or any portion thereof are
61 damaged by the act, default or negligence of the Lessee, or Lessee's agents, employees, patrons, guest,
62 or any person admitted thereto by Lessee, Lessee will pay to the Lessor upon demand such sum as shall
63 be necessary to restore said Leased Premises, other buildings or grounds to its present condition.
64 Lessee hereby assumes full responsibility for the character, acts and conduct of all persons admitted to
65 the Leased Premises by the consent of the Lessee, and the Lessee agrees to have on hand at all times, at
66 its own expense, such police force and/or certified security personnel and Fire Marshal as is deemed
67 necessary by the Chief of Police or the Chief of the Fire Department of the City of Montgomery or by the
68 Lessor to maintain order and to protect persons and property.

69 Any chairs or other type seats in addition to the permanent seating equipment of the Leased
70 Premises which may be needed or used by Lessee shall be furnished by Lessee.

71 That Lessee will permit no chair or movable seat to be or remain in the passageways and will
72 keep said passageways clear at all times.

73 That Lessee will not post nor allow to be posted or exhibited signs, advertisements, show bills,
74 posters, or cards of any description inside or in front or on any part of said building except upon regular
75 bill-boards provided by the Lessor therefore, and will use, post or exhibit only such signs,
76 advertisements, show bills, posters or cards upon said bill-boards as related to the performance or
77 exhibition to be given on the Leased Premises. That Lessee shall take down and remove all signs,
78 advertisements, show bills, posters or cards objected to by Lessor.

79 That no performance, exhibition, or entertainment shall be given or held in the Leased Premises
80 which shall be objected to by the Lessor.

81 That Lessee shall not admit into the Leased Premises a number of persons larger than the official
82 seating capacity will accommodate or that can safely and/or freely move about therein.

83 That Lessor reserves the right through its representatives to eject any objectionable person or
84 persons from said building and upon the exercise of this authority through its agents, or policemen.
85 Lessor reserves the right to be present at all times during the Lessee's use of the Leased Premises.

86 That Lessor reserves the right to remove all property of the Lessee remaining on the Leased
87 Premises after the termination of this Lease at the expense of the Lessee.

88 That no portion of the sidewalks, entries, vestibules, halls or stairways or access to public
89 utilities of said building shall be obstructed by the Lessee or used for any purposes other than for ingress
90 or a egress from the Leased Premises. The doors, entrances, stairways, or openings that reflect or
91 admit light into any place in the building including hallways corridors, and passageways, also heating
92 appliances and lighting attachments, shall not be covered or obstructed by the Lessee. The rest rooms
93 and equipment shall not be used for any purpose other than that for which they were constructed, and
94 no sweepings, rubbish, rags, papers or other substances shall be thrown therein. Any damage resulting
95 to harm from misuse of any nature or character whatever shall be paid for by the Lessee.

96 That in the event the said Leased Premises or any part thereof shall be destroyed or damaged by
97 fire or any other cause or if any other casualty or unforeseen circumstances shall render the fulfillment
98 of this Lease by either party impossible, the Lease shall terminate and the Lessee shall pay rental for the
99 Leased Premises only up to the time of such termination. The Lessee hereby waives any claim for
100 damages or compensation should this Lease be terminated because of one of the aforementioned
101 circumstances.

102 That the Leased Premises and the keys thereto shall be at all times under the charge and
103 control of the agents of the Montgomery County Board of Education.

104 That Lessee further agrees that if any default is made in the payment of the rent or any part
105 thereof at the times above specified, or if any default is made in the covenant or agreement contained
106 herein, this letting and relation of landlord and tenant shall cease and terminate at the option of the

Lessor. The Lessor may remove all persons and property belonging to the Lessee from the Leased Premises and institute whatever legal action which may be appropriate to recover the payment of the rental fee, liquidated damages and attorney's fees.

That Lessee hereby waives all rights under the Constitution and the laws of the State of Alabama or any other state to claim personal property exemption for any liability, debt or obligation arising under this lease contract.

That any sum due to the Lessor from the Lessee for the use of the Leased Premises or any accommodations, service or material shall be first lien on the box office receipts of the Lessee.

Lessee shall upon request for the Lessor permit the Lessor or its agents to review and check all admission tickets as received by the Lessee from the printer in the original package prior to any ticket sales so the Lessor may accurately determine the exact number of admission tickets that will be offered for sale by Lessee.

That Lessee will not assign this Lease or sublet the Leased Premises without the written and endorsed consent of the Lessor.

That any matters not herein expressly provided for shall be at the discretion of the Montgomery County Board of Education, and that the terms and conditions of this Lease cannot be varied, amended, changed or otherwise altered unless such changes are in writing and attached hereto as an endorsement.

IN WITNESS WHEREOF, Lessor by its designated agents and Lessee by its undersigned authorized representative have caused this information to be executed by affixing their respective signatures and seals on this the _____ day of _____, 20_____.

MONTGOMERY PUBLIC SCHOOLS

LESSEE

By: _____

By: _____

Building Principal

Title: _____

Approved By: _____

Asst. Superintendent of Operations

Montgomery Public Schools Arboretum Field Trip
Fourth Grade Schedule
2019-2020

Date of Trip	School (# Students in grade level)	Date of Trip	School (Student/Teacher)
9/17 Tuesday Trip A	Bear (82)	3/10 Tuesday Trip A	Garrett (88)
9/17 Tuesday Trip B	Bear (82)	3/10 Tuesday Trip B	Garrett (88)
9/18 Wednesday Trip A	Blount (60)	3/11 Wednesday Trip A	Halcyon (90)
9/18 Wednesday Trip B	Blount (60)	3/11 Wednesday Trip B	Halcyon (90)
9/19 Thursday Trip A	Brewbaker Inter (216)	3/12 Thursday Trip A	Highland Gardens (79)
9/19 Thursday Trip B	Brewbaker Inter (216)	3/12 Thursday Trip B	Highland Gardens (79)
9/20 Friday Trip A	Brewbaker Inter (216)	3/13 Friday Trip A	Johnson (68)
9/20 Friday Trip B	Brewbaker Inter (216)	3/13 Friday Trip B	Johnson (68)
9/24 Tuesday Trip A	Carver Elem (75)	3/24 Tuesday Trip A	King (36) all
9/24 Tuesday Trip B	Carver Elem (75)	3/24 Tuesday Trip A	Southlawn (40) all
9/25 Wednesday Trip A	Catoma (55)	3/25 Wednesday Trip A	MacMillian (56)
9/25 Wednesday Trip B	Catoma (55) remainder and Dunbar/Ramer all	3/25 Wednesday Trip B	MacMillian (56)
9/26 Thursday Trip A	Chisholm (88)	3/26 Thursday Trip A	Morningview (88)
9/26 Thursday Trip B	Chisholm (88)	3/26 Thursday Trip B	Morningview (88)
9/27 Friday Trip A	Crump (100)	3/27 Friday Trip A	Nixon (79)
9/27 Friday Trip B	Crump (100)	3/27 Friday Trip B	Nixon (79)
10/1 Tuesday Trip A	Dalraida (119)	5/5 Tuesday Trip A	TS Morris (103)
10/1 Tuesday Trip B	Dalraida (119)	5/5 Tuesday Trip B	TS Morris (103)
10/2 Wednesday Trip A	Dannelly (107)	5/6 Wednesday Trip A	Vaughn Road (95)
10/2 Wednesday Trip B	Dannelly (107)	5/6 Wednesday Trip B	Vaughn Road (95)
10/3 Thursday Trip A	Davis (77)	5/7 Thursday Trip A	Wares Ferry (72)
10/3 Thursday Trip B	Davis (77)	5/7 Thursday Trip B	Wares Ferry (72)
10/4 Friday Trip A	FAAM (118)	5/8 Friday Trip A	Wilson (65)
10/4 Friday Trip B	FAAM (118)	5/8 Friday Trip B	Wilson (65)
10/8 Tuesday Trip A	Fitzpatrick (90)		
10/8 Tuesday Trip B	Fitzpatrick (90)		
10/9 Wednesday Trip A	Flowers (59) all		
10/9 Wednesday Trip B	Highland Avenue (64) all		

Trip A = 10:30 – 12:00

Trip B = 12:30 – 2:00

22-7



July 31, 2019

Montgomery County Commission
101 South Lawrence St
Montgomery, AL 36104

Dear County Commissioners:

With support from members like you, the Montgomery Area Business Committee for the Arts (MABCA) continues to play a leading role in developing and promoting business support of and participation in the arts. As you know, involvement with the arts brings a direct benefit to business. The MABCA works to foster the relationship between business and the arts through its network and programs. A modest investment from each member creates a collective effort of significant impact. What one company could not achieve alone, the MABCA is able to accomplish on behalf of many.

Your past support has contributed greatly to the success of this organization. Your **renewal this year is essential** as we continue to build the partnerships between business and the arts. Your membership level is based upon the number of your employees in the River Region and dues are billed annually for all member companies. We hope you will take a moment to review the enclosed Membership Dues Structure and renew Montgomery County Commission as a member of the MABCA.

In addition to our Annual Awards Luncheon, we will hold our members-only cocktail reception the evening before the luncheon and are involved with several significant art projects and collaborations. This past year, the MABCA has been working very hard with the Public Art Commission and has installed the granite sidewalk quotes leading to the Riverfront tunnel, dedicated the Nat King Cole mural on Maxwell Boulevard by partnering with a local business owner to support the arts! Soon MABCA will unveil 2 bus wraps designed by local artists in celebration of the City of Montgomery and the State of Alabama's Bicentennial year. MABCA is also the project manager on the renovation of Klein Park, now renamed Montgomery Plaza, and will install a life-size bronze sculpture of Mrs. Rosa Parks on December 1, 2019. As a member of MABCA you have access to the River Region *PARThership* program and our *Art at Work* service. Your efforts through MABCA are making a tremendous impact in the River Region!

We hope you will join us for our **33rd Anniversary of our Business in the Arts Awards Luncheon** that will take place **Thursday, November 7th at 11:45 AM at the Renaissance**. Please feel free to call me at 334-220-7604 should you have any questions. On behalf of the MABCA Board of Directors, we look forward to receiving your positive response.

Sincerely,

Ashley D. Ledbetter
Executive Director

BOARD OF DIRECTORS: Albert A. Allenback • Brad Armagost • G. Carlton Barker • Ronald C. Brown • Mark P. Bunting • Robert Burns • William D. Coleman • Gene C. Crane
A. Bruce Crawford • R. Guy Davis, Jr. • Arthur DuCote • John H. Foshie • Michael E. Galvin • Rusty Gregory • Barrie H. Harmon, III • Caryn C. Hughes • Lance Hunter
Rhon Jones • Pete Knight, Jr. • John W. "Billy" Livings • Sam Munnerlyn • Lee Parks • Bruce Reid • Joe B. Riley • Sheron J. Rose • Dr. Quinton T. Ross, Jr. • Robert F. Runkle
Leslie Sanders • Justice William B. Sellers • J. Mark Snead, Jr. • Mayor Todd Strange • Jimmy Stubbs • Russell Tyner • Bob Vardaman • William E. Wallace • Cleo Washington
J. Cameron West • George R. Wilder
FOUNDER: Wynton M. Blount (1921-2002)
DIRECTOR EMERITUS: Robert S. Weil, Sr. (1919-2016)
EX-OFFICIO: Mayor Bill Gillespie • Mayor R. Allen Kelley • Jim L. Ridling • Mayor Jerry Willis
EXECUTIVE DIRECTOR: Ashley DuBose Ledbetter

23-1

2019 MABCA MEMBERSHIP APPLICATION

Please amend/correct your information below and return with your payment

COMPANY: Montgomery County Commission

CONTACT: Chairman Elton Dean

ADDRESS: 101 South Lawrence St

CITY, STATE, ZIP: Montgomery, AL 36104

PHONE:

FAX:

EMAIL:

AMOUNT ENCLOSED: _____

GUIDELINES FOR LEVELS OF SUPPORT

Total Employees	
Category V \$2,000	Over 250
Category IV \$1,100	101-250
Category III \$ 825	51-100
Category II \$ 600	11 to 50
Category I \$ 300	10 or fewer
Individual \$150	Individuals

Membership dues are figured at the discretion of each participating business and are tax-deductible since the MABCA is a not-for-profit organization with 501(c)(3) status.

Please make checks payable to: The Montgomery Area Business Committee for the Arts (MABCA) and mail to: MABCA/ P.O. Box 5177/ Montgomery, AL 36103-5177 (334)263-2224 office; mabca2@yahoo.com

23-2

MONTGOMERY



PUBLIC ART

P.O. Box 1111
Montgomery, AL 36101
www.mgmpublicart.com

August 27, 2019

Montgomery County Commission
101 South Lawrence Street
Montgomery, AL 36104

Dear County Commissioners:

Greetings on behalf of the Montgomery Public Art Commission members. The Montgomery Public Art Commission has commissioned a life-size bronze sculpture of Mrs. Rosa Parks to be installed near Montgomery Plaza in celebration of the Bus Boycott on December 1, 2019 and the City and State's bicentennial anniversaries on December 3rd and December 14th, respectively. The State of Alabama and the City of Montgomery have partnered on this important project and I humbly request the County Commission's support through the request of \$20,000 towards this project. The total cost of the sculpture is \$100,000 and will be dedicated on Sunday, December 1, 2019.

Warmest Regards,

A handwritten signature in black ink, reading "Ashley Ledbetter". The signature is fluid and cursive, with the first name "Ashley" written in a larger, more prominent script than the last name "Ledbetter".

Ashley DuBose Ledbetter

PUBLIC ART COMMISSION MEMBERS: Nathaniel Allen ▯ Jonathan Avant ▯ Keary Foster ▯ Rusty Gregory ▯ Malin Hill ▯ Ashley Jernigan ▯ Melissa Tubbs
EX-OFFICIO: Angie Dodson ▯ Amy Williamson ▯ Desmond Wilson
CHAIRMAN: Ashley DuBose Ledbetter

24-1

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

August 29, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Joint Public Charity Hospital Board Reappointments

On October 5, 2019, the terms of Mr. Tommie Ellis and Mr. Henry A. Frazer will expire as board members of the Joint Public Charity Hospital Board.

Attached is a memorandum from Dr. A.Z. Holloway, Chairman of the board, which states
"Henry Frazer agreed to reappointment for the next term. Tommie Ellis position on the board requires a new appointment. The board is looking for someone to serve from the southwestern region of the county. Recommendations are encouraged and welcomed."

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

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

25-1

JOINT PUBLIC CHARITY HOSPITAL BOARD

3060 Mobile Highway
Montgomery, Alabama 36108
334-293-6501



MTGY CO. COMMISSIONER
JUL 29 '19 AM 9:07

A.Z. Holloway, M.D.
Chairman

Richard Burleson
Vice-Chairman

Mary Weidler
Secretary

Henry Frazer, Pharm.D.
Treasurer

Tommie Ellis
Board Member

James Armstrong
Board Member

MEMORANDUM

TO: Donald L. Mims, CPA MPA
Administrator
Montgomery County Commissioner

FROM: A.Z. Holloway, MD, Chairman
Joint Public Charity Hospital Board

DATE: July 24, 2019

RE: Board Member Reappointment

At the July 24, 2019 Joint Public Charity Hospital Board (JPCHB) meeting renewal for Henry Frazer, Pharm.D and Tommie Ellis was discussed.

Henry Frazer agreed to reappointment for the next term. Tommie Ellis position on the board requires a new appointment. The board is looking for someone to serve from the southwestern region of the county. Recommendations are encouraged and welcomed.

If any questions arise please feel free to contact Kimberly Robinson at 334-293-6501.

AH/kr

25-2

Joint Public Charity Hospital Board

Members:

Term Expires:

* Tommie Ellis
643 Sullivans Trace
Montgomery, AL. 36105
Phone: 322-0292

10/5/2019

* Henry A. Frazer
500 Cherry Hill Place
Montgomery, AL 36117
Cell: 296-1441
Work: 265-2700
Home: 271-1678

10/5/2019

Dr. Albert Holloway, Chairman
687 Timberlane Road
Pike Road, AL 36
Phone: 288-0009

10/5/2020

Robert H. Steindorff
2717 Marler Road
Pike Road, Alabama 36064
Cell: 334-799-8118

10/5/2020

Mary B. Weidler
1722 Hill Hedge Drive
Montgomery, AL 36106

10/5/2021

Dr. James Armstrong
2107 Allendale Road
Montgomery AL 36111
334-224-0468

10/5/2021

Richard Burleson (293-6400)
Administrator
Montgomery County Health Department
3060 Mobile Hwy
Montgomery, AL 36108

Permanent

Term: 3 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

August 29, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery City/County Personnel Board

Attached is a letter from County Appointee James E. Williams resigning from the Montgomery City/County Personnel Board Member. His term will expire October 1, 2022.

We will be discussing this appointment at Monday's meeting.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

26-1

LAW OFFICES
MELTON, ESPY & WILLIAMS, P.C.

255 DEXTER AVENUE
MONTGOMERY, AL 36104

JOSEPH C. ESPY, III
JAMES E. WILLIAMS
J. FLYNN MOZINGO
C. MARK BAIN
BENJAMIN J. ESPY*
WILLIAM M. ESPY

* ALSO ADMITTED IN MISSISSIPPI

MONTGOMERY CO. COMMISSION
JUL 31 '19 AM 10:03

OAKLEY W. MELTON, JR.
(1927-2013)

MAILING ADDRESS:
P.O. DRAWER 5130
MONTGOMERY, AL 36103-5130
TELEPHONE (334) 263-6621
FAX (334) 269-9515

July 24, 2019

Chairman Elton Dean
Montgomery County Commission
27 Madison Avenue
Montgomery, AL 36104

RE: Montgomery City/County Personnel Board

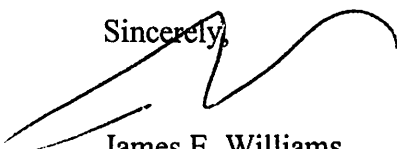
Dear Chairman Dean:

I am writing to inform you that I hereby tender my resignation as member of the Montgomery City/County Personnel Board effective immediately.

I enjoyed working with Carmen, Johnny, Benita, and the entire staff and regret that my law practice requires this resignation. If you have any questions, please do not hesitate to contact me.

With kindest personal regards, I am

Sincerely,


James E. Williams

cc: Ms. Carmen Douglas (cdouglas@montgomeryal.gov)
Mr. Johnny Baker (jbrealty@charter.net)
Ms. Benita Froemming (bfroemming@fwtravel.net)

JUL 30 '19 AM 9:44

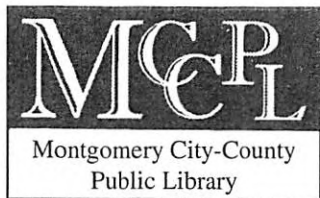
26-2

Personnel Board, City-County

Members:		Term Expires:
* James E. Williams P.O. Drawer 5130 Montgomery, AL 36103 Home: 834-4746 Work: 263-6621	(County)	10/1/2022
Johnny Baker, (Chairman) 2277 Semmes Drive Montgomery, AL 36106 Home: 272-9405 Work: 262-7773	(Courts)	10/1/2023
Benita Froemming	(City)	10/1/2001

NOTE: Although Ms. Froemming's term expired 10/1/2001, she will continue to serve on the Board as the City's Representative until the city deems it appropriate to take action on this matter.

Term: 6 years



2004 Gold Star Award Recipient



Public Library Division
Alabama Library Association

Library Administration
PO Box 1950
245 High Street
Montgomery, AL 36102-1950

MTG CO. COMMISSION
JUL 22 '19 AM 8:52

Juliette H. Morgan Memorial Library
E.L. Lowder Branch Library
Governor Square Branch Library
Coliseum Branch Library
Pine Level Branch Library

Ramer Branch Library
Rosa Parks Branch Library
Rufus A. Lewis Branch Library
Pike Road Community Branch Library
Pintlala Branch Library

July 18, 2019

Elton Dean, Chairman
Montgomery County Commission
P. O. Box 1667
Montgomery, Alabama 36102

Dear Chairman Dean:

As the Montgomery City-County Public Library Board of Trustees works to remain in compliance of all policies and regulations of the city and county governing agencies. It is noted by the attached 2018 and 2019 Attendance Reports that two (2) members, (Betsy Atkins and Joseph Tremble) are not in compliance with the attendance policy as stated in the January 21, 2000 Resolution No. 12-2000 which states "...a board member missing 50% of the scheduled meeting in a calendar year may be removed from that board by the appointing Councillor." To this end, we are requesting your assistance with this violation.

As always, we thank you kindly for addressing this issue and your interest and assistance with the success of all library sponsored activities.

Very truly yours,

Katie R. Bell, President
Library Board

Montgomery City-County Public Library
Board of Trustees' Meetings
2018 Attendance Report

Members		Term Expires	Feb	Mar	April	May	June	Aug	Oct	Dec
Betsy Atkins		6/1/2021	Excused	Excused		Excused	Present	Excused	Excused	
Katie Bell		6/1/2020	Present	Present		Present	Present	Excused	Present	
Cassandra Brown		9/21/2020						Present	Excused	
Gary Burton		6/1/2022	Present	Present		Present	Excused	Present	Excused	
ShaKenya Calhoun		9/21/2021	Excused	Present		Present	Excused	Present	Excused	
Janice Franklin		6/1/2021	Absent	Present		Absent	Present	Present	Present	
Michael Fritz		6/1/2019	Excused	Present		Present	Present	Excused	Present	
Amy Knudsen		6/1/2020	Absent	Present		Absent	Absent	Absent		
Chester Mallory		9/21/2022	Present	Present		Present	Present	Present	Present	
Mary McLemore			Present	Present		Present	Excused	Present	Present	
Theresa Steele Mitchell		6/1/2020							Present	
Patina Moss		6/21/2019	Present	Present		Present	Excused	Present	Absent	
Adam Muhlendorf		6/1/2019	Present	Excused		Present	Present	Excused	Present	
Ron Simmons		9/21/2019						Present	Present	
Joseph Trimble		6/1/2019	Absent	Present		Absent	Absent	Present	Absent	
Janet Waller		9/21/2022	Present	Excused		Present	Present	Present	Present	

Montgomery City-County Public Library
Board of Trustees' Meetings
2019 Attendance Report

Members	Term Expires	Jan	Mar	May	July	Sept	Nov
Betsy Atkins	6/1/2021	Absent	Excused	Absent	Absent		
Katie Bell	6/1/2020	Present	Present	Present	Present		
Cassandra Brown	9/21/2020	Present	Present	Present-C	Excused		
Gary Burton	6/1/2022	Present	Excused	Excused	Present		
ShaKenya Calhoun	9/21/2021	Present	Excused	Excused	Present		
Janice Franklin	6/1/2021	Excused	Present	Excused	Present		
Michael Fritz	6/1/2019	Present	Present	Present	Present		
Phill Johnson	6/1/2022	Excused	Excused	Present	Excused		
Chester Mallory	9/21/2022	Present	Present	Present	Present		
Mary McLeMore		Excused	Present	Present	Present		
Theresa Steele Mitchell	6/1/2020	Excused	Present	Excused	Present		
Patina Moss	6/1/2023	Present	Present	Present	Excused		
Adam Muhlendorf	6/1/2019	Present	Present	Present	Present		
Ron Simmons	9/21/2019	Present	Excused	Excused	Present		
Joseph Trimble	6/1/2023	Absent	Absent	Absent	Absent		
Janet Waller	9/21/2022	Present	Present	Present	Excused		
Staff							
Jaunita Owes		Present	Present	Present	Present		
Karen Preuss		Present	Present	Present	Present		
Rebie Morris		Present	Present	Present	Present		
Tanerica Thurman		Present	Present	Present	Present		
Michael Briddell		Present	Present	Present	Present-C		
*Regular meetings held bimonthly.							

**Montgomery City-County Public Library
Board of Trustees
2018 Directory**

Patina Moss
County Appointment
2856 S. Colonial Drive
Montgomery, AL 36111
Phone W #229-7529
Cell #324-0380
pmosslib@yahoo.com
Term Expires: June 1, 2023

Katie Bell, President
City Appointment
3613 Winterset Court
Montgomery, AL 36111-3361
Phone H #284-1800
Cell #318-1509
Fax #284-4002
katierb@charter.net
Term Expires: June 1, 2020

Phill Johnson, PhD
County Appointment
1572 Westbury Park CT
Montgomery, AL 36117
Cell # 315-4507
Pjohns23@aum.edu
Term Expires: June 1, 2022

ShaKenya Calhoun
City Appointment
4155 Lomac Street, Ste. G
Montgomery, AL 36106
Phone W #272-4400
shakenyac@aol.com
Term expires: September 21, 2017



Joseph D. Trimble
County Appointment
512 Martha Street
Montgomery, AL 36104
Phone H #263-4989; C# 235-8225
jsph_trimble@yahoo.com
Term Expires: June 1, 2023

Michael Fritz
City Appointment
25 South Court Street, Suite 200
Montgomery, AL 36109-2344
mfritzjd@hotmail.com
Term Expires: June 1, 2019

Gary Burton, Vice President
County Appointment
13812 U.S. Hwy 31
Hope Hull, AL 36043-5104
Phone H #288-7414
Phone W #281-9439
Cell #315-2235 Fax #281-9419
garyburton1@charter.net
Term Expires: June 1, 2022

Cassandra E. Brown
City Appointment
P.O. Box 251402
Montgomery, AL 36125
Phone H #286-0791
Cell # 324-9191
cebrown49@gmail.com
Term Expires: September 21, 2020

Theresa Steele Mitchell
County Appointment
554 East Fairview Avenue
Montgomery, AL 36106
Phone C# 334-603-5949
tsteelemitchell@gmail.com
Term Expires: June 1, 2020

Janet Waller, Secretary
City Appointment
2307 Allendale Place
Montgomery, AL 36111-1636
Phone H #264-8923
*Cell #504-250-1219
jmwall7@gmail.com
Term Expires: September 21, 2018



Betsy Atkins
County Appointment
201 Laurel Springs Court
Pike Road, AL 36064
Phone H #260-0998
Betsy@goakd.com
Term Expires: June 1, 2021

Janice Franklin, Ph D
County Appointment
4424 Woodcrest Drive
Montgomery, AL 36108
Phone H #288-9153
Office: #229-4106
jfranklin@alasu.edu
Term Expires: June 1, 2021

Mary McLemore
President, Friends of the Library
122 Laurelwood Drive
Pike Road, AL 36064-2213
Phone H #277-0039 Cell #652-8285
marymclemore@fastmail.com

VACANT
President, Library Foundation

Jaunita Owes, Library Director
City-County Public Library
P.O. Box 1950
245 High Street
Montgomery, AL 36102-1950
Phone #240-4300
Fax #240-4977
jowes@mccpl.lib.al.us

Adam Muhlendorf
City Appointment
3361 Boxwood Drive
Montgomery, AL 36111
Office #334-625-0175
Cell #202-641-6216
adam@longleafstrategies.com
Term expires: June 1, 2019

Chester Mallory, Treasurer
City Appointment
P.O. Box 6056
Montgomery, AL 36106-0056
Phone W #262-7773
Cell #303-4802
cmallory@mindspring.com
Term expires: September 21, 2018

Ron Simmons
City Appointment
1219 Parama Court
Montgomery, AL 36109
Phone W # 230-8356
Cell # 303-0847
rsimmons@montgomerychamber.com
Term expires: September 21, 2019

Karen L. Preuss, Asst. Director
City-County Public Library
P.O. Box 1950
245 High Street
Montgomery, AL 36102-1950
Phone #240-4300
Fax #240-4977
kpreuss@mccpl.lib.al.us

Library Home Page <http://www.mccpl.lib.al.us>

4 year terms

27-5

8/20/2018

MEANS GILLIS LAW, P.C.

ATTORNEYS AND COUNSELLORS AT LAW
ESTABLISHED IN 1981

Post Office Box 5058
60 Commerce Street, Suite 200 • Montgomery, Alabama 36104-3530
TEL: (334) 270-1033 • FAX: (334) 260-9396
WWW.MEANSGILLISLAW.COM

August 20, 2019

Donnie Mims
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102

H. LEWIS GILLIS¹
TYRONE C. MEANS^{1,2,3}
KRISTEN J. GILLIS¹

ADMITTED
¹ ALABAMA
² GEORGIA
³ KANSAS

Re: Distribution of tickets

Dear Donnie:

This letter comes in response to your request that I provide some guidance with regard to the distribution of a number of tickets that have been presented to the County Commission for the FCS Kickoff Classic at Cramton Bowl. I have previously provided guidance regarding the distribution of tickets for the Camellia Bowl and other events. The Camellia Bowl desired to fill up the stands such that a favorable public impression is present to the world stage of the events and tourist spots in the city and county. Montgomery County considers this to be an important benefit to the quality of life to its citizens and the economic development of the county.

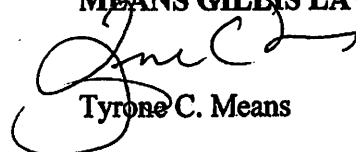
Previously, I have advised that care should be provided in the distribution of such tickets such that it does not appear that there was an impermissible scheme related to the distribution that inures to the personal or political benefit of any particular commissioner. Accordingly, the county has provided tickets to various organizations that represent a cross section of Montgomery County citizens.

The commissioners do convene and make recommendations as to the entities that may be targeted for distribution with care being made to assure that whoever receives tickets will in fact attend the events and represent a cross section of the community. The goal of any permitted distribution is to assure that there is no impropriety nor the appearance of impropriety in the distribution of tickets.

Accordingly, distributing tickets to youth groups, senior groups, schools as well as other citizen groups would be permissible. In the past, the YMCA, the Brentwood Children's Home, the various high schools have all been beneficiaries of the distribution of tickets.

I hope I have answered your questions or concerns.

Sincerely yours,
MEANS GILLIS LAW, P.C.



Tyrone C. Means

28-1



ALABAMA HISTORICAL COMMISSION

468 South Perry Street
P.O. Box 300900
Montgomery, Alabama 36130-0900
334-242-3184 / Fax: 334-240-3477

Lisa D. Jones
Executive Director
State Historic Preservation Officer

August 20, 2019

MTGY CO. COMMISSIO
AUG 23 '19 AM 9:11

Montgomery County Commission
101 S. Lawrence Street
Montgomery, Alabama 36104

RE: Flatwood Cemetery (Union Benevolent Cemetery), 430-452 William Drive, Montgomery, Montgomery County, Alabama

Dear Commissioners:

The Alabama Historical Commission is pleased to inform you that the above referenced cemetery has been added to the Alabama Historic Cemetery Register.

The Alabama Historic Cemetery Register is a prestigious listing of historic cemeteries in Alabama. The Alabama Historical Commission considers historic cemeteries particularly worthy of preservation and appreciation, and therefore deserving of this special recognition. Listing on the register is an honorary designation.

For your information, there are now 25 cemeteries in Montgomery County listed on the Alabama Historic Cemetery Register, which features 851 cemeteries statewide.

For additional information on the other programs offered by the Alabama Historical Commission, please contact me or visit our website at www.ahc.alabama.gov.

The Alabama Historical Commission appreciates your efforts to preserve Alabama's historic resources. I wish you much success in all endeavors and look forward to working with you on future preservation projects.

Very truly yours,

Hannah Garmon

Hannah Garmon
Cemetery Programs Coordinator
334.230.2644
Hannah.Garmon@ahc.alabama.gov



ALABAMA HISTORICAL COMMISSION

468 South Perry Street
P.O. Box 300900
Montgomery, Alabama 36130-0900
334-242-3184 / Fax: 334-240-3477

Lisa D. Jones
Executive Director
State Historic Preservation Officer

August 20, 2019

Montgomery County Commission
101 S. Lawrence Street
Montgomery, Alabama 36104

RE: Flatwood Cemetery (Golden Link Cemetery), 430-452 William Drive, Montgomery, Montgomery County, Alabama

Dear Commissioners:

The Alabama Historical Commission is pleased to inform you that the above referenced cemetery has been added to the Alabama Historic Cemetery Register.

The Alabama Historic Cemetery Register is a prestigious listing of historic cemeteries in Alabama. The Alabama Historical Commission considers historic cemeteries particularly worthy of preservation and appreciation, and therefore deserving of this special recognition. Listing on the register is an honorary designation.

For your information, there are now 26 cemeteries in Montgomery County listed on the Alabama Historic Cemetery Register, which features 852 cemeteries statewide.

For additional information on the other programs offered by the Alabama Historical Commission, please contact me or visit our website at www.ahc.alabama.gov.

The Alabama Historical Commission appreciates your efforts to preserve Alabama's historic resources. I wish you much success in all endeavors and look forward to working with you on future preservation projects.

Very truly yours,

Hannah Garmon
Cemetery Programs Coordinator
334.230.2644
Hannah.Garmon@ahc.alabama.gov

30-1

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>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

UPCOMING BIDS/CONTRACT RENEWALS

<u>NOV</u>								
	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

**Public Comment Regarding Proposed 2019-2020 Emergency Management Communications
District Board Budget**

No documents are presented for this item

Consider Proposed 2019-2020 Emergency Management Communications District Board Budget,
County Commission

See Item Number 1 in the September 3, 2019 Agenda

**ANNUAL CERTIFICATION
 FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020**

In accordance with Act 2012-293, the Alabama 9-1-1 Board is directed to make disbursements out of funds collected by the "Board" to each participating Emergency Communications District (the "ECDs") in accordance with the distribution formula to be used by the "ECDs" to establish, operate, maintain, and replace an emergency communication system as outlined under § 11-98-6, Code of Alabama 1975.

The undersigned "Authorized Officials" do hereby affirm and attest that the Montgomery County Sheriff's Office "ECD" has been and will be operated in compliance with the Code of Alabama, and that the ECD is a valid organization authorized to receive distributions from the "Board".

<u>9/23/2019</u> Date	 Signature of Authorized Official 1	<u>Sheriff</u> Title of Authorized Official 1
--------------------------	--	--

Derrick Cunningham
 Printed Name of Authorized Official 1

<u>9/23/2019</u> Date	_____ Signature of Authorized Official 2	<u>Chairman</u> Title of Authorized Official 2
--------------------------	---	---

Elton N. Dean, Sr.
 Printed Name of Authorized Official 2

State of Alabama

County of _____

I, _____, Notary Public in and for said County, in said State, hereby certify that _____, and _____, whose name(s) are signed to the foregoing Annual Certification, and who are known to me, acknowledged before me on this day that, being informed of the contents of the foregoing Annual Certification, he (she), as such Authorized Official, and with full authority, executed the same voluntarily for and as the act of the said _____ Emergency Communications District, on the day the same bears date.

GIVEN UNDER MY HAND and official seal on this the _____ day of _____, A.D., 20____.

Notary Public

My Commission Expires: State of Alabama

_____ County of _____