

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
SEPTEMBER 16, 2019

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:03 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Vice Chairman Walker. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

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

DISCUSSIONS BY THE COMMISSION

Commissioner Sankey requested to add \$200,000 for renovations at the Flatwood Community Center to the 2019-2020 Construction Programs Fund Budget, which was on the agenda. After discussion, the Commission requested that Administrator Mims work with Commissioner Sankey to develop a scope of work and proposed budget for the project.

Commissioner Harris discussed the 2020 Commission Meeting Schedule, which was on the agenda. He recommended that April - December be added to the schedule with meetings on the first and third Mondays of each month. The Information Sessions would begin at 8:00 a.m. and the Formal Session would begin at 9:30 a.m. There was no objection.

Chairman Dean asked to add additional items to the miscellaneous appropriations for education account that was on the agenda. The Commission agreed.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims noted that the Montgomery County Commission meeting on October 7, 2019 would be held at the Montgomery County Activity Center, 147 Old School House Road, Grady, Alabama. He stated that the information session will begin at 4:00 p.m., followed by the formal session at 5:30 p.m.

Administrator Mims stated that, due to a scheduling conflict, Dr. A.Z. Holloway, Chairman of the Joint Public Charity Hospital Board, could not meet with the Commission until the October 7, 2019 meeting.

Administrator Mims informed the Commission that on September 6, 2019, the Board of Directors of the Montgomery County Community Cooperative District held its first meeting. He stated that Leslie Sanders was elected Chairman, Jonathan Avant was elected Vice Chairman and he was elected Secretary. He stated that he would keep the Commission informed of the Board's actions.

Administrator Mims reminded the Commission that, at the conclusion of the Formal Session, they would need to convene a Special Call Meeting of the Montgomery County Emergency Management Communications District Board to approve the proposed 2019-2020 Emergency Management Communications District Board Budget.

PRESENTATION BY SHERIFF DERRICK CUNNINGHAM

Sheriff Derrick Cunningham requested to pursue the Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program Grant. After discussion, the Commission agreed to place this item on the next agenda.

Sheriff Cunningham requested to pursue the State Farm Good Neighbor Citizenship Grant (Safety Grant). After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY FINANCE DIRECTOR SHERRILL THOMAS

Finance Director Sherrill Thomas requested to hire a Payroll and Benefits Assistant at Pay Grade A4, Step 3 (\$30,795). After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY CHIEF APPRAISER CLAY HENLEY

Chief Appraiser Clay Henley briefed the Commission regarding a Renewal Amendment to IncomeWorks Software License Agreement with Assessment Advisors, LLC, for Web Based Software. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Henley briefed the Commission regarding a Montgomery County Property Tax Administration System Software Professional Services Agreement – Software Consultation and Customization with E-Ring, Inc., to Purchase the Capture PP Mobile Software. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY GIS & CADASTRAL MAPPING MANAGER TODD GRANT

GIS & Cadastral Mapping Manager Todd Grant briefed the Commission regarding a Digital Information Cooperative Agreement with the Alabama Department of Transportation concerning the 2018-2019 Countywide Aerial Photography Project. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY PARKS & RECREATION DIRECTOR JAMES WILLIAMS AND
MONTGOMERY COUNTY EXTENSION SERVICE COORDINATOR JIMMY
SMITHERMAN

Parks & Recreation Director James Williams discussed the Montgomery Public Schools Standard Lease/Rental Agreement with the Montgomery County Board of Education for the Montgomery Public Schools Arboretum. Mr. Williams presented a list of items that the Commission would provide and a cost estimate for each item. After discussion, the Commission agreed to waive rules and add this item to the agenda, subject to final review by the County Attorney.

Chairman Dean stated that both County Attorneys need to be abreast of what is going on with the Commission.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU
IALACCI

Chief Information and Technology Officer Lou Ialacci distributed his annual Performance Evaluation for the Review Period September 26, 2018 – September 25, 2019. Mr. Ialacci briefed the Commission on his accomplishments and his objectives for the next twelve months.

Commissioner Harris asked Mr. Ialacci to prioritize the installation of recording cameras outside buildings in the Courthouse complex. A question was asked about the number of days that all video should be saved. Mr. Ialacci referred the question to Sheriff Cunningham. The Sheriff responded that the County should retain all video for 90 days. Mr. Ialacci noted that 90 days of storage for all the cameras would cost at least \$250,000. Mr. Ialacci also reminded Commissioner Harris that this amount does not include the \$80,000 that he was quoted to add two special high definition cameras and equipment to record the exterior of the Courthouse and South Lawrence.

DIRECTOR OF RISK MANAGEMENT HOLLY LEVERETTE

Director of Risk Management Holly Leverette briefed the Commission regarding Cyber Liability Insurance with Axis Specialty, secured through Assured Partners, which will be effective October 1, 2019. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake recommended approval of awarding the bid for concrete pipe to Foley Products Company and awarding the bid for 3:1 bevel pipe ends and lift hole plugs to Alabama Pipe and Supply Company, Inc. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Speake briefed the Commission regarding a Position Fill Request for a County Road Equipment Operator I at County Engineering's District II maintenance facility. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY MANAGER OF PUBLIC AFFAIRS HANNAH HAWK

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

Ms. Hawk presented a Contract Agreement with the Montgomery Area Chamber of Commerce regarding the development of a 30 second television spot and a one (1) minute spot for social media to share the story of Montgomery County in the amount of \$7,500 and related Budget Change Request from Fund Balance. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Ms. Hawk briefed the Commission regarding a Services Agreement with Diligent Corporation for the iCompass Meeting Manager Pro Software. Commissioner Harris stated that he would like to see a presentation of this software. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY REVEREND AL DIXON, JR., WITH RESTOR, INC.

Reverend Al Dixon, Jr., with RESTOR, Inc., briefed the Commission regarding the organization and requested \$4,000 for a camera system for the building. Chairman Dean requested a \$4,000 miscellaneous appropriation from his Designated Revenue account for the camera system.

PRESENTATION BY PRESIDENT CALVIN SALERY WITH THE UNITED COMMUNITY IMPROVEMENT ASSOCIATION, INC.

President Calvin Salery with the United Community Improvement Association, Inc., briefed the Commission regarding the Butler Community Center. Commissioner Sankey requested that the Commission consider increasing the annual funding for this organization. No action was taken regarding this request.

EXECUTIVE DIRECTOR KERRI PRUIT AND EDUCATIONAL SPECIALIST METARA AUSTIN WITH THE DANNON PROJECT

Executive Director Kerri Pruit with The Dannon Project explained that the organization works with individuals with legal issues to assist them with transitioning to law-abiding and contributing members of society by providing necessary tools, support, and guidance. Also present was Educational Specialist Metara Austin. Ms. Pruit stated that the program would kick off in Montgomery on October 1, 2019.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Meeting.

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

The Pledge of Allegiance was led by Commissioner Sankey.

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

COMMENTS BY ATTENDEES

No comments

APPROVAL OF MINUTES

Commissioner Singleton made a motion to approve the Minutes of the Regular Meeting of September 3, 2019. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission.

CONSENT AGENDA

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

NEW BUSINESS

COUNTY COMMISSION – PUBLIC COMMENTS REGARDING PROPOSED 2019-2020 OPERATING BUDGET AND CONSTRUCTION PROGRAMS FUND BUDGET

Chairman Dean opened the meeting for Public Comment regarding Proposed 2019-2020 Operating Budget. There were no comments, and Chairman Dean then declared the Public Comment Segment Closed. (Copy of Public Comment Page Regarding Proposed 2019-2020 Operating Budget, Agenda Page 1-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED PROPOSED 2019-2020 OPERATING BUDGET

Commissioner Singleton made a motion to approve the Proposed 2019-2020 Operating Budget. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Proposed 2019-2020 Annual Operating Budget, Agenda Pages 2-1 through 2-17, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PROPOSED 2019-2020 CONSTRUCTION PROGRAMS FUND BUDGET

Commissioner Singleton made a motion to approve the 2019-2020 Construction Programs Fund Budget. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Proposed 2019-2020 Construction Programs Fund Budget, Agenda Page 3-1, is attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION REGARDING GASB 54 FUND BALANCE COMMITMENTS

Commissioner Harris made a motion to adopt the Resolution regarding GASB 54 Fund Balance Commitments. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Resolution, Agenda Pages 4-1 and 4-2, are attached to these Minutes.)

TAX AND AUDIT DEPARTMENT – ADOPTED PROPOSED AMENDED RESOLUTION REGARDING TAXPAYERS' BILL OF RIGHTS

Vice Chairman Walker made a motion to adopt the Proposed Amended Resolution regarding Taxpayers' Bill of Rights. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies Memorandum and Proposed Amended Taxpayers' Bill of Rights Resolution, Agenda Pages 5-1 through 5-68, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED THE 2020 COMMISSION MEETING SCHEDULE

Commissioner Harris made a motion to approve the 2020 Commission Meeting Schedule as discussed in the information session. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies Memorandum and the 2020 Commission Calendar, Agenda Pages 6-1 and 6-2, are attached to these Minutes.)

YOUTH FACILITY – APPROVED THE AGENCY GRANT AGREEMENT WITH THE ALABAMA DEPARTMENT OF YOUTH SERVICES FOR THE DAVIS TRANSITIONS PROGRAM FOR FISCAL YEAR 2019-2020

Commissioner Harris made a motion to approve the Agency Grant Agreement with the Alabama Department of Youth Services for the Davis Transitions Program for Fiscal Year 2019-2020. The motion was seconded by Commissioner Singleton and unanimously approved by the

Commission. (Copies Memorandum and the 2019-2020 Alabama Department of Youth Services Agency Grant Agreement, Agenda Pages 7-1 through 7-3, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED THE 2019-2020 ADECA COMMUNITY TRAFFIC SAFETY PROGRAM (CTSP) GRANT PARTICIPATION

Vice Chairman Walker made a motion to approve the 2019-2020 ADECA Community Traffic Safety Program (CTSP) Grant Participation. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies Memorandum and Agreement, Agenda Pages 8-1 through 8-3, are attached to these Minutes.)

YOUTH FACILITY – APPROVED 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

Commissioner Singleton made a motion to approve 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. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies Memorandum, Amendment to Contract and Agreement, Agenda Pages 9-1 through 9-8, are attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED THE RENEWAL OF PROFESSIONAL SERVICES CONTRACTS FOR THE 2019-2020 E.V.E.N. PROGRAM PROVIDERS

Commissioner Harris made a motion to approve the Renewal of Professional Services Contracts for the 2019-2020 E.V.E.N. Program Providers. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies Memorandum and Contracts, Agenda Pages 10-1 through 10-13, are attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED 2019-2020 ANNUAL COMMUNITY CORRECTIONS PLAN

Commissioner Harris made a motion to approve the 2019-2020 Annual Community Corrections Plan. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy Memorandum, Agenda Pages 11-1 and 11-2, is attached to these Minutes.)

DETENTION FACILITY – APPROVED RENEWAL OF AN AMENDMENT TO HEALTH SERVICES AGREEMENT WITH QCHC, INC., REGARDING HEALTH SERVICES FOR INMATES

Commissioner Harris made a motion to Approved Renewal of an Amendment to Health Services Agreement with QCHC, Inc., regarding Health Services for Inmates. The motion was seconded by Vice Chairman Walker. Chairman Dean, Vice Chairman Walker, Commissioner Harris, and Commissioner Singleton voted in favor of the motion. Commissioner Sankey abstained from the

vote and the motion carried. (Copies of Memorandum, Letter, Agreement and Email, Agenda Pages 12-1 through 12-5, are attached to these Minutes.)

DETENTION FACILITY – APPROVED 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

Vice Chairman Walker made a motion to approve Amendment Number 1 to the 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. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Amendment, Agenda Pages 13-1 and 13-2, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED EXCESS HEALTH INSURANCE RENEWAL OPTION 2 WITH OPTUM INSURANCE, SECURED THROUGH ALLIANCE INSURANCE GROUP

Commissioner Harris made a motion to approve Excess Health Insurance Renewal Option 2 with Optum Insurance, Secured through Alliance Insurance Group. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum, Letter and Documents, Agenda Pages 14-1 through 14-9, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED PROPERTY INSURANCE RENEWAL WITH AFFILIATED FM INSURANCE COMPANY, SECURED THROUGH ASSURED PARTNERS

Vice Chairman Walker made a motion to approved Property Insurance Renewal with Affiliated FM Insurance Company, Secured through Assured Partners. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Attachment, Agenda Pages 15-1 and 15-2, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED EXCESS LIABILITY INSURANCE RENEWAL WITH STATES SELF-INSURERS RISK RETENTION GROUP, SECURED THROUGH ASSURED PARTNERS

Vice Chairman Walker made a motion to approve the Excess Liability Insurance Renewal with States Self-Insurers Risk Retention Group, Secured through Assured Partners. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Attachment, Agenda Pages 16-1 and 16-2, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED BLUE CROSS BLUE SHIELD HEALTH PLAN ADMINISTRATIVE FEES, COBRA, DENTAL, AND WORKERS COMPENSATION

Vice Chairman Walker made a motion to approve the Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental, and Workers Compensation. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum and Letter, Agenda Pages 17-1 and 17-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED ANNUAL MEMBERSHIP DUES FOR 2019 IN THE AMOUNT OF \$2,000 TO THE MONTGOMERY AREA BUSINESS COMMITTEE FOR THE ARTS, INC.

Commissioner Singleton made a motion to approve the Annual Membership Dues for 2019 in the Amount of \$2,000 to the Montgomery Area Business Committee for the Arts, Inc. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum, Letter and Membership Application, Agenda Pages 18-1 through 18-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED APPROPRIATION FROM DESIGNATED REVENUE TO ALABAMA STATE UNIVERSITY FOR THE 2019 LABOR DAY CLASSIC IN THE AMOUNT OF \$100,000, WITH THE PAYMENT AFTER JANUARY 1, 2020

Commissioner Harris made a motion to approve Appropriation from Designated Revenue to Alabama State University for the 2019 Labor Day Classic in the Amount of \$100,000, with the Payment after January 1, 2020. The motion was seconded by Commissioner Singleton. Chairman Dean, Commissioner Harris, Commissioner Singleton and Commissioner Sankey voted in favor of the motion. Vice Chairman Walker voted no and the motion carried. (Copy of Memorandum, Agenda Page 19-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO AGENCIES

Administrator Mims requested approval of the miscellaneous appropriations to agencies included in the Agenda.

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations to Agencies Reprogramming Requests. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 20-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO EDUCATION

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

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations to Education Reprogramming Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 21-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE

Administrator Mims requested approval of the miscellaneous appropriations from designated revenue included in the Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriations from designated revenue reprogramming requests, and his fellow commissioners concurred.

Commissioner Harris made a motion to approve the Miscellaneous Appropriations from Designated Revenue reprogramming requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 22-1, is attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED BID AWARD TO SCF BUILDING FOR A UTILITY GARAGE, BID NUMBER 52110-19B-026

Vice Chairman Walker made a motion to approve the Bid Award to SCF Building for a Utility Garage, Bid Number 52110-19B-026. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Bid, Agenda Pages 23-1 and 23-2, are attached to these Minutes.)

PARKS AND RECREATION DEPARTMENT – APPROVED BID AWARD TO CONWAY’S OUTDOOR SERVICES FOR MONTGOMERY COUNTY PARKS GROUNDS MAINTENANCE, BID NUMBER 51901-19B-023

Commissioner Harris made a motion to approve the Bid Award to Conway’s Outdoor Services for Montgomery County Parks Grounds Maintenance, Bid Number 51901-19B-023. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum, Bid and Agreement, Agenda Pages 24-1 and 24-5, are attached to these Minutes.)

OMNIBUS VOTE

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

APPRAISAL DEPARTMENT – APPROVED BUDGET CHANGE REQUEST NUMBER 1

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 1, Appraisal Department. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Pages 25-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED BUDGET CHANGE REQUEST NUMBER 2

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 2, County Commission. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 26-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBERS 18, 19, 20 AND 21

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Numbers 18, 19, 20 and 21, County Commission Appropriations. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 27-1 through 27-5, are attached to these Minutes.)

DETENTION FACILITY – APPROVED BUDGET CHANGE REQUEST NUMBER 4

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 4, Detention Facility. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 28-1, is attached to these Minutes.)

FINANCE DEPARTMENT – APPROVED BUDGET CHANGE REQUEST NUMBER 1

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 1, Finance Department. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 29-1, is attached to these Minutes.)

RECREATION BOARD – APPROVED BUDGET CHANGE REQUEST NUMBER 4

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Approved Budget Change Request Number 4, Recreation Board. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 30-1, is attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED BUDGET CHANGE REQUEST NUMBER 7

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 7, Sheriff's Office. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 31-1, is attached to these Minutes.)

SUPPORT SERVICES –APPROVED BUDGET CHANGE REQUEST NUMBER 2

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 2, Support Services. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 32-1, is attached to these Minutes.)

YOUTH FACILITY – APPROVED BUDGET CHANGE REQUEST NUMBER 4

As approved in the Omnibus Vote, Commissioner Harris made a motion to approve Budget Change Request Number 4, Youth Facility. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 33-1, is attached to these Minutes.)

End of Omnibus

DETENTION FACILITY –APPROVED POSITION FILL REQUESTS (3)

1. Corrections Officer Trainee, Position Number 500419169
2. Corrections Officer Trainee, Position Number 500419222
3. Maintenance Mechanic, Position Number 500748003

Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 34-1 through 34-3, are attached to these Minutes.)

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

1. Legal Support Assistant, Position Number 408020026

Commissioner Singleton made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 35-1, is attached to these Minutes.)

ENGINEERING DEPARTMENT – APPROVED POSITION FILL REQUEST (1)

1. County Road Equipment Operator I, Position Number 660551003

Vice Chairman Walker made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 36-1, is attached to these Minutes.)

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

1. Assistant Tag and License Supervisor, Position Number 750053056

Commissioner Singleton made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 37-1, is attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED POSITION FILL REQUESTS (3)

1. Deputy Sheriff Lieutenant, Position Number 550434085
2. Deputy Sheriff Sergeant, Position Number To Be Determined
3. Public Safety Communications Dispatcher, Position Number 550483002

Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 38-1 through 38-3, are attached to these Minutes.)

YOUTH FACILITY – APPROVED POSITION FILL REQUESTS (2)

1. Juvenile Detention Officer, Position Number 900300008
2. Juvenile Detention Officer, Position Number 910300004

Commissioner Singleton made a motion to approve the Position Fill Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 39-1 and 39-2, are attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (7)

DEPARTMENTS

TRAVEL/TRAINING REQUESTS

- | | |
|--------------------------|-------------------------|
| 1. County Commission | Request Number 27 |
| 2. Probate Office | Request Number 6 |
| 3. Tax & Audit | Request Number 13 |
| 4. Sheriff’s Office | Request Number 51 |
| 5. Risk Management | Request Number 3 |
| 6. Community Corrections | Request Numbers 6 and 7 |

Commissioner Singleton made a motion to approve the Travel/Training Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of the Travel/Training Requests, Agenda Pages 40-1 through 40-7, are attached to these Minutes.)

WAIVE RULES

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

GIS & CADASTRAL MAPPING DEPARTMENT – APPROVED DIGITAL INFORMATION COOPERATIVE AGREEMENT WITH THE ALABAMA DEPARTMENT OF TRANSPORTATION REGARDING THE 2018-2019 COUNTYWIDE AERIAL PHOTOGRAPHY PROJECT

Commissioner Harris made a motion to approve the Digital Information Cooperative Agreement with the Alabama Department of Transportation regarding the 2018-2019 Countywide Aerial Photography Project and Related Resolution. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum, Letter and Attachments, Agenda Pages 41-1 through 41-10, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MONTGOMERY PUBLIC SCHOOLS STANDARD LEASE/RENTAL AGREEMENT WITH THE MONTGOMERY COUNTY BOARD OF EDUCATION FOR THE MONTGOMERY PUBLIC SCHOOLS ARBORETUM, SUBJECT TO FINAL REVIEW BY COUNTY ATTORNEY THOMAS T. GALLION, III

Commissioner Singleton made a motion to approve the Montgomery Public Schools Standard Lease/Rental Agreement with the Montgomery County Board of Education for the Montgomery Public Schools Arboretum, Subject to final review by County Attorney Thomas T. Gallion, III. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memoranda, Cost Estimates, Gallion's Opinion and Attachments, Agenda Pages 42-1 through 42-29, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED CYBER LIABILITY INSURANCE WITH AXIS SPECIALTY, SECURED THROUGH ASSURED PARTNERS

Vice Chairman Walker made a motion to approve the Cyber Liability Insurance with Axis Specialty, Secured through Assured Partners. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 43-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED CONTRACT AGREEMENT WITH THE MONTGOMERY AREA CHAMBER OF COMMERCE REGARDING THE DEVELOPMENT OF A 30 SECOND TELEVISION SPOT AND A ONE (1) MINUTE SPOT FOR SOCIAL MEDIA TO SHARE THE STORY OF MONTGOMERY COUNTY IN THE AMOUNT OF \$7,500 AND RELATED BUDGET CHANGE REQUEST FROM FUND BALANCE

Vice Chairman Walker made a motion to approve the Contract Agreement with the Montgomery Area Chamber of Commerce regarding the Development of a 30 Second Television Spot and a One (1) Minute Spot for Social Media to Share the Story of Montgomery County in the Amount of \$7,500 and Related Budget Change Request from Fund Balance. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum and Contract Agreement, Agenda Pages 44-1 and 44-2, are attached to these Minutes.)

COMMENTS BY COMMISSIONERS

Commissioner Singleton congratulated Sheriff Cunningham, the Sheriff's Office and Grant Manager Regina Walker for hosting another great Senior Rodeo for the Senior Citizens of Montgomery County.

Commissioner Sankey said good morning to everyone.

Vice Chairman Walker had no comment

Chairman Dean said good morning to everyone.

Commissioner Harris had no comment.

RECESS TO SPECIAL CALL MEETING OF THE EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD

Chairman Dean recessed the Formal Session to a Special Call Meeting of the Emergency Management Communications District Board.

RECESS TO INFORMATION SESSION

Chairman Dean recessed to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF, AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR CAUTHEN

Administrator Mims briefed the Commission regarding Board Member appointments to the Joint Public Charity Hospital Board. He stated that Mr. Tommie Ellis does not want to be reappointed. Commissioner Harris recommended the appointment of Carey L. Owens, Jr., to the board. After discussion, the Commission agreed to place this item on the next agenda.

Chairman Dean recommended the appointment of J.C. Love to the Montgomery City-County Personnel Board. After discussion, the Commission agreed to place this item on the next agenda. Administrator Mims briefed the Commission regarding Board Member appointments to the Southeast Alabama Emergency Medical Services Council, Inc. The Commission agreed for Administrator Mims to contact the members to find out if they would like to be reappointed.

Administrator Mims presented a Schedule of Upcoming Bids/Contract Renewals for 2019.

Administrator Mims presented the Revenue Reports for August 2019 from Tax and Audit Department.

Administrator Mims presented the Population Report for August 2019 for the Mac Sim Butler Detention Facility.

Deputy Administrator Cauthen briefed the Commission regarding a Bid Award to Borden Dairy of Alabama for Milk and Juice Products, Bid Number 52603-19B-030. After discussion, the Commission agreed to place this item on the next agenda.

DISCUSSION BY THE COMMISSION

Vice Chairman Walker briefed the Commission regarding a request from Leadership Montgomery for \$23,000 for the Unity Breakfast and other events. After discussion, the Commission asked Administrator Mims to invite Leadership Montgomery President Cheryl Johnson to make a presentation at the October 21, 2019 meeting regarding this request. Commissioner Walker requested that Ms. Johnson submit the organization's budget in advance of the meeting.

PRESENTATION BY JUVENILE DETENTION DIRECTOR BRANDI ALEXANDER AND ASSISTANT DETENTION DIRECTOR PATRICIA BOYD

Juvenile Detention Director Brandi Alexander briefed the Commission regarding a Youth Facility Medical Timeline from March 2019 – September 2019.

Administrator Mims recommended a one-year contract with QCHC, Inc., for medical services at the Youth Facility and after one year, issue a Request for Proposal for Medical Services at the Detention Facility and the Youth Facility. After discussion, it was agreed to place a one-year contract on the next agenda.

RECESS TO EXECUTIVE SESSION

Administrator Mims presented a letter from Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery Area Chamber of Commerce regarding the Calling of an Executive Session to discuss a commerce and real estate matter. Commissioner Singleton made a motion to go into the Executive Session. The motion was seconded by Vice Chairman Walker and unanimously approved by each Commissioner, openly giving their individual vote. Administrator Mims noted that all five Commissioners were present and that the Commission would recess to the Information Session following the Executive Session. Chairman Dean recessed the Information Session to the Executive Session. (Copies of Letter from Ellen G. McNair and a Checklist for Conducting Lawful Executive Sessions, Agenda Pages 45-1 and 45-2, are attached to these Minutes.)

RECESS TO INFORMATION SESSION

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

INFORMATION SESSION

ADJOURNMENT

Commissioner Singleton made a motion to adjourn the meeting of the Montgomery County Commission on September 16, 2019, at 10:54 a.m. The motion was seconded by Commissioner Harris and unanimously approved by the Commission.

9-16-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-30-19

Check Number	To	Check Number
288446		288491
Total Checks Paid		\$317,735.98

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

EFT's included in amount

9-16-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-30-19

Check Number	To	Check Number
288492		288554
Total Checks Paid		\$137,450.04

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

EFT's included in amount

9-16-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-6-19

Check Number	To	Check Number
288555		288718
Total Checks Paid		\$876,202.11

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

*Poll Workers

EFT's included in amount

AGENDA

SEP 16 2019

9-16-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-6-19

Check Number	To	Check Number
288719		288802
Total Checks Paid		\$388,752.30

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

EFT's included in amount

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
 ORDERED PAID

CHECKS ARE DATED
 9/13/19

Payroll Check Number	132876	To	Payroll Check Number	132940	\$	48,790.09
Direct Deposits					\$	904,233.60
Payroll Check Number	132941	To	Payroll Check Number	132959	\$	52,021.37
Direct Deposits					\$	615,149.67
Federal Deposits					\$	311,381.47
Total Payroll Paid					\$	1,931,576.20

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

Agenda Item Number 1 - Public Comment Regarding Proposed 2019-2020 Operating Budget
and Construction Programs Fund Budget

No documents are presented for this item

AGENDA

SEP 16 2019

**Proposed Annual Budget
Montgomery County Commission
Montgomery, Alabama
Fiscal Year
October 1, 2019 to September 30, 2020**

Presented September 3, 2019

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

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

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ANNUAL BUDGET 2019-2020

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

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

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

	ESTIMATED	
	REVENUES	APPROPRIATIONS
General Fund	\$ 78,181,161	\$ 78,181,161
Emergency Fund	187,000	-
Workers' Compensation Fund	361,800	361,800
Health Trust Fund	13,370,000	13,370,000
R.E. Life Ins. Fund	120,000	120,000
Liability Fund	464,000	464,000
Gasoline Tax Fund	10,203,937	10,203,937
Public Buildings/Roads/Bridges Fund	7,030,000	7,849,937
Public Highways & Traffic Fund	467,000	450,000
Capital Improvement	850,000	1,100,000
RRR Gasoline Tax Fund	2,069,000	3,695,000
Severed Material Tax Fund	170,000	170,000
Appraisal Fund	3,080,648	3,080,648
Merit System Fund	1,183,590	1,270,544
Community Corrections	857,046	857,046
Grant Fund	575,640	575,640
G.O. Warrants - 2015/2017 Fund	3,824,575	3,824,575
G.O. Warrants - 2010 Fund	1,315,500	1,315,500
Less: Fund transfer elimination	<u>(13,975,373)</u>	<u>(13,975,373)</u>
TOTAL	\$ 110,335,524	\$ 112,914,415

ADD: BUDGETARY FUND BALANCE

Emergency Fund	(187,000)
Capital Improvement	250,000
Public Buildings/Roads/Bridges Fund	819,937
Public Highway and Traffic Fund	(17,000)
RRR Gasoline Tax Fund	1,626,000
Merit System Fund	<u>86,954</u>

TOTAL BUDGETARY FUND BALANCE 2,578,891

TOTAL PROPOSED BUDGET **\$ 112,914,415** **\$ 112,914,415**

Funds included in budget:

General Fund
Special Revenue Funds
Debt Service Funds

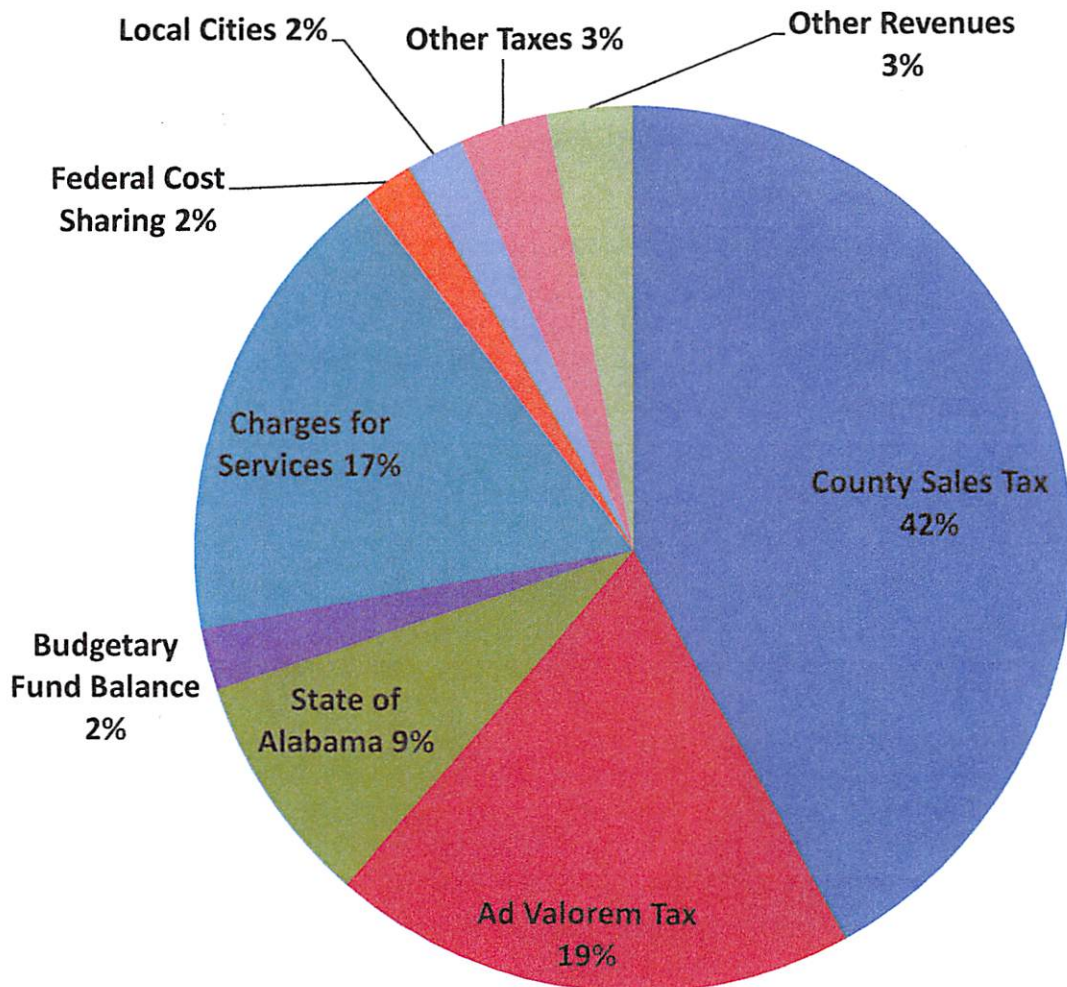
**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

FUNDS NOT INCLUDED IN OPERATING BUDGET

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

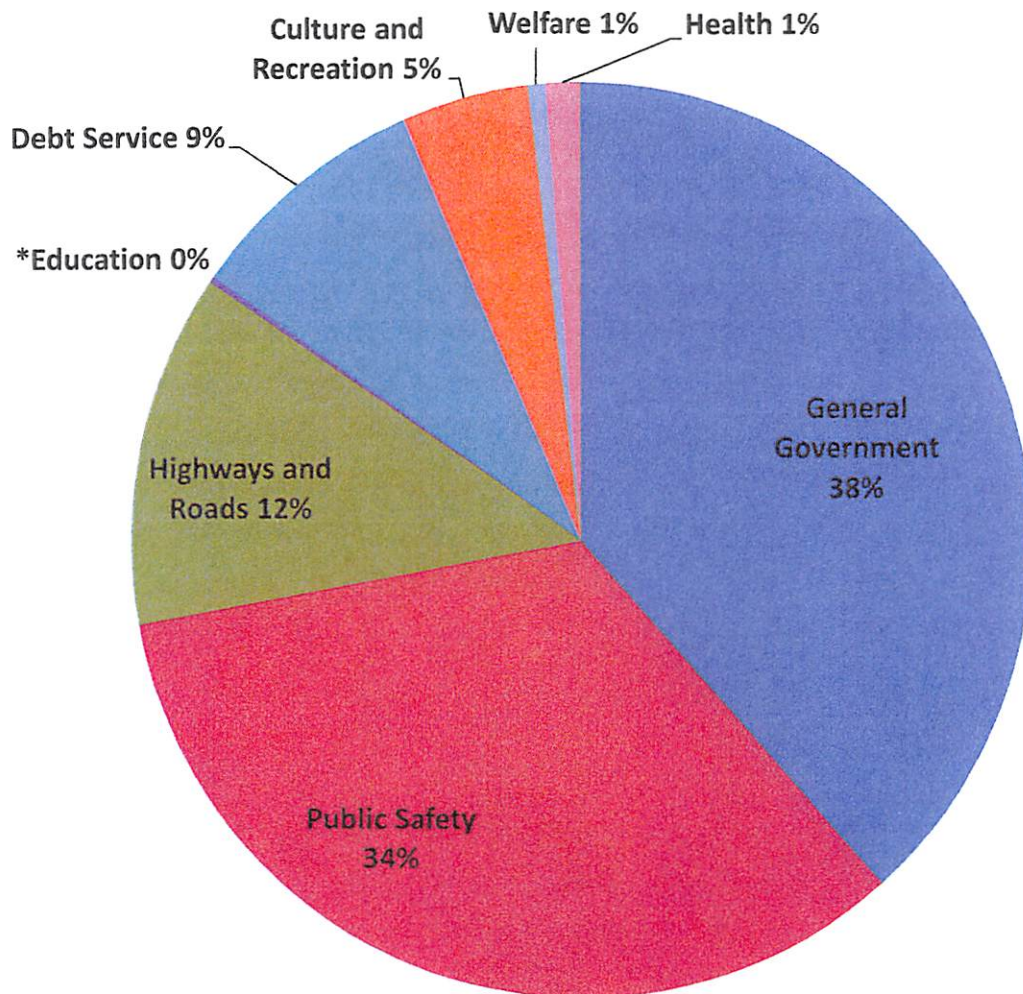
Montgomery County Commission
Estimated Revenues and Budgetary Fund Balance
2019-2020

Type	Percentage	Total
County Sales Tax	42%	\$ 47,380,000
Ad Valorem Tax	19%	21,849,037
State of Alabama	9%	9,671,800
Budgetary Fund Balance	2%	2,578,891
Charges for Services	17%	19,686,200
Federal Cost Sharing	2%	2,088,672
Local Cities	2%	2,384,207
Other Taxes	3%	3,726,000
Other Revenues	3%	3,549,608
Miscellaneous		1,304,420
Interest		1,001,800
Licenses and Permits		563,300
Board of Education		645,088
Fines and Forfeitures		35,000
	100%	\$ 112,914,415



**Montgomery County Commission
Appropriations
2019-2020**

Type	Percentage	Total
General Government	38%	\$ 43,343,378
Public Safety	34%	38,047,682
Highways and Roads	12%	14,068,937
Education	0%	268,510
Debt Service	9%	9,875,104
Culture and Recreation	5%	5,168,900
Welfare	1%	692,768
Health	1%	1,449,136
	100%	\$ 112,914,415



*Additional \$27 million provided for Education by the 1% County Sales tax for Public Education

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**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

**Summaries of
DEPARTMENTAL
and
FUND BUDGETS**

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET
GENERAL FUND**

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$ 14,000,000
County Sales Tax	47,380,000
Salaries for Revenue Commissioner	218,000
County Beer and Wine Tax	126,000
Lodging Tax	2,890,000
Other Tax	710,000
TOTAL TAXES	<u>65,324,000</u>

LICENSE & PERMITS

483,300

INTERGOVERNMENTAL

State Shared Revenue	1,819,890
State Cost Sharing Revenue	1,451,800
Federal Cost Sharing	1,777,672
Local Government Cost Sharing	244,879
TOTAL INTERGOVERNMENTAL	<u>5,294,241</u>

CHARGES FOR SERVICES

Court Fees	912,300
Fees & Commissions - Public Officials	4,309,800
Other Fees & Charges	117,100
TOTAL CHARGES FOR SERVICES	<u>5,339,200</u>

FINES AND FORFEITURES

35,000

MISCELLANEOUS

Interest	503,000
Sales & Rentals	578,120
Other	624,300
TOTAL MISCELLANEOUS	<u>1,705,420</u>

TOTAL ESTIMATED REVENUES

\$ 78,181,161

MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET
GENERAL FUND

APPROPRIATIONS
GENERAL GOVERNMENT

County Commission	\$ 950,436
Risk Management	206,405
Public Affairs	94,647
Finance Department	528,220
Judges	442,693
District/Circuit/Domestic Relations Court	3,940
Circuit Clerk	32,560
District Attorney	3,328,136
Pre-Trial/District Attorney	712,699
Court Reporters	166,337
Probate Judge's Office	4,113,183
Revenue Commissioner	1,525,244
Tax and Audit Division	904,714
Support Services	3,149,111
Purchasing	285,925
Building Permits	39,114
Election Operating	294,220
Election Administration	480,310
Board of Registrars	298,132
Tax Equalization Board	5,824
Veterans Service Office	1,000
Forestry Commission	12,150
Industrial Park Utilities/Maintenance	43,000
Industrial Development	121,070
Information Systems	2,312,149
Fleet Maintenance	284,586
Contingent	25,000
Unemployment Compensation	10,000
TOTAL GENERAL GOVERNMENT	\$ 20,370,805

PUBLIC SAFETY

Sheriff's Office	\$ 15,318,574
Montgomery County Detention Facility	17,043,655
Montgomery City-County Emergency Management Agency	123,539
Coroner's Office	117,280
Youth Facility Net of City Funding	3,332,989
Youth Facility - DYS Subsidy	289,879
Youth Facility - DYS Boot Camp	341,000
Crimestoppers	5,000
Fire Hydrant Fees	27,720
Montgomery County Association of Volunteer Fire Departments	270,000
TOTAL PUBLIC SAFETY	\$ 36,869,636

SANITATION- Transfer Station & Storm Water Permit	\$ 135,375
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**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

GENERAL FUND

HEALTH

Health Department	\$ 449,546
Montgomery Area Mental Health Authority	189,200
Family Sunshine Center	31,700
VOCAL	5,000
Animal Shelter	500,000
Chemical Addictions Program, Inc.	37,500
Council on Substance Abuse - NCADD	11,700
Mosquito Control	58,365
Sickle Cell Foundation	15,750
Red Cross	15,000
TOTAL HEALTH	\$ 1,313,761

WELFARE

Transfer of Insane	\$ 7,101
Restor	5,000
Child Protect	3,750
Brantwood Children's Home	12,500
Montgomery Community Action Agency	32,500
Central Alabama Aging Consortium	15,000
Montgomery Area Council on Aging	32,500
Montgomery Area Food Bank	3,750
Pauper Burial	5,000
Joint Public Charity Hospital Board	94,000
Indigent Hospitalization Program	52,500
Student Worker Programs	146,777
Central Alabama Community Foundation (BONDS)	7,750
Department of Human Resources	20,000
TOTAL WELFARE	\$ 438,128

CULTURE & RECREATION

City - County Library	\$ 2,337,794
Pike Road Library net of Town of Pike Road funding	170,605
Montgomery Museum of Fine Arts	1,844,711
Montgomery County Recreation Board	563,603
Boys & Girls Clubs	12,500
The United Community Improvement	4,687
Unified YMCA	30,000
ECHO	5,000
Alabama Shakespeare Festival	200,000
TOTAL CULTURE & RECREATION	\$ 5,168,900

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

GENERAL FUND

APPROPRIATIONS

EDUCATION

Montgomery Education Foundation	\$ 45,000
Auburn Extension Service	117,970
Montgomery Internal Medicine Residency Program (UAB)	22,500
Thelma Morris After School Program	25,000
Latchkey	28,040
YMCA Childcare Program	30,000
TOTAL EDUCATION	\$ 268,510

CLASSIFIED BY CHARACTER ONLY

In-House Appropriations- General Government Category	\$ 1,701,546
In-House Appropriations-Retiree Health & Life Insurance	2,633,280
Reclassification Reserve	(700,000)
Montgomery Co Building Authority 2012-2018 Capital Lease Obligation	5,135,100
Montgomery Co Public Education Cooperative District Series 2015 Bonds	1,058,300
Education Debt Service Funding	(1,058,300)
Montgomery Energy Conservation Project 2012 G.O. Warrants	398,587
Montgomery Energy Conservation Project 2014 G.O. Warrants	393,042
Agency Appropriations-General Government Category	670,755
TOTAL CLASSIFIED BY CHARACTER ONLY	10,232,310

TOTAL APPROPRIATIONS	\$ 74,797,425
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TRANSFERS

To Community Corrections Fund	366,046
To Merit Fund	169,315
To General Obligation Warrant Debt Service Funds	5,140,075
Education Debt Service Funding	(2,291,700)
TOTAL TRANSFERS	\$ 3,383,736

TOTAL APPROPRIATIONS & TRANSFERS	\$ 78,181,161
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EMERGENCY FUND

ESTIMATED REVENUES

MISCELLANEOUS

Interest	\$ 187,000
TOTAL ESTIMATED REVENUES	\$ 187,000

APPROPRIATIONS

GENERAL GOVERNMENT-Miscellaneous Expenditures	\$ -
BUDGETARY FUND BALANCE	\$ 187,000

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

WORKERS' COMPENSATION FUND

ESTIMATED REVENUES

Workers Compensation Contributions	\$ 340,000
Other reimbursements	5,000
Interest	16,800
TOTAL ESTIMATED REVENUES	\$ <u>361,800</u>

APPROPRIATIONS

Workers' Compensation Expenditures	\$ 361,800
TOTAL APPROPRIATIONS	\$ <u>361,800</u>

HEALTH INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 13,329,000
Interest	41,000
TOTAL ESTIMATED REVENUES	\$ <u>13,370,000</u>

APPROPRIATIONS

Health Care Costs	\$ 13,370,000
TOTAL APPROPRIATIONS	\$ <u>13,370,000</u>

RETIRED EMPLOYEE LIFE INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 120,000
TOTAL ESTIMATED REVENUES	\$ <u>120,000</u>

APPROPRIATIONS

Death Benefit Payments	\$ 120,000
TOTAL APPROPRIATIONS	\$ <u>120,000</u>

LIABILITY FUND

ESTIMATED REVENUES

Premiums	\$ 400,000
Interest	64,000
TOTAL ESTIMATED REVENUES	\$ <u>464,000</u>

APPROPRIATIONS

Liability Ins. Costs	\$ 464,000
TOTAL APPROPRIATIONS	\$ <u>464,000</u>

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

State Gasoline Tax	\$ 1,670,000
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STATE COST SHARING REVENUE

Engineer's & Assistant Engineer's Salary reimbursement	132,000
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MISCELLANEOUS

Other	<u>102,000</u>
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TOTAL ESTIMATED REVENUES

\$ <u>1,904,000</u>

TRANSFERS

From Public Highway & Traffic Fund	450,000
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From Public Building/Roads/Bridges	<u>7,849,937</u>
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TOTAL TRANSFERS

<u>8,299,937</u>

TOTAL ESTIMATED REVENUES AND TRANSFERS

\$ <u><u>10,203,937</u></u>

APPROPRIATIONS

HIGHWAYS & ROADS

Construction	\$ 1,843,195
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District I	1,750,563
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District II	1,821,712
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District III	2,127,393
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County Engineer's Office	1,435,866
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County Shop	751,980
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Bridge Maintenance	468,228
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Environmental Cleanup	<u>5,000</u>
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TOTAL APPROPRIATIONS

\$ <u>10,203,937</u>

TOTAL APPROPRIATIONS & TRANSFERS

\$ <u><u>10,203,937</u></u>

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

PUBLIC BUILDING/ROADS/BRIDGES FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$	6,900,000
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MISCELLANEOUS

Interest		<u>130,000</u>
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TOTAL ESTIMATED REVENUES	\$	<u>7,030,000</u>
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Budgetary Fund Balance		<u>819,937</u>
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>7,849,937</u></u>
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APPROPRIATIONS

TRANSFERS

To Gasoline Tax Fund	\$	7,849,937
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TOTAL TRANSFERS		<u>7,849,937</u>
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TOTAL APPROPRIATIONS & TRANSFERS	\$	<u><u>7,849,937</u></u>
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PUBLIC HIGHWAY & TRAFFIC FUND

ESTIMATED REVENUES

License & Permits	\$	80,000
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State Shared Revenue		325,000
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Charges for Services		<u>62,000</u>
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TOTAL ESTIMATED REVENUES	\$	<u>467,000</u>
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TOTAL ESTIMATED REVENUES	\$	<u><u>467,000</u></u>
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TRANSFERS

Transfer to Gasoline Tax Fund	\$	450,000
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Budgetary Fund Balance		<u>17,000</u>
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TOTAL TRANSFERS AND BUDGETARY FUND BALANCE	\$	<u><u>467,000</u></u>
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CAPITAL IMPROVEMENT FUND

ESTIMATED REVENUES

State Shared Revenue	\$	850,000
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Budgetary Fund Balance		<u>250,000</u>
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>1,100,000</u></u>
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APPROPRIATIONS

Debt Service	\$	<u>1,100,000</u>
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TOTAL APPROPRIATIONS	\$	<u><u>1,100,000</u></u>
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**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

RRR GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUES

Motor Vehicle License - Act 84-186	\$ 450,000
Petroleum Inspection Fee - Act 84-185	120,000
4 cent Gasoline Tax	950,000
5 cent Gasoline Tax	465,000
Additional excise tax	34,000
TOTAL STATE SHARED REVENUES	\$ 2,019,000

MISCELLANEOUS

Interest	\$ 50,000
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TOTAL ESTIMATED REVENUES

	\$ 2,069,000
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Budgetary Fund Balance	1,626,000
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TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	\$ 3,695,000
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APPROPRIATIONS

Restriping & Resigning	115,000
Resurfacing	3,580,000
TOTAL APPROPRIATIONS	\$ 3,695,000

SEVERED MATERIAL TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE	\$ 160,000
Interest Income	10,000
TOTAL ESTIMATED REVENUES	\$ 170,000

APPROPRIATIONS

Road Bldg Materials and Supplies	\$ 170,000
TOTAL APPROPRIATIONS	\$ 170,000

APPRAISAL FUND

ESTIMATED REVENUES

COST SHARING

State of Alabama	\$ 579,470
Montgomery County	731,037
Board of Education	645,088
Local Cities	1,125,053
TOTAL ESTIMATED REVENUES	\$ 3,080,648

APPROPRIATIONS

General Government	\$ 3,080,648
TOTAL APPROPRIATIONS	\$ 3,080,648

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

MERIT SYSTEM FUND

ESTIMATED REVENUES	
City of Montgomery	\$ 1,014,275
TRANSFERS	
Transfer from General Fund	169,315
Budgetary Fund Balance	<u>86,954</u>
TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	<u><u>\$ 1,270,544</u></u>
 APPROPRIATIONS	
General Government	\$ <u>1,270,544</u>
TOTAL APPROPRIATIONS	<u><u>\$ 1,270,544</u></u>

COMMUNITY CORRECTIONS FUND

ESTIMATED REVENUES	
Alabama Department of Corrections	\$ 400,000
Client Fees	91,000
TOTAL ESTIMATED REVENUES	<u>\$ 491,000</u>
TRANSFERS	
Transfer From General Fund	366,046
TOTAL ESTIMATED REVENUES	<u><u>\$ 857,046</u></u>
APPROPRIATIONS	
Public Safety	\$ <u>857,046</u>
TOTAL APPROPRIATIONS	<u><u>\$ 857,046</u></u>

GRANT FUND

ESTIMATED REVENUES	
Federal and State Grants	\$ <u>575,640</u>
TOTAL ESTIMATED REVENUES	<u><u>\$ 575,640</u></u>
APPROPRIATIONS	
Grant Appropriations	\$ 575,640
TOTAL APPROPRIATIONS	<u><u>\$ 575,640</u></u>

**MONTGOMERY COUNTY COMMISSION
2019 - 2020 BUDGET**

GENERAL OBLIGATION WARRANTS 2015/2017 DEBT SERVICE FUND

TRANSFERS

Transfer from General Fund	\$ <u>3,824,575</u>
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TOTAL TRANSFERS	\$ <u><u>3,824,575</u></u>
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APPROPRIATIONS

Principal	\$ 2,795,000
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Interest	<u>1,029,575</u>
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TOTAL APPROPRIATIONS	\$ <u><u>3,824,575</u></u>
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GENERAL OBLIGATION WARRANTS 2010-A DEBT SERVICE FUND

REVENUE AND TRANSFERS

Transfer from General Fund	\$ <u>1,315,500</u>
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TOTAL REVENUE AND TRANSFERS	\$ <u><u>1,315,500</u></u>
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APPROPRIATIONS

Principal	\$ 1,000,000
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Interest	<u>315,500</u>
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TOTAL APPROPRIATIONS	\$ <u><u>1,315,500</u></u>
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Montgomery County Commission
Construction Programs Fund

AGENDA

SEP 16 2019

Account Number	Account Description	2020 Proposed Budget
REVENUE		
	Budgetary Fund Balance	\$ <u>2,030,000</u>
	TOTAL REVENUE AND BUDGETARY FUND BALANCE	\$ <u><u>2,030,000</u></u>
EXPENSES		
Department:	51102 - Annex II Projects	
231	Repair & Maintenance Bldgs/Impr	\$ 15,000
Department:	51107 - Other Construction Projects	
231	Repair & Maintenance Bldgs/Impr	40,000
Department:	52200 - Detention Facility	
231	Repair & Maintenance Bldgs/Impr	200,000
Department:	57301 - South Montgomery Property-MCAC	
231	Repair & Maintenance Bldgs/Impr	75,000
Department:	57402 - Old Selma Road Park	
532	Park Improvements	<u>1,700,000</u>
	TOTAL APPROPRIATIONS	\$ <u><u>2,030,000</u></u>

SEP 16 2019

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.**

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

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MONTGOMERY COUNTY COMMISSION

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

AGENDA

SEP 16 2019

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

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.

(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 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 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 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**. 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 **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, 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 assignors.

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 hereafter 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 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 to come forward voluntarily to register and become compliant in their tax filing obligations. 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 been contacted or filed/paid a return for 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 burden of proof 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, rental tax, and/or lodgings tax, the look-back period will be extended to include all periods in which 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** 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, an estimated tax payment, or the** filing of a return.
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.
4. Misrepresentation of any facts set forth in the initial letter of contact.
5. Failure by the taxpayer to comply with the terms of the agreement.

H. Confidentiality.

The **negotiation, execution** 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 **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 Program](https://revenue.alabama.gov/Voluntary%20Disclosure%20Program)).

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.

(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 intended nor suitable 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 used exclusively as a room or space for a meeting, 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).

(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. 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).

Section 6. Payment and Returns

(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.

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

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Proposed Commission Meeting Schedule for 2020

During the September 3, 2019 meeting, the Commission discussed three proposed Commission Meeting Schedules for 2020. The Commission agreed to place on the next agenda a meeting schedule for January – March 2020, with meeting dates on the second and fourth Tuesday of each month, with the Information Session to begin at 3:30 p.m. and the Formal Session to begin at 5:00 p.m. It was also agreed to include an On the Road meeting on February 11, 2020.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

Montgomery County Commission • 101 S. Lawrence Street • P.O. Box 1667 • Montgomery, AL 36102 • www.mc-ala.org
Phone 334.832.1210 • Fax 334.832.2533 • TDD 334.265.3568

2020 Montgomery County Commission Meetings

Second and Fourth Tuesday & First and Third Monday

Information Sessions begin at 3:30 p.m. on Tuesdays & 8:00 a.m. on Mondays

Formal Sessions begin at 5:00 p.m. on Tuesdays & 9:30 a.m. on Mondays

Meetings are held at the Montgomery County Administration Building, Annex III, located at 101 S. Lawrence Street.



Commission Meeting							On the Road Meeting							County Holiday							
January							February							March							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4							1	1	2	3	4	5	6	7	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31					
April							May							June							
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			1	2	3	4						1	2			1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					
							31														
July							August							September							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4							1			1	2	3	4	5	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				
							30	31													
October							November							December							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
25	26	27	28	29	30	31	29	30						27	28	29	30	31			

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~~ 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



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

AGENDA

SEP 16 2019

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: September 6, 2019

The 2019-2020 ADECA Traffic Safety Program Grant is open. We are requesting this item be placed on the agenda for the September 16, 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 361034219
OFFICE 334.832.4980
FAX 334.832.7113

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

www.montgomerysherff.com

SOUTHEAST ALABAMA HIGHWAY SAFETY OFFICE

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

Community Traffic Safety Program (CTSP)

Agreement for CTSP Grant Participation

Fiscal Period: October 01, 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 its 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

SEP 16 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

**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.

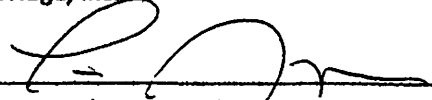
Section 21. Resolution of Disputes. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions and negotiations, the parties shall 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.

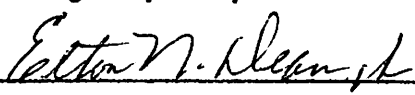
ATTEST:

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.

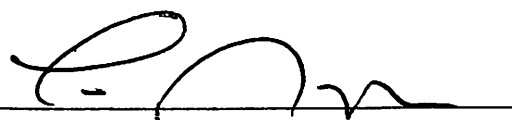
There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

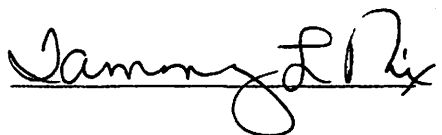


THE BRIDGE, INC.

BY: 

TITLE: Executive Director

WITNESS:



MONTGOMERY COUNTY COMMISSION

BY: 

TITLE: Chairman