

**MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
APRIL 4, 2016**

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:05 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Commissioner Williams. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM EXECUTIVE ASSISTANT TAMMY NIX

Executive Assistant Tammy Nix introduced the new Administrative Support Specialist, Loretta Burns, to the Commissioners.

COMMENTS FROM ADMINISTRATOR MIMS

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

DISCUSSION BY THE COMMISSION

The Commission discussed an Agreement with the Montgomery Biscuits for the use of a suite in Riverwalk Stadium for the 2016, 2017 and 2018 Seasons, which was on the agenda. After discussion, the Commission agreed to consider this item subject to the provisions of the Ethics Commission's opinion and the County Attorney's opinion.

Chairman Dean requested a \$1,000 miscellaneous appropriation from his account to the Montgomery County Recreation Department, Suburban West Dixie Youth Baseball League.

Chairman Dean requested a \$1,000 miscellaneous appropriation from his account to the Montgomery County Recreation Department, Bellingrath-Southlawn Dixie Youth Baseball League.

Chairman Dean requested a \$1,000 miscellaneous appropriation from his account to the Montgomery County Recreation Department, Southern Dixie Youth Baseball League.

Commissioner Walker requested a \$1,000 miscellaneous appropriation from her account to HandsOn River Regions, for Volunteer Management Program.

Commissioner Hall requested a \$2,700 miscellaneous appropriation from his account to the Montgomery County Recreation Department, Southeastern Dixie Youth Baseball League, for water removal equipment.

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

Vice Chairman Harris requested a few modifications to the Minutes of the Regular Meeting of March 21, 2016 concerning his comments to the audience at the end of the meeting. After discussion, the Commission agreed to these modifications.

PRESENTATION BY GRANT WRITER REGINA WALKER

Grant Writer Regina Walker briefed the Commission regarding a grant application for a crime reduction grant. She stated that there was no match required from the County. After discussion, the Commission agreed to place this item on the next agenda.

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

Executive Director Greg Clark with Central Alabama Regional Planning and Development Commission briefed the Commission regarding Amendment Number 1 to Subgrant Agreement Weatherization Program, Grant Number DOE-028-15. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Mr. Ialacci briefed the Commission regarding the County's fiber infrastructure for future growth. (Copy of Memorandum, Agenda Page 16-1, is attached to these Minutes.)

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake briefed the Commission regarding two Position Fill Requests for a Fleet Maintenance Superintendent and a Service Manager. He noted that these vacancies are due to an anticipated retirement and promotion at the Engineering Department Equipment Maintenance Shop on Terminal Road. After discussion, the Commission agreed to place these items on the next agenda.

Mr. Speake briefed the Commission regarding Amendment Number 1 to Contract with MidSouth Paving, Inc., for plant mix, Contract Number 53000-15B-021 for the Engineering Department. After discussion, the Commission agreed to place this item on the next agenda.

Also, Mr. Speake explained circumstances concerning Mr. Alfred Marshall's request for the County to replace a wooden privacy fence that was removed to replace a damaged storm sewer pipe at 120 Portorino Drive in the Lagos Del Sol Neighborhood. Replacement of the fence was previously approved; however, the homeowner did not want the fence replaced at that time

because it cannot be located within the drainage easement. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$2,000 for funding for the wooden fence on the next agenda. (Copy of Memorandum Regarding this Request, Agenda Page 17-1, is attached to these Minutes.)

Administrator Mims briefed the Commission regarding Budget Change Request Number 43 from County Commission Appropriations for the purchase of 175 acres located on Old Selma Road. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY DIRECTOR OF RISK MANAGEMENT SCOTT KRAMER, PARKS AND RECREATION SUPERINTENDENT JAMES WILLIAMS AND PUBLIC AFFAIRS DIRECTOR DIDI HENRY

Director of Risk Management Scott Kramer, Parks and Recreation Superintendent James Williams and Public Affairs Director DiDi Henry briefed the Commission regarding a walking challenge for County employees to celebrate the County's bicentennial. Mr. Kramer stated that the walking program is designed for teams of four to walk a total of 200 miles over a 6-week period kicking off on April 18th with a media event and concluding on May 27th. Mr. Kramer informed the Commission that the first 25 teams to sign up will receive a ***Come Walk a County Mile*** t-shirt. Teams that complete the goal will receive a duffle bag with the County bicentennial logo, and be eligible for a grand prize drawing for each member of the team selected to receive a \$25 gift card. There was no objection by the Commission. Vice Chairman Harris and Commissioner Walker agreed to participate.

Mr. Kramer informed the Commission that during the week after Christmas last year, Montgomery experienced severe rains and flooding which caused damage to the City and County properties. Mr. Kramer presented two pictures of retaining walls that collapsed at Annex II (Washington Ave.) and the former Group Homes building (Heron St.). He explained that FEMA declares if Montgomery County is eligible for FEMA reimbursement, the County will be reimbursed for the cost of repairs to the two retaining walls. He requested that Goodwyn Mills & Cawood prepare a bid to repair these walls. After discussion, the Commission agreed for Goodwyn Mills & Cawood to submit a proposal for repairs to be presented at the next Commission meeting. (Copies of Memorandum and Pictures, Agenda Pages 18-1 through 18-3, are attached to these Minutes.)

PRESENTATION BY CEO JACKIE BUSHMAN AND PRESIDENT LEWIS FIGH WITH BUCKMASTERS

Buckmasters CEO Jackie Bushman and President Lewis Figh briefed the Commission regarding the 2016 Buckmasters Expo. The Commission thanked Mr. Bushman and Mr. Figh for their presentation and requested that Ms. Sheron Rose with the Montgomery Area Chamber of Commerce provide them a copy of the economic impact from the 2015 event.

COMMENTS FROM DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen briefed the Commission regarding a Bid Award to Jack Ingram Motors regarding vehicles for the Appraisal Department, Bid Number 51985-16B-012. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY DIRECTOR OF PUBLIC INFORMATION AND EXTERNAL AFFAIRS MICHAEL BRIDDELL WITH THE CITY OF MONTGOMERY AND MONTGOMERY CITY COUNTY LIBRARY DIRECTOR JUANITA OWES

Director of Public Information and External Affairs Michael Briddell and Montgomery City-County Library Director Juanita Owes briefed the Commission regarding the City's request for the County to assist in funding renovations of the Juliette Hampton Morgan Branch Library in the amount of \$920,000. The Commission said they are taking the request under consideration.

Administrator Mims presented a copy of the updated foot traffic report for the library as requested by Commissioner Walker. (Copy of Report, Agenda Page 19-1, is attached to these Minutes.)

COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen briefed the Commission regarding ratification of Amendment Number 2 to Contract with A'Viands Food & Service Management regarding inmate food service, Contract Number 52200-14B-003 for the Detention Facility. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding an Alcohol License Application for Retail Beer (On or Off Premises) and Retail Table Wine (On or Off Premises) Licenses from Applicant 110 Grocery and BBQ LLC, located at 15668 Vaughn Road, Cecil, Alabama 36013. He stated that a public notice regarding this item would be placed in the Montgomery Advertiser. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented Budget Change Request Number 6 from Judge of Probate (Elections). After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding hiring a Mail Room and Stores Clerk at Pay Grade A03, Step 3 (\$27,439). After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Position Fill Request for Corrections Officer Trainee/ Corrections Officer, Position Number 045 from the Detention Facility. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Position Fill Request for Public Safety Communications Operator, Position Number 10, from the Sheriff's Office. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding complaints concerning ADA parking at Probate-Revenue West office. After discussion, Deputy Administrator Cauthen stated that she would research the issue further and report back to the Commission.

PRESENTATION BY PUBLIC AFFAIRS DIRECTOR DIDI HENRY

Public Affairs Director DiDi Henry briefed the Commission regarding the 2016 Student Apprentice Program and reviewed the calendar of upcoming events. The Commission agreed to proceed with the Student Apprentice Program. She also informed the Commission that the County's birthday website was now live at www.mcc200.org. (Copies of Memorandum, Application, and Job Description, Agenda Pages 20-1 through 20-3, are attached to these Minutes.)

COMMENTS FROM COUNTY ATTORNEY THOMAS T. GALLION, III

County Attorney Thomas T. Gallion, III, updated the Commission regarding the condemnation of property for the County Maintenance Shop on Terminal Road and stated that the property owned by the Charles family, has offered to sell the land for \$13,000, which is the current appraised value by the County Appraisal Department. Attorney Gallion recommended that the County accept the offer for the property. There was no objection by the Commission.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

Vice Chairman Harris told everyone good morning and welcomed them to the meeting. He stated that today is a very significant day because 48 years ago in Memphis, Tennessee, this Country lost a great leader, Martin Luther King, Jr. He stated that much like when President John F. Kennedy was assassinated, most people can tell you where they were and what they were doing when they received word of King's death. He stated that he was a young Airman stationed at Kadena Air Base, Okinawa, Japan. He told the audience that today we have some wonderful guests here to help celebrate Montgomery County's 200th Anniversary. He introduced Pastor Randy Jones of Messiah Lutheran Church, the famous and fantastic State Champion Jefferson Davis High School Girls' Basketball Team, and Velocity, the Jefferson Davis High School Choral group.

The meeting was opened with prayer led by Pastor Randy Jones of Messiah Lutheran Church at the request of Vice Chairman Harris.

The Pledge of Allegiance was led by Jefferson Davis High School Girls' Basketball Team at the request of Vice Chairman Harris.

The National Anthem was sung by Jefferson Davis High School Choral group, Velocity, at the request of Vice Chairman Harris

Administrator Mims called Roll to establish a quorum, and the following Commissioners were present: Chairman Dean, Vice Chairman Harris and Members Hall, Walker and Williams. Also present were County Attorney Thomas T. Gallion, III and County Engineer George C. Speake.

Commissioner Williams made a motion to approve the Minutes of the Regular Meeting of March 21, 2016 including the proposed changes recommended by Vice Chairman Harris during the Information Session. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

CONSENT AGENDA

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

Commissioner Walker made a motion to approve the Accounts Payable and Payroll Checks, as presented by Administrator Mims. The motion was seconded by Commissioner Williams 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.)

RESOLUTION

COUNTY COMMISSION – ADOPTED RESOLUTION RECOGNIZING AND CONGRATULATING THE JEFFERSON DAVIS HIGH SCHOOL GIRLS' BASKETBALL TEAM

Administrator Mims presented the following Resolution:

RESOLUTION

PRESENTED TO: Coach LaKenya Knight, Coach Jessica Holt, Coach Cory Wooten, and team members Qualissa Hall, Aysha Jackson, Kayla Jackson, Tia Manora, Marleeyah Norman, Nakira Perry, May Potts, Jaquanna Spear, Tamirea Thomas, Ahyiona Vason, Jasmine Walker and Tyesha Wheeler

WHEREAS, Jefferson Davis High School opened in the late 1960's; and

WHEREAS, since its inception during the 1976-1977 school year, the girls' basketball team has won four state championship titles: 1978 as 4A, 2001 as 6A, and 2006 as 6A, along with two back-to-back 7A division championships in 2015 and 2016; and

WHEREAS, the Lady Volunteers basketball team has competed in 15 of the 16 regional playoffs, winning numerous regional titles, including the 2015 and 2016 7A division regional titles; and

WHEREAS, the Lady Vols have had 17 consecutive winning seasons; and

WHEREAS; the Jefferson Davis High School Vols girls' basketball team, under the leadership of Coach LaKenya Knight, completed the 2016 season with an impressive 25-6 schedule; and

WHEREAS, on Saturday, March 5th, the Lady Vols team secured the school's fifth state championship title by defeating the McGill-Toolen Yellow Jackets in an exciting 52-38 victory,

NOW THEREFORE, BE IT RESOLVED that the Montgomery County Commission recognizes and thanks Coach LaKenya Knight, Coach Jessica Holt, Coach Cory Wooten, and the Jefferson Davis High School girls' basketball team for the sacrifices made on and off the court that are required to perform at the state championship level. Furthermore, the Commission wishes to congratulate the Jefferson Davis Lady Vols' basketball team on winning the 2016 AHSAA 7A Division Title and does hereby declare Monday, April 4, 2016, as Jefferson Davis Lady Vols Day in Montgomery County, Alabama.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 4th day of April 2016.

End of Resolution

Vice Chairman Harris made a motion to adopt the resolution. The motion was seconded by Commissioner Hall and unanimously approved by the Commission.

Vice Chairman Harris stated that he has been watching Jefferson Davis High School Basketball for approximately 13 years and that these ladies have taken girls' basketball to another level by winning the state championship two years in a row. He said that he wanted to make this resolution special by putting each of the coach's names and each team member's name on the resolution. He read the resolution and presented a copy to each coach and each team member. Afterward, he handed out Certificates of Appreciation to the team members for helping in the celebration of the 200th Anniversary of Montgomery County and stated that Velocity Choral Group will also be getting Certificates of Appreciation. Vice Chairman Harris informed the team that Chairman Dean made a promise that their coach would treat them to a steak dinner. Vice Chairman Harris presented two checks for \$1,000 each to the Basketball team and a \$500 check for the Baseball team to help with their needs.

NEW BUSINESS

COUNTY COMMISSION – APPROVED AUTHORIZATION OF AN AGREEMENT WITH THE MONTGOMERY BISCUITS FOR THE USE OF A SUITE IN RIVERWALK STADIUM FOR THE 2016, 2017 AND 2018 SEASONS, SUBJECT TO THE PROVISIONS OF THE ETHICS COMMISSION’S OPINION AND THE COUNTY ATTORNEY’S OPINION

Administrator Mims requested approval of authorization of an agreement with the Montgomery Biscuits for the use of a suite in Riverwalk Stadium for the 2016, 2017 and 2018 seasons, subject to the provisions of the Ethics Commission’s opinion and the County Attorney’s Opinion. Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Agreement, Agenda Pages 1-1 through 1-13, is attached to these Minutes.)

Chairman Dean said that the County Commission will abide by whatever the Ethics Commission’s opinion states.

INFORMATION SYSTEMS – APPROVED AUTHORIZATION OF MAINTENANCE AND SUPPORT AGREEMENT WITH DATAWORKS PLUS REGARDING FINGERPRINT EQUIPMENT AND SOFTWARE APPLICATION FOR THE SHERIFF’S OFFICE – ID DIVISION AND THE JAIL

Administrator Mims presented the following memorandum from Chief and Information Technology Officer Lou Ialacci:

MEMORANDUM

To: Florence Cauthen

From: Lou Ialacci

CC: Sheriff D. Cunningham

Date: March 28, 2016

Re: DataWorks Maintenance and Support Agreement

Thank you for presenting the DataWorks Maintenance and Support Agreement at the Commission work session on March 21, 2016. It is my understanding the Commission approved placing the document on the next public meeting agenda on April 4, 2016.

The agreement is for the “Livescans” fingerprint equipment and software application for the Sheriff’s Office – ID division and the jail.

Thank you for your assistance.

End of Memorandum

Vice Chairman Harris made a motion to approve the agreement. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Agreement, Addendum A and Addendum B, Agenda Pages 2-2 through 2-9, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED AUTHORIZATION OF AMENDMENT NUMBER 2 TO CONTRACT WITH CLIMATE SERVICE, INC., REGARDING PREVENTATIVE MAINTENANCE SERVICES AND HVAC SYSTEMS AT THE MONTGOMERY COUNTY DETENTION FACILITY JAIL II (CONTRACT NUMBER 51901-14B-004)

Administrator Mims presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager

DATE: March 14, 2016

RE: Invitation to Bid No. 51901-14B-004
Preventative Maintenance Services
HVAC System for Montgomery County Detention Facility Jail II

Request the attached Amendment No. 2 to be considered for approval on a future agenda. This will allow for the contract with Climate Service Inc. to be extended beginning June 1, 2016 and ending on September 14, 2016. We will issue a new bid to include all Montgomery County buildings under one contract to commence in September.

Climate Services chooses not to increase prices during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff and Pat Litchfield, Plant Maintenance Engineer.

Attachment

End of Memorandum

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Amendment, Agenda Page 3-2, is attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED AUTHORIZATION OF AMENDMENT NUMBER 2 TO
CONTRACT WITH SIGNS NOW REGARDING GRAPHICS AND LETTERING OF
SHERIFF VEHICLES, (CONTRACT NUMBER 52110-14B-007)

Administrator Mims presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: March 14, 2016
RE: Invitation to Bid No. 52110-14B-007
Graphics & Lettering for Sheriff Vehicles

Request the attached Amendment No. 2 to be considered for approval on a future agenda.

This will allow for the contract with Signs Now to be extended for one (1) year, beginning May 19, 2016 and ending on May 18, 2017.

Signs Now would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

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

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Amendment, Agenda Page 4-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS
REPROGRAMMING REQUESTS

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

April 4, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

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

**C-2015-60: Rescind Appropriation to 100 Black Men of Greater Montgomery, Inc., for the Sock it to Me Program - \$500; (Harris)

**C-2016-56: Rescind Appropriation to Fraternal Order of Police, for Annual Alabama State Fraternal Order of Police Conference - \$500; (Hall)

C-2016-58: Montgomery Symphony Orchestra, for Montgomery Music Project, for Musical Instruments - \$500; (Harris)

C-2016-59: Cloverdale Playhouse, Inc., for Courtyard Project - \$1,000; (Harris)

End of Memorandum

During the County Commission Meeting this date, Chairman Dean requested that the following miscellaneous appropriation reprogramming requests be added and his fellow Commissioners concurred:

C-2016-60: Montgomery County Recreation Department, Suburban West Dixie Youth Baseball League - \$1,000; (Dean)

C-2016-61: Montgomery County Recreation Department, Bellingrath-Southlawn Dixie Youth Baseball League - \$1,000; (Dean)

C-2016-62: Montgomery County Recreation Department, Southern Dixie Youth Baseball League - \$1,000; (Dean)

C-2016-63: HandsOn River Regions, for Volunteer Management Program - \$1,000; (Walker)

C-2016-64: Montgomery County Recreation Department, Southeastern Dixie Youth Baseball League, Inc., for Water Removal Equipment - \$2,700; (Hall)

**Rescind

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

COUNTY COMMISSION – APPROVED BID AWARD TO CHAPPY’S DELI REGARDING
EMPLOYEE LUNCHEON, BID NUMBER 51988-16B-015

Administrator Mims presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: March 14, 2016
RE: Invitation to Bid No. 51988-16B-015
Employee Luncheon

I request approval of award on the above referenced Invitation to Bid to the lowest eligible bidder, Chappy’s Deli, for a unit price of \$7.89 each and a total amount of \$4,734.00, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

Coordination of award made with DiDi Henry, Manager of Public Affairs.

Attachment

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 6-2, is attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED BID AWARD TO AD-WEAR SPECIALTY OF TEXAS,
INC., REGARDING POLO SHIRTS FOR THE SHERIFF’S OFFICE, BID NUMBER
52110-16B-007

Administrator Mims presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager

DATE: March 15, 2016

RE: Invitation to Bid No. 52110-16B-007
Polo Shirts MCSO

I request approval of award on the above referenced Invitation to Bid, to the low bidder, Ad-Wear Specialty of Texas Inc., in the amount of \$5,212.80, based on unit pricing for Polo Shirts, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

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

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Spreadsheets and Agreement, Agenda Pages 7-2 through 7-11, are attached to these Minutes.)

INFORMATION SYSTEMS – APPROVED BID AWARD TO KCI, INC., REGARDING
COMPUTER HARDWARE MAINTENANCE, BID NUMBER 51965-16B-011

Administrator Mims presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager

DATE: March 14, 2016

RE: Invitation to Bid No. 51965-16B-011
Computer Hardware Maintenance

I request approval of award on the above referenced Invitation to Bid, to the low bidder, KCI, Inc., in the amount of \$59,600.00, based on unit pricing for computer hardware maintenance, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

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

Coordination of award made with Lou Ialacci, Director of Information Systems and Larry Kennedy, Information Systems Manager.

Attachment

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 8-2, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 41 FOR \$2,700 TO CITY OF MONTGOMERY, BONDS FOR THE CLEAN CITY ADOPT A MILE MONTGOMERY PROGRAM

Administrator Mims requested approval of Budget Change Request Number 41, County Commission Appropriations.

Commissioner Williams made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 9-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 42 FOR \$2,000 TO RIVER REGION CHAPLAIN SERVICE FOR PROGRAM EXPENSES

Administrator Mims requested approval of Budget Change Request Number 42, County Commission Appropriations.

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 10-1, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (6)

Administrator Mims recommended the following Budget Change Requests for approval by the Commission:

DEPARTMENT

1. Board of Registrars
2. Engineering Department
3. Judge of Probate
4. Personnel Department
5. Support Services
6. Youth Facility

BUDGET CHANGE REQUESTS

- Request Number 4
Request Number 5
Request Number 5
Request Number 2
Request Number 1
Request Number 4

Commissioner Hall made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 11-1 through 11-6, are attached to these Minutes.)

PROBATE JUDGE'S OFFICE – APPROVED POSITION FILL REQUESTS (7)

Administrator Mims presented the following memoranda from Probate Judge Steven L. Reed:

MEMORANDUM

TO: Montgomery County Commission

THRU: Donnie Mims

FROM: Steven L. Reed, Probate Judge

SUBJECT: Request Approval of Position Fill Request

DATE: March 2, 2016

We request approval of two (2) position fill requests. Specifically, we request approval to fill a Customer Service Clerk position and an Assistant Tag and License Supervisor position. These fill requests are relative: 1) to the resignation of an Assistant Tag and License Supervisor; and, 2) the opening of the new South Probate Tag and License location.

In late 2014, Ms. Mildred Potts resigned after 13 years of service. Her position has gone unfilled with the closure of the Tag and License Office located on Woodley Road. With the new location set to open this year, we wish to ensure minimal disruption to the offices and our team. As such we expect that the new Assistant Tag and License Supervisor will be promoted from our current staff of Customer Service Clerk. This will ultimately leave the one (1) Customer Service Clerk vacancy relative to this request. Both of these positions are currently in our budget.

Thank you for your favorable consideration of this request.

End of Memorandum

MEMORANDUM

TO: Montgomery County Commission
THRU: Donnie Mims
FROM: Steven L. Reed, Probate Judge
SUBJECT: Request Approval of Position Fill Request
DATE: March 2, 2016

We request approval of 2 Customer Service Clerk position fill requests relative to the resignation of a Customer Service Clerk, and the promotion of 1 Customer Service Clerk to the position of Assistant Tag and License Supervisor.

In late 2015, Ms. Brenda Robbins was promoted to the position of Assistant Tag and License Supervisor. On 1 February 2016, Ms. Tammy Sterling resigned.

These positions are crucial to the operation of the tag and license offices and are necessary in order to staff the new South Probate Tag and License location. Both positions are currently in our budget and are unfilled.

Thank you for your favorable consideration of this request.

End of Memorandum

MEMORANDUM

TO: Montgomery County Commission
THRU: Donnie Mims
FROM: Steven L. Reed, Probate Judge
SUBJECT: Request Approval of Position Fill Request
DATE: March 2, 2016

We request approval of a two (2) position fill requests seeking to fill two vacant Administrative Support Associate (formerly Clerk Typist II) positions.

Some time ago, one of our remaining Clerk Typist II employees resigned. This position was not filled as the position description and title were being evaluated.

In September 2015, this office terminated the employment of the other Clerk Typist II. This position has yet to be filled for the same reasons.

After consideration by this office, it was determined that one of these positions is crucial to the operations of the Probate Recording section. The remaining position is also crucial to the operation of the Probate Court.

Both positions are currently in our budget.

Thank you for your favorable consideration of this request.

End of Memorandum

MEMORANDUM

TO: Montgomery County Commission

THRU: Donnie Mims

FROM: Steven L. Reed, Probate Judge

SUBJECT: Request Approval of Position Fill Request

DATE: March 2, 2016

We request approval of a position fill request seeking to fill a vacant Administrative Support Specialist position.

On 18 December 2015, Ms. Melissa Harville resigned from her position as a Clerk Typist III. Her primary tasks involved the operations of the Probate Court accounting office. Since her resignation, we have used another employee to assist in this officer. However, this employee's job description does not cover the scope of duties expected of this position.

After consideration by this office, it was determined that this position is crucial to the operations of the Probate Court accounting section. This position is currently in our budget.

Thank you for your favorable consideration of this request.

End of Memorandum

Vice Chairman Harris made a motion to approve the requests. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 12-2 and 12-3, 12-5 and 12-6, 12-8 and 12-9, and 12-11, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED POSITION FILL REQUEST FOR CUSTODIAL
MAINTENANCE SUPERVISOR, POSITION NUMBER 260725030

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

March 17, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Position Fill Request for Custodial Maintenance Supervisor

Please find attached a position fill request for a Custodial Maintenance Supervisor to be filled from a promotional register. The position is currently vacant, but funding is included in the budget.

I request that the position fill request be placed on the next agenda.

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 13-2, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (21)

Administrator Mims recommended the following Travel/Training Requests for approval by the Commission:

DEPARTMENT

TRAVEL/TRAINING REQUESTS

- | | |
|------------------------------|------------------------------|
| 1. County Commission | Request Number 26 |
| 2. Public Affairs Department | Request Numbers 5 through 10 |
| 3. Probate Judge's Office | Request Number 6 |
| 4. Tax & Audit Department | Request Number 8 |
| 5. Information Systems | Request Number 3 |
| 6. Sheriff's Office | Request Number 27 |
| 7. Risk Management | Request Numbers 12 and 13 |
| 8. Engineering Department | Request Number 4 |
| 9. Appraisal Department | Request Number 8 |
| 10. Personnel Department | Request Number 12 through 15 |
| 11. Community Corrections | Request Numbers 10 and 11 |

Commissioner Walker made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 14-1 through 14-21, are attached to these Minutes.)

COMMENTS BY COMMISSIONERS AND ATTENDEES

President Matthew Holdbrooks of Kid One Transport, Inc., asked the Commission for its support in the amount of \$8,000 to help with fuel for one of the two vehicles used in Montgomery to transport children and expectant mothers to doctor's appointments. He informed the Commission that the City has appropriated \$8,000 to help with fuel for the other vehicle. He said that out of approximately 3,600 children and expectant mothers, 20% are transported to Birmingham for specialty care. He added that a majority of the 3,600 stay in Montgomery. He said 22,000 plus transports are completed over a year. He said Kid One currently serves 43 counties and will be adding 10 counties in the Wiregrass in the coming year. He stated that Kid One Transport raises 90% of its funding themselves. Commissioner Hall stated that they provide a great service and a much needed service and that he is in support of them.

WAIVE RULES

Chairman Dean requested to waive rules and consider a Budget Change Request in the amount of \$8,000 to Kid One Transport, Inc., for Program Services, and his fellow Commissioners concurred:

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST FOR \$8,000 TO KID ONE TRANSPORT SYSTEM, INC., FOR PROGRAM SERVICES

Chairman Dean requested approval of a Budget Change Request in the amount of \$8,000 to Kid One Transport, Inc., for Program Services.

Commissioner Williams made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Budget Change Request Number 44, Agenda Page 15-1, is attached to these Minutes.)

Mr. Holdbrooks thanked the Commission for their continued support.

COMMENTS BY COMMISSIONERS AND ATTENDEES

Commissioner Hall wished everyone a happy spring. He thanked his fellow Commissioners regarding the approval of the purchase of a Montgomery Biscuits Suite. He said that the Biscuits bring a big economic boon to the county. He stated that as long as the Ethics Commission approves the transaction, he is in full support of it. He thanked everyone for their hard work.

Commissioner Williams stated that Jefferson Davis High School students deserve accolades for winning the Girls' Basketball State Championship and the Choir's beautiful singing. He explained that he has mixed emotions because of the recent student deaths in the school this year.

He stated that the students need our prayers. He stated that they are our future and that we need them and they need us.

Chairman Dean applauded the students of Jeff Davis High School. He thanked everyone for praying for him and his family and announced that he celebrated his 45th wedding anniversary on April 3, 2016. He informed everyone that his wife is doing much better. He applauded Public Affairs Director DiDi Henry for all that she is doing in the celebration of the 200th Anniversary of Montgomery County. He stated that there is a lot of talent in the young kids. He stated that all too often politicians stay in office too long and don't give young people the opportunity to participate in elected office. He said that we should prepare our young people to become good politicians. He thanked his fellow Commissioners for working together and thanked Deputy Administrator Cauthen and Administrator Mims and the attorneys for keeping the Commission honest.

Vice Chairman Harris thanked everyone for attending today's meeting. He told Ms. Henry that her idea to celebrate the county's bicentennial by allowing the Commissioners to showcase the talent in their respective Districts was an excellent one. He stated that Pastor Randy was his pastor prior to him returning to his childhood congregation and his prayer embodies the atmosphere at Messiah Lutheran Church and what Jesus Christ is all about. He said it was a treat to hear Velocity sing and that it is always nice to see the talent we have in Montgomery schools. He commended the Lady Vols again for their achievement. Vice Chairman Harris thanked everyone for all that they do to make Montgomery County what it is and that the Commissioners will continue to do what they can to support them.

ADJOURNMENT

Commissioner Hall made a motion to adjourn the meeting of the Montgomery County Commission on April 4, 2016, at 10:08 a.m. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-25-16

Check Number	To	Check Number
259823		259867
Total Checks Paid		\$45,961.90

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

AGENDA

APR - 4 2016
4-4-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-25-16

Check Number	To	Check Number
259868		259933
Total Checks Paid		\$643,088.10

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-1-16

Check Number	To	Check Number
259934		259988
Total Checks Paid		\$394,296.82

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

AGENDA

APR -4 2016

4-4-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-1-16

Check Number	To	Check Number
259989		260095
Total Checks Paid		\$418,322.17

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

MONTGOMERY COUNTY COMMISSION

AGENDA

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

APR - 4 2016

CHECKS ARE DATED
4/1/16

Payroll Check Number	125149	To	Payroll Check Number	125219	\$ 52,465.95
Direct Deposits					\$ 839,969.33
Payroll Check Number	125220	To	Payroll Check Number	125244	\$ 255,788.33
Direct Deposits					\$ 389,523.62
Federal Deposits					\$ 320,088.19
Total Payroll Paid					\$ 1,857,835.42

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

APR -4 2016

**TRADITIONAL
SUITE LICENSE AGREEMENT
BETWEEN
MONTGOMERY PROFESSIONAL BASEBALL CLUB, LLC
AND
MONTGOMERY COUNTY COMMISSION**

THIS AGREEMENT made and entered into this 1st day of April, 2016, between the **MONTGOMERY PROFESSIONAL BASEBALL CLUB, LLC**, DBA Montgomery Biscuits, whose official address is 200 Coosa St., Montgomery, Alabama 36104, Licensor, hereinafter referred to as "**TEAM**," and the Montgomery County Commission hereinafter referred to as "**LICENSEE**."

PROPORTIONAL SHARE for the purpose of this agreement is the amount of **LICENSEE** right to use of corresponding tickets or parking that relate to the percentage of amount paid to total purchase price.

WHEREAS, TEAM has constructed certain suites at the Team Baseball Stadium between Coosa and Tallapoosa, hereinafter "**RIVERWALK STADIUM**," Montgomery Professional Baseball Club, LLC, Montgomery County, Alabama, consisting of an enclosed room with viewing areas more fully described hereinafter.

WHEREAS, LICENSEE desires to obtain a license to use one of said suites,

NOW, THEREFORE, TEAM and **LICENSEE** agree as follows:

1. **TERM.** **TEAM** hereby grants a license to **LICENSEE** and **LICENSEE** hereby hires from **TEAM** Suite #8 in **RIVERWALK STADIUM** (designated on the Master Diagram of the suite level of **RIVERWALK STADIUM** available at **TEAM's** Planning Office) for the purpose set forth herein, for a term commencing April 1, 2016 and ending September 15, 2018.

2. **LICENSE FEE: METHOD OF PAYMENT.** **LICENSEE** agrees to pay **TEAM** the sum of **NINE THOUSAND EIGHT HUNDRED FIFTY SEVEN DOLLARS AND FOURTEEN CENTS** (\$9,857.14) annually as a license fee for said suite which equals the proportional share of \$30,000. The license fee shall be paid as follows:

a. The license fee shall be payable over the balance of the term of this License Agreement in advance in annual installments on the dates and in the amounts set forth below:

<u>DATE</u>	<u>AMOUNT</u>
April 15, 2016	\$9,857.14
January 15, 2017	\$9,857.14
January 15, 2018	\$9,857.14

3. **SCOPE AND PURPOSE OF LICENSE.**

b. **GENERAL** **LICENSEE** understands and agrees that this License is granted for the purpose of permitting **LICENSEE** to view from the suite minor league baseball games at **RIVERWALK STADIUM**. As to other public events which may be held in **RIVERWALK STADIUM**, **LICENSEE** shall have the right to use the suite in conjunction therewith and under the terms and conditions set forth herein. **LICENSEE** understands and acknowledges that **TEAM** makes no warranties, guaranties or representations that any events, other than regular season minor league baseball games, will be held in **RIVERWALK STADIUM**, and **LICENSEE** understands and acknowledges that the presentation of such other events is in no way part of the consideration for **LICENSEE's** execution of this License Agreement.

In the event that minor league baseball games discontinue being held in **RIVERWALK STADIUM**, then **LICENSEE** shall have the option to cancel this License Agreement. Upon such cancellation, the unused balance of any advanced license fees shall be returned to **LICENSEE** after the deduction for any obligation of **LICENSEE** to **TEAM** under this License Agreement including but not limited to food, beverages or services furnished to **LICENSEE**. This right of cancellation shall be the sole and exclusive remedy available to **LICENSEE** and the **TEAM** shall not be liable to **LICENSEE** for any other claims or damages of any nature whatsoever as a result of the circumstances giving rise to the right of cancellation, provided that the option to

cancel herein shall terminate thirty (30) days after written notice from **TEAM** to **LICENSEE** of the right to cancel hereunder. If **LICENSEE** fails to give written notice of cancellation to **TEAM** within said thirty (30) days, then this License Agreement shall remain in full force and effect.

4. **ACCESS TO SUITE.** **LICENSEE** shall be entitled to use of, and access to, said suite under the following conditions:

a. **LICENSEE** shall be entitled to the proportional use equal to the payment made or agreed to by any joint licensees of said suite on all non-baseball day event days during the term of this Agreement. It is understood and agreed, however, that **LICENSEE's** right of access to the suite on event days shall be solely by presentation of purchased suite tickets for the event then being held. "Event Days" means any event which is open and tickets sold to the general public provided, however, that **LICENSEE's** right of access to, and use of, the suite shall be restricted to the hours that **RIVERWALK STADIUM** is open to the general public for such event.

b. **LICENSEE** shall also be entitled to the rights to use said suite at times other than event days. Such right to use said suite shall be subject to the approval of **TEAM** prior to any such use, which approval shall not be unreasonably withheld; provided, however, that arrangements for such access shall be made by **LICENSEE** in advance and during **TEAM** regular business hours on Mondays through Fridays.

c. **LICENSEE** agrees to pay reasonable preparation and cleanup charges, if any, arising out of any use by **LICENSEE** of said suite pursuant to the provisions of Paragraph 4.b. above.

5. **FOOD, BEVERAGES AND SERVICES IN SUITE.** **LICENSEE** agrees to purchase all food and beverages to be used in or at the licensed premises from the **TEAM** at **RIVERWALK STADIUM**. **LICENSEE** shall not bring, or cause to be brought, food or beverages into the suite for the use of **LICENSEE** or **LICENSEE's** invitees. No food or beverage preparation equipment may be kept in the suite, other than such equipment as may be

provided by TEAM. **LICENSEE** shall be solely responsible for and promptly pay to the proper person, firm or corporation all bills for food, beverages and services furnished, sold or rendered in connection with the use of the suite at the time of service, including all applicable taxes.

6. **RESPONSIBILITY OF LICENSEE AND TEAM FOR SUITE OPTIONS.**

a. **TEAM RESPONSIBILITIES.** TEAM shall provide at TEAM's cost and expense within each suite:

1. One (1) built-in wet bar, and one (1) mini refrigerator, standard painting and carpet within the interior of the suite.
2. Make ordinary repairs and take care of ordinary maintenance to the licensed premises, equipment and furnishings.
3. Clean the suite before and after event days.
4. Furnish and pay the cost of all utilities to the suite, including water, heat and air conditioning and electricity, excluding cable and phone if desired.

b. **LICENSEE RESPONSIBILITIES.** LICENSEE agrees to provide at LICENSEE's expense within each suite the proportional share of:

1. Finishing, including wall and ceiling finish, paint and/or vinyl wall covering, and trim finish.
2. Furniture, appliances, equipment, etc. with prior approval of TEAM.
3. Cable service, if desired, facilitated by team and team's vendor.
4. Wall hangings; e.g., photos, paintings will be allowed, but all hanger penetrations must be repaired, to the satisfaction of the TEAM, by the LICENSEE.

7. **EVENT TICKETS AND PARKING RIGHTS.** During the term of this Agreement, LICENSEE shall:

a. Receive annually regular season minor league baseball season tickets for sixteen (16) seats within **LICENSEE's** suite, said seats shall be for **LICENSEE'S** proportional share equivalent of 70 games to Montgomery Biscuits (hereinafter referred to as MB) regular season home baseball game played by the minor league baseball team in **RIVERWALK STADIUM**. **LICENSEE** shall have the right to purchase all or any of a total of 4 additional suite tickets for same MB home baseball game at the value price of \$10.00 per ticket or \$700.00 per season ticket, if purchased prior to April 1. Any of the extra tickets purchased in advance will be eligible for team buy-back if unused tickets are presented to team by October 1. Thereafter April 1, all extra tickets will incur a service charge of \$2.50 per ticket. However, the **LICENSEE** may not allow suite occupancy to exceed the limits prescribed by the Fire Marshal (total of 20)

b. Have the option to purchase same proportional share of the total twenty (20) seats within the suite for events at **RIVERWALK STADIUM** other than MB home baseball games at the established suite price for each such event. **LICENSEE** shall have the option to purchase related additional suite tickets for events at **RIVERWALK STADIUM** other than MB home baseball games at the established suite price for each such event. However, the **LICENSEE** may not allow suite occupancy to exceed the limits prescribed by the Fire Marshal. **LICENSEE** agrees to comply with all deadlines established by **TEAM** for exercising this option to purchase tickets for other events to be held in **RIVERWALK STADIUM**, and failure to comply with such deadlines shall extinguish this option. If **LICENSEE's** are sharing tickets, it is their sole responsibility to divide tickets to participants' mutual satisfaction. **TEAM** will make best effort to deliver tickets to specified single contact by no later than April 1 and assist with best method of selecting game dates.

c. Receive baseball event parking for two (2) automobiles for proportional share in the prepaid parking lot, subject to the terms and conditions under which said prepaid season parking is offered.

Any rights and options of **LICENSEE** to receive tickets for minor league professional baseball and other events and parking spaces terminate concurrently with the termination of this License Agreement.

Concurrent with the execution of this License Agreement, and from time to time thereafter as necessary, each signatory under this agreement shall appoint a sole individual as the person with the responsibility and authority to make decisions and exercise options on behalf of signatory under this Paragraph 7, and shall notify **TEAM** in writing of such appointment.

8. **REIMBURSEMENT FOR DAMAGES.** **LICENSEE** agrees to promptly reimburse **TEAM** for the destruction, loss or damage to the licensed premises or any equipment, furnishings or other property therein, caused by **LICENSEE** or invitees of the **LICENSEE**. **TEAM** shall give notice of such destruction, loss or damage promptly upon discovery thereof.

9. **ACCESS TO SUITE LEVEL.** **LICENSEE** agrees and understands that the **TEAM** retains the right to control access to the Suite Level of **RIVERWALK STADIUM**.

10. **AUTHORITY RIGHT OF CANCELLATION.** If **LICENSEE** fails to promptly and timely, by the designated due date, make the required payments for license fee, food, beverages and services or otherwise breaches any of the terms and conditions of this Agreement, **TEAM** shall have the option to cancel this Agreement by giving **LICENSEE** thirty (30) days written notice. This License Agreement shall terminate upon the expiration of said thirty (30) days, unless **LICENSEE** shall cure the default within said thirty day period. All rights of **LICENSEE** under this Agreement (including the right to receive or purchase tickets for seats assigned within the suite and/or preferred parking spaces) shall then terminate, **TEAM** shall have no further obligation of any kind to **LICENSEE**, and **TEAM** shall have the right to enter and take possession of the suite. **TEAM** shall be entitled to: 1) retain any advanced license fee paid to the **TEAM**; and, 2) liquidated damages from **LICENSEE** in the amount of the license fee otherwise due and payable over the remainder of the unexpired term. In the event of such termination, any advanced license fee payments held by **TEAM** may be applied by **TEAM** to any obligation of **LICENSEE** for food,

beverages or services provided for or used in this suite. The foregoing constitutes the **TEAM's** exclusive remedies in the event of **LICENSEE's** breach of any term or condition of this Agreement, except for destruction, loss or damage pursuant to Section 8, above.

11. **PROPER DECORUM; ADVERTISING PROHIBITED.** **LICENSEE** and invitees of **LICENSEE** shall at all times maintain proper decorum while using the licensed suite and shall abide by all terms and conditions of this license, applicable governmental laws, rules and regulations, and by such rules and regulations as may from time to time be adopted and applied by **TEAM** to licensing of **LICENSEE's** suite and to the use of all Suite Level suites. Notwithstanding any other provision of this License Agreement, no advertising or signs visible outside of the suite shall be placed in, or around the suite by **LICENSEE**, except as provided in Section 13.b, below.

12. **ASSIGNMENT PROHIBITED.** **LICENSEE** shall have no right to assign this agreement or any part thereof, or sublet or sublicense the suite or any part thereof, without prior written consent of the **TEAM**, which consent shall not be unreasonably withheld by and through the City Planning Director or his/her designee. The rights and obligations created by this agreement are exclusive and shall not be transferred or assigned except by written agreement of both **LICENSEE** and **TEAM**.

However, in the event of change of ownership by **LICENSEE** or **TEAM** in anyway, this contract remains in effect and automatically transfers to new owner.

13. **ALTERATIONS, ADDITIONS AND OTHER IMPROVEMENTS BY LICENSEE.**

a. **LICENSEE** shall NOT be permitted to make any alterations, additions, or other improvements to the licensed premises without first obtaining (1) proper written consent of **TEAM**, (2) all required permits necessary to comply with all governmental rules, laws, statutes, ordinances and the like, which permits shall be paid by **LICENSEE**; and, (3) written approval by **TEAM** of all plans for such decorating, alterations, additions, or other improvements which shall

comply with all applicable governmental regulations, orders, rules, laws, statutes, ordinances, and the like. All alterations shall be in compliance with **TEAM** guidelines.

b. Prior to the termination of this license, **TEAM** shall have the right to require **LICENSEE** to remove any and all such alterations, additions or improvements and restore the licensed premises to its condition at the time of the commencement of this license, ordinary wear and tear excepted. **LICENSEE** shall not have the right to erect or display any commercial or business signs on or within the licensed premises without obtaining **Team's** prior written consent, which will not be unreasonably withheld.

14. **UNTENANTABILITY OF SUITE.** If the suite shall be destroyed or be damaged so as to become untenable for viewing a minor league baseball game or for an approved use under Paragraph 4.b., and **TEAM** elects to repair such damage, this license shall remain in force, but the license fee shall abate, for each proportional event missed or cancelled, at a rate of one (1) divided by the total events scheduled for the year, but shall not abate otherwise than as set forth herein; provided however, that such fee shall not abate if the untenability was caused by the fault or neglect of **LICENSEE** or its agents, employees, guests and invitees; provided, further, that **LICENSEE** shall notify **TEAM** in writing within ten (10) days, or as soon as practicable, of such untenability or such claim for license fee abatement pro rata shall be forever waived. If **TEAM** does not elect as aforesaid to repair the premises, **TEAM** shall have possession thereof and this License Agreement shall then terminate and remedies apply.

15. **INDEMNIFICATION.** **TEAM** shall not be liable for any loss or damage to property of **LICENSEE** or its invitees in or upon the licensed premises. **LICENSEE** agrees to indemnify and hold **TEAM** harmless from any liability for damages, including personal injury and property damage, occurring in or upon the licensed premises, and occasioned by any act or omission, neglect or wrongdoing of **LICENSEE** or any of its directors, officers, agents, representatives, guests, employees, or other invitees of **LICENSEE**.

16. **LICENSEE'S OPTION RIGHT.** **LICENSEE** shall have the right to enter into a new license agreement upon the normal expiration of the term of this License Agreement, subject to the following conditions:

a. **TEAM** shall notify **LICENSEE** in writing no sooner than twelve (12) months prior to the expiration of the term hereunder of **LICENSEE's** option to enter into a new license agreement for a term not to exceed three (3) years at the annual license fee then being charged for licenses of comparable suites, and under the terms and conditions set forth in such new license agreement.

b. Within thirty (30) days of the date **TEAM** so notifies **LICENSEE**, **LICENSEE** shall notify **TEAM** in writing of intention of **LICENSEE** to exercise the option as set forth in the notice by **TEAM** to **LICENSEE**.

c. After receiving notice of **LICENSEE's** intention to exercise the option, **TEAM** shall send a new license agreement to **LICENSEE** for execution. **LICENSEE** shall sign and return said license agreement to **TEAM** within fourteen (14) days of receipt thereof.

d. In the event that **LICENSEE** shall fail to notify **TEAM** within said thirty (30) days of **LICENSEE's** intention to exercise the option set forth in this paragraph, or shall fail to return the signed license agreement to **TEAM** within the fourteen (14) day period set forth in Subparagraph 16.c above, then said option right shall expire and **LICENSEE** shall have no further claim to the use of said suite.

17. **NOTICES.**

a. Any notice to **LICENSEE** required herein shall be sent by certified mail addressed to: Sample

b. Any notice to **TEAM** required herein shall be sent by certified mail addressed to the Montgomery Professional Baseball Club, LLC at 200 Coosa Street, Montgomery, Alabama 36104, Attention: GM-Sales & Marketing, or to such other address as **TEAM** may specify.

18. **SUCCESSOR'S RIGHTS.** This License Agreement and the rights and obligations hereunder shall apply to, bind and inure to the benefit of the successors and assigns of **TEAM** and the legal representatives, heirs, executors, administrators, successors or assigns of **LICENSEE**.

19. **MISCELLANEOUS PROVISIONS.**

a. **Right of Entry.** **TEAM** and its employees and agents shall have the continuing right to enter **LICENSEE's** suite at any and all times for the performance of the duties required to be performed by **TEAM** hereunder; to investigate any suspected violations of the provisions of this License Agreement, rules and regulations of **TEAM**, or any applicable governmental laws or orders; and to inspect the suite and its condition.

b. **Sale of Tickets Prohibited.** **LICENSEE** shall not sell, or offer for sale, any event admission tickets or parking tickets issued to **LICENSEE** hereunder, and any such sale shall be a material breach of this License Agreement; except as provided under Section 12 herein.

c. **Governing Law.** This License Agreement shall be governed, construed and interpreted in all respects in accordance with the laws of the State of Alabama.

d. **Entire Agreement.** This License Agreement constitutes the entire agreement and supersedes any previous written or oral agreements, between the parties hereto and no change or modification hereof shall be effective unless the same shall be in writing and executed by the parties hereto.

e. **Captions.** The captions of this License Agreement are for convenience only and are not to be construed as a part of this License Agreement and shall not be construed as defining or limiting in any way the scope or the intent of the provisions hereof.

f. **Nonwaiver of Strict Compliance.** Failure of **TEAM** to require strict compliance by **LICENSEE** of any of the covenants, provisions or conditions of this License Agreement, on one or more occasions, shall not constitute a waiver by **TEAM** of the right thereafter to require strict compliance with said covenants, provisions and conditions.

g. **Joint and Several Liability.** In the event that the named **LICENSEE** herein is composed of more than one person, or is a partnership or joint venture, the respective individuals, partners or joint venture shall be jointly and severally liable hereunder, whether or not the individual partners or joint venturers are signatories to this License Agreement.

h. **Minor League Baseball.** Wherever the terms "minor league baseball" or "minor league professional baseball" or a similar term are used in this License Agreement, they shall be construed to include the successors and assigns of the initial minor league Class "AA" baseball team or another minor league team which is playing instead at **RIVERWALK STADIUM.**

IN WITNESS WHEREOF, the parties hereto have caused this License Agreement to be executed by their duly authorized officials on the day and year first set forth above.

WITNESS:

MONTGOMERY PROFESSIONAL BASEBALL CLUB, LLC

By: _____
Sherrie Myers
Its: Co-Owner

WITNESS

LICENSEES

Company:

By Signature: _____

Print: _____

Company: _____

Signature:

Print:

Signature:

Print:

TEAM OWNED SUITES
SUITE LICENSE AGREEMENT

NOTICE: Wherever the Suite License Agreement refers to "STADIUM," it means **RIVERWALK STADIUM.**

10/30/95

MAINTENANCE AND SUPPORT AGREEMENT

AGENCY: **Montgomery CSO**
115 S. Perry St.
Montgomery, AL 36104

Term Effective **Start: 1/1/16** **End: 12/31/16**

STANDARD SOFTWARE AND HARDWARE SUPPORT: (AMOUNT: \$9,420.00)

- 9 a.m. – 5 p.m. On-site (M-F, Excluding Holidays)
- 24x7 Telephone Support: 2 Hour Response
- Free Remote SOFTWARE Updates for DataWorks Plus Applications During Normal Business Hours – does not include Operating System
- Remote Dial-in Analysis
- Overnight Shipping for Defective HARDWARE with Remote Installation Assistance

Hardware purchased from DWP Job Number 10-137: FINAL YEAR OF COVERAGE

- One (1) LSCAN 500P w/ Kiosk, Cabinet for Desktop Modular
- Serial Number: 001001545.H2010
- One (1) Xerox 4510DT Printer
- Serial Number: ART049723
- One (1) 17" Monitor (Serial Number: CN-0N445N-74261-06L-0J)

Software purchased from DWP Job Number 10-137:

LiveScan Plus and Digital PhotoManager™ Client Edition Software
MS SQL Software

Hardware purchased from DWP Job Number 10-186: FINAL YEAR OF COVERAGE

- Two (2) LSCAN 500P w/ Kiosk, Cabinet for Desktop Modular
- Serial Numbers: 001001577.H2010, 001001475.F2010
- Two (2) Xerox 4510DT Printers
- Serial Numbers: ART378214, unknown
- Two (2) 17" Monitors (Serial Numbers: CN-0U072N-64180-09G-18JC, CN-0U072N-64180-099-0ZCU)

Software purchased from DWP Job Number 10-186:

LiveScan Plus and Digital PhotoManager™ Client Edition Software
MS SQL Software

Interfaces purchased from DWP Job Number 11-046:

SQL RMS/JMS Data Interface
NIST Record Interface

Hardware purchased from DWP Job Number 13-00448:

- One (1) Crossmatch 500P
- Serial Number: 001003292.D2013
- One (1) Dell – Precision M4700 2.6GHz Laptop
- Machine Name: DWALMON804, Service Tag: 748KYW1
 - Firewire
 - 4GB RAM
- One (1) Canon Rebel T3 camera

- Serial Number: 272074040482
- One (1) Xerox 4510DT Printer
- Serial Number: ART396337

Software purchased from DWP Job Number 13-00448:

LiveScan Plus and Digital PhotoManager™ Client Edition Software
MS SQL Software

Services purchased from DWP Job Number 13-00449:

One (1) NIST record export – allows the LiveScan Plus system to export fingerprint records using standard NIST format(s) to the existing external AFIS system. Montgomery County provides access to the two (2) systems.

Hardware purchased from DWP Job Number 14-00082:

Three (3) Dell Precision T3610 2.8GHz Workstations

- Machine Names/Service Tags: DWALMON801/FBMDH02, DWALMON802/FBPDH02, DWALMON803/FBP8H02)
- 1 x 4GB Ram
- 2 x 500GB Hard Drive
- 1 x 635W Power Supply
- 2 x NIC
- 1 x Firewire
- 1 x PERC H310 RAID Controller

1. REPORTING A PROBLEM TO DATAWORKS PLUS:

- 1.1 The **Montgomery County Sheriff's Office** can contact Technical Support using either of the following options:
 - Toll-free telephone support (866-632-2780, dial "3" for Customer Support)
 - Email: support@dataworksplus.com
 - Customers can also generate web-based support tickets by visiting:
www.dataworksplus.com/support
- 1.2 The **Montgomery County Sheriff's Office** should use our toll-free number to report problems that require immediate attention. To expedite the problem, the **Montgomery County Sheriff's Office** needs to have readily available, the machine name or IP address of HARDWARE or SOFTWARE with the problem, the type of SOFTWARE with the issue and a sample record number.

2. DATAWORKS PLUS RESOLUTION PROCESS: (SEE ADDENDUM/EXCLUSIONS)

- 2.1 DATAWORKS PLUS Technical Support Team will open a ticket in our tracking system as acknowledgment of an issue reported to us. The **Montgomery County Sheriff's Office** can request the ticket number for their tracking purposes.
- 2.2 DATAWORKS PLUS Technical Support will connect to the system remotely to determine the problem and resolution.
 - DATAWORKS PLUS will contact the **Montgomery County Sheriff's Office** upon closure of the ticket.
 - DATAWORKS PLUS will, at no additional expense to the **Montgomery County Sheriff's Office**, correct any failures of the covered SOFTWARE to meet its specifications.
- 2.3 If the remote site support does not satisfactorily resolve the problem, DATAWORKS PLUS may choose to send a qualified technician to your site to correct the problem. The decision to send a technician onsite will be at the sole discretion of DATAWORKS PLUS and will be done at no additional expense to the **Montgomery County Sheriff's Office**.

3. DATAWORKS PLUS RESPONSIBILITIES TO SOFTWARE:

- 3.1 DATAWORKS PLUS will, at no additional expense to the **Montgomery County Sheriff's Office**, provide all enhancements, additions and updates to the SOFTWARE. The **Montgomery County Sheriff's Office** can contact our Technical Support team to schedule SOFTWARE updates for any SOFTWARE purchased from DATAWORKS PLUS. All SOFTWARE updates should be scheduled during normal business hours. Fees for non-business hours updates can be provided as needed.
 - ✓ DATAWORKS PLUS warrants that its products are free from viruses. Any virus introduced to the **Montgomery County Sheriff's Office's** system by DATAWORKS PLUS will be remedied at the sole expense of DATAWORKS PLUS.

4. MONTGOMERY COUNTY SHERIFF'S OFFICE'S RESPONSIBILITIES:

- 4.1 Maintenance does not cover virus protection or system failure due to virus infection. The on-site system administrator is responsible for Operating System updates and Anti-virus SOFTWARE updates.

The **Montgomery County Sheriff's Office** will be responsible for any damage or failure caused by a computer virus. In the event that a system becomes infected and the **Montgomery County Sheriff's Office** requires assistance, DATAWORKS PLUS will assist the **Montgomery County Sheriff's Office** on a time and materials basis. Systems that have been infected can contact DATAWORKS PLUS to assist with rebuilds after they have completed a complete virus scan and malware scan of the system.

- 4.2 However, the **Montgomery County Sheriff's Office** can, at no additional expense, contact our technical support team for assistance in setting the proper exclusions for anti-virus solutions provided by the **Montgomery County Sheriff's Office**.
- 4.3 The **Montgomery County Sheriff's Office** is responsible for providing a backup solution and ensuring that backups are being conducted. The **Montgomery County Sheriff's Office** can, at no additional expense, contact DATAWORKS PLUS support to configure SQL backups to disk or USB drive. DATAWORKS PLUS encourages customers to provide a 3rd party backup solution.

5. DATAWORKS PLUS HARDWARE RESPONSIBILITIES: (The section below relates to HARDWARE listed on this contract that is covered by DATAWORKS PLUS)

- 5.1 DATAWORKS PLUS will, at no additional expense to the **Montgomery County Sheriff's Office**, repair or replace any piece of covered HARDWARE that malfunctions due to normal wear and tear based on manufacturer specifications at the time of purchase. This does not cover HARDWARE malfunctions due to acts of God, abusive damage or accidents, or HARDWARE/HARDWARE components replaced at the discretion of the **Montgomery County Sheriff's Office**.
- 5.2 This contract does not include consumable items such as (but not limited to) printer paper, printer ribbons, toner, photographic paper, print heads, magnetic tapes, or transfer ribbons for printers. This applies only to customers who have purchased printers from DATAWORKS PLUS and those printers are under a current support agreement.
- 5.3 DATAWORKS PLUS reserves the right to replace any piece of covered HARDWARE with the same or comparable model if the existing model is no longer available. The decision to replace HARDWARE is at the sole discretion of DATAWORKS PLUS.
- 5.4 DATAWORKS PLUS reserves the right to discontinue coverage for printers that become "general use" printers, instead of printers used exclusively for DATAWORKS PLUS applications. In this event, DATAWORKS PLUS will honor the terms in this agreement but may discontinue coverage upon contract renewal.
- 5.5 DATAWORKS PLUS will, at no additional expense to the **Montgomery County Sheriff's Office**, provide next-day delivery (except Sundays and Holidays, in which case, delivery will be scheduled for the next business day) of a replacement unit for any piece of covered HARDWARE that malfunctions due to normal wear and tear. DATAWORKS PLUS will provide next-day delivery by UPS Red Label, FedEx Priority Overnight, or a similar service. Replacement units will be loaned to the **Montgomery County Sheriff's Office** until DATAWORKS PLUS has repaired the failed unit or until DATAWORKS PLUS makes the decision to provide a permanent replacement.
- 5.6 DATAWORKS PLUS will provide telephone assistance for connectivity for defective HARDWARE listed below: Camera equipment, panner sets, keyboards, external disk drives, monitors, mice.

- 5.7 DATAWORKS PLUS will, at no additional expense to the **Montgomery County Sheriff's Office**, provide all computer-related and firmware updates as deemed necessary, for all computer equipment purchased from DATAWORKS PLUS and all DATAWORKS PLUS SOFTWARE applications. Additional charges may apply for firmware upgrade for mobile devices.

6. CONNECTIVITY:

- 6.1 DATAWORKS PLUS will provide upon request, at no additional expense to the **Montgomery County Sheriff's Office**, one USB modem, modem SOFTWARE, and remote connectivity SOFTWARE (such as VNC or Remote Desktop) necessary to provide remote site support. The **Montgomery County Sheriff's Office** is responsible for providing a VPN or direct-inward-dial telephone line. DATAWORKS PLUS is not responsible for any annual or monthly SOFTWARE fees for connectivity purposes.

7. ADDITIONAL TRAINING:

- 7.1 Upon request, DATAWORKS PLUS will provide a 30% discount on refresher training to the **Montgomery County Sheriff's Office**. Quotes for training can be obtained by contacting Deanna Allen, Director of Technical Support, at 866 632 2780 x 6731.

8. ASSISTANCE BEYOND THE SCOPE OF THIS CONTRACT:

- 8.1 Additional engineering and support efforts by DATAWORKS PLUS, beyond the scope of this agreement, may be charged as follows. This may include any related travel and administrative expenses.

BILLABLE RATES

(Outside the scope of a current Maintenance and Support Agreement)

8 a.m. – 5 p.m. (M-F, local time)	\$180 per hour, 2 hours minimum charge
After 5 p.m., Saturday, Sunday and Holidays	\$260 per hour, 2 hours minimum charge

9. CONTRACT CANCELLATION:

- 9.1 The **Montgomery County Sheriff's Office** through written notification to DATAWORKS PLUS may cancel this maintenance/support agreement. Any unused portion of the maintenance/support costs listed on this contract will be refunded to the **Montgomery County Sheriff's Office** at a pro-rated amount.

DataWorks Plus, LLC
728 N. Pleasantburg Drive
Greenville, SC 29607



866-632-2780 (Toll-Free)
864.672.2780 (P)
864.672.2787 (F)

****See Addendums A and B for information on moving SOFTWARE licenses to new HARDWARE and Non-Maintenance Time and Materials Rates.**

DATAWORKS PLUS

Montgomery County Sheriff's Office

Federal ID: 57-1104887

Name: Jessica Mensing

Name: _____

A handwritten signature in cursive script, appearing to read "Jessica Mensing".

Signature: _____

Signature: _____

Title: _____

Date: October 20, 2015

Date: _____

Invoice: TBD

PO#: _____

www.dataworkspius.com

6

2-7

ADDENDUM A

Occasionally, customers have a need to move our SOFTWARE licenses to new HARDWARE, either due to HARDWARE failure or simply as a HARDWARE upgrade. DATAWORKS PLUS considers application upgrades as a part of our standard maintenance plan. However, system moves are not covered under the plan. Customer should contact DATAWORKS PLUS for pricing for system moves. Customers who need to move SOFTWARE/databases to new HARDWARE will need to do the following:

1. Contact DATAWORKS PLUS at **866.632.2780 x6731** for pricing and scheduling;
 2. Provide DATAWORKS PLUS with an equivalent HARDWARE solution as the original HARDWARE, with any SOFTWARE installed that was originally installed by the Agency;
 3. Provide VPN access to the new system and the old system simultaneously until the move is complete;
 4. Provide access to system backups and logs.
 5. DATAWORKS PLUS understands that some Agencies prefer to handle application license moves to customer owned HARDWARE without DATAWORKS PLUS assistance. In this instance, it is the Agencies responsibility to notify DATAWORKS PLUS so that maintenance coverage will continue for the license(s). The following information should be given to DATAWORKS PLUS to update license information on the maintenance record:
 - Previous machine name and IP
 - New machine name and IP
- DATAWORKS PLUS is not responsible for providing on-site assistance in the event of customer provided hardware failure.
- DATAWORKS PLUS is not responsible for engineering/development work to reconstruct corrupt databases due to customer-provided hardware failure, or failure due to viruses/malware.
- Customers who wish to schedule license moves and/or hardware upgrades may contact DATAWORKS PLUS for fees and scheduling.
- Customers may contact us for pricing for a maintenance uplift plan that includes software license moves.
- Our standard rates of \$180 per hour, 2 hour minimum, will apply for any installation or deployment related support issues after the initial training and installation for Kiosk.

ADDENDUM B- REFERENCE ONLY

**DATAWORKS PLUS
Non-Customer Time and Materials Information Sheet**

DATAWORKS PLUS regrets that your Agency will no longer continue with a standard maintenance contract and hope to work with you as a regular maintenance customer in the future. To assist you during this time, please review the following "Time and Materials" procedures listed below:

- If technical assistance is needed, please contact DATAWORKS PLUS at 866.632.2780 x 3. The rate for T&M customers is as follows:

**BILLABLE RATES
(Without a Maintenance and Support Agreement)**

8 a.m. – 5 p.m. (M-F, local time)	\$225 per hour, 2 hours minimum charge
After 5 p.m., Saturday, Sunday and Holidays	\$450 per hour, 2 hours minimum charge

- DATAWORKS PLUS will open a ticket for your Agency but will need a purchase order before proceeding. Typically, this purchase order will be for the two-hour minimum listed above.
- Upon receipt of the purchase order, our technicians will connect to your site to determine the cause of the problem and an estimate of time for resolution.
- If the problem can be resolved during the two-hour minimum time-frame listed in the purchase order, we will proceed with the repair. DATAWORKS PLUS support technicians will contact your Agency before going above the time limit issued by your Agency.
- If the problem requires HARDWARE to resolve, DATAWORKS PLUS will issue your Agency a quote for the HARDWARE separately, provided the HARDWARE is not listed as obsolete by DATAWORKS PLUS. T&M agencies are responsible for shipping costs for the replacement HARDWARE.
- Upon closure of the ticket, DATAWORKS PLUS will issue an invoice with the purchase order given at the time of the initial call. Please note that agencies with current maintenance contracts will get priority in our support tracking system. However, we are happy to give agencies a time-frame for resolution.
- DATAWORKS PLUS does not provide on-site support for non-maintenance customers.
- DATAWORKS PLUS does not provide SOFTWARE upgrades for non-maintenance customers.

It is our desire to assist agencies in a timely fashion and to the satisfaction of those agencies. Please sign and return this letter along with your PO as acknowledgement to this agreement.

Agency Name: _____

Name: _____

Signature: _____

Title: _____

Date: _____

PO #: _____

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

**Amendment
To
Contract # 51901-14B-004**

Amendment No. 2

Contract with Climate Service Inc. for Preventative Maintenance Services and HVAC Systems at Montgomery County Detention Facility Jail II, is hereby extended beginning June 1, 2016 and ending on September 14, 2016.

There will be no price increase during this contract period.

All other provisions of the contract remain the same.

WITNESS:

CLIMATE SERVICE INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

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

Amendment
To
Contract # 52110-14B-007

Amendment No. 2

Contract with Signs Now for Graphics and Lettering of Sheriff Vehicles, is hereby extended for one (1) year beginning May 19, 2016 and ending May 18, 2017.

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

All other provisions of the contract remain the same.

WITNESS:

SIGNS NOW

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

April 4, 2016 - Minutes of Regular Meeting
Montgomery County Commission

[illegible]

Notes:

6-2

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 34 BIDS MAILED														
INVITATION TO BID NO: 52110-16B-007														
DATE ISSUED: 01/04/2016														
DATE OPENED: 01/25/2016														
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office														
TERMS OF PAYMENT / DISCOUNT:														
DELIVERY DATE:														
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	BID # 1		BID # 2		BID # 3		BID # 4		BID # 5		
				UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	
1	Short sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$14.00	\$ 560.00	\$18.21	\$728.40	\$15.86	\$634.40	\$19.55	\$782.00	\$21.50	\$860.00	
2	Short sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$14.50	\$ 580.00	\$19.00	\$760.00	\$21.07	\$842.80	\$19.55	\$782.00	\$21.50	\$ 860.00	
3	Short sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$14.00	\$ 560.00	\$18.21	\$728.40	\$15.86	\$634.40	\$19.55	\$782.00	\$21.50	\$860.00	
4	Short sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$14.50	\$ 580.00	\$19.00	\$760.00	\$21.07	\$842.80	\$19.55	\$782.00	\$21.50	\$ 860.00	
5	Long sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$24.00	\$ 960.00	\$22.95	\$918.00	\$19.86	\$794.40	\$24.15	\$966.00	\$25.72	\$ 1,028.80	
6	Long sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$25.00	\$ 1,000.00	\$23.50	\$940.00	\$24.43	\$977.20	\$24.15	\$966.00	\$25.72	\$ 1,028.80	

Notes:

Bid #1 PLH Enterprises, LLC did not comply with shirt weight.

Bid #3 Eastbay, Inc. did not comply with shirt weight.

Bid# 5 Logo Branders, Inc. noted White is not available in size 4XL and largest ladies size is 3XL

7-2

Purchasing Department

[illegible]

Notes:

7-3

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 34 BIDS MAILED															
INVITATION TO BID NO: 52110-16B-017															
DATE ISSUED: 01/04/2016															
DATE OPENED: 01/25/2016															
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office															
TERMS OF PAYMENT / DISCOUNT:															
DELIVERY DATE:															
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	BID # 6		BID # 7		BID # 8		BID # 9		BID # 10	
1	Short sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$22.90	\$ 916.00	Koppel Advertising 702 Broadway Ave. Bedford, OH 44146 Ken Koppel		SBS Promo 10 W. 37th St., 3rd FL New York, NY 10018 Jamison Hannigan		Logoland Marketing 1035 Turkey Creek Rd. Mathews, AL 36052 Linda Gleason		AKD- American Klassic Designs 241 Mendel Pkwy, E Montgomery, AL 36117 Greg Shaller		N. O. Value Printing 4413 Chasiant St. Metairie, LA 70006 Ryan Olson	
2	Short sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$22.90	\$ 916.00										
3	Short sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$22.90	\$ 916.00										
4	Short sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$22.90	\$ 916.00										
5	Long sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$29.90	\$ 1,196.00										
6	Long sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$29.90	\$ 1,196.00										

Notes:

Bid# 8 LogoLand Marketing noted additional personalized embroidery will be subject to upcharge. All embroidery for personalized items is \$5.00 each on the original orders or orders at one time

7-4

Purchasing Department

ABSTRACT FOR BIDS: 34 BIDS MAILED															
INVITATION TO BID NO: 52110-16B-017															
DATE ISSUED: 01/04/2016															
DATE OPENED: 01/25/2016															
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office															
TERMS OF PAYMENT / DISCOUNT:															
DELIVERY DATE:															
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	BID # 6		BID # 7		BID # 8		BID # 9		BID # 10			
				UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT		
7	Long sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$29.90	\$ 1,196.00	\$24.85	\$994.00	\$24.50	\$980.00	\$25.85	\$1,034.00	\$27.50	\$ 1,100.00		
8	Long sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$29.90	\$ 1,196.00	\$24.85	\$994.00	\$24.50	\$980.00	\$25.85	\$1,034.00	\$27.50	\$ 1,100.00		
9	Optional embroidery of name on right chest	EA	40	\$3.00	\$ 120.00	\$4.00	\$160.00	\$5.00	\$200.00	\$4.00	\$160.00	\$3.50	\$ 140.00		

Notes:

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 34 BIDS MAILED														
INVITATION TO BID NO: 52110-16B-007														
DATE ISSUED: 01/04/2016														
DATE OPENED: 01/25/2016														
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office														
TERMS OF PAYMENT / DISCOUNT:														
DELIVERY DATE:														
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	BID # 11		BID # 12		BID # 13		BID # 14		BID # 15		
				UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	
1	Short sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$14.91	\$ 596.40	\$29.75	\$1,190.00	\$28.30	\$1,132.00	\$12.09	\$483.60	NO BID		
										\$13.24	\$529.60			
2	Short sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$14.91	\$ 596.40	\$34.25	\$1,370.00	\$34.00	\$1,360.00	\$14.38	\$575.20	NO BID		
										\$15.52	\$620.80			
3	Short sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$14.91	\$ 596.40	\$29.75	\$1,190.00	\$28.30	\$1,132.00	\$12.09	\$483.60	NO BID		
										\$13.24	\$529.60			
4	Short sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$14.91	\$ 596.40	\$34.25	\$1,370.00	\$34.00	\$1,360.00	\$14.38	\$575.20	NO BID		
					\$ -									
5	Long sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$17.67	\$ 706.80	\$33.00	\$1,320.00	\$26.85	\$1,074.00	\$13.81	\$552.40	NO BID		
										\$14.95	\$598.00			
6	Long sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$17.67	\$ 706.80	\$37.50	\$1,500.00	\$32.55	\$1,302.00	\$16.10	\$644.00	NO BID		
										\$17.24	\$689.60			
				-										

Notes:

Bid# 11 Ad-Wear & Specialty of Texas, Inc. submitted a quantity of 40 shirts per each size

Bid#12 Naleco, Inc. did not comply with shirt weight. Noted that prices included embroidery. Awarded prices are good for one (1) year. Quoted prices are good for 60 days after bid opens.

Bid# 13 Galls did not comply with shirt weight.

7-6

Purchasing Department

ABSTRACT FOR BIDS: 34 BIDS MAILED															
INVITATION TO BID NO: 52110-16B-017															
DATE ISSUED: 01/04/2016															
DATE OPENED: 01/25/2016															
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office															
TERMS OF PAYMENT / DISCOUNT:															
DELIVERY DATE:															
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT	
7	Long sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40	\$17.67	\$ 706.80		\$33.00	\$1,320.00		\$26.85	\$1,074.00		\$13.81	\$552.40	NO BID
													\$14.95	\$598.00	
8	Short sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40	\$17.67	\$ 706.80		\$37.50	\$1,500.00		\$32.55	\$1,302.00		\$16.10	\$644.00	NO BID
9	Optional embroidery of name on right chest	EA	40	\$3.50	\$ 140.00					\$3.50	\$140.00		\$2.00	\$80.00	NO BID

Notes:

Bid# 14 Express Press did not comply with shirt weight. Noted both Men and Women Short Sleeve 2XL at \$13.24 each. Men Short Sleeve 4XL at \$ 15.52 each. Both Men and Women Long Sleeve 2X are \$14.95. Men Long Sleeve 4XL at \$17.24 each. 4XL Short and Long Sleeve Women Not Applicable.

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 34 BIDS MAILED										BID # 16		BID # 17		BID # 18		BID # 19		BID # 20			
INVITATION TO BID NO: 52110-16B-017										Municipal and Commercial Uniforms 2208 3rd Ave. N. Birmingham, AL 35203 Brian Slynanti		G & C Supply, Co., Inc. P.O. Drawer 459 Atwood, TN 38220 Donnie Crider		Craig's Firearm Supply, LLC 8761 Chapman Hwy Knoxville, TN 37920 Bill Kranz		Goaltex Corp. 146 Split Rock Rd. Syosset, NY 11791 Robert Grubman					
DATE ISSUED: 01/04/2016																					
DATE OPENED: 01/25/2016																					
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office																					
TERMS OF PAYMENT / DISCOUNT:																					
DELIVERY DATE:																					
ITEM NO.	DESCRIPTION OF ITEM			Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT				
1	Short sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							
2	Short sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							
3	Short sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							
4	Short sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							
5	Long sleeve men's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							
6	Long sleeve men's polo shirt (polyester) various colors; Sizes: 3X,4X			EA	40	NO BID	\$ -	NO BID		NO BID		NO BID		NO BID							

Notes:

7-8

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 34 BIDS MAILED					BID # 16		BID # 17		BID # 18		BID # 19		BID # 20	
INVITATION TO BID NO: 52110-16B-017					Municipal and Commercial Uniforms 2208 3rd Ave. N. Birmingham, AL. 35203 Brian Stynani		G & C Supply, Co., Inc. P.O. Drawer 459 Atwood, TN 38220 Donnie Crider		Craig's Firearm Supply, LLC 8761 Chapman Hwy Knoxville, TN 37920 Bill Kranz		Godliex Corp. 146 Split Rock Rd. Syosset, NY 11791 Robert Grubman			
DATE ISSUED: 01/04/2016														
DATE OPENED: 01/25/2016														
REQUESTING DEPARTMENT: Montgomery County Sheriff's Office														
TERMS OF PAYMENT / DISCOUNT:														
DELIVERY DATE:														
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY		UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
7	Long sleeve women's polo shirt (polyester) various colors; Sizes: S,M, L, XL, 2X	EA	40		NO BID		NO BID		NO BID		NO BID			
8	Long sleeve women's polo shirt (polyester) various colors; Sizes: 3X,4X	EA	40		NO BID		NO BID		NO BID		NO BID			
9	Optional embroidery of name on right chest	EA	40		NO BID		NO BID		NO BID		NO BID			
Total Cost of Items 1 - 8														
Total Cost of Items 1 - 9						\$								\$

Notes:

7-9

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACTUAL AGREEMENT

CONTRACT NO. 52110-16B-007

THIS CONTRACTUAL AGREEMENT made and entered into on the 4th day of April, 2016, by and between Ad-Wear & Specialty of Texas, Inc. of Houston, Texas and Montgomery County Commission, Montgomery, Alabama.

W I T N E S S E T H

WHEREAS, Ad-Wear & Specialty of Texas, Inc. agrees to furnish Polo Shirts for the Montgomery County Commission, Sheriff Department, in accordance with all the provisions of Invitation to Bid No.52110-16B-007, as issued by the Montgomery County Commission on January 25, 2016, (hereinafter referred to as the "Invitation to Bid"), a copy of which is attached hereto.

WHEREAS, In Consideration thereof, Ad-Wear & Specialty of Texas, Inc. and Montgomery County Commission agrees as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the Contract will begin on April 4, 2016 and will end on April 3, 2019, with the option to renew for two (2) years, in one year periods.
3. That prices shall remain firm for 1 one (1) year period; a price increase may be allowed but shall not exceed 5% per year.
4. That Montgomery County Commission and Ad-Wear & Specialty of Texas, Inc. may terminate this agreement at anytime during the contract period by giving a thirty (30) day written notice by either party.
5. That Ad-Wear & Specialty of Texas, Inc. will furnish Polo Shirts for the Sheriff's Office at prices stipulated in Invitation to Bid No. 52110-16B-007.
6. That Ad-Wear & Specialty of Texas, Inc. shall at all times be in compliance with all specifications and special provisions of the Invitation to Bid.
7. Ad-Wear & Specialty of Texas, Inc. shall hold Montgomery County Commission harmless from and indemnify it against all liability, including attorney's fees, which may arise from and accrue directly from the performance of the work of any obligation of Ad-Wear &

Specialty of Texas, Inc. or failure of Ad-Wear & Specialty of Texas, Inc. to perform any work or obligation provided for in this agreement.

8. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Ad-Wear & Specialty of Texas, Inc.
9. 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 authorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 4th day of April, 2016.

WITNESS:

AD-WEAR & SPECIALTY OF TEXAS, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

Purchasing Department

ABSTRACT FOR BIDS:						BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 51965-16B-011						KCI, INC. 19 INDUSTRIAL AVENUE MOHAWK, NJ 07430 ATTN: WAYNE DUGLIN		ALTERNATIVE MAINTENANCE SOLUTIONS 251 TIGER WAY PEACHTREE CITY, GA 30269 ATTN: RONALD EALY		COAST TO COAST COMPUTER PRODUCTS 4277 VALEY FAIR ST SIMI VALLEY, CA 93063 ATTN: MELISSA SERVATDJOO					
DATE ISSUED: FEBRUARY 9, 2016															
DATE OPENED: MARCH 1, 2016															
DEPARTMENT REQUESTING: INFORMATION SYS															
TERMS OF PAYMENT / DISCOUNT:															
DELIVERY DATE:															
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT	
1	ANNUAL COST OF	EA	1	\$59,600.00	\$59,600.00		\$64,352.00	\$64,352.00		\$75,699.90	\$75,699.90				
	COMPUTER														
	HAREDWARE														
	MAINTENANCE														
TOTAL BID AMOUNTS								\$59,600.00			\$64,352.00			\$75,699.90	

97 BIDS MAILED

8.2

Page 1

Abstract for bid - Computer Hardware Maintenance

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION **AGENDA**

BUDGET CHANGE REQUEST

REQUEST NUMBER 41

APR - 4 2016

DEPARTMENT: County Comm Appropriati REVIEWED: S. Thomas 3/21/2016
 DATE: 3/21/2016 Finance Director Date
 REQUESTED BY: Donald L. Mims APPROVED: _____
 Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
City of Montgomery BONDS	001-56701.464	7,750	2,700	10,450
Donation Revenue	001-59310.498	(326,800)	(2,700)	(329,500)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(319,050)	0	(319,050)

JUSTIFICATION:

Budget for an appropriation to the City of Montgomery BONDS program for the Clean City Adopt A Mile Montgomery Program.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 42

BUDGET FORM 5

AGENDA

APR - 4 2016

DEPARTMENT: County Comm Appropriati REVIEWED: S. Thomas 3/21/2016
 DATE: 3/21/2016 Finance Director Date
 REQUESTED BY: Donald L. Mims APPROVED: _____
 Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
River Region Chaplain Service	001-57201.441	0	2,000	2,000
In House Misc. Appropriations	001-59310.498	59,500	(2,000)	57,500
TOTAL		59,500	0	59,500

JUSTIFICATION:

Appropriate funds to River Region Chaplain Service for program expenses.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

BUDGET FORM 5

AGENDA

REQUEST NUMBER 4

APR - 4 2016

DEPARTMENT:	Board of Registrars	REVIEWED: S. Thomas	3/15/2016
		Finance Director	Date
REQUESTED BY:	George Noblin	APPROVED:	
Elected Official/Dept. Head	Date	Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Extra Help	001-51920-115	4,000	2,000	6,000
Overtime	001-51920-113	5,314	(2,000)	3,314
TOTAL		9,314	0	9,314

JUSTIFICATION:

Funds Needed IMMEDIATELY to hire extra help (retired clerks from this office) to handle extraordinary increase in registrations and updates, both regular and electronic, generated by the March 1 Primary, added to the normal weekly inflow of applications from DHR, MEDICAID, DMV, PROBATE, and other sources. Work on provisional ballots(390) and registraion cutoff which prevents immediate attention to applications missing the deadline and transfers from other counties, prevented immediate processing . The short deadline of the MARCH 28th RUN-OFF ELECTIONS is approaching.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

REQUEST NUMBER 5

BUDGET FORM 5
AGENDA

APR -4 2016

DEPARTMENT:	Engineering-Mosquito Control	REVIEWED:	S. Thomas	3/15/16
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
Elected Official/Dept. Head	3/15/2016	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fuels & Lubricants	001-55600.212	3,969	(300)	3,669
Travel Req & Training	001-55600.265	1,500	300	1,800
TOTAL		5,469	0	5,469

JUSTIFICATION:

To realign budget to cover additional expenses for Travel-Req and Training.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

BUDGET FORM 5
AGENDA

REQUEST NUMBER 5

APR - 4 2016

DEPARTMENT:	JUDGE OF PROBATE	REVIEWED: S. Thomas	3/10/16
		Finance Director	Date
REQUESTED BY:	JUDGE STEVEN L. REED	APPROVED:	
Elected Official/Dept. Head	Date	Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair & Maintenance Office Equipment	001-51300-233	2,748	2,700	5,448
Water and Sewer	001-51300-246	3,390	2,600	5,990
Digital Cable Service	001-51300-259	500	500	1,000
Dues	001-51300-303	1,835	2,000	3,835
Office Supplies / Minor Equipment	001-51300-211	79,568	(7,800)	71,768
TOTAL		88,041	0	88,041

JUSTIFICATION:

We have had more repairs than previously anticipated. It appears that water and cable could be short by year end.
Dues increased from prior year.

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

BUDGET FORM 5

AGENDA

REQUEST NUMBER #2

APR - 4 2016

DEPARTMENT:	PERSONNEL	REVIEWED:	S. Thomas	3/16/2016
DATE:	3/16/2016		Finance Director	Date
REQUESTED BY:	Carmen Douglas	APPROVED:		
Elected Official/Dept. Head	Personnel Director	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Equipment/Furniture under Capital Asset threshold	123.51961-400	18,000	(7,500)	10,500
Repair & Maint-Software License	123.51961.240	42,000	7,500	49,500
TOTAL		60,000	0	60,000

JUSTIFICATION:
 To adjust budget for increased cost of training for and implementing new applicant software.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

BUDGET FORM 5
AGENDA

REQUEST NUMBER 1

APR - 4 2016

DEPARTMENT	Support Services	REVIEWED:	S. Thomas	3/10/2016
DATE:	3/8/2016		Finance Director	Date
REQUESTED BY:	Pat Litchfield	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair & maint. Motor Vehic	001-51901.234	5,000	1,500	6,500
Repair & maint. Bldgs/Impr	001-51901.231	175,000	(1,500)	173,500
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		180,000	0	180,000

JUSTIFICATION:

Truck #8035 & #5 have had inforseen repairs

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

BUDGET FORM 5
AGENDA

REQUEST NUMBER 4

APR - 4 2016

DEPARTMENT:	Youth Facility	REVIEWED:	S. Thomas	3/15/2016
DATE:	3/15/2016		Finance Director	Date
REQUESTED BY:	Bruce R. Howell	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Natural Gas	001-52602-245	20,000	(2,000)	18,000
Telephone	001-52602-251	20,000	(2,000)	18,000
Groceries	001-52602-328	75,000	(5,000)	70,000
Other Equipment	001-52602-591	7,500	(1,000)	6,500
Repair & Main. Bldgs.	001-52602-231	15,000	10,000	25,000
Copy Machine Rental	001-52603-223	8,000	(1,000)	7,000
Repair & Main. Vehicles	001-52603-234	15,000	(3,000)	12,000
Drugs & Medical Supplies	001-52603-206	1,000	4,000	5,000
TOTAL			0	

JUSTIFICATION:

Midyear adjustments for shortfalls in Medicine and Building repair

POSITION FILL REQUEST

COMPLETE ACTION DATES

1. __dept request
2. __admin review
3. __pers dept
4. __cert to admin
5. __dept selection
6. __final review

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William Flowers

26. POSITION TITLE: Assistant Tag and License Supervisor

POSITION NUMBER: 750053053

PROPOSED EFFECTIVE DATE: 15 March 2016

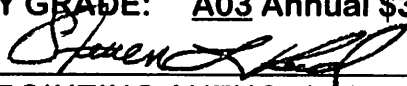
TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY

RECRUITING:

☒ Promotional Transfer ☐ Transfer

☐ Open Competitive Register ☐ Reemployment

PAY GRADE: A03 Annual \$32,318


APPOINTING AUTHORITY

Date

27. ADMINISTRATIVE REVIEW

☐ APPROVED

☐ DISAPPROVED

FUNDING AUTHORITY

Date

28. CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

PERSONNEL DIRECTOR

Date

29. SELECTEE: _____

APPOINTING AUTHORITY

Date

30. _____ Manpower data entered by _____

Date

_____ Payroll entered by _____

Date

POSITION FILL REQUEST

COMPLETE ACTION DATES

1. __dept request
2. __admin review
3. __pers dept
4. __cert to admin
5. __dept selection
6. __final review

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William Flowers

31. POSITION TITLE: Customer Service Clerk

POSITION NUMBER: _____

(Number unknown until after Assistant Tag and License Supervisor Fill)

PROPOSED EFFECTIVE DATE: 15 March 2016

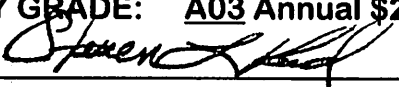
TYPE OF APPOINTMENT: x PERMANENT TEMPORARY

RECRUITING:

 Promotional Transfer X Transfer

x Open Competitive Register X Reemployment

PAY GRADE: A03 Annual \$25,630


APPOINTING AUTHORITY _____

Date

32. ADMINISTRATIVE REVIEW

 APPROVED

 DISAPPROVED

FUNDING AUTHORITY

Date

33. CERTIFICATION

Promotional _____ Candidates

Open-Competitive _____ Candidates

Transfer _____ Candidates

PERSONNEL DIRECTOR

Date

34. SELECTEE: _____

APPOINTING AUTHORITY

Date

35. _____ Manpower data entered by _____

Date

_____ Payroll entered by _____

Date

POSITION FILL REQUEST

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William Flowers

COMPLETE ACTION DATES

1. __dept request
2. __admin review
3. __pers dept
4. __cert to admin
5. __dept selection
6. __final review

1. POSITION TITLE: Customer Service Clerk

POSITION NUMBER: 750016019

PROPOSED EFFECTIVE DATE: 15 March 2016

TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY

RECRUITING:

☐ Promotional Transfer ☒ Transfer

☒ Open Competitive Register ☒ Reemployment

PAY GRADE: A03 Annual \$25,630


APPOINTING AUTHORITY

Date

2. ADMINISTRATIVE REVIEW

☐ APPROVED

☐ DISAPPROVED

FUNDING AUTHORITY

Date

3. CERTIFICATION

Promotional _____ Candidates

Open-Competitive _____ Candidates

Transfer _____ Candidates

PERSONNEL DIRECTOR

Date

4. SELECTEE: _____

APPOINTING AUTHORITY

Date

5. _____ Manpower data entered by _____

Date

_____ Payroll entered by _____

Date

COMPLETE ACTION DATES

Date _____

COMPLETE ACTION DATES

1. dept request

2. admin review

3. pers dept

4. cert to admin

5. dept selection

6. final review

Promotional Transfer

X Transfer

x Open Competitive Register

X Reemployment

PAY GRADE: ~~A03 Annual~~ \$25,630

APPOINTING AUTHORITY

Date _____

12. ADMINISTRATIVE REVIEW

APPROVED

DISAPPROVED

FUNDING AUTHORITY

Date _____

13. CERTIFICATION

Promotional

Candidates

Open-Competitive

Candidates

Transfer

Candidates

PERSONNEL DIRECTOR

Date

14. SELECTEE: _____

APPOINTING AUTHORITY

Date _____

15. _____ Manpower data entered by _____

Date

____ Payroll entered by ____

Date

POSITION FILL REQUEST

COMPLETE ACTION DATES

1. __dept request
2. __admin review
3. __pers dept
4. __cert to admin
5. __dept selection
6. __final review

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William Flowers

16. POSITION TITLE: Administrative Support Associate

POSITION NUMBER: 750013040

PROPOSED EFFECTIVE DATE: 15 March 2016

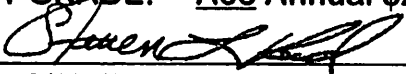
TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY

RECRUITING:

☐ Promotional Transfer ☒ Transfer

☒ Open Competitive Register ☒ Reemployment

PAY GRADE: A03 Annual \$25,630


APPOINTING AUTHORITY

Date

17. ADMINISTRATIVE REVIEW

☐ APPROVED

☐ DISAPPROVED

FUNDING AUTHORITY

Date

18. CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

PERSONNEL DIRECTOR

Date

19. SELECTEE: _____

APPOINTING AUTHORITY

Date

20. _____ Manpower data entered by _____

Date

_____ Payroll entered by _____

Date

POSITION FILL REQUEST

COMPLETE ACTION DATES

1. __dept request
2. __admin review
3. __pers dept
4. __cert to admin
5. __dept selection
6. __final review

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William Flowers

21. POSITION TITLE: Administrative Support Specialist

POSITION NUMBER: 750015001

PROPOSED EFFECTIVE DATE: 15 March 2016

TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY

RECRUITING:

☐ Promotional Transfer ☒ Transfer

☒ Open Competitive Register ☒ Reemployment

PAY GRADE: A03 Annual \$28,765

APPOINTING AUTHORITY

Date

22. ADMINISTRATIVE REVIEW

☐ APPROVED

☐ DISAPPROVED

FUNDING AUTHORITY

Date

23. CERTIFICATION

Promotional ☐ Candidates

Open-Competitive ☐ Candidates

Transfer ☐ Candidates

PERSONNEL DIRECTOR

Date

24. SELECTEE: _____

APPOINTING AUTHORITY

Date

25. _____ Manpower data entered by _____

Date

_____ Payroll entered by _____

Date

POSITION FILL REQUEST

DEPARTMENT: Support Services

DEPARTMENT HEAD: Florence Cauthen

SUPERVISOR: Florence Cauthen

COMPLETED ACTION DATES

1	_____	dept request
2	_____	admin review
3	_____	pers dept
4	_____	cert to admin
5	_____	dept selection
6	_____	final review

1 POSITION TITLE: Custodial Maintenance Supervisor

POSITION NUMBER: **260725030**

PROPOSED EFFECTIVE DATE: **April 4, 2016**

TYPE OF APPOINTMENT ☒ PERMANENT ☐ TEMPORARY

RECRUITING

☒ PROMOTIONAL REGISTER ☐ TRANSFER

☐ OPEN COMPETITIVE REGISTER ☐ REEMPLOYMENT

PAY GRADE **A05 \$32,318 Step 01**

Florence Cauthen
Department Head

Date **3/17/2016**

2 ADMINISTRATIVE REVIEW

☐ APPROVED
☐ DISAPPROVED

Funding Authority

3 CERTIFICATION

Promotional	_____	Candidates
Open-competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date

4 SELECTEE: _____

Appointing Authority

Date

5 ☐ Manpower data entered by _____ Date _____
☐ Payroll entered by _____ Date _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 26

AGENDA

APR - 4 2016

Date: March 29, 2016
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: May 11, 2016 Return Date: May 12, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend Association of County Administrators of Alabama (ACAA)
Administrators Conference
I will become President of this Association at this Conference

Traveler (s) Name: 1. Donald Mims 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$683.84 Advance Registration Required: \$185.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration - \$185.00 / Mileage - \$213.84 / Lodging - \$185.00 / Meals - \$100.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$683.84 and advance registration of \$185.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,500.00</u>	
Approved Requests:	<u>\$20,733.00</u>	
Budget Available:	<u>\$1,767.00</u>	
Current Requests:	<u>\$683.84</u>	
Budget Balance:	<u>\$1,083.16</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/29/2016

cc: Finance Director / Buyer

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 5

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: May 5, 2016 Return Date: May 5, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: State Public Relations Council of Alabama Board of Directors

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$99.36 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General
Additional Comments: Mileage - \$99.36

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$99.36 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$99.36</u>
Budget Balance:	<u>\$2,631.32</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 6

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Selma, AL
Departure Date: April 14, 2016 Return Date: April 14, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$57.24 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General
Additional Comments: Mileage - \$57.24

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$57.24 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$156.60</u>
Budget Balance:	<u>\$2,574.08</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

143

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: May 12, 2016 Return Date: May 12, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$99.36 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General
Additional Comments: Mileage - \$99.36

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$99.36 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$255.96</u>
Budget Balance:	<u>\$2,474.72</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

144

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 8

AGENDA

APR - 4 2016

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL
Departure Date: June 9, 2016 Return Date: June 9, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting - Writers' Conference

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$57.24 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General
Additional Comments: Mileage - \$57.24

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$57.24 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$313.20</u>
Budget Balance:	<u>\$2,417.48</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/30/2016
cc: Finance Director / Buyer

145

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: August 4, 2016 Return Date: August 4, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: State Public Relations Council of Alabama Board of Directors

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$99.36 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General
Additional Comments: Mileage - \$99.36

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$99.36 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$412.56</u>
Budget Balance:	<u>\$2,318.12</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

14-6

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 10

AGENDA

APR - 4 2016

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: November 3, 2016 Return Date: November 3, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: State Public Relations Council of Alabama Board of Directors

Traveler (s) Name: 1. Didi Henry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$99.36 Advance Registration Required: \$0.00
Department Name: Public Affairs Dept Fund Name: General

Additional Comments: Mileage - \$99.36
2017 BUDGET EXPENSE

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$99.36 and advance registration of \$0.00 is authorized.

Donald L. Mims, Administrator

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,500.00</u>
Approved Requests:	<u>\$769.32</u>
Budget Available:	<u>\$2,730.68</u>
Current Requests:	<u>\$511.92</u>
Budget Balance:	<u>\$2,218.76</u>

Reviewed by: S. Thomas
Date: 3/30/2016
cc: Finance Director / Buyer

14.7

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 6

Date: March 29, 2016
To: Donald L. Mims, Administrator
From: Steven L. Reed
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: June 12, 2016 Return Date: June 15, 2016
Conference Leave (Days / Hours): 4 days
Purpose of Travel: to attend Alabama Probate Judges Association 2016 Summer Conference

Traveler (s) Name: 1. Judge Steven L. Reed 4. _____
2. Malcolm Richard 5. _____
3. Ruth Gallagher 6. _____

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

Total (est.) Cost: \$5,500.00 Advance Registration Required: \$1,425.00
Department Name: Probate Fund Name: 001-51300-265
Additional Comments: _____

To: Steven L. Reed
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$5,500.00 and advance registration of \$1,425.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51300.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$14,000.00</u>
Approved Requests:	<u>\$7,187.44</u>
Budget Available:	<u>\$6,812.56</u>
Current Requests:	<u>\$5,500.00</u>
Budget Balance:	<u>\$1,312.56</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/29/2016
cc: Finance Director / Buyer

14-8

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 8

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

Terri Henderson
3/31/2016

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Auburn, Alabama
Departure Date: September 9, 2016 Return Date: September 9, 2016

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ALTIST 2016 CRE Update Class (Third and Final Offering) in Auburn,
AL on 09/09/2016. Mandatory Required Annual CRE Class. Attendees Will Earn
8 CPE Hours Toward Their Annual CRE Certification Requirements.

Traveler (s) Name: 1. Terri Henderson 4. Maxine Taylor
2. Twyla Jackson 5. _____
3. Te'Rea Smith 6. _____

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

Total (est.) Cost: \$921.92 Advance Registration Required: \$600.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration Fees of \$600 total (or \$150 each) to be billed to Montgomery County
Commission Tax & Audit Department by Auburn University Center for
Governmental Services. Meals \$80. Mileage \$241.92. Lodging \$0.

To: Terri Henderson, Revenue Manager
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$921.92 and advance registration of \$600.00 is authorized.

Donald L. Mims, Administrator

To be completed by the Finance Department	
Fund Code:	<u>001-51800.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$10,000.00</u>
Approved Requests:	<u>\$4,167.17</u>
Budget Available:	<u>\$5,832.83</u>
Current Requests:	<u>\$921.92</u>
Budget Balance:	<u>\$4,910.91</u>

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

149

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 3

Date: March 28, 2016
To: Donald L. Mims, Administrator
From: Lou Ialacci
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Birmingham AL
Departure Date: April 20, 2016 Return Date: April 20, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Cisco Live Seminar on New Cisco Products

Traveler (s) Name: 1. Alfred Jones 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$99.36 Advance Registration Required: \$0.00
Department Name: Information Systems Fund Name: General Fund
Additional Comments: Mileage

To: Lou Ialacci
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$99.36 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51965-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,000.00</u>	
Approved Requests:	<u>\$10,775.00</u>	
Budget Available:	<u>\$11,225.00</u>	
Current Requests:	<u>\$99.36</u>	
Budget Balance:	<u>\$11,125.64</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/28/2016

cc: Finance Director / Buyer

14-10

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 27

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Orange Beach, Alabama
Departure Date: June 5, 2016 Return Date: June 8, 2016
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend 2016 FBI Summer Re-Trainer Conference

Traveler (s) Name: 1. George Beaudry 4. _____
2. Robert Irsik 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,000.00 Advance Registration Required: \$450.00
Department Name: Sheriff's Office Fund Name: 001-52110.265
Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$2,000.00 and advance registration of \$450.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$10,492.00</u>
Budget Available:	<u>\$14,508.00</u>
Current Requests:	<u>\$2,000.00</u>
Budget Balance:	<u>\$12,508.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/30/2016
cc: Finance Director / Buyer

14-11

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 12

AGENDA

APR -4 2016

Date: March 29, 2016
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Management
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Alabaster City Hall, AL

Departure Date: May 12, 2016 Return Date: May 13, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend Alabama City County Management Association's
Leadership and Effective Public Management

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

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

Total (est.) Cost: \$519.52 Advance Registration Required: \$195.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Registration - \$195.00 / Hotel - \$100.00 / Mileage - \$74.52 / Meals - \$150.00

To: Scott Kramer, Risk Manager

From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$519.52 and advance registration of \$195.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>007-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$3,923.48</u>	
Budget Available:	<u>\$11,076.52</u>	
Current Requests:	<u>\$519.52</u>	
Budget Balance:	<u>\$10,557.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

14-12

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 13

AGENDA

APR - 4 2016

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Management
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Atlanta, GA
Departure Date: June 6, 2016 Return Date: June 9, 2016
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend PRIMA Annual Conference

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

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

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00
Department Name: Risk Management Fund Name: Liability
Additional Comments: ****All expenses will be reimbursed by PRIMA****

To: Scott Kramer, Risk Manager
From: Donald L. Mims, Administrator
The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>007-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$3,923.48</u>	
Budget Available:	<u>\$11,076.52</u>	
Current Requests:	<u>\$519.52</u>	
Budget Balance:	<u>\$10,557.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/30/2016
cc: Finance Director / Buyer

14-13

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 4

Date: March 21, 2016
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Perdido Beach, Alabama
Departure Date: May 9, 2016 Return Date: May 12, 2016
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Attend the 2016 ACEA Annual Conference

Traveler (s) Name: 1. James M. Kelley 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$185.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

Additional Comments: Mileage, Lodging & Meals
*Registration is required to be paid online when registering. Mr. Kelley will use
his personal credit card to meet this requirement.

To: George C. Speake, County Engineer
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.00 and advance registration of \$185.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$7,000.00</u>	
Approved Requests:	<u>\$990.00</u>	
Budget Available:	<u>\$6,010.00</u>	
Current Requests:	<u>\$1,200.00</u>	
Budget Balance:	<u>\$4,810.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/22/2016
cc: Finance Director / Buyer

1414

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 8

AGENDA

APR - 4 2016

Date: March 18, 2016
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: April 27, 2016 Return Date: April 28, 2016
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: 2016 AAAO Summer Conference Planning Meeting

Traveler (s) Name: 1. Donna Raney 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$538.84 Advance Registration Required: \$0.00
Department Name: Appraisal Fund Name: Reappraisal
Additional Comments: REGISTRATION: \$0 HOTEL: \$175.00 MEAL: \$150.00
MILEAGE: \$213.84
TOTAL EST. COST: \$ 538.84

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$538.84 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>120-51985.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$30,000.00</u>	
Approved Requests:	<u>\$6,673.19</u>	
Budget Available:	<u>\$23,326.81</u>	
Current Requests:	<u>\$538.84</u>	
Budget Balance:	<u>\$22,787.97</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/18/2016
cc: Finance Director / Buyer

1415

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 12

AGENDA

APR - 4 2016

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 8, 2016 Return Date: April 8, 2016
Conference Leave (Days / Hours): 5 Hours
Purpose of Travel: to attend the ASU 2016 Spring Career Fair

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. Brittany Lopez 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$325.00 Advance Registration Required: \$325.00
Department Name: Personnel Fund Name: Merit System
Additional Comments: Registration/Set Up Fee

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$325.00 and advance registration of \$325.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>123-51961-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$3,672.97</u>	
Budget Available:	<u>\$16,327.03</u>	
Current Requests:	<u>\$325.00</u>	
Budget Balance:	<u>\$16,002.03</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/31/2016
cc: Finance Director / Buyer

14-16

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 13

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 15, 2016 Return Date: April 15, 2016
Conference Leave (Days / Hours): 5 Hours
Purpose of Travel: to attend the Job Fair at Morgan Library

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. Brittany Lopez 5. _____
3. _____ 6. _____

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

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

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

Donald L. Mims, Administrator

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>123-51961-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$20,000.00</u>
Approved Requests:	<u>\$3,672.97</u>
Budget Available:	<u>\$16,327.03</u>
Current Requests:	<u>\$325.00</u>
Budget Balance:	<u>\$16,002.03</u>

Reviewed by: S. Thomas
Date: 3/31/2016
cc: Finance Director / Buyer

14-17

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 14

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 20, 2016 Return Date: April 20, 2016
Conference Leave (Days / Hours): 5 Hours
Purpose of Travel: to attend the Job Fair at South University

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. Brittany Lopez 5. _____
3. _____ 6. _____

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

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

Department Name: Personnel Fund Name: Merit System

Additional Comments: No Cost

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>123-51961-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$3,672.97</u>	
Budget Available:	<u>\$16,327.03</u>	
Current Requests:	<u>\$325.00</u>	
Budget Balance:	<u>\$16,002.03</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/31/2016
cc: Finance Director / Buyer

14-18

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 15

AGENDA

APR -4 2016

Date: March 30, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 28, 2016 Return Date: April 28, 2016
Conference Leave (Days / Hours): 5 Hours
Purpose of Travel: to attend the Job Fair at Maxwell AFB

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. Brittany Lopez 5. _____
3. _____ 6. _____

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

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

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator
The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>123-51961-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$20,000.00</u>
Approved Requests:	<u>\$3,672.97</u>
Budget Available:	<u>\$16,327.03</u>
Current Requests:	<u>\$325.00</u>
Budget Balance:	<u>\$16,002.03</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/31/2016
cc: Finance Director / Buyer

1419

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 10

AGENDA

APR - 4 2016

Date: March 19, 2016
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, DC
Departure Date: April 17, 2016 Return Date: April 19, 2016
Conference Leave (Days / Hours): three days
Purpose of Travel: To attend the National Stepping Up Summit

Traveler (s) Name: 1. Paul Brown 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00
Department Name: Community Corrections Fund Name: Community Corrections
Additional Comments: Expenses to be paid by SummaSource/Summit Sponsorship

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$12,425.00</u>	
Approved Requests:	<u>\$2,730.98</u>	
Budget Available:	<u>\$9,694.02</u>	
Current Requests:	<u>\$100.00</u>	
Budget Balance:	<u>\$9,594.02</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/18/2016
cc: Finance Director / Buyer

14-20

Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

Date: March 29, 2016
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

AGENDA

APR - 4 2016

Request approval to be granted for the following:

Destination: 401 Beacon Pkwy, Birmingham AL
Departure Date: April 7, 2016 Return Date: April 8, 2016
Conference Leave (Days / Hours): Two days
Purpose of Travel: To attend the ORAS/ARAS Intital Training Class

Traveler (s) Name: 1. Jeffery Solomon 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$250.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator

The above request is app. 4/4/16 reimbursement of actual and necessary expenses in the
approximate amount of \$250.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$12,425.00</u>	
Approved Requests:	<u>\$2,730.98</u>	
Budget Available:	<u>\$9,694.02</u>	
Current Requests:	<u>\$350.00</u>	
Budget Balance:	<u>\$9,344.02</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2016

cc: Finance Director / Buyer

14-21

Revised October 12, 2005

MONTGOMERY COUNTY COMMISSION

BUDGET FORM 5

AGENDA

BUDGET CHANGE REQUEST

REQUEST NUMBER 44

APR -4 2016

DEPARTMENT: County Comm Appropriati REVIEWED: S. Thomas 4/6/2016
 DATE: 4/6/2016 Finance Director Date
 REQUESTED BY: Donald L. Mims APPROVED: _____
 Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Kid One Transport	001-56701.463	0	8,000	8,000
Donation Revenue	001-59310.498	(329,500)	(8,000)	(337,500)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(329,500)	0	(329,500)

JUSTIFICATION:

Budget for an appropriation to Kid One Transport for program expenses.

APR - 4 2016

Interoffice Memo

To: County Commission
From: Lou Ialacci
Cc: Donald Mims, Florence Cauthen, Elected Officials
Date: March 31, 2016
RE: County's Fiber Infrastructure for Future Growth

The County and the City made a very significant step towards becoming a major player in technology when the Montgomery Internet Exchange (MIX) was established at the end of January of this year. We have the only internet exchange in the state and one only five or six in the southeast. Troy Cable is successfully using its connection to the exchange and Akamai and seeing improvements in speed for their customers. WOW and Camellia Communications are also now connected and close to exchanging data. In addition we now have very active discussions with Charter, Level 3, Southern Light, and Raycom Media.

One of the critical ingredients for reaching the County's and City's long range goal of being a technology center for cyber business and high speed connectivity is the installation of fiber optic cabling. The County offices and departments should be a good example of what our community is capable of accomplishing and providing. I am going to begin a project to identify the costs and options to provide fiber connectivity to all County locations. This will include the possibility of partnering with the Montgomery Public Schools (MPS) and the City to utilize existing fiber whenever feasible.

This will be a costly project, but it will have some payback through the elimination of charges from our current telecommunications companies that are providing the services currently at slower speeds. A document will be created to show the locations, the implementation costs, and cost reductions.

Thank you

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

AGENDA

APR -4 2016

March 31, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Authorization for Funding for Wooden Fence in the Lagos Del Sol Neighborhood

Recently, Mr. Alfred Marshall called me regarding replacing the fence in his yard that had been removed when the drainage pipe was replaced in the Lagos Del Sol neighborhood. Initially, Mr. Marshall elected not to have the fence put up, but has now changed his mind. The cost for this fence is approximately \$2,000, as determined by County Engineer George Speake. The replacement of the fence was previously approved by the County Commission. The original approved budget for the drainage pipe replacement and the fence replacement was \$30,777.96 and the amount budgeted was spent short of \$100.

I am requesting that the County Commission approve a budget change request at our next meeting authorizing \$2,000 for the fence replacement. Thank you for your consideration regarding this matter.

DLM/tn

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA

ADMINISTRATOR

FLORENCE M. CAUTHEN

DEPUTY ADMINISTRATOR

(334) 832-1210

FAX (334) 832-2533

TDD (334) 265-3568

www.mc-ala.org

AGENDA

APR - 4 2016

March 24, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer 
Director of Risk Management

SUBJECT: Collapsed Retaining Walls

During the week after Christmas of last year, Montgomery experienced severe rains and flooding which caused damage to the City and County properties. For FEMA to declare Montgomery County eligible for reimbursement, the damages had to exceed \$817,000. After their recent review of damage estimates, it appears our collective damages will exceed \$850,000. I have attached two pictures outlining retaining walls which collapsed as a result of this weather event. These walls are located at Annex II (Washington Ave.) and the former Group Homes building (Heron St.).

After a discussion with Florence, we felt that Goodwyn Mills & Cawood would have the engineering expertise to administer a bid to repair these walls. FEMA reimbursement will be based on 75% of damage repairs (back to pre-storm conditions). However, I would suggest when the wall of Annex II is repaired and again used as an exit from this building, a more secure wall be placed around the curve (instead of a chain link fence) to avoid future potential accidents.

Cc: Florence Cauthen, Deputy Administrator







Office of Public Affairs
Montgomery County Commission
P.O. Box 1667
Montgomery, Alabama 36102
334.832.1270

AGENDA

APR - 4 2016

March 31, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: DiDi Henry
Public Affairs Director

SUBJECT: Student Apprentice Program

For the past two years, the Montgomery County Commission has sponsored a very successful Student Apprentice Program and it is time to kick off another year. Our goal is to hire 38 students from area high schools and colleges to work 25 hours per week throughout the summer. The total cost will be \$74,822 for those students to work June 6 - August 12, 2016.

Student employment applications will be due back to me by April 18th, and student interviews will take place April 25th – May 5th, as schedules permit. I will notify the schools of those students selected by Friday, May 6th.

As in previous years, our goal is to retain as many of these students as the budget will allow, so that they can transition into the Fall/Spring *School-to-Work Program*.

Please let me know if you have any questions.



Montgomery County Student Apprenticeship Program
101 S. Lawrence Street
Montgomery, AL 36104
(334) 832-1210

Criteria: Applicant must be a resident of Montgomery County and be enrolled in a public, private, alternative, or home school program as an incoming high school senior or enrolled in the educational programs of a college/university. Applicant must be recommended by their school Co-Op or Career Academy guidance counselor, a counselor from a college/university or by an elected official. **Recommendation letter must be attached to this application.** Students will be selected based on their recommendation and interview, and must pass a drug screening test. Student workers will work 8 am.- 1 p.m., or at the discretion of their supervisor, but no more than 25 hrs. per week.

From the **backside of this application**, please review the job descriptions for each office/department and list your top 3 preferences of where you would like to work:: #1 _____ #2 _____ #3 _____
Please note that this is not a guarantee of placement in that particular office/dept.

SECTION A: APPLICANT INFORMATION:

FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____

DATE OF BIRTH: ____ - ____ - ____

ADDRESS _____ CITY/STATE/ZIP _____

PHONE _____ CELL _____ EMAIL _____

EMERGENCY CONTACT _____ PHONE _____ RELATIONSHIP _____

Are you currently eligible to work in the U.S.? ____ YES ____ NO

Current school you are attending _____ (Public, Private, Alternative or Home School) or

College _____ Current GPA: _____

School Counselor's Name _____ Phone _____ Email _____

Do you currently have a job ____ YES ____ NO If so, where? _____

Employer Contact _____ Phone _____

Past employment _____

Employer Contact _____ Phone _____

(An additional sheet may be attached to list past employment as necessary.)

I do hereby authorize the Montgomery County Commission and its agents/partners to make inquiries regarding my qualifications for work and my job readiness. I authorize the release of personal and academic information to the County including but not limited to schools, employers, organizations, and government agencies. I am aware that the information I have provided is subject to review and verification. (including wage records and employment information) and that I may have to provide documents to support this application. Furthermore, I understand that if selected for employment, I must submit to and pass a drug screening test to be hired. I am also aware that I am subject to immediate termination if I am found ineligible after enrollment.

Signature of Applicant

Date

Montgomery County Commission does not discriminate on the basis of race, color, religion, sex, age, national origin, and/or disability as required by law.

20-2

Job Descriptions:

Please list your Top Three (3) Choices for Job Placement on the front of this application, based on the offices/departments listed below.

COMMUNITY CORRECTIONS: College student only—must be 18 years or older. Student will perform front office reception work, answering phones, receipting payments and assist with destruction of old files along with cataloging the files that are marked for destruction.

COUNTY ADMINISTRATION: Students will perform general office duties including filing and answering phones. They may rotate on an as-needed basis in other administrative offices including finance, tax and revenue and purchasing departments.

DETENTION: Students will work in the records room, file, computer data entry of non-sensitive information and carry out various mail room duties .

DISTRICT ATTORNEY: Seeking student with good, workable knowledge in computers only. Student will file, answer phones and other general office duties as they arise.

INFORMATION SYSTEMS: College Students majoring in Computers only. The Information Systems (IS) division is a highly diversified and technical department. We are tasked with regulating, maintaining and repairing all network, data and voice infrastructure within the Montgomery County Commission purview. We would welcome a summer intern that is interested in Information Technology and impart on them a general understanding of our profession. The primary tasks: answering phone calls on the IS help Desk, taking accurate notes to convey client details to technicians for help desk job assignments, and assisting the technicians in completing IS print job request.

PARKS AND RECREATION DEPT.: College Student majoring in Parks & Recreation only. Students will assist with the summer youth programs which include coordinating indoor and outdoor activities/games/arts and crafts and helping senior citizens with crafts, field trips, games and other activities.

Personnel Dept. (City/County): Students will perform general office duties including filing and answering phones.

PROBATE OFFICE (Marriage/Business Licenses): Worker will contact customers via the telephone to obtain and provide information, schedule appointments for customer to come into the office, greet customers and determine what their needs are, assist customers in the completion of applications and forms by answering question or filling in responses, ensure customers have necessary documentation, enter information in computer, collects appropriate fees and issues documents, enter book and page number of licenses in computer for name change, retrieve older marriage documents from microfilm and prints copies and sort and deliver mail.

PROBATE ELECTION CENTER: Students will perform general office duties including filing and answering phones.

REVENUE OFFICE - Student will perform clerical work, answer phones and interact with citizens. Good computer skills and people skills are required. Ability to take instructions well.

SUPPORT SERVICES: Seeking students from MPAC Lawn/Agriculture Academy only. Willing to work outside to help maintain the grounds around county buildings.

SHERIFF'S OFFICE: Seeking MPS Law Academy Students only. Student will write transaction numbers from the NICS reports and put them on the permit applications, pull staples from the permit applications and NICS reports, clean out the permit application box and box them up, organize the old permit applications that are boxed and put them in date order, once a week mail out the county papers to the appropriate county, take old permit cards and papers downstairs to be shredded, take papers and traffic citations the courthouse in the morning and pick up papers from the courthouse in the morning

SHERIFF'S OFFICE—Seeking students from MPAC Lawn/Agriculture Academy only. Willing to work outside to help maintain the grounds around sheriff's office buildings.

TAX AND AUDIT DEPT. : Part-Time Only: Duties would include scanning, shredding, assisting with telephones and monitoring counter for walk-in traffic during breaks and peak times, along with other general clerical duties depending on the candidate's excel and word experience.

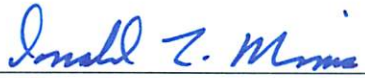
YOUTH FACILITY—Office Worker: Student must be 18 years or older. Office worker will require skills to organize, copy, distribute and/or file paper-work. Computer knowledge a plus. Must be able to write in a concise and legible manner. A background check, drug test, and signing of a statement of confidentiality will be required.

YOUTH FACILITY—Grounds Worker: Student must be 18 years or older. The Groundskeeper will be assigned to Facility Maintenance where he/she will assist with grounds keeping and facility maintenance throughout the campus. They will learn the proper use of equipment along with PPE (Personal Protective Equipment). A background check, drug test, and signing of a statement of confidentiality will be required.

20-3

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, April 18, 2016, at 8:00 in the morning.



Administrator



Chairman