

MINUTES OF REGULAR MEETING

MONTGOMERY COUNTY COMMISSION

SEPTEMBER 12, 2016

INFORMATION SESSION

Chairman Dean called the meeting to order at 4:04 p.m. The meeting was held at Saint James United Methodist Church, 9045 Vaughn Road, Montgomery, Alabama.

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

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

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

DISCUSSION BY THE COMMISSION

Vice Chairman Harris stated that he would like the Position Fill Requests to contain more information. Deputy Administrator Cauthen explained that since the Personnel Department started using the paperless system, the printed version of the Position Fill Request has limited information. Vice Chairman Harris asked Deputy Administrator Cauthen and Personnel Director Carmen Douglas to work together in generating a Position Fill Request for the Commission to review.

PRESENTATION BY PRESIDENT KELLY WILSON AND BOARD MEMBER SUSIE WILSON WITH MONTGOMERY AREA NON-TRADITIONAL EQUESTRIANS (MANE)

President Kelly Wilson and Board Member Susie Wilson with Montgomery Area Non-traditional Equestrians (MANE) briefed the Commission regarding the program. Commissioner Hall thanked them for providing the organization's non-profit information to the Commission. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$10,000 from Donation Revenue for this program.

PRESENTATION BY CHAIRMAN GEORGE NOBLIN WITH THE BOARD OF REGISTRARS

Chairman George Noblin with the Board of Registrars briefed the Commission regarding a Position Fill Request for an Administrative Support Associate. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Mr. Noblin requested a Budget Change Request in the amount of \$1,600 to hire extra help through the month of September. After discussion, Finance Director Sherrill Thomas expressed that she would work the issue.

PRESENTATION BY FINANCE DIRECTOR SHERRILL THOMAS

Finance Director Sherrill Thomas briefed the Commission regarding Budget Change Request Numbers 84, 85 and 86 from County Commission Appropriations, Budget Change Request Number 3 from the County Commission Office, Budget Change Request Number 1 from the Finance Department and Budget Change Request Number 1 from the Revenue Commissioner's Office. After discussion, the Commission agreed to waive rules and add these items to the agenda.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci stated that he did not have anything to report to the Commission at this time.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake requested that the Commission approve a Bid Award to Wiregrass Construction Co., Inc., regarding resurfacing various county roads, Project Number MC-1-2016, Bid Number 53000-16B-034 and a Bid Award to Forterra Pipe & Precast, regarding concrete pipe, Bid Number 53000-16B-030, which were on the agenda.

DISCUSSION BY THE COMMISSION

Chairman Dean welcomed Town of Pike Road Mayor Gordon Stone to the meeting. Mayor Stone stated that he just wanted to stop in and say hello and thanked the Commission for their support and for holding their meeting in Pike Road. He introduced Councilwoman Betsy Atkins to the Commission. Mayor Stone thanked the Sheriff's Office for the tremendous job that they do as well.

Chairman Dean introduced Christina Thornton, the new Montgomery City-County Emergency Management Agency Director.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims reminded the Commission that, at the conclusion of the Formal Session, they would need to convene a Special Call Meeting of the Montgomery County Emergency Management Communications District Board to receive public comment regarding the proposed 2016-2017 Emergency Management Communications District Board Budget, to consider the proposed 2016-2017 Emergency Management Communications District Board Budget, to consider the Annual Certification to the Alabama 9-1-1 Board for Fiscal Year Ending September 30, 2017, and to consider Budget Change Request Numbers 1, 2 and 3.

DISCUSSION BY THE COMMISSION

Chairman Dean stated that he had received a telephone call from Chairman Richard Hanan with the Montgomery Water Works requesting funding to the Montgomery Association for Retarded Citizens for the recycling program at McInnis School. Chairman Dean stated that he would like for the Commission to consider authorization of a Budget Change Request in the amount of \$25,000 from Donation Revenue. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY PUBLIC AFFAIRS DIRECTOR DIDI HENRY

Public Affairs Director DiDi Henry requested that the Commission authorize an Agreement with Stamp Idea Group Advertising to assist in marketing the Montgomery County Limited Self-Governance Referendum, subject to approval by the Examiners of Public Accounts. After discussion, the Commission agreed to waive rules and add this item to the agenda.

COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR CAUTHEN

Administrator Mims briefed the Commission regarding an Official Intent Resolution relating to the Proposed Improvements to Montgomery County Courthouse Annex I. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Resolution Proclaiming October 7, 2016 as Manufacturing Day in Montgomery County. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding Retail Beer (Off Premises Only) and Retail Table Wine (Off Premises Only) Licenses to Applicant DolGenCorp, LLC, for Dollar General Store 17394, located at 30 Johnny Shirley Road, Ramer, Alabama 36069. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding payment of 2017 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims and Deputy Administrator Florence M. Cauthen. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented Position Fill Requests for Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 088 and Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 90 from the Detention Facility. After discussion, the Commission agreed to place these items on the next agenda.

Administrator Mims presented Summary Information for Proposed Constitutional Amendments to Appear on the 2016 General Election Ballot, provided by ACCA.

Deputy Administrator Cauthen informed the Commission that she is still working with Executive Director Karen B. Sellers with the Family Sunshine Center regarding funding for renovations to the shelter.

Administrator Mims presented a letter from City-County Personnel Board Chairman John F. Baker regarding a Board Member Appointment. Chairman Dean recommended Attorney James E. Williams. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a letter from Founder/Executive Director Earnestine Woods with Have a Heart 4 Children requesting funding for the Annual Holiday Event. He noted that in 2015 and 2014, the County Commission approved Budget Change Requests in the amount of \$3,000 each for this event. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$3,000 from Donation Revenue.

Administrator Mims presented a Schedule of Upcoming Bids/Contract Renewals for September, October and November 2016.

Administrator Mims presented the Service of Process Fee (Sheriff Process Fee) Collection for September 2016.

Administrator Mims presented the Revenue Reports for August 2016 from Tax and Audit Department.

Administrator Mims presented the Population Report for August 2016 for the Mac Sim Butler Detention Facility.

Administrator Mims presented the Population Report for August 2016 for the Youth Facility.

Administrator Mims presented an email from Director of Retention Jessica Horsley with the Montgomery Area Chamber of Commerce requesting payment in the amount of \$7,000 regarding Hyundai Power Transformers studies and training services. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a final change order from Norris Building Company, Inc., regarding weatherization of the Courthouse and old jail. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented a Final Pay Application from Norris Building Company, Inc., regarding Probate-Revenue South. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented an email from Director of Public Affairs Terri Reynolds with ACCA regarding the recognition of Senator Dick Brewbaker at a Commission meeting. After discussion, the Commission agreed for Administrator Mims to schedule Senator Brewbaker to attend a future meeting.

Administrator Mims informed the Commission that the parking deck at 100 South Perry Street is on the market and noted that this property is scheduled to be auctioned between 9/19-9/21/16. He stated that it is located across the street from the Sheriff's Office in Annex I.

Realtor Frank Thomas with Frank Thomas and Associated, LLC, briefed the Commission concerning this property.

After discussion, the Commission agreed to waive rules and add to the agenda an Agreement with Capital Real Estate Services, LLC, authorizing the appraisal of the property located at 100 South Perry Street.

PRESENTATION BY PUBLIC AFFAIRS DIRECTOR DIDI HENRY

Public Affairs Director DiDi Henry briefed the Commission regarding ideas for the grand finale 200th Celebration of the County on December 6, 2016. Commissioner Walker stated that one idea would be to expand the County Employee Christmas luncheon. Commissioner Walker asked her fellow Commissioners to think of ideas for the final celebration. DiDi also stated that the Alabama National Fair has a birthday event planned for Tuesday, November 1st and would like for the commission to participate.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with prayer led by Mark Woods, Pastor of St. James United Methodist Church, at the request of Commissioner Hall.

The Pledge of Allegiance was led by the Hall and Singleton families at the request of Commissioner Hall.

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 Tyrone C. Means and County Engineer George C. Speake.

NEW BUSINESS:

COUNTY COMMISSION – PUBLIC COMMENT REGARDING PROPOSED 2016-2017 OPERATING BUDGET AND CONSTRUCTION FUND BUDGET

Chairman Dean opened the floor for public comment and asked if anyone in the audience wanted to speak regarding the proposed 2016-2017 Operating Budget and Construction Fund Budget. Finance Director Sherrill Thomas made a brief comment in reference to the 2016-2017

Operating Budget. She noted that the Operating Budget includes funding for merit raises for employees. Chairman Dean then closed the floor for Public Comment.

COUNTY COMMISSION – APPROVED PROPOSED 2016-2017 OPERATING BUDGET AND CONSTRUCTION FUND BUDGET

The Administrator requested approval of the proposed 2016-2017 Operating Budget and Construction Fund Budget.

Commissioner Williams made a motion to approve the proposed 2016-2017 Operating Budget and Construction Fund Budget. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Operating Budget and Construction Programs Budget, Agenda Pages 2-1 through 2-18, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION REGARDING GASB 54 FUND BALANCE COMMITMENTS

Administrator Mims presented the following memorandum from Finance Director Sherrill R. Thomas:

August 22, 2016

M E M O R A N D U M

TO: Donnie L. Mims, Administrator
FROM: Sherrill R. Thomas, Finance Director
SUBJECT: GASB 54 Resolutions

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

Attached is a resolution for County Commission approval to comply with the GASB 54 requirement for fiscal year 2016.

End of Memorandum

Commissioner Walker made a motion to adopt the resolution. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Resolution, Agenda Page 3-2, is attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION TO MOVE THE OCTOBER 3, 2016 COUNTY COMMISSION MEETING TO THE MONTGOMERY PREPARATORY ACADEMY FOR CAREER TECHNOLOGIES (MPACT)

Administrator Mims presented the following memorandum and Resolution from Public Affairs Director DiDi Henry:

August 30, 2016

MEMORANDUM

To: Montgomery County Commission

From: DiDi Henry, public affairs director

RE: Resolution to Change the Time and Location of the October 3, 2016 Commission Meeting

In conjunction with the Montgomery County bicentennial celebration, the County Commission will host a regular meeting in each commission district from August to December, as part of this celebration; and

We will highlight District One at the October 3, 2016. Vice Chairman Harris wishes to host that meeting at the Montgomery Preparatory Academy for Career Technologies (MPACT) which is located at 2901 E. South Blvd.; the information session will begin at 4:00 p.m., with the formal session at 5:30 p.m.

I am asking that the Commission place this resolution on the agenda for the September 12th meeting.

End of Memorandum

RESOLUTION

WHEREAS, Montgomery County is celebrating its bicentennial throughout the year 2016; and

WHEREAS, in conjunction with this celebration, the County Commission wishes to host a regular meeting in each commission district from August to December, as part of this celebration; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the October 3, 2016, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to the Montgomery Preparatory Academy for Career Technologies (MPACT) which is located at 2901 E. South Blvd.; the information session will begin at 4:00 p.m., with the formal session at 5:30 p.m.,

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby agree to change the meeting location, and time, as stated above, for the October 3, 2016, meeting from the Montgomery County Courthouse Administration Building, Annex III, to the Montgomery Preparatory Academy for Career Technologies (MPACT).

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 12th day of September, 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.

COUNTY COMMISSION – ADOPTED RESOLUTION PROCLAIMING SEPTEMBER 22, 2016 AS CHARACTER DAY IN MONTGOMERY COUNTY

Administrator Mims presented the following memorandum and Resolution from Public Affairs Director DiDi Henry:

August 30, 2016

M E M O R A N D U M

To: Montgomery County Commission

From: DiDi Henry, public affairs director

RE: Character Day Resolution

Vice Chairman Harris has been asked to support a resolution proclaiming September 22, 2016, as *Character Day in Montgomery County*, to coincide with this global day of recognizing and highlighting the need for good character development in our schools and community.

I am requesting that this item be placed on the September 12, 2016, agenda. Thank you.

End of Memorandum

RESOLUTION

WHEREAS; in 1995, the Alabama State Legislature approved a character education mandate that required that 28 character traits be taught to Alabama students; and

WHEREAS, this character education mandate influenced other state legislative decisions in Georgia, South Carolina, North Carolina and others; and

WHEREAS, presently, 18 states require character education; and

WHEREAS, character development is carried out not just in schools, but also in communities, with Prattville, Tuscaloosa, Opelika and Huntsville, Alabama, all having “Community of Character” movements; and

WHEREAS, eight states, including Alabama, have legal declarations designating them as “States of Character”; and

WHEREAS, last year, over 6,700 character-training events were held in 41 countries in conjunction with Character Day; and

WHEREAS, this year’s Character Day continues with the hope to create a global conversation about the importance of character-building in today’s busy world – focusing on developing and heightening creativity, humility, grit, courage, compassion, and empathy,

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby proclaim Thursday, September 22, 2016, as *Character Day* in Montgomery County, Alabama, and encourage its citizens to be mindful of good character traits and exhibit them in their daily lives.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 12th day of September, 2016.

End of Resolution

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

SOUTH MONTGOMERY COUNTY FIRE PROTECTION AUTHORITY AND RESCUE SQUAD – APPROVED BOARD MEMBER APPOINTMENTS

Administrator Mims presented the following memorandum :

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

DATE: September 8, 2016

SUBJECT: Board Member Appointments to South Montgomery County Fire Protection Authority and Rescue Squad

The Montgomery County Commission, at its meeting on September 6, 2016, agreed to place on

the next agenda the appointment of Delaris Bowman, with a term expiring March 1, 2019, and Wayne Miles, with a term expiring March 1, 2021, as board members of the South Montgomery County Fire Protection Authority and Rescue Squad, as requested by Fire Chief David Miles.

I am requesting approval of these appointments.

Attachments

End of Memorandum

Vice Chairman Harris made a motion to approve appointment of board member Delaris Bowman with a term expiring March 1, 2019 and Wayne Miles with a term expiring March 1, 2021. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Letter and Board Members' Appointment Page, Agenda Pages 6-2 and 6-3, are attached to these Minutes.)

YOUTH FACILITY – APPROVED MEMORANDUM OF UNDERSTANDING WITH THE ADMINISTRATIVE OFFICE OF COURTS FOR REIMBURSEMENT OF SALARY PAID TO A COURT REFEREE FOR THE 15TH JUDICIAL CIRCUIT FOR THE PERIOD BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017

Administrator Mims presented the following memorandum from Juvenile Court Administrator Bruce R. Howell:

September 7, 2016

MEMORANDUM

TO: Mr. Donnie Mims, Montgomery County Administrator
FROM: Bruce R. Howell, Juvenile Court Administrator
DATE: September 7, 2016
RE: MOU-Referee Vicky Toles

I am requesting that the Memorandum of Understanding for Montgomery County Youth Facility Referee Vicky Toles be placed on the working agenda for the September 12th County Commission meeting for approval. The funding for Referee Toles will be paid entirely through state funding. The Administrative Office of Courts will submit an invoice at the end of each quarter in FY 2017 and be reimbursed for her salary.

Thank you for your consideration in this matter.

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 Memorandum of Understanding, Agenda Page 7-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AMENDMENT TO STATE OF ALABAMA
CONTRACT T190 COPIER RENTAL AGREEMENT WITH SHARP ELECTRONICS
CORPORATION

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

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: August 18, 2016
RE: State of Alabama T190 Rental Agreement
Copiers with Sharp Electronics

At its meeting on July 18, 2016, the Montgomery County Commission approved State of Alabama T190 Rental Agreement regarding copiers with Sharp Electronics Corporation. On July 25, 2016, I was notified by the director of sales for Sharp Electronics that a copier selected by some departments had been discontinued on state contract and replaced with another copier that has the same features but also included a price increase.

I request that attached amended lease agreement with Sharp Electronics Corporation and approval to add copy machines to this agreement as needed be considered for approval on a future agenda.

Amendment has been coordinated with Florence Cauthen, Deputy Administrator.

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Amended Rental Agreement, Agenda Pages 8-2 through 8-5, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AMENDMENT TO CONTRACT WITH
MONTGOMERY ARMORED CAR SERVICE, INC., REGARDING ARMORED CAR
SERVICES FOR MONTGOMERY COUNTY PROBATE OFFICE AND TAX & AUDIT
DEPARTMENT

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

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

DATE: August 31, 2016

SUBJECT: Montgomery Armored Car Service, Inc., Contract Amendment

Please find attached an amendment to extend the contract with Montgomery Armored Car Service, Inc., for 90 days, effective October 1, 2016, to allow time to bid armored car services for both Probate and Tax and Audit. The services for Probate were previously included in fees charged by the bank receiving the deposits and were not contracted through the Commission. Purchasing will issue one bid for armored car services for Probate and Tax and Audit.

I request that approval of the amendment be placed on the next agenda.

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Amendment, Agenda Page 9-2, is attached to these Minutes.)

OMNIBUS VOTE

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

RISK MANAGEMENT – APPROVED EXCESS WORKERS’ COMPENSATION INSURANCE RENEWAL WITH NEW YORK MARINE & GENERAL INSURANCE, SECURED THROUGH PALOMAR INSURANCE

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Director of Risk Management

SUBJECT: Excess Workers Comp Insurance Renewal

On September 6, 2016, I met with the County Commission to discuss the rates for excess workers comp insurance. The excess workers comp insurance coverage was secured through Perry Hooper, Jr. of Palomar Insurance with New York Marine & General Insurance. The estimated annual excess workers comp premium for the coming year from October 1, 2016 through September 30, 2017 is \$68,000. This premium amount represents the same rate as last year based on .18167 per \$100 of payroll. The deductible will remain the same at \$600,000 (and \$750,000 for sworn officers).

I am requesting the County Commission's approval of this item outlined above.

End of Memorandum

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

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

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Director of Risk Management

SUBJECT: Property Insurance Renewal

On September 6, 2016, I met with the County Commission to discuss the Property Insurance renewal effective 10/1/16. The property insurance premium for the coming year from October 1, 2016 through September 30, 2017 is projected to be \$110,000. This amount represents the same rate as last year's rates of \$.492 per \$1,000 of value. The rates were secured through Junie Pierce of Colonial Insurance with Affiliated FM Insurance.

I am requesting the County Commission's approval of this item outlined above.

End of Memorandum

As approved in the Omnibus Vote, 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 Letter, Agenda Page 11-2, is attached to these Minutes

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

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Director of Risk Management

SUBJECT: Excess Liability Insurance Renewal

On September 6, 2016, I met with the County Commission to discuss the excess liability insurance premium for the coming year. The coverage is for fiscal year October 1, 2016 through September 30, 2017 with a projected premium of \$190,000 which represents the same rates as the current year rates. The coverage amount is \$5 Million with a deductible of \$750,000. This coverage was secured through Junie Pierce of Colonial Insurance with States Self-Insurers Risk Retention Group. There are no changes to the policy.

I am requesting the County Commission's approval of this item outlined above.

End of Memorandum

As approved in the Omnibus Vote, 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 Letter, Agenda Page 12-2, is attached to these Minutes.)

RISK MANAGEMENT – APPROVED BLUE CROSS BLUE SHIELD HEALTH PLAN ADMINISTRATIVE FEES, COBRA, DENTAL, WORKERS COMPENSATION INSURANCE RENEWAL AND FLEXIBLE SPENDING ACCOUNT ADMINISTRATION

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Director of Risk Management

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

On September 6, 2016, I met with the County Commission to discuss Blue Cross Blue Shield administering the Health Reimbursement and Flexible Spending Accounts effective January 1, 2017. While BCBS has administered the FSA plan internally in the past, they have decided to outsource the FSA administration with Health Equity at the same rate of \$4.00 per participating contract per month.

In addition the Blue Cross administrative fees to process the health claims will be \$41.25 / contract / month for Health and \$1.95 / contract / month for Dental. Worker's Compensation fees will remain at 8.4% of paid claims. The recommended COBRA rates effective October 1, 2016 are outlined as follows:

The PPO COBRA combined health and dental rates will be:

1. Single - \$741.02
2. Family - \$1303.08

The HMP COBRA combined health and dental rates will be:

1. Single - \$651.45
2. Family - \$1149.59

I am requesting the County Commission's approval of the recommendations outlined above.

End of Memorandum

As approved in the Omnibus Vote, 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 Contract, Agenda Page 13-2, is attached to these Minutes.

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

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Risk Manager

SUBJECT: Excess Health Insurance

On September 6, 2016, I met with the County Commission to discuss the results of the RFP (Request for Proposal) for Excess Health Insurance coverage effective 10/1/16. The winning proposal was secured through Mike Hicks with Alliance Insurance Group. The insurance carrier is with Optum Insurance with monthly rates of \$7.02 for single coverage and \$16.97 for family coverage per employee plus a brokerage fee of \$12,000. These rates represent a 3% decrease from the current rate of excess health insurance premiums. The deductible will remain the same at \$250,000 with a \$20,950 aggregate specific deductible. The projected premium for the period October 1, 2016 – September 30, 2017 is \$165,000.

I am requesting the County Commission's approval of this item outlined above.

End of Memorandum

As approved in the Omnibus Vote, Commissioner Williams made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. Copies of Letter and Proposal, Agenda Pages 14-2 and 14-3, are attached to these Minutes.)

End of Omnibus Vote

RISK MANAGEMENT – APPROVED CHANGES TO HEALTHCARE PLAN

Administrator Mims presented the following memorandum from Director of Risk Management Scott Kramer:

September 7, 2016

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Risk Manager

SUBJECT: Health Care Plan Design Proposed Changes

As you are aware on September 6, 2016, I met with the Montgomery County Commission to discuss changes to the design of the healthcare plans effective 1/1/17. The proposed changes are attached.

I am requesting the County Commission's approval of these items outlined in the attachments.

cc: Florence Cauthen, Deputy Administrator

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Proposal, Agenda Pages 15-2 and 15-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF 2016-2017 MEMBERSHIP DUES TO THE ASSOCIATION OF COUNTY COMMISSIONS OF ALABAMA (ACCA)

Administrator Mims presented the following memorandum:

September 8, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Payment of 2016-2017 Membership Dues to the Association of County Commission of Alabama (ACCA)

The Montgomery County Commission meeting, at its meeting on September 6, 2016, agreed to place on the next agenda payment of 2016-2017 Membership Dues to the Association of County Commissions of Alabama (ACCA).

I am requesting approval of this item.

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 Invoice, Agenda Page 16-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF 2016-2017 MEMBERSHIP DUES TO THE ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION (ACCMA) FOR ADMINISTRATOR DONALD L. MIMS, DEPUTY ADMINISTRATOR FLORENCE M. CAUTHEN AND DIRECTOR OF RISK MANAGEMENT SCOTT KRAMER

Administrator Mims presented the following memorandum:

September 8, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Payment of 2016-2017 Membership Dues to the Alabama City/County Management Association (ACCMA)

The Montgomery County Commission, at its meeting on September 6, 2016, agreed to place on the next agenda Payment of 2016-2017 Membership Dues to the Alabama City/County Management Association (ACCMA) for Administrator Donald L. Mims, Deputy Administrator Florence M. Cauthen and Risk Manager Scott Kramer.

I am requesting approval of this item.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Membership Dues Form, Agenda Page 17-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

Administrator Mims presented the following memorandum:

September 12, 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:

NC-2016-157: Alabama Cooperative Extension System, for the 2016 Natural Resources Tour - \$750; (Hall)

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-2016-88: Montgomery County Recreation Department, for Selma-Montgomery-Tuskegee Tennis, Inc., for Neighborhood Tennis Program - \$875; (Williams)

C-2016-89: Alzheimer Outreach Group, Inc., for Program Services - \$5,000; (Hall)

C-2016-90: Make-A-Wish Foundation of Alabama, Inc., for Montgomery General Operations - \$1,000; (Hall)

C-2016-91: Montgomery YMCA, for the Y's Up @ Hampstead Branch, for Program Services - \$1,000; (Hall)

C-2016-92: Montgomery County Recreation Department, for The Montgomery American League, Inc., to Provide Programs that Help Children Grow Physically, Mentally and Emotionally through Participation in Baseball - \$2,000; (Hall)

C-2016-93: Dream Court, Inc., for Program Services - \$2,000; (Hall-\$1,000 and Walker-\$1,000)

C-2016-94: Baptist Health Care Foundation of Montgomery, for Baptist Hospice Program -\$1,000; (Walker)

C-2016-95: Women of Hope, for Program Services - \$1,000; (Walker)

NC-2016-158: BOE, Robert E. Lee High School, for Hall of Fame - \$2,500; (Walker)

NC-2016-159: BOE, Montgomery Preparatory Academy for Career Technologies (MPACT), for Principal's Discretionary Fund - \$450; (Harris-\$225 and Hall-\$225)

NC-2016-160: BOE, Floyd Middle Magnet School, for Football Program -\$1,235; (Dean)

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

ENGINEERING DEPARTMENT – APPROVED BID AWARD TO WIREGRASS CONSTRUCTION CO., INC, REGARDING RESURFACING VARIOUS COUNTY ROADS, PROJECT NUMBER MC-1-2016, BID NUMBER 53000-16B-034

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

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager

DATE: August 25, 2016

RE: Invitation to Bid No. 53000-16B-034
Resurfacing Various County Roads
Project No. MC-1-2016

I request approval of award on the above referenced Invitation to Bid, to the lowest bidder, Wiregrass Construction., in the amount of \$2,029,669.24, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

Coordination of award made with George Speake, County Engineer and James Kelly, Assistant County Engineer.

Attachment

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Spreadsheet and Contract, Agenda Pages 19-2 through 19-4, are attached to these Minutes.)

ENGINEERING DEPARTMENT – APPROVED BID AWARD TO FORTERRA PIPE & PRECAST, REGARDING CONCRETE PIPE, BID NUMBER 53000-16B-030

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

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: August 25, 2016
RE: Invitation to Bid No. 53000-16B-030
Concrete Pipe

I request approval of award on the above referenced Invitation to Bid, to the only bidder, Forterra Pipe & Precast, in the amount of \$7,820.05, based on unit pricing for concrete pipe, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.) This contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with George Speake, County Engineer.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copies of Bid and Contract, Agenda Pages 20-2 through 20-6, are attached to these Minutes.)

SHERIFF'S OFFICE –APPROVED BID AWARD TO STIVERS FORD LINCOLN,
REGARDING OIL SERVICE & TIRE ROTATION SERVICE, BID NUMBER 52110-16B-033

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

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: September 1, 2016
RE: Invitation to Bid No. 52110-16B-033
Oil Service & Tire Rotation Service

I request approval of award on the above referenced Invitation to Bid, to the lowest bidder, Stivers Ford Lincoln., in the amount of \$409.63, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

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 Spreadsheet and Contract, Agenda Pages 21-2 through 21-4, are attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (3)

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

<u>DEPARTMENT</u>	<u>BUDGET CHANGE REQUEST</u>
1. Detention Facility	Request Number 2
2. Engineering Department	Request Number 12
3. Support Services	Request Number 2

Commissioner Walker made a motion to approve the requests. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 22-1 through 22-3, are attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 81 FOR \$10,000 TO CLOVERDALE PLAYHOUSE FOR EDUCATIONAL PROGRAM

Administrator Mims requested approval of Budget Change Request Number 81, 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 Budget Change Request, Agenda Page 23-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 82 FOR \$2,500 TO MONTGOMERY PUBLIC SCHOOLS FOR PERFECT ATTENDANCE INCENTIVE PROGRAM

Administrator Mims requested approval of Budget Change Request Number 82, County Commission Appropriations.

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy Budget Change Request, Agenda Page 24-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 83 FOR \$20,000 TO MONTGOMERY HUMANE SOCIETY FOR FUNDING TOWARDS THE COST OF THE SHELTER ROOF REPLACEMENT

Administrator Mims requested approval of Budget Change Request Number 83, County Commission Appropriations.

Commissioner Walker made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy Budget Change Request, Agenda Page 25-1, is attached to these Minutes.)

REVENUE COMMISSIONER’S OFFICE – APPROVED HIRING CONFIDENTIAL SECRETARY AT PAY GRADE A06, STEP 8

Administrator Mims presented the following memorandum from Chief Clerk Allyson Holland:

MEMORANDUM

TO: Elton Dean, Chairman
Montgomery County Commission

FROM: Allyson Holland, Chief Clerk
Revenue Commissioner’s Office

DATE: August 29, 2016

Re: New Hire

CC: Dan Harris, Vice Chairman, Andrew Hall, Ronda Walker, and Jiles Williams

We have recently selected a new hire for the appointed position of Confidential Secretary. The previous person in this position had a salary in pay grade A06, Step 4. The Revenue Commissioner’s Office respectfully asks your approval to bring in the new hire at A06, Step 8, the amount the new hire is making in his current position.

Thank you for your consideration in this matter.

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 Administrative Pay Plan, Agenda Page 26-2, is attached to these Minutes.)

REVENUE COMMISSIONER'S OFFICE – APPROVED IRREGULAR TWO-STEP INCREASE FOR TWO ADMINISTRATIVE SUPPORT SPECIALISTS (CO0015)

Administrator Mims presented the following memorandum from Chief Clerk Allyson Holland:

MEMORANDUM

TO: Elton Dean, Chairman
Montgomery County Commission

FROM: Allyson Holland,
Chief Clerk, Revenue Commissioner's Office

DATE: August 31, 2016

Re: Irregular Merit Increase

I am requesting an irregular two-step raise for employees that we promoted from Customer Service Clerks to Administrative Support Specialists. When we requested the promotions in April 2016, the promotion would have moved these employees from pay grade A03 (Customer Service Clerk) to pay grade A04 (Administrative Support Specialist).

Since that time, the commission approved a pay grade increase for Customer Service Clerks to an A04 which is the same for the Administrative Support Specialist. We were informed that we would need to come to the commission to get approval for a two-step increase for the employees promoted.

We respectfully request that the commission approve these irregular merit increases for the two employees promoted to Administrative Support Specialists. Thank you in advance for your consideration.

Enclosures

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Email, Agenda Page 27-2, is attached to these Minutes.)

REVENUE COMMISSIONER’S OFFICE – APPROVED POSITION FILL REQUESTS (2)

Administrator Mims presented the following memorandum:

MEMORANDUM

TO: Elton Dean, Chairman
Montgomery County Commission

FROM: Allyson Holland
Chief Clerk, Revenue Commissioner’s Office

DATE: August 31, 2016

Re: Position Fill Requests

I am requesting to fill 2 vacant positions for Customer Service Clerk. Our Customer Service Clerk Positions were recently vacated due to promotions. We would like to back fill these positions, which are included in our current budget.

As you know, the property tax collection season will begin October 1st with the mail out of tax bills and we would like to fill these positions as soon as possible. Please consider placing these requests on the next agenda. Thank you in advance for your consideration.

End of Memorandum

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

DISTRICT ATTORNEY’S OFFICE – APPROVED POSITION FILL REQUEST FOR RECEPTIONIST/SECRETARY, POSITION NUMBER 400016001

Administrator Mims presented the following memorandum from Chief Administrator of the District Attorney’s Office Rhonda B. Cape:

M E M O R A N D U M

TO: Donnie Mims
County Administrator

FROM: Rhonda B. Cape
Chief Administrator

DATE: August 29, 2016

SUBJECT: Position Fill Request

I respectfully request the County Commission approve the attached position fill request for a Receptionist/Secretary. This vacancy was created because of an internal promotion.

The funding for this position is in the budget.

Please contact me if you have any questions.

Attachment

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 29-2, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUEST FOR CORRECTIONS OFFICER TRAINEE (CO0419) / CORRECTIONS OFFICER (CO0420), POSITION NUMBER 16

Administrator Mims presented the following memorandum:

September 8, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Position Fill Request for Detention Facility

The Montgomery County Commission, at its meeting on September 6, 2016, agreed to place on the next agenda a Position Fill Request for Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 16, from the Detention Facility.

I am requesting approval of this item.

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 Position Fill Request, Agenda Page 30-2, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (5)

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

<u>DEPARTMENT</u>	<u>TRAVEL/TRAINING REQUESTS</u>
1. County Commission	Request Number 38 and 39
2. Sheriff's Office	Request Number 61
3. Engineering Department	Request Number 11
4. Community Corrections	Request Number 17

Commissioner Williams made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Travel/Training Requests, Agenda Pages 31-2 through 31-5, are attached to these Minutes.)

WAIVE RULES

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

VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (4)

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

<u>DEPARTMENT</u>	<u>BUDGET CHANGE REQUESTS</u>
1. County Commission Appropriations	Request Numbers 84, 85 and 86
2. County Commission Office	Request Number 3
3. Finance Department	Request Number 1
4. Revenue Commissioner's Office	Request Number 1

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 Budget Change Requests, Agenda Page 32-1 through 32-6, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AGREEMENT WITH CAPITAL REAL ESTATE SERVICES, LLC, AUTHORIZING THE APPRAISAL OF THE PROPERTY LOCATED AT 100 SOUTH PERRY STREET

Administrator Mims requested approval of Agreement with Capital Real Estate Services, LLC, authorizing the appraisal of the property located at 100 South Perry Street.

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 Page 33-1, is attached to these Minutes.)

BOARD OF REGISTRARS – APPROVED POSITION FILL REQUEST FOR
ADMINISTRATIVE SUPPORT ASSOCIATE, POSITION NUMBER TO BE DETERMINED

Administrator Mims presented the following memorandum from Chairman of Board of Registrars George M. Noblin:

September 8, 2016

MEMORANDUM

TO: Donald L. Mims, Administrator
Montgomery County Commission

FROM: George M. Noblin, Chairman
Montgomery County Board of Registrars

RE: Position Fill Request for Vacancy Created by Departing Employee

The Board received notice late yesterday from Rebecca Mosley, Administrative Support Associate (Pay Grade A03,) that she will be leaving to accept a teaching position in Pike County. Her last day will be September 12.

With the increasing workload in the back end of the 2016 Presidential Election cycle, and with no advance warning of an imminent vacancy on the staff, the Board, on a fairly urgent basis, is submitting a Position Fill Request to fill this vacancy as quickly as possible. The loss of this valuable employee leaves the Board with one full-time and one part-time clerk to handle business at this very busy time.

On behalf of the Board, I respectfully request the Commission's expedited action in this matter.

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.

COUNTY COMMISSION – APPROVED AGREEMENT WITH STAMP IDEA GROUP
ADVERTISING TO ASSIST IN MARKETING THE MONTGOMERY COUNTY LIMITED
SELF-GOVERNANCE REFERENDUM, SUBJECT TO APPROVAL BY THE EXAMINERS
OF PUBLIC ACCOUNTS

Administrator Mims requested approval of Agreement with Stamp Idea Group Advertising to Assist in Marketing the Montgomery County Limited Self-Governance Referendum, subject to approval by the Examiners of Public Accounts.

Commissioner Harris made a motion to approve the request. The motion was seconded by Commissioner Hall unanimously approved by the Commission. (Copy of Agreement, Agenda Page 35-1, is attached to these Minutes.)

COMMENTS BY COMMISSIONERS AND ATTENDEES

Ms. K. T. Brown greeted the Commission and stated that she was there to inquire about a request that was submitted at the September 6, 2016 Commission meeting. She asked if she could receive a copy of the request. Administrator Mims advised Ms. Brown that she could come by the Commissions Office and obtain a copy. Ms. Brown also shared another concern. She stated that information about the Commission meetings to be held in the Districts was not being publicized properly. She suggested the information be sent to various radio stations to secure better media coverage. Ms. Brown also inquired about the operating budget.

Grant Manager Regina Walker with the Montgomery County Sheriff Department informed the Commission that the annual Senior Citizens Fishing Rodeo will be held Tuesday, September 13, 2016, from 6:00 am to 12:00 pm. She stated that 300 to 400 Senior Citizens usually participate in the rodeo. She stated that she hoped the Commissioners would be able to attend to meet and greet. She also thanked the Commission for all their support.

Personnel Director Carmen Douglas with the Montgomery City/County Personnel Office greeted everyone and stated that she wanted to thank the Commission for including a merit increase in the 2016-2017 budget this year. She stated that she felt it is a great way to show the employees that they are appreciated for their hard work.

Commissioner Hall welcomed everyone to the meeting. He thanked St. James United Methodist Church and Pastor Mark Woods for allowing the Commission to hold the meeting there. He thanked his wife and children and Doug and Dawn Singleton for leading the Pledge of Allegiance. Commissioner Hall stated that he would like to thank his fellow Commissioners for a great working relationship. He thanked the City of Montgomery and everyone that put together the events surrounding the commissioning of the USS Montgomery. He stated it was one of the greatest events he had ever attended.

Commissioner Elect Doug Singleton greeted the Commission and stated that Commissioner Hall stands to be commended for all he is doing to help the transition of Commissioners in District 5. He stated that Commissioner Hall exemplified how a campaign should be run, and he felt he has gained a new friend.

Commissioner Williams greeted everyone. He reflected on the anniversary of 9/11 and stated that even though it has been 15 years ago, many families are still suffering from the terrible tragedy. Commissioner Williams asked everyone to continue to pray for the victims of 9/11. He

also reflected back on his military past as he remembered his fellow troops. He asked everyone to continue to pray for the families.

Commissioner Walker told everyone hello as she shared the story about the time in her college days when she worked in Senator Richard Shelby's office and a friend was killed in one of the attacks on 9/11. She stated that being a part of the commissioning of the USS Montgomery made her feel very patriotic. She said she was very impressed and everything was immaculate.

Chairman Dean thanked everyone for coming, and he especially thanked Chamber of Commerce employee Dawn Hathcock for the part she played in making the commissioning of the USS Montgomery an experience of a lifetime. He stated that last year on the anniversary date of 9/11 he was preparing to bury his mother and it was also his birthday. Chairman Dean stated that was a sad time, but this year he was fortunate to be a part of the Commissioning of the USS Montgomery. He asked everyone to pray for the first responders, for the people who make decisions that affect our lives, and to continue to pray for Montgomery County. Chairman Dean also stated that it was a class act for Commissioner Hall to invite Commissioner Elect Singleton and his family to lead the pledge of allegiance with the Hall family.

Vice Chairman Harris stated that he always knew Commissioner Hall was a classy guy. He also reflected on 9/11 and stated that it reminded him of President John F. Kennedy's assassination. He told the audience that he still can remember where he was and what he was doing when he heard the news. Vice Chairman Harris stated that he was in the 10th grade at the time and he was in gym class. He said he was taking his daughter to school when 9/11 happened. Vice Chairman Harris stated that America has never been the same since that tragic day. He went on to say that he and his wife thoroughly enjoyed the commissioning of the USS Montgomery and that it was a great event. Vice Chairman Harris stated that America is second to none. He stated that he wished younger people could have had the opportunity to experience this great event.

ADJOURNMENT

Vice Chairman Harris made a motion to adjourn the meeting of the Montgomery County Commission on September 12, 2016, at 6:17 p.m. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

AGENDA

SEP 12 2016

Agenda Item Number 1 - Public Comment Regarding Proposed 2016-2017 Operating Budget
and Construction Fund Budget, County Commission

No documents will be presented for this item

AGENDA

SEP 12 2016

**Proposed Annual Budget
Montgomery County Commission
Montgomery, Alabama
Fiscal Year
October 1, 2016 to September 30, 2017**

Presented September 6, 2016

Elton N. Dean, Sr., Chairman
Daniel Harris, Jr., Vice Chairman
Andrew D. Hall, Member
Ronda M. Walker, Member
Jiles Williams, Jr., Member

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

2-1

ANNUAL BUDGET 2016-2017

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

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

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

	ESTIMATED	
	REVENUES	APPROPRIATIONS
General Fund	\$ 72,570,688	\$ 72,570,688
Emergency Fund	20,000	20,000
Workers' Compensation Fund	346,800	346,800
Health Trust Fund	11,863,000	11,863,000
R.E. Life Ins. Fund	70,000	70,000
Liability Fund	586,000	586,000
Gasoline Tax Fund	9,714,410	9,714,410
Public Buildings/Roads/Bridges Fund	6,575,000	7,408,490
Public Highways & Traffic Fund	469,000	500,000
Capital Improvement	852,000	1,852,000
RRR Gasoline Tax Fund	1,945,000	3,695,000
Severed Material Tax Fund	147,000	147,000
Appraisal Fund	2,887,587	2,887,587
Merit System Fund	1,219,784	1,219,784
Community Corrections	856,835	856,835
Grant Fund	776,769	776,769
G.O. Warrants - 2007 Fund	3,601,679	3,601,679
G.O. Warrants - 2010 Fund	1,250,150	1,250,150
Less: Fund transfer elimination	<u>(13,387,704)</u>	<u>(13,387,704)</u>
TOTAL	\$ 102,363,998	\$ 105,978,488
ADD: BUDGETARY FUND BALANCE		
Public Buildings/Roads/Bridges Fund	833,490	
Public Highway and Traffic Fund	31,000	
Capital Improvement Fund	1,000,000	
RRR Gasoline Tax Fund	<u>1,750,000</u>	
TOTAL BUDGETARY FUND BALANCE	3,614,490	
TOTAL PROPOSED BUDGET	\$ 105,978,488	\$ 105,978,488

Funds included in budget:
 General Fund
 Special Revenue Funds
 Debt Service Funds

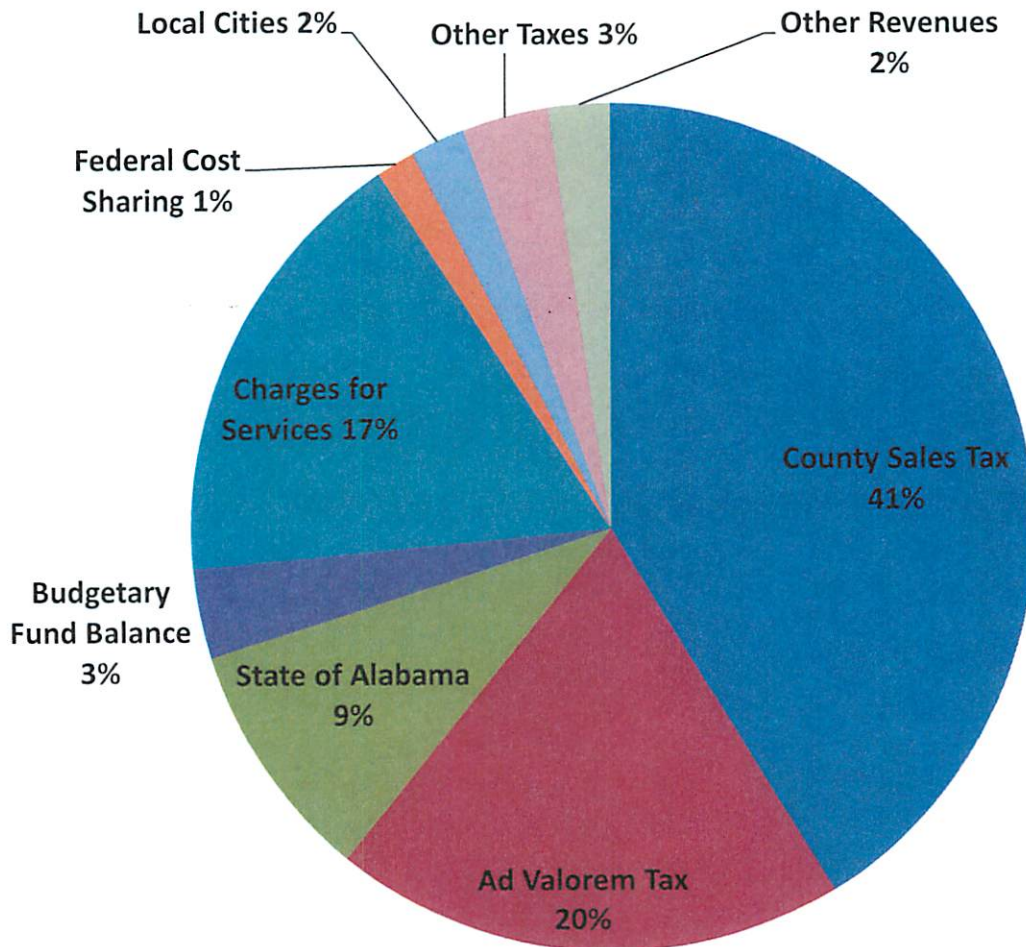
MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET

FUNDS NOT INCLUDED IN OPERATING BUDGET

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

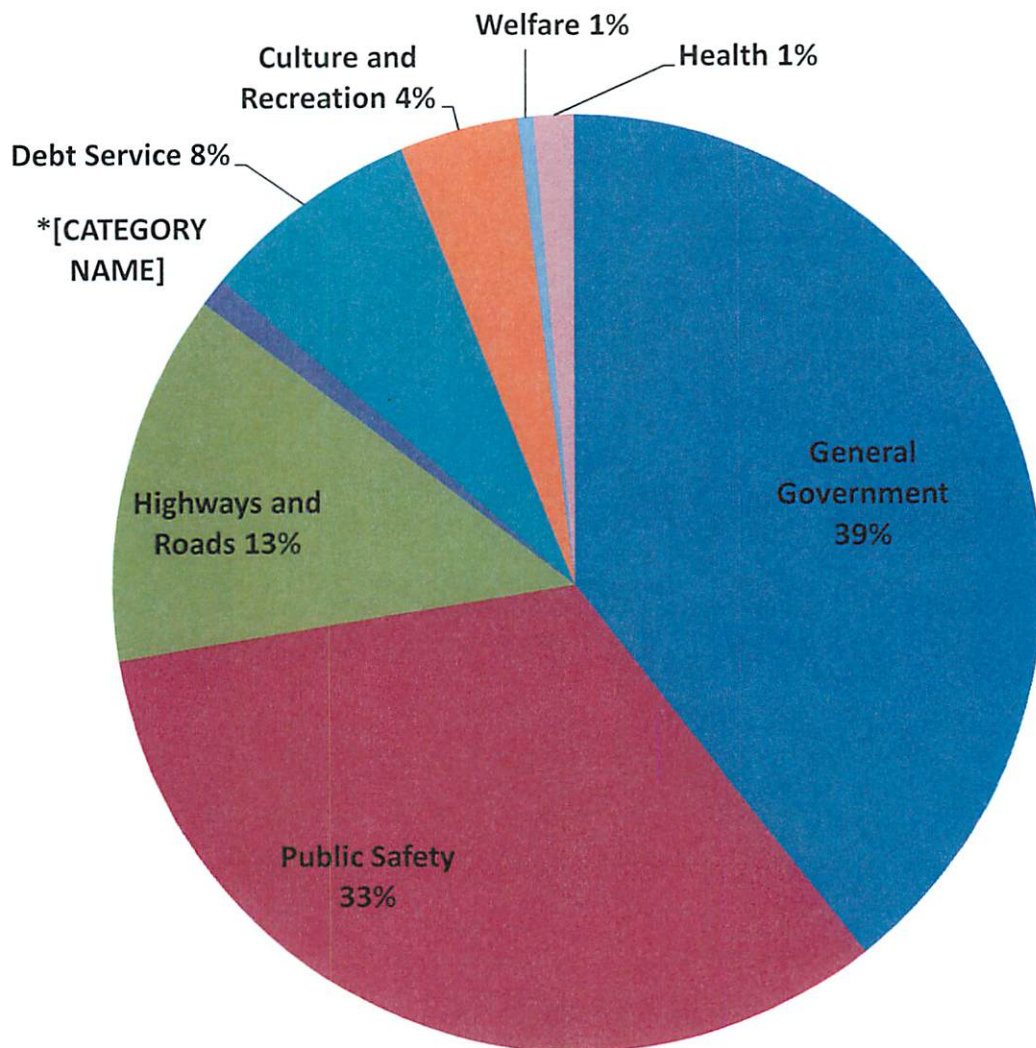
Montgomery County Commission
Estimated Revenues and Budgetary Fund Balance
2016-2017

Type	Percentage	Total
County Sales Tax	41%	\$ 43,650,000
Ad Valorem Tax	20%	20,928,653
State of Alabama	9%	9,729,191
Budgetary Fund Balance	3%	3,614,490
Charges for Services	17%	18,158,500
Federal Cost Sharing	1%	1,575,761
Local Cities	2%	2,235,996
Other Taxes	3%	3,564,000
Other Revenues	2%	2,521,897
Miscellaneous		1,195,709
Interest		65,500
Licenses and Permits		583,200
Board of Education		642,488
Fines and Forfeitures		35,000
	100%	\$ 105,978,488



**Montgomery County Commission
Appropriations
2016-2017**

Type	Percentage	Total
General Government	39%	\$ 41,734,917
Public Safety	33%	35,019,037
Highways and Roads	13%	13,556,410
Education	1%	1,048,174
Debt Service	8%	8,133,558
Culture and Recreation	4%	4,390,981
Welfare	1%	598,960
Health	1%	1,496,451
	100%	\$ 105,978,488



*Additional \$26 million provided for Education by the 1% County Sales tax for Public Education

MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET

Summaries of
DEPARTMENTAL
and
FUND BUDGETS

MONTGOMERY COUNTY COMMISSION

2016 - 2017 BUDGET

GENERAL FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$ 13,470,000
County Sales Tax	43,650,000
Salaries for Revenue Commissioner	227,000
County Beer Tax	100,000
County Wine Tax	5,000
Lodging Tax	2,754,000
Other Tax	705,000
TOTAL TAXES	<u>60,911,000</u>

LICENSE & PERMITS

497,200

INTERGOVERNMENTAL

State Shared Revenue	1,777,890
State Cost Sharing Revenue	1,644,858
Federal Cost Sharing	1,235,761
Local Government Cost Sharing	269,070
TOTAL INTERGOVERNMENTAL	<u>4,927,579</u>

CHARGES FOR SERVICES

Court Fees	892,000
Fees & Commissions - Public Officials	4,105,600
Other Fees & Charges	90,100
TOTAL CHARGES FOR SERVICES	<u>5,087,700</u>

FINES AND FORFEITURES

35,000

MISCELLANEOUS

Interest	6,500
Sales & Rentals	530,709
Other	575,000
TOTAL MISCELLANEOUS	<u>1,112,209</u>

TOTAL ESTIMATED REVENUES

\$ 72,570,688

MONTGOMERY COUNTY COMMISSION

2016 - 2017 BUDGET

GENERAL FUND

APPROPRIATIONS

GENERAL GOVERNMENT

County Commission	\$	850,134
Risk Management		227,461
Public Affairs		101,537
Finance Department		500,209
Judges		431,393
District/Circuit/Domestic Relations Court		2,950
Circuit Clerk		32,025
District Attorney		2,969,176
Pre-Trial/District Attorney		710,158
Court Reporters		166,441
Probate Judge's Office		3,825,456
Revenue Commissioner		1,408,019
Tax and Audit Division		841,871
Support Services		3,234,858
Building Permits		41,414
Election Operating		269,348
Election Administration		240,710
Board of Registrars		252,777
Tax Equalization Board		5,824
Veterans Service Office		700
Forestry Commission		12,150
Industrial Park Utilities/Maintenance		43,000
Industrial Development		42,750
Information Systems		2,025,160
Contingent		25,000
Unemployment Compensation		15,000

TOTAL GENERAL GOVERNMENT

\$ 18,275,521

PUBLIC SAFETY

Sheriff's Office	\$	13,582,948
Montgomery County Detention Facility		15,912,384
Montgomery City-County Emergency Management Agency		109,829
Coroner's Office		117,280
Youth Facility Net of City Funding		2,744,580
Youth Facility - DYS Subsidy		289,681
Youth Facility - DYS Boot Camp		485,500
Crimestoppers		5,000
Montgomery County Association of Volunteer Fire Departments		190,000

TOTAL PUBLIC SAFETY

\$ 33,437,202

SANITATION- Transfer Station & Storm Water Permit

\$ 146,907

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

GENERAL FUND

HEALTH

Health Department	\$ 468,048
Montgomery Area Mental Health Authority	170,000
Family Sunshine Center	31,700
VOCAL	5,000
Animal Shelter	500,000
Chemical Addictions Program, Inc.	37,500
Lighthouse Counseling Center, Inc.	19,200
Council on Substance Abuse - NCADD	11,700
Mosquito Control	58,146
Sickle Cell Foundation	15,750
Community Care Network	17,500
Red Cross	15,000
TOTAL HEALTH	\$ 1,349,544

WELFARE

Transfer of Insane	\$ 7,101
Restor	5,000
Child Protect	3,750
Brantwood Children's Home	12,500
Montgomery Community Action Agency	32,500
Central Alabama Aging Consortium	15,000
Montgomery Area Council on Aging	32,500
Montgomery Area Food Bank	3,750
Pauper Burial	6,000
Joint Public Charity Hospital Board	94,000
Indigent Hospitalization Program	160,563
School to Work/ Summer Apprentice Program	146,777
Central Alabama Community Foundation (BONDS)	7,750
Department of Human Resources	20,000
TOTAL WELFARE	\$ 547,191

CULTURE & RECREATION

City - County Library	\$ 2,113,615
Pike Road Library net of Town of Pike Road funding	92,265
Montgomery Museum of Fine Arts	1,533,161
Montgomery County Recreation Board	449,753
Boys & Girls Clubs	12,500
The United Community Improvement	4,687
Unified YMCA	30,000
ECHO	5,000
Alabama Shakespeare Festival	150,000
TOTAL CULTURE & RECREATION	\$ 4,390,981

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET
GENERAL FUND**

APPROPRIATIONS

EDUCATION

City/County School Bonds	\$ 405,265
Montgomery Education Foundation	45,000
Auburn Extension Service	115,020
Montgomery Internal Medicine Residency Program (UAB)	22,500
Thelma Morris After School Program	25,000
Latchkey	28,040
YMCA Childcare Program	30,000
Character @ Heart	15,000
TOTAL EDUCATION	\$ 685,825

CLASSIFIED BY CHARACTER ONLY

In-House Appropriations- General Government Category	\$ 1,563,254
In-House Appropriations-Retiree Health & Life Insurance	2,225,880
Reclassification Reserve	(450,000)
Montgomery Co Building Authority 2006-2015 Capital Lease Obligation	4,863,523
Montgomery Co Public Education Cooperative District Series 2015 Bonds	1,060,400
Education Debt Service Funding	(1,060,400)
Montgomery Energy Conservation Project 2012 G.O. Warrants	398,588
Montgomery Energy Conservation Project 2014 G.O. Warrants	401,567
Agency Appropriations-General Government Category	870,755
TOTAL CLASSIFIED BY CHARACTER ONLY	\$ 9,873,567

TOTAL APPROPRIATIONS **\$ 68,706,738**

TRANSFERS

To Community Corrections Fund	346,835
To Merit Fund	280,550
To Construction Programs Fund	404,336
To General Obligation Warrant Debt Service Funds	4,851,779
Education Debt Service Funding	(2,019,600)
TOTAL TRANSFERS	\$ 3,863,900

TOTAL APPROPRIATIONS & TRANSFERS **\$ 72,570,638**

EMERGENCY FUND

ESTIMATED REVENUES

MISCELLANEOUS

Interest	\$ 20,000
TOTAL ESTIMATED REVENUES	\$ 20,000

APPROPRIATIONS

GENERAL GOVERNMENT-Miscellaneous Expenditures

TOTAL APPROPRIATIONS **\$ 20,000**

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

WORKERS' COMPENSATION FUND

ESTIMATED REVENUES

Workers Compensation Contributions	\$ 340,000
Other reimbursements	4,800
Interest	2,000
TOTAL ESTIMATED REVENUES	\$ <u>346,800</u>

APPROPRIATIONS

Workers' Compensation Expenditures	\$ 346,800
TOTAL APPROPRIATIONS	\$ <u>346,800</u>

HEALTH INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 11,860,000
Interest	3,000
TOTAL ESTIMATED REVENUES	\$ <u>11,863,000</u>

APPROPRIATIONS

Health Care Costs	\$ 11,863,000
TOTAL APPROPRIATIONS	\$ <u>11,863,000</u>

RETIRED EMPLOYEE LIFE INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 70,000
TOTAL ESTIMATED REVENUES	\$ <u>70,000</u>

APPROPRIATIONS

Death Benefit Payments	\$ 70,000
TOTAL APPROPRIATIONS	\$ <u>70,000</u>

LIABILITY FUND

ESTIMATED REVENUES

Premiums	\$ 580,000
Interest	6,000
TOTAL ESTIMATED REVENUES	\$ <u>586,000</u>

APPROPRIATIONS

Liability Ins. Costs	\$ 586,000
TOTAL APPROPRIATIONS	\$ <u>586,000</u>

2-12

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

State Gasoline Tax	\$ 1,600,000
--------------------	--------------

STATE COST SHARING REVENUE

Engineer's & Assistant Engineer's Salary reimbursement	115,920
--	---------

MISCELLANEOUS

Other	<u>90,000</u>
-------	---------------

TOTAL ESTIMATED REVENUES

\$ <u>1,805,920</u>

TRANSFERS

From Public Highway & Traffic Fund	500,000
------------------------------------	---------

From Public Building/Roads/Bridges	<u>7,408,490</u>
------------------------------------	------------------

TOTAL TRANSFERS

<u>7,908,490</u>

TOTAL ESTIMATED REVENUES AND TRANSFERS

\$ <u><u>9,714,410</u></u>

APPROPRIATIONS

HIGHWAYS & ROADS

Construction	\$ 1,791,409
--------------	--------------

District I	1,595,146
------------	-----------

District II	1,776,624
-------------	-----------

District III	2,060,500
--------------	-----------

County Engineer's Office	1,336,302
--------------------------	-----------

County Shop	699,846
-------------	---------

Bridge Maintenance	449,583
--------------------	---------

Environmental Cleanup	<u>5,000</u>
-----------------------	--------------

TOTAL APPROPRIATIONS

\$ <u>9,714,410</u>

TOTAL APPROPRIATIONS & TRANSFERS

\$ <u><u>9,714,410</u></u>

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

PUBLIC BUILDING/ROADS/BRIDGES FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$	6,560,000
----------------	----	-----------

MISCELLANEOUS

Interest		15,000
----------	--	--------

TOTAL ESTIMATED REVENUES	\$	<u>6,575,000</u>
---------------------------------	----	------------------

Budgetary Fund Balance		<u>833,490</u>
------------------------	--	----------------

TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>7,408,490</u></u>
--	----	-------------------------

APPROPRIATIONS

TRANSFERS

To Gasoline Tax Fund	\$	<u>7,408,490</u>
----------------------	----	------------------

TOTAL TRANSFERS		<u>7,408,490</u>
------------------------	--	------------------

TOTAL APPROPRIATIONS & TRANSFERS	\$	<u><u>7,408,490</u></u>
---	----	-------------------------

PUBLIC HIGHWAY & TRAFFIC FUND

ESTIMATED REVENUES

License & Permits	\$	86,000
-------------------	----	--------

State Shared Revenue		317,000
----------------------	--	---------

Charges for Services		66,000
----------------------	--	--------

TOTAL ESTIMATED REVENUES	\$	<u>469,000</u>
---------------------------------	----	----------------

Budgetary Fund Balance		<u>31,000</u>
------------------------	--	---------------

TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>500,000</u></u>
--	----	-----------------------

TRANSFERS

Transfer to Gasoline Tax Fund	\$	<u>500,000</u>
-------------------------------	----	----------------

TOTAL TRANSFERS	\$	<u><u>500,000</u></u>
------------------------	----	-----------------------

CAPITAL IMPROVEMENT FUND

ESTIMATED REVENUES

State Shared Revenue	\$	850,000
----------------------	----	---------

Interest		2,000
----------	--	-------

TOTAL ESTIMATED REVENUES	\$	<u>852,000</u>
---------------------------------	----	----------------

Budgetary Fund Balance		<u>1,000,000</u>
------------------------	--	------------------

TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>1,852,000</u></u>
--	----	-------------------------

APPROPRIATIONS

Buildings Repair and Improvements	\$	<u>1,852,000</u>
-----------------------------------	----	------------------

TOTAL APPROPRIATIONS	\$	<u><u>1,852,000</u></u>
-----------------------------	----	-------------------------

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

RRR GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUES

Motor Vehicle License - Act 84-186	\$ 415,000
Petroleum Inspection Fee - Act 84-185	117,000
4 cent Gasoline Tax	920,000
5 cent Gasoline Tax	450,000
Additional excise tax	32,000
TOTAL STATE SHARED REVENUES	\$ 1,934,000

MISCELLANEOUS

Interest	\$ 11,000
----------	-----------

TOTAL ESTIMATED REVENUES

\$ 1,945,000

Budgetary Fund Balance

1,750,000

TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE

\$ 3,695,000

APPROPRIATIONS

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

SEVERED MATERIAL TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

\$ 147,000

TOTAL ESTIMATED REVENUES

\$ 147,000

APPROPRIATIONS

Road Bldg Materials and Supplies	\$ 147,000
TOTAL APPROPRIATIONS	\$ 147,000

APPRAISAL FUND

ESTIMATED REVENUES

COST SHARING

State of Alabama	\$ 545,754
Montgomery County	671,653
Board of Education	642,488
Local Cities	1,027,692
TOTAL ESTIMATED REVENUES	\$ 2,887,587

APPROPRIATIONS

General Government	\$ 2,887,587
TOTAL APPROPRIATIONS	\$ 2,887,587

**MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET**

MERIT SYSTEM FUND

ESTIMATED REVENUES

City of Montgomery	\$ 939,234
--------------------	------------

TRANSFERS

Transfer from General Fund	<u>280,550</u>
----------------------------	----------------

TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	\$ <u><u>1,219,784</u></u>
--	-----------------------------------

APPROPRIATIONS

General Government	\$ <u>1,219,784</u>
--------------------	---------------------

TOTAL APPROPRIATIONS	\$ <u><u>1,219,784</u></u>
-----------------------------	-----------------------------------

COMMUNITY CORRECTIONS FUND

ESTIMATED REVENUES

Alabama Department of Corrections	\$ 360,000
Client Fees	150,000

TOTAL ESTIMATED REVENUES	\$ <u>510,000</u>
---------------------------------	--------------------------

TRANSFERS

Transfer From General Fund	346,835
----------------------------	---------

TOTAL ESTIMATED REVENUES	\$ <u><u>856,835</u></u>
---------------------------------	---------------------------------

APPROPRIATIONS

Public Safety	\$ <u>856,835</u>
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TOTAL APPROPRIATIONS	\$ <u><u>856,835</u></u>
-----------------------------	---------------------------------

GRANT FUND

ESTIMATED REVENUES

Federal and State Grants	\$ <u>776,769</u>
--------------------------	-------------------

TOTAL ESTIMATED REVENUES	\$ <u><u>776,769</u></u>
---------------------------------	---------------------------------

APPROPRIATIONS

Grant Appropriations	\$ 776,769
----------------------	------------

TOTAL APPROPRIATIONS	\$ <u><u>776,769</u></u>
-----------------------------	---------------------------------

MONTGOMERY COUNTY COMMISSION
2016 - 2017 BUDGET

GENERAL OBLIGATION WARRANTS 2007/2015 DEBT SERVICE FUND

TRANSFERS

Transfer from General Fund	\$ <u>3,601,679</u>
----------------------------	---------------------

TOTAL TRANSFERS

\$ <u><u>3,601,679</u></u>

APPROPRIATIONS

Principal	\$ 2,330,000
-----------	--------------

Interest	<u>1,271,679</u>
----------	------------------

TOTAL APPROPRIATIONS

\$ <u><u>3,601,679</u></u>

GENERAL OBLIGATION WARRANTS 2010-A DEBT SERVICE FUND

REVENUE AND TRANSFERS

Transfer from General Fund	\$ <u>1,250,150</u>
----------------------------	---------------------

TOTAL REVENUE AND TRANSFERS

\$ <u><u>1,250,150</u></u>

APPROPRIATIONS

Principal	\$ 820,000
-----------	------------

Interest	<u>430,150</u>
----------	----------------

TOTAL APPROPRIATIONS

\$ <u><u>1,250,150</u></u>

Montgomery County Commission

Construction Fund Budget

Account Number	Account Description	2017 Proposed Budget
REVENUES		
Department: 61100	Operating Transfers In ND	
61001	Transfer In From General Fund	404,336.00
TOTAL REVENUE		<u><u>\$404,336.00</u></u>
EXPENSES		
Department: 51104	County Building Projects	
231	Repair & Maintenance Bldgs/Impr	404,336.00
TOTAL EXPENSE		<u><u>\$404,336.00</u></u>

GASB 54

Fund Balance Commitments

Resolution

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

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

WHEREAS, the Montgomery County Commission desires to commit certain fund balance reserves in compliance with GASB 54 requirements, and to apply such requirements to its financial statements ending September 30, 2016; and

NOW BE IT RESOLVED that Montgomery County Commission commits the following portions of its September 30, 2016, Fund Balances, as follows:

GENERAL FUND:

- \$ 50,000 is committed for Catoma Community park improvements.
- DHR Rent is committed for DHR Building expenses.
- Workers Compensation Self Insured Account is committed to Workers Compensation Expense and Claims
- Employee Health Insurance Trust Account is committed for Employee/Retiree Health Insurance Plan Costs
- Retiree Life Insurance Account is committed for Retiree Death benefits
- Liability Account is committed for Liability Insurance, claims and related legal expense

CONSTRUCTION PROGRAMS FUND:

- The unrestricted fund balance is assigned to County construction, equipment and improvement projects

DONE THIS THE _____ **day of** _____ **2016.**

SOUTH MONTGOMERY VFD & RESCUE

**P.O. BOX 116
RAMER, ALABAMA 36069**



August 11, 2016

Montgomery County Commissioners

Commissioners:

This letter is to request approval of two persons to serve on the South Montgomery County VFD Board of Directors. Mrs. Delaris Bowden (6630 Ramer-Grady Road, Grady, AL 36036) is to fill the remaining term left by the resignation of Mr. Robert Meadows. Mr. Wayne Miles (483 Paulk Road, Ramer, AL 36069) is to replace Mr. Bill Livingston who is unable to serve another term due to declining health. These two have been approved by our membership and are currently serving in an interim status awaiting your approval. Both Mrs. Bowden and Mr. Miles have many years of experience with our department and the fire service.

Thanks for your consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "Chief David Miles".

Chief David Miles
South Montgomery VFD & Rescue
334-850-0168

South Montgomery County
Fire Protection Authority and Rescue Squad

Members:

Term Expires:

Tom Ellis
11151 Hobbie Road
Ramer, AL 36069
Day: 562-3500
Night: 562-7990
Work: 562-3242

3/1/2017

* Bill Livingston
1389 Old Barnes Road
Mathews, AL 36052
Home: 584-7650

3/1/2015

* Robert Meadows
442 Lewis Road
Grady, AL 36036
Home: (334) 562-3178

3/1/2019

cc: Chief David Miles (P.O. Box 116, Station Address)
Rt. 2, Box 454
Ramer, AL 36069
334-562-9331 (work)
334-562-9382 (home)

(Maintenance: Tom Ellis, 562-3242, day
562-9280, night)- Fire Station #

Term: 6 years



MEMORANDUM OF UNDERSTANDING

Between the Administrative Office of Courts and The Montgomery County Commission

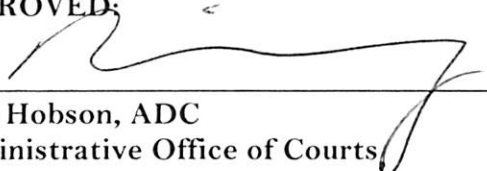
I. This Memorandum of Understanding ("MOU") is hereby entered into by and between the State of Alabama (hereinafter referred to as the "State"), acting through the Administrative Office of Courts of the Unified Judicial System of Alabama (hereinafter referred to as the "AOC"), and the Montgomery County Commission (hereinafter referred to as the "Commission") for the public purpose of reimbursing the AOC for certain salary and fringe benefits (**not to exceed an annual amount of \$50,119.20**) paid by the AOC to the temporary Court Referee Vicky Toles of the Fifteenth Judicial Circuit. Referee Toles will be paid an hourly rate of \$38.60 and will work a maximum of 25 hours per week. Ms. Toles will administer detention and shelter care hearings for the Juvenile Court. This MOU is effective for the period beginning October 1, 2016 and ending September 30, 2017.

II. AOC and the Commission agree that this transfer of funds in no way obligates the Commission to provide permanent or additional funding for this position in future months or years beyond the period stated. Should AOC receive additional state funding for this referee position, AOC shall refund the Commission any unused portion of the funding provided by the Commission.

III. AOC will invoice the Commission at the end of each quarter in FY 2016 for all salary and fringe benefits paid. Any inquiries made to the AOC may be directed to Bob Bradford, Director of Finance. Checks shall be written to the order of the Administrative Office of Courts addressed to the attention: Bob Bradford, Administrative Office of Courts, 300 Dexter Avenue, Montgomery, AL 36104-3741.

IV. The AOC, employee, and/or Commission may terminate this MOU without penalty by providing all parties fourteen (14) days written notice. This MOU replaces any MOU approved prior to the effective date of this document.

APPROVED:



Rich Hobson, ADC
Administrative Office of Courts

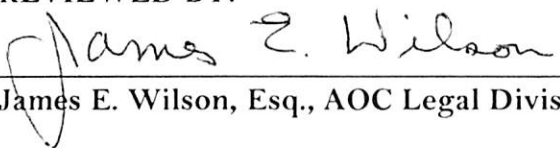
8/1/16

Date

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

Date

REVIEWED BY:



James E. Wilson, Esq., AOC Legal Division

8/11/2016

Date

Sharp Electronics Corporation

Order Address: One Sharp Plaza Box Q, Mahwah, NJ 07495

Remit to address: Dept CH 14272, Palatine, IL 60055-4272

Order # _____

State of AL Contract T190 Contract # 4012356 Rental Agreement

Bill To:

Ship To:

Montgomery County Commission

Phone: _____

Phone: _____

Contact: _____

Contact: _____

Email: _____

Email: _____

**Term: 3 Year rental agreement under the provisions of State of Alabama T190
Contract # 4012356**

**Monthly Rental Rate (including accessories): \$7,680.77 Copy/Prints Included: -0-
Excess Copy Cost Black: See Schedule A-2a Excess Copy Cost Color: See Schedule A-2 a
Total Monthly Equipment Rental: (includes taxes): \$7,899.00**

Note: Per Terms & Conditions of St AL T190 Contract all applicable State and Local Use Tax have been added to the monthly rental payment.

Equipment Description
See Equipment Schedule A-2a

State of AL Contract T190 Contract # 4012356 Rental Agreement

(Page 2)

Lessee: Montgomery County Commission
(Agency)

Supplies

Contract includes all supplies (toner , developer, drums) except for paper and staples.

Equipment Placement Period:

Fixed thirty-six (36) month Rental agreement which will commence on the date the equipment is installed. Rental includes installation, training, and removal at end of rental term.

Cancellation:

Lessee shall not cancel any contract for equipment for any reason other than failure of equipment to operate as specified or due to non-appropriation of funds. Cancellation for any other reason may result in a termination fee equal to the sum of the all remaining payments. Lessee shall provide 30 days written notice of cancellation.

Service

Contract includes all parts, labor, travel, and repair loaner machine (if necessary). Excludes damage due to negligence or missuse. If a trend of excessive malfunctions is established and documented, Sharp Electronics will replace the device with another of equal or better features at no charge to the enduser.

Terms and Conditions

All Terms and Conditions in accordance with State of Alabama T190 Contract # 4012356 apply.

If a dispute arises or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first thru direct discussions or 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 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 than any disputes not resolved by resolution shall be decided in the Circuit Court of Montgomery County, Alabama governed by the laws of Alabama and any applicable federal laws relating to the argument between Montgomery County and Sharp Electronics Corp.

Lessee: Montgomery County Commission
(Agency)

Date: _____

Signature: _____

Title _____

Lessor _____ Title _____ Date _____
Sharp Electronics Corp

State of AL Contract T190 Contract # 4012356

Montgomery County Commission Equipment Schedule A-2a / Page 1 of 2

Contract Line #	Commodity Code	Model & Accessories	Location	Monthly Rental (Includes tax)	Cost Per Copy Charge
65	985-26-088727	MX5050N, MX5070UP, MX-FN30, MX-DE28, MX-PN16B, MX-FX15	County Commission	\$393.31	BLK: \$0.0054 / Color: \$0.04
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA Check Unit	\$189.28	\$0.0049
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA Pre-Trial	\$189.28	\$0.0049
25	985-26-088708	MXM464N Base System	DA's Office	\$123.72	\$0.0049
33	985-26-088712	MXM654N, MX-PN12B, MX-LC15	DA Street Crime	\$276.85	\$0.0041
33	985-26-088712	MXM654N, MX-PN12B, MX-LC15	DA Grand Jury	\$276.85	\$0.0041
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA VUC	\$189.28	\$0.0049
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA JUVI / at Youth Facility	\$189.28	\$0.0049
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA HMFI	\$189.28	\$0.0049
25	985-26-088708	MXM464N, MX-DE20, MX-PN11B	DA Proposed / Admin 2	\$189.28	\$0.0049
9	985-26-087067	MXM266N Base System	DA Child Support	\$71.62	\$0.0062
33	985-26-088712	MXM654N Base System	Finance	\$213.78	\$0.0041
9	985-26-087067	MXM266N Base System	Maintenance	\$71.62	\$0.0062
25	985-26-088708	MXM464N, MX-DE20, MX-FX11	Tax & Audit	\$205.92	\$0.0049
9	985-26-087067	MXM266N Base System	Revenue	\$71.62	\$0.0062
25	985-26-088708	MXM464N, MX-FX11	Probate Tags DT	\$159.93	\$0.0049
13	985-26-087069	MXM266N with Inner Finisher	Probate Records Revenue	\$88.56	\$0.0062
19	985-26-088704	MXM364N, MX-FX11	Probate Court	\$135.98	\$0.0055
19	985-26-088704	MXM364N, MX-FX11	Probate Accounting	\$135.98	\$0.0055
19	985-26-088704	MXM364N, MX-FX11	Election Center	\$135.98	\$0.0055
19	985-26-088704	MXM364N, MX-FX11	Probate East	\$135.98	\$0.0055
19	985-26-088704	MXM364N, MX-FX11	Probate West	\$135.98	\$0.0055
19	985-26-088704	MXM364N, MX-FX11	Probate South	\$135.98	\$0.0055
13	985-26-087069	MXM266N with Inner Finisher	Revenue West	\$88.56	\$0.0062
13	985-26-087069	MXM266N with Inner Finisher	Revenue East	\$88.56	\$0.0062
13	985-26-087069	MXM266N with Inner Finisher	Revenue South	\$88.56	\$0.0062
13	985-26-087069	MXM266N with Inner Finisher, MX-FX11	Information Systems	\$124.77	\$0.0062
25	985-26-088708	MXM464N, MX-FX11	Purchasing	\$159.93	\$0.0049
19	985-26-088704	MXM364N, MX-FX11	Engineering	\$135.98	\$0.0055
19	985-26-088704	MXM364N Base System	Appraisal	\$99.77	\$0.0055

State of AL Contract T190 Contract # 4012356

Montgomery County Commission Equipment Schedule A-2a / Page 2 of 2

Contract Line #	Commodity Code	Model & Accessories	Location	Monthly Rental (includes tax)	Cost Per Copy Charge
25	985-26-088708	MXM464N, MX-DE20, MX-FX11	Comm. Corrections	\$205.92	\$0.0049
1	985-26-070227	MXB201D Base System	Comm. Corrections	\$28.18	\$0.0110
1	985-26-070227	MXB201D Base System	Comm. Corrections	\$28.18	\$0.0110
25	985-26-088708	MXM464N, MX-DE20	Jail - Releasing	\$169.71	\$0.0049
33	985-26-088712	MX-M654N Base System	Jail - Booking	\$213.78	\$0.0041
65	985-26-088727	MX5050N, MX5070UP, MX-FN30, MX-DE28, MX-PN16B	Jail - Admin	\$356.73	BLK: \$0.0054 / Color: \$0.04
9	985-26-087067	MXM266N Base System	Youth Facility Court Room	\$71.62	\$0.0062
33	985-26-088712	MX-M654N, MX-PN12B	Youth Facility Detention	\$236.64	\$0.0041
33	985-26-088712	MX-M654N Base System	Youth Facility Probation	\$213.78	\$0.0041
33	985-26-088712	MX-M654N Base System	Youth Facility / Inmate hall way	\$213.78	\$0.0041
9	985-26-087067	MXM266N Base System	Youth Facility - Switchboard	\$71.62	\$0.0062
9	985-26-087067	MXM266N Base System	Personnel	\$71.62	\$0.0062
45	985-26-088717	MX-M754N, MX-LC15, MX-FX11, MX-PN12B	Personnel	\$357.13	0.0033
65	985-26-088727	MX5050N, MX5070UP, MX-FN30, MX-DE28, MX-PN16B, MX-FX15	Admin	\$393.31	BLK: \$0.0054 / Color: \$0.04
33	985-26-088712	MX-M654N Base System	Legal Services	\$213.78	\$0.0041
59	985-26-088725	MX-3050N, MX-FN27, MX-FX15	Investigations	\$170.18	BLK: \$0.0079 / Color: \$0.045
65	985-26-088727	MX5050N, MX5070UP, MX-DE28, MX-PN14B	Patrol	\$280.56	BLK: \$0.0054 / Color: \$0.04

Leassee: Montgomery Co. Commission
(Agency)

Date: _____

Signature: _____

Title _____

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

**Amendment
To
Contract for Armored Car Service**

Contract with Montgomery Armored Car Service, Inc., to provide armored car services for Montgomery County Probate and Tax & Audit, is hereby extended for ninety (90) days beginning October 1, 2016 and ending December 31, 2016.

All other provisions of the contract will remain the same.

WITNESS:

MONTGOMERY ARMORED CAR SERVICE, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

COLONIAL INSURANCE
ESTABLISHED 1956

September 6, 2016

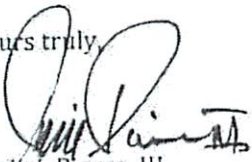
Scott Kramer
Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

RE: 2016-2017 Excess Liability and Property Renewals

Dear Scott:

We have confirmed with the Property carrier (Affiliated FM) and Excess Liability carrier (States Self Insured Risk), that the renewal rates on the County will be the same as expiring. With the exception of any changes in exposures, the premiums will be the same as last year.

Yours truly,



Junie J. Pierce, III
Senior Vice President

11.2

COLONIAL INSURANCE

ESTABLISHED 1956

September 6, 2016

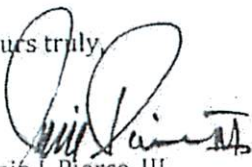
Scott Kramer
Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

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We have confirmed with the Property carrier (Affiliated FM) and Excess Liability carrier (States Self Insured Risk), that the renewal rates on the County will be the same as expiring. With the exception of any changes in exposures, the premiums will be the same as last year.

Yours truly,



Junie J. Pierce, III
Senior Vice President

12-2



BlueCross BlueShield of
Alabama

August 26, 2016

Montgomery County Commission
Attention: Scott Kramer
101 South Lawrence Street
Montgomery, AL 36104

Dear Scott,

The Blue Cross and Blue Shield of Alabama Administrative Fee will change to: \$41.25 per contract per month for Health and \$1.95 per contract per month on Dental. The administrative fee will remain \$1.00 per contract per month for the data interfacing with the current behavioral health carrier. The FSA/HRA will be administered by Health Equity, a new partner with Blue Cross Blue Shield. The FSA/HRA administrative fee will continue to be \$4.00 per participating contract per month. For participants with multiple accounts, the fee is charged for only one account. Worker's Compensations administrative fee will remain 8.40% of paid claims.

The PPO COBRA rates are:

Single Health \$725.43
Family health \$1,247.99

The HMP COBRA rates are:

Single Health \$635.86
Family Health \$1,094.50

The Dental rates are:

Single dental \$15.59
Family dental \$55.09

PPO Combined single health and dental =
\$741.02

HMP combined single health and dental =
\$651.45

PPO Combined family health and dental =
\$1,303.08

HMP combined family health and dental =
\$1,149.59

The above fees and COBRA rates are effective October 1, 2016-September 30, 2017.

Please sign below indicating your acceptance of these fees and acknowledge Montgomery County Commission will be renewing with Blue Cross and Blue Shield of Alabama.

Signature: _____

Please let me know if you have any questions.

Sincerely,

Nora Boyd
Account Manager

4465 Park Boulevard Montgomery, Alabama 36116-1626

An Independent Licensee of the Blue Cross and Blue Shield Association



Alliance Insurance Group
Employee Benefit Consultants

August 16, 2016

Mr. Scott Kramer
City/County Director of Risk Management
101 S Lawrence St.
Montgomery, AL 36104

VIA HAND DELIVERY

Dear Scott,

Thank you for allowing Alliance Insurance Group to participate in the selection process for the County's medical reinsurance policy. We are pleased to have received several quotes and are presenting what we feel is the best option from our available markets. The attached quote from OPTUM (AM Best A rated) reflects both competitive rates and provides the prescribed coverage. Additionally, we have included a feature called Experience Reward Option (ERO).

The ERO option allows for a potential reimbursement of premiums assuming the plan preforms well. This option, coupled with a good loss ratio, could lead to a rebate after the policy year is over and final accounting has been completed. Enclosed is a brochure detailing the features of the ERO rider.

Our firm will be responsible for all aspects of servicing the policy. All claims, billing and management will be handled on your behalf in exchange for a professional fee. In order to be fully transparent in our submission, we have provided the quote on a NET of commission basis. Our fee for services will be \$12,000. This fee will be added to the premium required by Optum, and will be billed to the county separately from the insurance premium.

Again, thank you for the opportunity and we hope that you find our bid successful. Should you have any questions or require anything further from me, please do not hesitate to contact me.

Sincerely,

Mike Hicks
President
Alliance Insurance Group

Enclosures;

Birmingham • Brewton • Chattanooga • Mobile • Montgomery

Corporate Office • 2595 Bell Road • Montgomery, Alabama 36117 • Tel 334.396.3960 • Fax 334.396.7767 • Toll Free 1.866.396.3967
www.allianceinsgroup.com

14.2

UNIMERICA INSURANCE COMPANY

PROPOSAL



Employer: MONTGOMERY COUNTY COMMISSION
 Effective Date: OCTOBER 01, 2016
 Producer: MARY ANN BRANNON
 Underwriter: NAOMI ZELLERS
 Sales Reps: DONALDSON HRH
 Date: 09/02/2016

SPECIFIC COVERAGE		Option 1
Specific Deductible Amount		\$250,000
Aggregating Specific Deductible		\$20,950.00
Specific Maximum		Unlimited
EMPLOYEE	676	\$7.02
FAMILY	471	\$16.97
Total Lives/Annual Premium	1,147	\$152,860.68
Commission		0%
Benefits Covered		MED/RX
Specific Contract Basis		24/12

CONDITIONS AND ASSUMPTIONS

- ~ Option(s) #1 of this proposal include(s) an Experience Refund which will allow for a refund of 25 % of Net Profit provided this stop loss coverage continues for a subsequent Policy Period and is in force at the time of refund.
- ~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this proposal.
- ~ Current plan has been quoted.
- ~ The Plan will have Network: BC BS Case Manager: BC BS TPA: BC BS OF AL
- ~ A minimum of 75 % of those employees eligible under the terms of the plan document will be covered by the stop loss policy. If final enrollment changes by more than 10 %, Optum reserves the right to revise this quote.
- ~ Retirees are covered for medical benefits.
- ~ Required: Employer's agent is licensed in the state where the employer is located.
- ~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.
- ~ Mishik Stafford will have a specific deductible of \$350,000.
- ~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.
- ~ This proposal includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.
- ~ Rates and factors will be finalized upon receipt and review of the Employer Disclosure Statement including claims exceeding or with the potential to exceed 50% of the Specific Deductible, those stated in the proposal, and any disabled participants. Information required on the disclosure may include any or all of the following: diagnosis, prognosis, current and proposed treatment plans, current status of the claimant and total claim amounts paid to date. The Employer Disclosure Statement will be accepted no sooner than 45 days prior to the effective date. Any inaccuracy in the data submitted for disclosure or failure to disclose any information can change the terms, conditions, rates or factors of this proposal or can void the proposal or coverage.
- ~ This proposal is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this proposal or can void the proposal or coverage. Upon request, Optum will issue an application for coverage.

This proposal is valid for the stated effective date shown above provided the employer or its authorized representative elects one of the above options by 9/7/16 by submitting a signed application. Until we obtain the signed application, the rates and factors are subject to change as additional information is received.

Montgomery County Commission

Health Care Proposed Plan Design Changes

<u>Current Plan Design</u>	<u>Proposed Plan Design Changes</u>
Prescription Co-pay (\$100 deductible)	Prescription Co-pay (\$100 deductible)
Tier 1 - Generic	Tier 1 - Generic
	\$15
Tier 2 - Brand	Tier 2 - Brand
	\$50
Tier 3 - Preferred Brand	Tier 3 - Preferred Brand
	\$70
Tier 4 – Specialty	Tier 4 – Specialty
	25% of cost
Out of Pocket Maximum for PPO plan	Out of Pocket Maximum for PPO plan
Individual	Individual
	\$3000
Family	Family
	\$6000
Out of Pocket Maximum for HMP plan	Out of Pocket Maximum for HMP plan
Individual	Individual
	\$4000
Family	Family
	\$8000
Obtaining a Health Risk Assessment	Obtaining a Health Risk Assessment
Optional	Required from 1/17 – 8/17 (to receive future discount)

Health Care Proposed Plan Design Changes (Cont'd)

Health Management (HMP) Plan

<u>Current Plan Design</u>	<u>Proposed Plan Design Changes</u>
• Calendar Year Deductible – \$1500 – Individual; \$3000 – Family • Health Reimbursement Account – Individual Deductible – Employee responsible for first \$250 – County Plan responsible for next \$750 – Employee responsible for next \$500 • Health Reimbursement Account – Family Deductible – Employee responsible for first \$500 – County Plan responsible for next \$1500 – Employee responsible for next \$1000	• Calendar Year Deductible – \$1500 – Individual; \$3000 – Family • Health Reimbursement Account – Individual Deductible – County Plan responsible for next \$750 – Employee responsible for next \$750 • Health Reimbursement Account – Family Deductible – County Plan responsible for next \$1500 – Employee responsible for next \$1500



August 17, 2016

INVOICE

Montgomery County
P.O. Box 1667
Montgomery, AL 36102-1667

2016-2017 Association Dues

\$14,124

Please make checks payable to ACCA and mail to:
P.O. Box 5040
Montgomery, AL 36103-5040

Payment Due October 1, 2016



ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION

August 4, 2016

ACCMA ANNUAL MEMBERSHIP DUES Renewal Form for 2016-2017 Membership Year (October 1, 2016 – September 30, 2017)

Organization Name: Montgomery County Commission Telephone: 334-832-1210

Address: P.O. Box 1667, Montgomery, AL 36102-1667 Web Address: www.mc-ala.org

You are receiving this membership renewal form because you and others from your organization were members of the Alabama City/County Management Association during past membership years. In order to continue to receive all ACCMA mailings and to attend the association's two annual educational events, persons must be current ACCMA members. Eligible members include City and County Managers, Administrators, Assistant Managers, Assistant Administrators, Clerks, Finance Directors, Accounting Clerks, Personnel Directors, Mayors, Council Members, Chairpersons, Commissioners, other administrative & assistant administrative personnel, MPA students and professors from Alabama's colleges and universities, and Businesses in good standing with the Association whose products or services do not compete with the Alabama League of Municipalities or the Association of County Commissions of Alabama. Renewal of membership in ACCMA for 2016-2017 is due October 1, 2016. Direct any questions regarding ACCMA membership to Julia Heflin at 334-844-4782 or heflijb@auburn.edu.

(Please list all persons renewing membership)

Name: Donald L. Mims Title: Administrator Email: donaldmims@mc-ala.org

Name: Florence M. Cauthen Title: Deputy Administrator Email: florencecauthen@mc-ala.org

Name: Scott Kramer Title: Director of Risk Management Email: scotttkramer@mc-ala.org

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Total Amount Enclosed: \$ 150.00 (\$50 City/County Regular or Associate Member p/person;
\$10 Student Member p/person; \$100 Business Member p/business)

Renewal Due October 1, 2016!

EXPEDITE YOUR RENEWAL BY FAXING FORM TO: 334-844-1919

Make checks payable to: Auburn University

Mail to: Government & Economic Development Institute, 213 Extension Hall, Auburn AL 36849-5225

19.2

Page 1

Abstract for bid- Crushed Stone.xls

CONTRACTUAL AGREEMENT

THIS AGREEMENT made and entered into this 12th day of September, 2016, by and between the Montgomery County Commission, party of the first part (hereinafter called the County), and Wiregrass Construction Co., Inc., party of the second party (hereinafter called the Contractor).

W I T N E S S E T H

WHEREAS, the County desires the Resurfacing Various County Roads for a distance of 22.718 miles hereinafter more particularly described, and the Contractor desires to furnish and deliver all the materials and to do and perform all the work and labor for the said purpose;

NOW, THEREFORE, in consideration of the premises, the mutual covenants herein contained and the sum of One Dollar (\$1.00) by each of the parties to the other in hand paid, the receipt whereof is hereby acknowledged; the parties hereto agree as follows:

1. The Contractor promises and agrees to furnish and deliver all the materials to do and perform all the work and labor required to be furnished and delivered; done and performed in and about the improvement of property in Montgomery County known as:

Project No. MC-1-2016 same to be Bid No. 53600-16B-034 in strict and entire conformity with the provisions of the Contract, and the Notice to Contractors and the Proposal, and the Plans and Specifications (including Special Provisions) prepared or approved by the Chairman of the County Commission, the originals of which are on file in the office of the County Engineer and which said Plans and Specifications, Notice to Contractors, and Proposal are hereby made a part of this Agreement fully and to the same effect as if the same had been set forth at length in the body of this Agreement.
2. The County agrees and promises to pay to the Contractor for said work, when completed in accordance with the Provisions of this Contract, the price as set forth in said Proposal amounting to Two Million Twenty-Nine Thousand Six Hundred Sixty-Nine Dollars and 24/100 (\$2,029,669.24) payments to be made as provided in said Specifications upon presentation of the proper certificates and upon the terms set forth in the said Specifications and pursuant to the terms of this Contract.
3. The said work shall be done in accordance with the laws of the State of Alabama under the direct supervision, and to the entire satisfaction of the Chairman of the County Commission or his representatives.
4. The decision of said Chairman of the County Commission upon any question connected with the execution of this Agreement or any failure or delay in the prosecution of the work by said Contractor shall be final and conclusive.

5. Montgomery County Commission and Wiregrass Construction Co., Inc. reserves the right to cancel this contract with a (30) day written notice, at any time during the contract due to non-compliance of the contract by Wiregrass Construction Co., Inc., and/or Montgomery County Commission.
6. If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Wiregrass Construction Co., Inc.
7. IN WITNESS WHEREOF, the MONTGOMERY COUNTY COMMISSION as caused these present to be executed by Elton N. Dean, Sr., Chairman, and Wiregrass Construction Co., Inc., the Contractor, has hereto set his hand and seal this day and year above written.

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

Elton N. Dean, Sr.

Chairman

WITNESS:

WIREGRASS CONSTRUCTION CO., INC.

BY: _____

Printed Name

TITLE: _____

CONCRETE PIPE

Invitation to Bid: 53000-16B-030

Concrete Pipe-Round and Arch

Arch Equiv. to Round		1		2		3	
Size		Class III Per Foot	Class IV Per Foot	3:1 Bevel Cut Per Pair			
12"		\$11.55	\$12.55	\$215.00			
15"		\$13.30	\$14.60	\$215.00			
18"		\$15.00	\$16.60	\$250.00			
24"		\$23.70	\$26.25	\$375.00			
30"		\$32.55	\$36.05	\$525.00			
36"		\$42.35	\$46.90	No Bid			
42"		\$52.80	\$58.50	No Bid			
48"		\$66.75	\$73.90	No Bid			

		1	2	3
Size	Arch Equiv. to Round	Class III Per Foot	Class IV Per Foot	3:1 Bevel Cut Per Pair
54"		\$97.00	\$107.40	No Bid
60"		\$116.25	\$128.75	No Bid
66"		\$133.60	\$147.90	No Bid
72"		\$159.80	\$176.90	No Bid
84"		\$264.00	\$289.00	No Bid
96"		\$364.00	\$397.00	No Bid
18" X 11"	15"	\$19.50	\$22.85	\$290.00
22" X 13-1/2"	18"	\$23.50	\$28.10	\$320.00
28-1/2" X 18"	24"	\$30.10	\$42.00	\$370.00
36-1/4" X 22-1/2"	30"	\$42.35	\$59.20	\$460.00
43-3/4" X 26-5/8"	36"	\$56.00	\$81.95	\$560.00

		1	2	3
Size	Arch Equiv. to Round	Class III Per Foot	Class IV Per Foot	3:1 Bevel Cut Per Pair
51-1/8" X 31- 5/16"	42"	\$69.60	\$103.30	No Bid
58-1/2" X 36"	48"	\$82.80	*Special Design	No Bid
65" X 40"	54"	\$102.55	*Special Design	No Bid
73" X 45"	60"	\$124.20	*Special Design	No Bid
88" X 54"	72"	\$173.10	*Special Design	No Bid
102" X 62"	84"	\$254.00	Special Design	No Bid
Total Cost of Each Item 1-3: Class III Per Foot, Class IV Per Foot; 3:1 Beveled Cut Per Pair		\$2,370.35	\$186.70	\$3,580.00

Total Cost of All Items 1-3: \$ 7,820.05

***Note: These sizes and classes of pipe are available as a special design based on the particular installation. Please call for pricing and availability for any special design.**

There were 13 total bids mailed

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 12th day of September, 2016, between Forterra Pipe & Precast, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Forterra Pipe & Precast agrees to furnish concrete pipe for Montgomery County Commission in accordance with all provisions and specifications of Invitation to Bid No. 53000-16B-030, as issued by the Montgomery County Commission on July 25, 2016 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Forterra Pipe & Precast and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning October 1, 2016 and ending September 30, 2017, with the option to renew for an additional two (2) years, in one (1) year periods. That the prices stipulated in the bid by Forterra Pipe & Precast shall remain firm for the one (1) year period.
3. At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year of the supplier's wholesale price list, which shall be furnished by Forterra Pipe & Precast upon request by Montgomery County Commission.
4. That Montgomery County Commission or Forterra Pipe & Precast may terminate this agreement at any time during the contract period by giving a sixty (60) day written notice to the other party.
5. That Forterra Pipe & Precast shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
6. That Forterra Pipe & Precast agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Forterra Pipe & Precast, death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the

negligent acts or omissions of contractor, its employees, agents and officers. Forterra Pipe & Precast agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Forterra Pipe & Precast also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

7. If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Forterra Pipe & Precast.
8. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 12TH day of September, 2016.

WITNESS:

FORTERRA PIPE & PRECAST

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 58 BIDS MAILED				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
BID NO. 52110-16B-033				J. Wright's Automotive 738 E. Jefferson Street Montgomery, AL 36104 Attn: Julius Wright (334) 262-4964;		Slivers Ford Lincoln 4000 Eastern Blvd Montgomery, AL 36116 Attn: Jeff Anderson (334) 613-5000		Grays Tire & Service Center, Inc. 5840 East Shirley Lane Montgomery, AL 36117 (334) 277-9664					
ISSUED DATE: AUGUST15, 2016													
BID OPENING : AUGUST 31, 2016													
SHERIFF OFFICE													
TERMS OF PAYMENT / DISCOUNT:													
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
1	CONV OIL 5 QT	EA	1	\$29.11	\$29.11	\$24.00	\$24.00	\$26.80	\$26.80				
2	CONV OIL 6 QT	EA	1	\$32.46	\$32.46	\$26.50	\$26.50	\$30.60	\$30.60				
3	CONV OIL 7 QT	EA	1	\$35.79	\$35.79	\$29.00	\$29.00	\$34.40	\$34.40				
4	SYN. OIL 5w20 5 QT	EA	1	\$38.23	\$38.23	\$34.95	\$34.95	\$65.50	\$65.50				
5	SYN OIL 5w20 6 QT	EA	1	\$43.40	\$43.40	\$39.64	\$39.64	\$75.00	\$75.00				
6	SYN OIL 5w20 7 QT	EA	1	\$48.55	\$48.55	\$49.02	\$49.02	\$84.00	\$84.00				
7	AIR FILTER CHEV/GM	EA	1	\$17.73	\$17.73	\$20.21	\$20.21	\$16.00	\$16.00				
8	AIR FILTER FORD	EA	1	\$12.44	\$12.44	\$20.21	\$20.21	\$19.75	\$19.75				
9	AIR FILTER DODGE INTREPID	EA	1	\$12.44	\$12.44	\$18.50	\$18.50	\$20.00	\$20.00				
10	AIR FILTER CADILLAC HEARSE	EA	1	\$12.60	\$12.60	\$18.50	\$18.50						
11	TIRE ROTATION EVERY OTHER OIL CHANGE	EA	1	\$6.30	\$6.30	\$9.00	\$9.00						
12	DIESEL ENG OIL CHG	EA	1	\$117.00	\$117.00	\$114.10	\$114.10	\$125.00	\$125.00				
13	WINDSHIELD WASH	EA	1	\$1.51	\$1.51								
14	POWER STEER	EA	1	\$1.05	\$1.05								
15	BRAKE FLUID	EA	1	\$1.05	\$1.05								
16	TRANSMISSION FLUID	EA	1	\$3.41	\$3.41								
17	50/50 ANTI-FREEZE	EA	1	\$11.54	\$11.54								
18	DIFFERENTIAL FLUID	EA	1	\$10.49	\$10.49								
19	TIRE PRESSURE CHECK	EA	1										
20	CHECK BATTERY FLUID LEVEL	EA	1										
21	CLEAN BATTERY TERMINAL	EA	1			\$6.00	\$6.00						
TOTAL BID AMOUNTS					\$435.10		\$409.63		\$497.05				

Notes:

J. Wrights Automotive included in bid proposal: Transmission Fluid Conventional Synthetic 6.99 per Quart
Tire Pressure check, check battery fluid level and clean corroded battery terminal at no additional cost.

Stivers Ford: "Topping off" all fluids items 13-18, Tire pressure check and check battery fluid level no additional cost.

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 1st day of October, 2016, between Stivers Ford Lincoln, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

W I T N E S S E T H

WHEREAS, Stivers Ford Lincoln owns and operates a business and desires to provide oil service and tire rotation service for Montgomery County Commission in accordance with all provisions and specifications of Invitation to Bid No.52110-16B-033, as issued by the Montgomery County Commission on August 15, 2016 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Stivers Ford Lincoln and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning October 1, 2016 and ending September 30, 2017, with the option to renew for an additional two (2) years, in one (1) year periods. That the prices stipulated in the bid by Stivers Ford Lincoln shall remain firm for the one (1) year period.
3. At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year.
4. That Stivers Ford Lincoln shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
5. That Montgomery County Commission or Stivers Ford Lincoln may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice to the other party.
6. That Stivers Ford Lincoln agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Stivers Ford Lincoln, death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Stivers

Ford Lincoln agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Stivers Ford Lincoln also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

7. If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Stivers Ford Lincoln.
8. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1st day of October, 2016.

WITNESS:

STIVERS FORD LINCOLN

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

REQUEST NUMBER 2

BUDGET FORM 5

AGENDA

SEP 12 2016

DEPARTMENT:	Detention Facility	REVIEWED:	S. Thomas	8/24/2016
	Col. Wanda Robinson, Director		Finance Director	Date
REQUESTED BY:	8/23/2016	APPROVED:		
	Date	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
COPY MACHINE RENTAL	001-52200.223	10,500	(1,700)	8,800
NATURAL GAS	001-52200.245	70,000	(15,000)	55,000
WATER AND SEWER	001-52200.246	34,100	15,000	49,100
MEDICAL AND DENTAL SERVICES	001-52200-158	1,967,000	(12,000)	1,955,000
LAUNDRY & DRY CLEANING SERVICE	001-52200-162	40,000	(23,000)	17,000
OFFICE SUPPLIES	001-52200-211	30,200	10,000	40,200
OTHER MISCELLANEOUS SUPPLIES	001-52200-219	15,000	6,700	21,700
REPAIR MAINT BLDGS/IMPROVE	001-52200-231	125,000	20,000	145,000
REPAIR MAINT. MISC.	001-52200-242	33,900	750	34,650
CELLULAR SERVICE	001-52200-255	24,000	14,010	38,010
DITIGAL CABLE	001-52200-259	5,760	(4,760)	1,000
GROCERIES	001-52200-328	535,200	(10,000)	525,200
TOTAL		2,890,660	0	2,890,660

JUSTIFICATION:

Re-align Budget and cover cost of office supplies and tasers and to cover budget overages.

BUDGET FORM 5

SEP 12 2016

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies/Minor Equip	111-53199.211	1,364	300	1,664
Repair/Maint. Software Lics	111-53199.240	1,203	1,726	2,929
Fuels & Lubricants	111-53199.212	50,000	(2,026)	47,974
Repair & Maint Motor Veh	111-53200.234	6,000	500	6,500
Office Supplies/Minor Equip	111-53200.211	250	2,200	2,450
Repairs & Main. Bldgs.	111-53200.231	5,000	(2,200)	2,800
Road Constr/Main Supplies	111-53200.232	54,000	1,000	55,000
Fuels & Lubricants	111-53200.212	109,240	(1,500)	107,740
Road Constr/Main Supplies	111-53300.213	110,410	1,575	111,985
Fuels & Lubricants	111-53300.212	159,500	(1,575)	157,925
Dumpster Service	111-53400.248	1,470	350	1,820
Repair/Main Constr Equip	111-53400.232	81,500	5,500	87,000
Fuels & Lubricants	111-53400.212	196,750	(5,850)	190,900
TOTAL		\$776,687	\$0	\$776,687

To realign budgets for Office Supplies/Minor Equip, Repair/Maint. Software Lics, Repair & Maint. Motor Veh, Road Constr. & Main Supplies, and Dumpster Services.

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 2

AGENDA

SEP 12 2016

DEPARTMENT: Support Service REVIEWED: S. Thomas 8/24/2016
 Finance Director Date

REQUESTED BY: Pat Litchfield 08/11/16
 Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fuels and lubricants	001-51901.212	10,000	(4,500)	5,500
Cleaning & janitorial supplies	001-51901.216	27,500	(7,000)	20,500
Repair& Maint.Bldgs/Impr	001-51901.231	173,500	7,663	181,163
Repair & Maintenance MV	001-51901.234	6,500	137	6,637
Cellular Service	001-51901.255	5,500	3,700	9,200
TOTAL		211,000	0	211,000

JUSTIFICATION:

To realign the budget to cover overages.

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION **AGENDA**

BUDGET CHANGE REQUEST

REQUEST NUMBER 81

SEP 12 2016

DEPARTMENT: County Comm Appropriations REVIEWED: S. Thomas 9/6/2016
 DATE: 9/6/2016 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
Cloverdale Playhouse	001-57600.450	0	10,000	10,000
Donation Revenue	001-40000.47701	(471,744)	(10,000)	(481,744)
TOTAL		(471,744)	0	(471,744)

JUSTIFICATION:
 To provide funding to the Cloverdale Playhouse for the educational program.

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 82

AGENDA

SEP 12 2016

DEPARTMENT: County Comm Appropriations REVIEWED: S. Thomas 9/6/2016
 DATE: 9/6/2016 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
Montgomery Public Schools	001-58100.290	0	2,500	2,500
Donation Revenue	001-40000.47701	(481,744)	(2,500)	(484,244)
TOTAL		(481,744)	0	(481,744)

JUSTIFICATION:
 To provide funding to Montgomery Public Schools for the Perfect Attendance Incentive Program.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 83

BUDGET FORM 5

AGENDA

SEP 12 2016

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	9/6/2016
DATE:	9/6/2016	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
Montgomery Humane Society	001-55400.298	0	20,000	20,000
Misc. In-House Appropriations	001-59310.498	20,044	(20,000)	44
TOTAL		20,044	0	20,044

JUSTIFICATION:

To provide funding to the Montgomery Humane Society towards the cost of the Shelter roof replacement

MONTGOMERY COUNTY
ADMINISTRATIVE PAY PLAN
EFFECTIVE: OCTOBER 1, 2015

Steps	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade	20,635	21,363	22,091	22,819	23,548	24,276	25,004	25,733	26,461	27,189	27,917	28,646	29,374	30,102	30,830
Bi-Wkly	793.65	821.66	849.65	877.65	905.70	933.69	961.69	989.73	1017.74	1045.73	1073.73	1101.78	1129.77	1157.77	1185.77
Hourly	9,920.6	10,270.7	10,620.8	10,970.6	11,321.2	11,671.1	12,021.1	12,371.6	12,721.7	13,071.6	13,421.6	13,772.2	14,122.1	14,472.1	14,822.1
Grade	22,918	23,727	24,535	25,344	26,153	26,962	27,771	28,579	29,389	30,197	31,007	31,815	32,624	33,433	34,242
Bi-Wkly	881.46	912.57	943.66	974.76	1005.87	1037.00	1068.12	1099.21	1130.34	1161.42	1192.56	1223.64	1254.77	1285.89	1317.01
Hourly	11,018.2	11,795.7	12,573.2	13,350.7	14,128.2	14,905.7	15,683.2	16,460.7	17,238.2	18,015.7	18,793.2	19,570.7	20,348.2	21,125.7	21,903.2
Grade	25,630	26,534	27,439	28,343	29,248	30,152	31,057	31,961	32,866	33,770	34,675	35,579	36,484	37,389	38,294
Bi-Wkly	985.77	1020.55	1055.34	1090.12	1124.92	1159.70	1194.50	1229.28	1264.08	1298.86	1333.65	1368.44	1403.23	1438.03	1472.83
Hourly	12,322.1	12,756.9	13,191.8	13,626.5	14,061.3	14,496.1	14,930.9	15,365.7	15,800.5	16,235.3	16,670.1	17,104.9	17,539.7	17,974.5	18,409.3
Grade	28,765	29,781	30,795	31,811	32,826	33,841	34,857	35,872	36,887	37,902	38,918	39,933	40,948	41,963	42,978
Bi-Wkly	1106.36	1145.42	1184.43	1223.50	1262.52	1301.59	1340.66	1379.69	1418.74	1457.77	1496.84	1535.90	1574.91	1613.95	1652.99
Hourly	13,829.6	14,317.7	14,805.8	15,293.9	15,782.0	16,270.1	16,758.2	17,246.3	17,734.4	18,222.5	18,710.6	19,198.7	19,686.8	20,174.9	20,663.0
Grade	32,318	33,458	34,599	35,740	36,880	38,021	39,162	40,303	41,443	42,584	43,724	44,865	46,006	47,146	48,286
Bi-Wkly	1243.00	1286.86	1330.74	1374.61	1418.47	1462.36	1506.22	1550.10	1593.97	1637.83	1681.71	1725.58	1769.46	1813.30	1857.14
Hourly	15,537.5	16,085.8	16,634.3	17,182.6	17,730.9	18,279.2	18,827.5	19,375.8	19,924.1	20,472.4	21,020.7	21,569.0	22,117.3	22,665.6	23,213.9
Grade	35,284	37,565	39,846	42,126	44,406	46,687	48,967	51,248	53,528	55,809	58,089	60,369	62,649	64,929	67,209
Bi-Wkly	1395.54	1444.80	1494.06	1543.31	1592.55	1641.81	1691.05	1740.31	1789.57	1838.81	1888.06	1937.30	1986.56	2035.88	2085.16
Hourly	17,444.3	18,060.0	18,675.7	19,291.4	19,907.1	20,522.8	21,138.5	21,754.2	22,369.9	22,985.6	23,601.3	24,217.0	24,832.7	25,448.4	26,064.1
Grade	40,664	42,098	43,533	44,968	46,404	47,839	49,274	50,709	52,145	53,580	55,015	56,450	57,885	59,320	60,755
Bi-Wkly	1563.99	1619.14	1674.34	1729.54	1784.75	1839.96	1895.15	1950.36	2005.57	2060.77	2115.98	2171.14	2226.34	2281.54	2336.74
Hourly	19,549.9	20,239.2	20,928.5	21,617.8	22,307.1	22,996.4	23,685.7	24,375.0	25,064.3	25,753.6	26,442.9	27,132.2	27,821.5	28,510.8	29,200.1
Grade	45,440	47,044	48,648	50,252	51,856	53,460	55,063	56,667	58,271	59,875	61,479	63,083	64,686	66,290	67,894
Bi-Wkly	1747.71	1809.40	1871.09	1932.76	1994.46	2056.14	2117.82	2179.50	2241.20	2302.88	2364.56	2426.25	2487.93	2549.61	2611.29
Hourly	21,846.4	22,617.5	23,388.6	24,159.7	24,930.7	25,701.8	26,472.8	27,243.9	28,015.0	28,786.0	29,557.1	30,328.1	31,099.1	31,870.1	32,641.1
Grade	50,627	52,413	54,200	55,987	57,773	59,561	61,348	63,134	64,921	66,708	68,495	70,282	72,069	73,856	75,642
Bi-Wkly	1947.18	2015.88	2084.62	2153.36	2222.05	2290.79	2359.54	2428.28	2497.02	2565.77	2634.51	2703.24	2771.98	2840.72	2909.46
Hourly	24,339.8	25,198.5	26,057.2	26,915.9	27,774.6	28,633.3	29,492.0	30,350.7	31,209.4	32,068.1	32,926.8	33,785.5	34,644.2	35,502.9	36,361.6
Grade	56,189	58,173	60,156	62,139	64,122	66,106	68,089	70,072	72,055	74,038	76,022	78,005	79,987	81,969	83,951
Bi-Wkly	2161.12	2237.41	2313.68	2389.96	2466.24	2542.53	2618.79	2695.07	2771.36	2847.63	2923.91	3000.20	3076.42	3152.66	3228.90
Hourly	27,014.0	27,957.6	28,901.2	29,844.8	30,788.4	31,731.9	32,675.5	33,619.1	34,562.7	35,506.3	36,449.9	37,393.5	38,337.1	39,280.7	40,224.3
Grade	62,126	64,318	66,511	68,704	70,896	73,089	75,282	77,474	79,667	81,860	84,052	86,245	88,438	90,630	92,823
Bi-Wkly	2389.47	2473.78	2558.13	2642.48	2726.78	2811.12	2895.47	2979.78	3064.12	3148.47	3232.78	3317.12	3401.46	3485.78	3570.10
Hourly	29,868.4	30,922.3	31,976.6	33,031.0	34,085.4	35,139.8	36,194.2	37,248.6	38,303.0	39,357.4	40,411.8	41,466.2	42,520.6	43,575.0	44,629.4
Grade	69,237	71,681	74,124	76,569	79,012	81,456	83,900	86,343	88,787	91,230	93,674	96,118	98,561	101,003	103,445
Bi-Wkly	2662.97	2756.98	2850.94	2944.95	3038.91	3132.91	3226.91	3320.87	3414.88	3508.84	3602.84	3696.85	3790.80	3884.72	3978.64
Hourly	33,287.1	34,462.2	35,636.8	36,811.9	37,986.4	39,161.4	40,336.4	41,510.9	42,685.0	43,859.6	45,034.2	46,208.8	47,383.4	48,558.0	49,732.6
Grade	75,153	77,805	80,458	83,111	85,763	88,416	91,068	93,721	96,374	99,026	101,678	104,330	106,982	109,634	112,286
Bi-Wkly	2890.50	2992.51	3094.54	3196.57	3298.56	3400.59	3502.62	3604.65	3706.68	3808.71	3910.74	4012.77	4114.71	4216.71	4318.71
Hourly	36,131.2	37,406.4	38,681.6	39,956.8	41,231.9	42,507.1	43,782.3	45,057.5	46,332.7	47,607.9	48,883.1	50,158.3	51,433.5	52,708.7	53,983.9
Grade	82,224	85,125	88,028	90,930	93,832	96,734	99,636	102,538	105,439	108,342	111,243	114,146	117,048	119,949	122,851
Bi-Wkly	3162.45	3274.04	3385.68	3497.29	3608.94	3720.52	3832.11	3943.70	4055.36	4166.99	4278.59	4390.23	4501.83	4613.43	4725.03
Hourly	39,530.6	40,925.5	42,320.4	43,715.3	45,110.2	46,505.1	47,900.0	49,294.9	50,689.8	52,084.7	53,479.6	54,874.5	56,269.4	57,664.3	59,059.2
Grade	89,701	92,867	96,032	99,198	102,364	105,530	108,696	111,861	115,028	118,193	121,359	124,525	127,691	130,856	133,654
Bi-Wkly	3450.02	3571.80	3693.54	3815.31	3937.05	4058.83	4180.62	4302.35	4424.14	4545.98	4667.66	4789.45	4911.18	5032.96	5154.74
Hourly	43,125.3	44,647.5	46,169.7	47,691.9	49,214.2	50,736.4	52,258.7	53,780.9	55,303.2	56,825.4	58,347.7	59,869.9	61,392.2	62,914.4	64,436.7
Grade	99,360	102,867	106,374	109,881	113,387	116,894	120,401	123,907	127,414	130,921	134,428	137,935	141,442	144,948	148,455
Bi-Wkly	3821.54	3956.41	4091.29	4226.18	4361.04	4495.92	4630.80	4765.67	4900.55	5035.43	5170.30	5305.18	5440.06	5574.94	5709.82
Hourly	47,769.2	49,455.1	51,141.1	52,827.2	54,513.0	56,198.8	57,884.6	59,570.4	61,256.2	62,942.0	64,627.8	66,313.6	68,000.0	69,686.8	71,372.8

Allyson Holland

From: Douglas, Carmen <cdouglas@montgomeryal.gov>
Sent: Tuesday, August 30, 2016 10:30 AM
To: Allyson Holland
Cc: Robbie Estes
Subject: FW: JobAps Certification Report Returned by Revenue Commission

Good morning,

These hires are actually lateral within the pay and classification plan. If you would like to give them a 2 step increase, you must submit justification to the county commission. Upon the commission's approval, you will need to forward your request to the Personnel Board. Please let me know if you need any additional information.

Carmen

From: countydisbursementofficer@mc-ala.org [mailto:countydisbursementofficer@mc-ala.org]
Sent: Tuesday, August 30, 2016 10:01 AM
To: Estes, Robbie
Subject: JobAps Certification Report Returned by Revenue Commission

*** JobAps AUTOMATED NOTICE ***

A JobAps Referral Report has been returned from Revenue Commission.

Certification Number 57
Returned by..... Donald Mims/fmc
JobAps User..... County Disbursement
Job class..... CO0015 Administrative Support Specialist
Vacancy ID...
Details.....<https://www.jobaps.com/MGM/admin/>

REPLY to this email to respond to the JobAps User who initiated the return of this Referral Report.

-JobAps Automated Referral Routing Tool

ORIGINAL

DISTRICT ATTORNEY
POSITION FILL REQUEST

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Saundra Sorrell

POSITION TITLE: Receptionist/Secretary

POSITION NO: 400016001

PROPOSED EFFECTIVE DATE: September 12, 2016

TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY

RECRUITING:

☒ OPEN ☐ TRANSFER

☐ PROMOTION ☒ PROMOTION/TRANSFER

PAY GRADE: A03-01 – A03-15

SALARY RANGE: \$25,630 - \$38,294

Pay step to be based upon the following rules:

☐ **Promotions** – If the rate in the previous position was less than the minimum rate established for the class of the new position, the rate of the pay shall be advanced to the minimum of the class of the new position. If the difference in pay ranges does not automatically result in an increase in the equivalent of a one-step increase in the rate of pay for an employee promoted, a one-step immediate increase within the pay range of the new classification may be given by the appointing authority.

*Merit dates do not change.

☐ **Transfers** – If the rate of pay in the previous position falls within the pay range established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step, but otherwise this rate of pay may remain unchanged on the recommendation of the administrative officer in accordance with this rule.

1 **ADMINISTRATIVE REVIEW**

☐ APPROVED

☐ DISAPPROVED

Funding

3 **SELECTEE:**

Date:

Appointing Authority Signature – District Attorney Office

4 ☐ Manpower data entered by:

Date:

☐ Payroll entered by:

Date:

revised 12/31/08

Requisition for Montgomery City County Personnel
For Recruitment, Referral of Eligible Lists, and Special Appointments

Status: Routed to County Commission
Requisition ID: 1179

Date Requisition Created: 8/30/2016 2:01:58 PM

Requisition Properties

Start Date	8/30/2016		Position Number	-
Desired Hire Date	9/12/2016		Recruitment Number	-
Position Type	Open Competitive	☒	Prefer Position(s) to be Filled By	☒

Department and Class Information

Department Name	☒	SelBudget	☒	Job Class Code and Title	☒
Detention Facility		50 - DETENTION FACILITY		CO0419 - Corrections Officer	
Override Dept Name	☒	Certify Register from Alternate Job Class			☒
Detention Facility		CO0420 - Corrections Officer			

List Requirements

You must provide a number from 1 to 99 for the number of vacancies.

# Vac	Jurisdictions	Emp. Status
1 ☒	Montgomery County ☒	Full-Time ☒

Notes View Details
Replacement of #16 David Knox

Requisition Supporting Information

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
Notes			
COUNTY USE ONLY		COUNTY USE ONLY	
Manpower Data Entered By		Manpower Data Entered On	

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 38

AGENDA

SEP 12 2016

Date: September 1, 2016

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, Alabama

Departure Date: October 5, 2016

Return Date: October 6, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend the CGEI 2016 County Administration Update Class

Marriot Legends in Prattville, Alabama

Traveler (s) Name: 1. Donald Mims 5. _____
2. _____ 6. _____
3. _____ 7. _____
4. _____ 8. _____

Check Mode of Transportation: County Vehicle

Private Vehicle

XX

Commercial Air

Other (Specify)

Total (est.) Cost: \$175.00

Advance Registration Required: \$175.00

Department Name: County Commission

Fund Name: General

Additional Comments: Registration - \$175.00

EXPENSE WILL BE PAID FROM THE 2017 BUDGET

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 9/12/16 reimbursement of actual and necessary expenses in the
approximate amount of \$175.00 and advance registration of \$175.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$36,500.00</u>	
Approved Requests:	<u>\$33,792.21</u>	
Budget Available:	<u>\$2,707.79</u>	
Current Requests:	<u>\$1,659.40</u>	
Budget Balance:	<u>\$1,048.39</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/1/2016

cc: Finance Director / Buyer

Revised October 12, 2005

311

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 39

AGENDA

SEP 12 2016

Date: September 7, 2016
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Creeside Lodge (Dadeville, Alabama)

Departure Date: September 14, 2016 Return Date: September 15, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend the ACCA Board of Directors Seminar

Traveler (s) Name: 1. Donald Mims 5. _____
2. _____ 6. _____
3. _____ 7. _____
4. _____ 8. _____

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

Total (est.) Cost: \$159.40 Advance Registration Required: \$100.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration - \$100.00 Mileage \$59.40

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 9/12/16 reimbursement of actual and necessary expenses in the
approximate amount of \$159.40 and advance registration of \$100.00 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>\$37,500.00</u>
Approved Requests:	<u>\$35,451.61</u>
Budget Available:	<u>\$2,048.39</u>
Current Requests:	<u>\$159.40</u>
Budget Balance:	<u>\$1,888.99</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/7/2016

cc: Finance Director / Buyer

Revised October 12, 2005

31-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 61

AGENDA

SEP 12 2016

Date: August 30, 2016

To: Donald L. Mims, Administrator

From: Sheriff Derrick Cunningham

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Pelham, Alabama

Departure Date: October 30, 2016 Return Date: November 4, 2016

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: attend K9 recertification course

Traveler (s) Name: 1. Tim Heath 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: \$765.00

Department Name: Sheriff's Office Fund Name: 001-52110.380

Additional Comments: _____

EXPENSES WILL BE INCURRED IN THE 2017 BUDGET

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 9/12/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 and advance registration of \$765.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.380</u> (ex: 000-00000-000)
Description:	<u>Investigations-Canine</u>
Current Budget:	<u>\$45,300.00</u>
Approved Requests:	<u>\$27,914.00</u>
Budget Available:	<u>\$17,386.00</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$17,386.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/7/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

AGENDA

SEP 12 2016

Date: September 6, 2016
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Embassy Suites Hotel, Montgomery, AL

Departure Date: October 19, 2016 Return Date: October 21, 2016

Conference Leave (Days / Hours): 3 days

Purpose of Travel: Attend AL Society of Professional Land Surveyors Fifty-Third Annual
Fall Conference and Tech Expo

Traveler (s) Name: 1. George C. Speake 4. _____
2. Michael M. Harmon 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$690.00 Advance Registration Required: \$690.00

Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600-265

Additional Comments: _____
EXPENSES WILL BE INCURRED IN THE 2017 BUDGET

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

The above request is app. 9/12/16 reimbursement of actual and necessary expenses in the
approximate amount of \$690.00 and advance registration of \$690.00 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>\$5,766.20</u>
Budget Available:	<u>\$1,233.80</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$1,233.80</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/7/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 17

AGENDA

SEP 12 2016

Date: September 2, 2016
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 27200 Perdido Beach Blvd, Orange Beach, AL 36561
Departure Date: October 18, 2016 Return Date: October 21, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Court Referral, Community Corrections & Drug Courts Annual Conference

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

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

Total (est.) Cost: \$1,510.00 Advance Registration Required: \$400.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

EXPENSES WILL BE INCURRED IN THE 2017 BUDGET

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

The above request is app. 9/12/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,510.00 and advance registration of \$400.00 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>\$10,125.00</u>
Approved Requests:	<u>\$3,653.98</u>
Budget Available:	<u>\$6,471.02</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$6,471.02</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/6/2016

cc: Finance Director / Buyer

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 84

BUDGET FORM 5
AGENDA

SEP 12 2016

DEPARTMENT: County Comm Appropriations REVIEWED: S. Thomas 9/6/2016
DATE: 9/6/2016 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
Sale of Property	001-40000.47315	0	(370,100)	(370,100)
Insurance Property Damage	001-40000.47311	(13,122)	(25,162)	(38,284)
Legal Service Retainer	001-51100.154	31,873	3,187	35,060
Legal Services	001-51100.305	0	55,000	55,000
Legal and Other Land Purchase exp	001-51100.512	0	4,688	4,688
Courthouse Telephone	001-51210.251	1,200	278	1,478
Courthouse Cable Service	001-51210.259	400	27	427
Reimbursement for Court Employee	001-51210.290	0	75,000	75,000
Domestic Court Telephone	001-51211.251	900	50	950
Circuit Clerk Social Security	001-51220.124	1,245	841	2,086
Circuit Clerk Cable Service	001-51220.259	900	308	1,208
Circuit Clerk Adm Expense	001-51220.499	880	(880)	0
District Clerk Telephone	001-51220.251	1,400	35	1,435
Court Reporters Life Insurance	001-51280.123	270	22	292
Court Reporters Workers Comp	001-51280.125	0	39	39
Court Reporters Social Security	001-51280.124	11,160	15	11,175
Court Reporters Retirement	001-51280.121	16,200	(600)	15,600
Court Administrator Telephone	001-51292.251	650	77	727
Revenue Comm. Legal Services	001-51500.305	6,000	37,000	43,000
Tax & Audit Legal Services	001-51800.305	0	7,700	7,700
Tax & Audit Contract Services	001-51800.304	176,939	(7,700)	169,239
Support Services MV Repair	001-51901.234	6,637	30	6,667
Support Services Water	001-51901.246	180,000	320,000	500,000
Support Services Bldg. Insurance	001-51901.271	93,738	10,250	103,988
Support Services Natural Gas	001-51901.245	40,000	(12,000)	28,000

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 84

DEPARTMENT:	County Comm Appropriations	REVIEWED: S. Thomas	9/6/2016
DATE:	9/6/2016	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
Industrial Development Incentives	001-51955.446	72,000	156,037	228,037
Contingent-Other Misc Supplies	001-51988.219	500	43	543
Contingent-Employee Awards	001-51988.142	1,000	(43)	957
Sheriff College Incentive Program	001-52110.143	3,024	8,631	11,655
Sheriff Legal Services	001-52110.305	5,197	2,636	7,833
Sheriff Motor Vehicles	001-5110.551	627,748	40,666	668,414
Jail Legal Services	001-52200.305	0	420	420
Pauper Burial	001-56300.424	5,000	3,000	8,000
DHR Building Repairs	001-56600.231	0	2,908	2,908
Extension Service Natural Gas	001-58200.245	2,150	(200)	1,950
Extension Service Water	001-58200.246	800	200	1,000
Security Contract (Probate/Rev)	001-59310.186	77,000	(10,000)	67,000
In House Software Annual Main	001-59310.240	112,000	985	112,985
In House Contract Services	001-59310.304	97,500	5,500	103,000
In House Professional Services	001-59310.307	0	150,000	150,000
In House Bank/Trustee Fees	001-59103.329	15,000	15,000	30,000
Land Purchase (Terminal Road)	001-59310.511	244,500	18,001	262,501
Land Legal Fees (Terminal Road)	001-59103.512	25,600	1,854	27,454
Janitorial Services	001-59315.152	102,000	30,000	132,000
Courthouse Security Contract	001-59315.187	227,621	5,218	232,839
Transfer to Construction Fund	001-62100.62206	0	120,000	120,000
Fund Balance Restricted for DHR	001.34911		(2,908)	
Fund Balance	001.35900		(646,053)	(646,053)
TOTAL		2,175,910	0	2,178,818

JUSTIFICATION:

Year End budget realignment to cover overages and additional expenditures.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

SEP 12 2016

REQUEST NUMBER **85**

DEPARTMENT: County Comm Appropriation: REVIEWED: S. Thomas 9/7/2016

DATE: 9/7/2016 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
Weatherization Grant Revenue	125-40000.44788	0	(24,545)	(24,545)
Byrne Memorial-Grant Revenue	125-40000.44711	0	(15,300)	(15,300)
Byrne Memorial-Law Enforcement Equip	125-52715.592	0	15,300	15,300
Weatherization-LIWAP 16 Program Exp	125-56716.238	0	24,545	24,545
TOTAL		0	0	0

JUSTIFICATION: Budget Change to cover Grant budgets.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

AGENDA

SEP 12 2016

REQUEST NUMBER 86

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	9/7/2016
DATE:	9/7/2016	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Capital Improvement Fund				
Oil and Gas Revenue	116-40000.44197	(800,000)	(56,220)	(856,220)
Annex I DA Project- Architect Fees	116-51101.523	0	2,847	2,847
Annex I DA Project- Bldg Renovations	116-51101.524	0	74,793	74,793
Annex I DA Project- Equipment	116-51101.541	0	7,542	7,542
Jail Weatherization-Professional Fees	116-51104.307	0	1,700	1,700
Jail Weatherization-Architect Fees	116-51104.523	0	3,409	3,409
Jail Weatherization-Bldg Renovations	116-51104.524	0	227,248	227,248
Courthouse HVAC & Fire Alarm-Archt Fees	116-51125.523	0	5,311	5,311
Courthouse HVAC & Fire Alarm-Bldg.	116-51125.524	0	307,902	307,902
Annex I Sheriff Dispatch Project-Archt Fees	116-52150.523	0	77,580	77,580
Courthouse Security Software	116-57202.586	0	246,742	246,742
Courthouse Security Equipment	116-57202.591	0	30,000	30,000
Courthouse Projects	116-57202.529	1,917,159	(928,854)	988,305
Construction Fund				
Annex I Repair and Maintenance	206-51101.231	0	3,340	3,340
Jail Weatherization-Professional Fees	206-51104.304	0	3,000	3,000
Jail Weatherization-Architect Fees	206-51104.523	0	6,680	6,680
Jail Weatherization-Bldg Renovations	206-51104.524	0	445,329	445,329
Annex III Parking Modifications-Adv	206-51107.253	0	1,689	1,689
Annex III Parking Modifications-Archt. Fees	206-51107.523	0	12,813	12,813
County Signage project-Architect Fees	206-51111.523	0	1,920	1,920
Parking Deck Impr-Architect Fees	206-51112.523	0	5,430	5,430
Courthouse HVAC & Fire Alarm-Archt Fees	206-51125.523	0	13,364	13,364
Courthouse HVAC & Fire Alarm-Bldg.	206-51125.524	0	774,698	774,698
Annex III Probate Renovation-Archt. Fees	206-51301.523	0	1,342	1,342
Annex III Probate Renovation-Bldg Reno	206-51301.524	0	17,646	17,646
Jail Window Repair	206-52200.231	0	4,280	4,280
Jail Kitchen Project-Architect Fees	206-52200.523	0	7,194	7,194
Jail Kitchen Project-Construction	206-52200.524	0	352,389	352,389
Youth Facility Project-Architect Fees	206-52602.523	0	3,457	3,457
Construction Projects	206-51107.524	1,091,126	(1,091,126)	0
Fund Balance	206.35900		(563,445)	(563,445)
TOTAL		2,208,285	0	2,208,285

JUSTIFICATION:

Budget Change to cover construction project budgets.

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SEP 12 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 3

DEPARTMENT:	County Commission	REVIEWED: S. Thomas	9/6/2016
DATE:	9/6/2016	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
Overtime	001-51100.113	0	449	449
Telephone	001-51100.251	2,900	250	3,150
Registration and training	001-51100.265	36,500	1,000	37,500
Dues	001-51100.303	21,125	19	21,144
Advertising	001-51100.253	1,800	(760)	1,040
Cellular Service	001-51100.255	5,300	(1,000)	4,300
Digital Cable	001-51100.259	550	42	592
TOTAL		68,175	0	68,175

JUSTIFICATION:

To realign the County Commission budget to cover overages and additional expense.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Finance	REVIEWED:	S. Thomas	9/6/2016
				Date
REQUESTED BY:	Sherrill Thomas	APPROVED:		
Elected Official/Dept. Head	Finance Director	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Dues	001-51110.303	1,000	20	1,020
Telephone	001-51110.251	700	50	750
Office Supplies	001-51110.211	7,000	(70)	6,930
TOTAL		8,700	0	8,700

JUSTIFICATION:

To realign the budget to cover increased professional dues and telephone.

SEP 12 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Revenue Commissioner	REVIEWED:	S. Thomas	8/31/2016
DATE:	8/31/2016		Finance Director	Date
REQUESTED BY:	Janet Buskey	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Printing and Bookbinding	001-51500-309	2,000	(2,000)	0
Copy Machine Rental	001-51500-223	5,000	500	5,500
Digital Cable Service	001-51500.259	300	143	443
Telephone	001-51500.251	10,000	1,357	11,357
TOTAL		17,300	0	17,300

JUSTIFICATION:

To realign the budget to cover overages.

SEP 12 2016

Capital Real Estate Services, LLC

Montgomery, AL – Birmingham, AL – Columbus, GA – Destin, FL

Appraisals - Appraisal Review – Consultation - Market/Feasibility Studies -
Site Selection - Tax Appeal & Expert Witness Services

KENNETH D. WALLIS III, PRESIDENT
G. MICHAEL SHANAHAN, SENIOR APPRAISER
BLAKE CARTER, ASSOCIATE APPRAISER
WILL CABANISS, TRAINEE APPRAISER

2525 CONTAINER DRIVE
MONTGOMERY, AL 36109

233 12TH STREET, SUITE 621-A
COLUMBUS, GA 31901

OFFICE: 334.593.6060

FAX: 334.593.4369

September 9, 2016

Dear Mr. H. Frank Thomas,

Regarding the parking lot located along Perry Street in Montgomery, Alabama. Although it is important to know if the subject property is being used as a public or private parking lot our analysis of the property would be the same either way. A parking lot is market driven (rent being achieved or can achieve) regardless if the lot is public or private. Our analysis would include the examination of other parking lots throughout the region such as rents being achieved, number of spaces, quality, location, vacancy, etc. Then we would determine expenses associated with the parking lot (if any). Further, we would then determine the appropriate cap rate to use to value the property. I have provided an example below to show how the above is determined.

Parking Lot	194 Spaces @ \$100.00	\$232,800	\$232,800
Gross Potential Income			\$232,800
Less Vacancy @	0.0%		\$0
Effective Gross Income			\$232,800
Less Operating Expenses	\$/Space	% EGI	
Real Estate Taxes	\$103.09	8.6%	\$20,000
All-Risk Insurance	\$25.00	2.1%	\$4,850
Maintenance	\$10.00	0.8%	\$1,940
Management	\$36.00	3.0%	\$6,984
Exp. as % of EGI	\$174.09	14.5%	\$33,774
Projected NOI			\$199,026
		Ro	9.00%
Indicated Value			\$2,210,000

My fee for the appraisal is \$3,000 with a time frame of 2 weeks from the date of engagement. Thanks and feel free to call anytime if you should have any other questions.

Sincerely,



G. Michael Shanahan

Certified General Real Property Appraiser

Alabama License # - G00741

Georgia License # - 354933

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MEDIA



STAMP IDEA GROUP, LLC

Post 111 WASHINGTON AVENUE
MONTGOMERY, ALABAMA 36104

Ring 334 244 9933
Read StampIdeas.com

AGENDA

SEP 12 2016

Letter of Agreement

September 19, 2016

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

Dear Mr. Dean:

This letter outlines the services to be provided and terms of business under which Stamp Idea Group, LLC (Stamp/the agency) is to be appointed the marketing communications agency for Montgomery County Commission and/or affiliates (the client), commencing on the date this agreement is signed and remaining in force until either party provides written cancellation notice.

The services that Stamp and staff will provide for the budget of \$7,500 are summarized as follows:

1) Self-Governance Referendum Logo Design & Theme/Slogan

Development of theme/slogan and design of logo promoting the Self-Governance Referendum. Includes strategy/planning, conceiving, creative development, art direction, design and account management. Does not include custom or stock photography or printing.

2) Self-Governance Referendum Direct Mail Piece

Development of direct mail piece promoting the Self-Governance Referendum. Includes copy development, concept, design, art direction, and project management. Does not include custom/stock photography, printing, mailing list, labeling/handling or postage.

Agency Activation Fee

\$3,500

Payable prior to commencement of work on client's behalf; initial projects are billed against this fee and the balances are progress billed monthly until completion.

Approvals and authority are provided as follows:

The agency will submit to the client for approval all advertising plans and campaigns; copy, layouts, artwork, storyboards and scripts; media schedules, cost estimates of these various items when required; and other specified projects. The agency will therefore require the client's authority before ordering production materials, making contracts with suppliers and making reservations or contracts for media space or time.

If different than individual authorizing this agreement, the client will designate in writing who within the company may sign approvals and authorizations.

1

_____ Initial

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ADVERTISING
+
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MEDIA



The client may request changes or cancellations, or stop any work in progress, provided they are within the agency's contractual obligations. Where changes or cancellations are requested on previously approved work, the client will reimburse the agency for unrecoverable fees, charges and expenses. Additionally, the client understands that all major changes to approved works in process may be subject to hourly fees in excess of previously estimated amounts. Major changes may be defined as, but are not limited to: conceptual changes and complete re-designs.

If the agency is unresponsive after 30 days of receiving written instructions from the client requesting changes, cancellations, or stopping any work in progress, then the client is not obligated to pay for unrecoverable fees, charges or expenses.

Agency compensation is provided for as follows:

Rigorous cost accounting procedures are maintained based on a time keeping and outside expense tracking system. Stamp has established hourly rates \$150 per hour for Principals and \$125 per hour for all other staff. These rates are multiplied by the amount of billable time invested in strategy and planning, project work and on account supervision.

Cost estimates are provided for all non-media projects (e.g. strategic plans, brochures, catalogs, direct mail, public relations programs, research, etc.) and production work (electronic, print, outdoor, etc.).

Because of the commission structure of electronic, print, and outdoor media, all such media services contracted for the client will be charged to the client and will include the standard 15% agency commission. All non-commissionable media (media that do not offer an agency discount) will be marked up 17.65% to provide commission revenue of 15% to the agency for placing the non-commissionable media.

Billing procedures are as follows:

Production billing includes account service, creative service, talent costs, photography, printing and any other required outside purchases and may be progress billed monthly by project. Media is billed upon insertion order. Invoices are due upon receipt by the client.

Ownership, custody and control of property:

All logos, identity packages, plans, concepts, copy, design and positioning statements prepared for the client shall be the property of the client upon receipt of payment.

Confidentiality of information:

It shall be our duty as the client's agency not to discuss any confidential information entrusted to us by the client without authorization. Further, all studies and research initiated on behalf of the client and paid for by the client shall remain confidential to the client.

Obligation to media and suppliers:

The agency is authorized to purchase and place advertising, upon client approval, for the client and/or its assigns and to obligate the client contractually or otherwise for payment of such advertising. The agency will service and bill the client for these purchases. Once payment has been made to the agency, the agency assumes full financial responsibility for remitting payment to the media and suppliers in a timely manner. If, however, the client fails to remit payment to the agency, financial responsibility for payment lies with the

STAMP

client and not with the agency. This agreement shall remain in effect until such time as the client notifies the media and suppliers that the client/agency relationship has been discontinued. The agency shall not be held liable for failure of media or suppliers to meet their obligation.

Legal Liability:

- a) The agency shall not be liable for any delay, omission or error, in any advertisement in the absence of willful fault or neglect.
- b) Hold Harmless. The agency agrees to exercise its best judgment in the preparation and placing of all advertising and publicity for the client with a view to avoiding any claims, proceedings or suits being made or instituted against the client or the agency. It is mutually agreed, however, that the client will indemnify the agency against any loss the agency may incur as the result of any claim, suit or proceedings made or brought against the agency based upon any advertising or publicity which the agency prepared for the client based on information provided by the client and which the client approved before its publication or broadcast. The client will indemnify the agency against any loss the agency may sustain as a result of any claim, suit or proceedings made or brought against the agency based upon:

Assertions made for any of the client's products or services, or any of the products or services of any of the client's competitors in any advertising which the agency may prepare for the client based on information the client provides the agency and which the client approves before its release unless due to the agency's negligence; and/or

Any advertising element which is furnished by the client to the agency and which allegedly violates the personal or property rights of anyone.

Termination:

This agreement may be terminated at any time by either party with 90 days written notice. This includes all project work and media programs in accordance with accepted practices of the industry.

Dispute Resolution:

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 discussion 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 Stamp Idea group, LLC.

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In order to proceed, an officer of Montgomery County Commission must sign this Letter of Agreement acknowledging the terms of business as detailed.

This letter also serves to specify that Stamp Idea Group, LLC is the agency of record for Montgomery County Commission and/or affiliates.

We look forward to a long, mutually beneficial relationship and to contributing to the achievement of the long term plans and success of Montgomery County Commission.

Yours sincerely,

David Allred
Agency Principal & Managing Partner
Stamp Idea Group, LLC

Terms and conditions accepted by client:

Signature _____ Date _____

Name Elton N. Dean, Sr.

Title Chairman

Company Montgomery County Commission

Please note other individuals within Montgomery County Commission that can sign approvals and authorizations:

Name, Title _____
Name, Title _____

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, October 3, 2016, at 8:00 in the morning.



Administrator



Chairman