

**MINUTES OF REGULAR MEETING**  
**MONTGOMERY COUNTY COMMISSION**  
**JANUARY 21, 2014**

**INFORMATION SESSION**

Chairman Dean called the Meeting to Order at 8:10 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Commissioner Williams. Chairman Dean, Vice Chairman Harris, Commissioner Ingram and Commissioner Williams 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**

Commissioner Ingram briefed the Commission regarding an Annexation Petition to the City of Montgomery concerning a portion of the Montgomery Industrial Park property, which was on the agenda. After discussion, the Commission agreed to table this item.

Commissioner Williams requested a \$300 miscellaneous appropriation from his account to the City of Montgomery Parks and Recreation Department, for King Hill Community Center for youth programs.

Commissioner Williams requested a \$1,500 miscellaneous appropriation from his account to the City of Montgomery, BONDS for North Montgomery Neighborhood Alliance, with funding to promote the community enhancement and beautification programs/projects.

Commissioner Williams requested a \$500 miscellaneous appropriation from his account to the City of Montgomery, BONDS for West Chisholm Improvement Association, with funding to promote the community enhancement and beautification programs/projects.

Commissioner Ingram requested a \$300 miscellaneous appropriation from his account to Brewbaker Technology Magnet High School, Principal's Discretionary Fund, for the Governmental Legislative Program.

Vice Chairman Harris requested a \$4,000 miscellaneous appropriation from his account to Montgomery County Recreation Department, Cleveland Avenue YMCA for the youth program.

Commissioner Williams requested a \$1,000 miscellaneous appropriation from his account for this same program.

PRESENTATION BY PROBATE JUDGE STEVEN L. REED AND CHIEF PROBATE CLERK WILLIAM FLOWERS

Chief Probate Clerk William Flowers briefed the Commission regarding the relocation of the mail room from the West Probate Office to Annex 3, 2<sup>nd</sup> Floor. After discussion, the Commission agreed to place the allocation of space for the Probate Judge's Office on the next agenda.

Mr. Flowers briefed the Commission regarding the installation of the Qmatic SmartLine system at the West Probate Office.

PRESENTATION BY JUVENILE COURT ADMINISTRATOR BRUCE HOWELL

Juvenile Court Administrator Bruce Howell briefed the Commission regarding a Bid Award for moving Youth Facility equipment and files to the Detention Facility and other buildings. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Howell briefed the Commission regarding contracts with Dallas and Lee Counties to house juveniles for Montgomery County if needed. After discussion, the Commission agreed to place these items on the next agenda.

Mr. Howell briefed the Commission regarding a Personal Services Contract with Adedoyin Dosunmu-Ogunbi, M.D., to provide medical services for youth detained at the Youth Facility. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY JANE BRANNAN WITH THE MONTGOMERY BALLET BOARD OF DIRECTORS

Ms. Jane Brannan with the Montgomery Ballet Board of Directors thanked the Commission for their support last year and requested funding in the amount of \$20,000. Vice President of Special Events Jenni Payne, Artistic Director Darren McIntyre, Soloist Dancers Nicole Miller and Lucas Athaide, Coryphee Dancer Lauren Sherwood, and Past President Candice Love briefed the Commission regarding the Montgomery Ballet programs.

PRESENTATION BY CHIEF APPRAISER CLAY HENLEY

Chief Appraiser Clay Henley briefed the Commission regarding an Irregular Step Increase for Mapping Supervisor Todd Grant from Pay Grade A10, Step 3 to Pay Grade A10, Step 6. After discussion, the Commission agreed to place this item on the next agenda

## PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci stated that all of his projects were moving along on schedule.

## COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims stated that Vice Chairman Harris and Commissioner Williams would be attending the NACo Legislative Conference in Washington D.C from March 2-5, 2014. He presented a Resolution authorizing the changing of the meeting date of the March 3, 2014 County Commission meeting to March 10, 2014. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented the County Tax Levies for the Year 2014. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding payment of Membership Dues to the Public Relations Council of Alabama for Manager of Public Affairs DiDi Henry. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding a claim filed by Charsanders Sanderson and presented a memorandum from County Attorney Gallion in which he recommended that the claim be recognized and denied. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding a claim filed by Danny Lee Dennis, Next of Kin, and Husband of Norma Rasdas Dennis, and presented a memorandum from County Attorney Gallion in which he recommended that the claim be recognized and denied. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims briefed the Commission regarding a claim filed by Tanisha Timmons and minor Taniya Timmons, and presented a memorandum from County Attorney Gallion in which he recommended that the claim be recognized and denied. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Bid Award for delivery of election equipment, Bid No. 51910-13B-038 for the Probate Judge's Office (Elections). After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Position Fill Request for Emergency Communications Operator I/II, Position Number 119 for the Sheriff's Office. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Position Fill Request for Revenue Examiner, Position Number 810117004 for the Tax and Audit Department. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented a Schedule of Upcoming Bids/Contract Renewals for the months of January, February and March 2014.

Administrator Mims presented the Revenue Reports for December 2013 from Tax and Audit Department. He noted that the 1½% Sales Tax revenue was up almost 3% for the year. This calculation was based upon showing no audit proceeds or refunds paid out.

#### DISCUSSION BY THE COMMISSION

Commissioner Williams requested a \$2,500 miscellaneous appropriation from his account to Lifetime Resolutions II, Inc., for Holistic Center for Women, for Program for youth and their mothers who need treatment for substance abuse and mental illnesses.

Commissioner Williams requested a \$1,000 miscellaneous appropriation from his account to Connecting The Body of Christ Fellowship, Inc., for Youth Programs.

Vice Chairman Harris informed his fellow Commissioners that Second Chance Executive Director Rebecca Morris would like to address them regarding the program. The Commission asked Administrator Mims to invite Ms. Morris to the next meeting.

#### COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented the Population Report for December 2013 for the Mac Sim Butler Detention Facility.

Administrator Mims presented the Census and Fiscal Report for December 2013 for Community Corrections.

Administrator Mims noted those employees who have submitted a Notice of Application for Retirement Allowance.

#### DISCUSSION BY THE COMMISSION

Chairman Dean noted that the Commission has not received an update from Community Corrections in a while and that he is still dissatisfied with the number of participants. Community Corrections Chairman Frank Brown was present and stated that he would ask Executive Director Paul Brown to speak with the Commission.

Commissioner Ingram asked Sheriff D.T. Marshall if he would like for the Commission to waive rules regarding the Position Fill Request for Emergency Communications Operator I/II, Position Number 119. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE C. SPEAKE AND ASSISTANT  
COUNTY ENGINEER JAMES KELLEY

County Engineer George C. Speake requested that the Commission approve filling eight vacant County Road Equipment Operator I positions and eleven Service Maintenance Worker I positions for the upcoming right-of-way mowing season and summer months of good construction weather. After discussion, the Commission agreed to place these items on the next agenda.

He also reported that resurfacing work on Carter Hill Road and Pike Road should be completed before the end of this week. Additionally, he mentioned that a contractor would be replacing bridge guardrail on Hayneville Ridge Road this week so that the resurfacing project for this road could remain scheduled for the February 2014 ALDOT letting.

Mr. Speake stated that the plans for resurfacing Hayneville Ridge Road were given to ALDOT for review last week and should be in the February 2014 ALDOT letting. Preparation of plans for resurfacing Butler Mill Road has begun, and hopefully will be ready for construction in Summer 2014.

Mr. Speake briefed the Commission regarding a letter from the Department of Homeland Security's Federal Emergency Management Agency regarding the proposed Flood Hazard Determinations for Montgomery County. He stated that he had no objection to the determinations.

Assistant County Engineer James Kelley stated that the Preliminary Engineering Agreement for the ATRIP project to resurface Vaughn Road from Taylor Road to Chantilly Boulevard has not been received from the Alabama Department of Transportation (ALDOT). After discussion, the Commission agreed to place this item on the next agenda if the agreement is received.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented Budget Change Request Number 1 from the Appraisal Department and Budget Change Request Number 1 from the Personnel Department. After discussion, the Commission agreed to waive rules and add these items to the agenda.

Administrator Mims informed the Commission that the final drafts of the three E-Ring contracts discussed during the last meeting have not been finalized. After discussion, the Commission agreed to place these items on the next Thursday Memo as a waived rules item.

Administrator Mims briefed the Commission regarding a Position Fill Request for Inmate Grievance/Disciplinary Clerk, Position Number 109 for the Detention Facility. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY COMMUNITY CORRECTIONS EXECUTIVE DIRECTOR PAUL  
BROWN

Community Corrections Executive Director Paul Brown updated the Commission regarding participants in the Community Corrections program. He stated that there were 438 participants as of January 17, 2014. He stated that this is a significant increase in the number of jail-prison program participants and that it is also fiscally ahead of his projection. Chairman Dean expressed that he was not satisfied with the numbers and would like for Community Corrections to meet with the Alabama Department of Corrections to put together a plan regarding inmates in prison that are eligible for community supervision.

#### **COMMENTS FROM MANAGER OF PUBLIC AFFAIRS DIDI HENRY**

Manager of Public Affairs DiDi Henry reviewed the Commission's upcoming calendar of events, noting the State of the City/County Address on January 28<sup>th</sup> and Barbara Montoya's retirement party on January 30<sup>th</sup>.

#### **COMMENTS FROM ADMINISTRATOR MIMS**

Administrator Mims informed the Commission that he had met with the realtor regarding the proposed office space for relocation of the South Probate office. He stated that the property has an outstanding contract at this time but the realtor would keep him updated on the status of that contract.

#### **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 by Parks and Recreation Superintendant James Williams, at the request of Chairman Dean.

The Pledge of Allegiance was led by Vice Chairman Harris.

County Administrator Mims called Roll to Establish Quorum and the following Commissioners were present: Chairman Dean, Vice Chairman Harris and Members Ingram and Williams. Also present were County Attorney Thomas T. Gallion, III, and County Engineer George C. Speake.

Mr. Ingram made a motion to approve the Minutes of the Regular Meeting of January 6, 2014. The motion was seconded by Mr. Williams and unanimously approved by the Commission.

#### **CONSENT AGENDA**

The Administrator presented the Accounts Payable and Payroll Checks Authorization for Approval.

Mr. Williams made a motion to approve the Accounts Payable and Payroll Checks, as presented by the Administrator. The motion was seconded by Mr. Ingram and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 6, are attached to these Minutes.)

## **NEW BUSINESS**

### **COUNTY COMMISSION – TABLED ACTION ON CONSIDERATION OF ANNEXATION PETITION TO THE CITY OF MONTGOMERY REGARDING A PORTION OF THE MONTGOMERY INDUSTRIAL PARK PROPERTY**

The Administrator presented the following Resolution:

#### **RESOLUTION**

WHEREAS, the Montgomery County Commission opened the Montgomery Industrial Park, just north of I-85, on October 2, 2006; and

WHEREAS, in an effort to increase services and to improve ISO ratings, the Montgomery County Commission is requesting that the City of Montgomery annex a portion of the Montgomery Industrial Park into its jurisdiction; and

WHEREAS, the legal description of the property is depicted on Exhibit A attached hereto along with a map of said property,

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby petition the City of Montgomery to annex the above stated real property into the corporate boundaries of the City of Montgomery.

We hereby certify that the above  
Resolution was adopted by the  
Montgomery County Commission  
on this, the 21st day of January, 2014.

End of Resolution

Mr. Williams made a motion to table consideration of annexation petition to the City of Montgomery regarding a portion of the Montgomery Industrial Park Property. The motion was seconded by Mr. Ingram and unanimously approved by the Commission. (Copies of Exhibit A and Maps, Agenda Pages 1-2 through 1-7, are attached to these Minutes.)

### **COUNTY COMMISSION – APPROVED PURCHASE AND SALE AGREEMENT REGARDING 1.5 ACRES OF LAND LOCATED AT 8440 U.S. HIGHWAY 331 NEAR SNOWDOWN PARK OWNED BY DR. WINSTON PIRTLE**

The Administrator presented the following memorandum:

January 16, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims  
County Administrator

SUBJECT: Purchase and Sale Agreement

The Montgomery County Commission, during its meeting on January 6, 2014, agreed to place a Purchase and Sale Agreement regarding 1.5 acres of land located at 8440 U.S. Highway 331 near Snowdown Park owned by Dr. Winston Pirtle on the next agenda.

I am requesting approval of this Agreement.

Attachment

End of Memorandum

Mr. Ingram made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Purchase and Sale Agreement and Email, Agenda Pages 2-2 through 2-12, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED PAYMENT OF SPECIAL MEMBERSHIP DUES TO THE MONTGOMERY AREA COMMITTEE OF 100 FOR CHAIRMAN ELTON N. DEAN, SR.

The Administrator requested payment of Membership Dues to the Montgomery Area Committee of 100 for Chairman Elton N. Dean, Sr., in the amount of \$500.00.

Vice Chairman Harris made a motion to approve payment of Membership Dues. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Invoice, Agenda Page 3-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

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

January 21, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

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

C-2014-41: Alabama Cattlemen's Association, for the Alabama Junior Beef Expo during the Southeastern Livestock Expo - \$2,500; (Dean-\$500, Harris-\$500, Ingram-\$500, Williams-\$500 and District 3-\$500)

C-2014-42: Nellie Burge Community Center, Inc., for Mary Ellen's Hearth Ministry, for Programs Helping Homeless Women and Children - \$1,000; (Ingram)

C-2014-43: The Second Chance Foundation, for Counseling Services and Academic Remediation for At-Risk Children Expelled from the Montgomery Public School System - \$1,000; (Harris)

C-2014-44: Common Ground Montgomery, for Underprivileged Youth Programs - \$1,000; (Harris)

C-2014-45: Leadership Montgomery, Inc., for the Youth Community Summit, Addressing Youth Violence - \$500; (Harris)

NC-2014-71: City of Montgomery, to be used by BONDS to Support Bellwood East Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)

End of Memorandum

During the County Commission Meeting this date, Chairman Dean requested that the following Miscellaneous Appropriations Reprogramming Requests be added and his fellow Commissioners concurred:

NC-2014-72: BOE, Brewbaker Technology Magnet High School, for Principal's Discretionary Fund, for Governmental Legislative Program - \$300; (Ingram)

NC-2014-73: City of Montgomery Parks and Recreation Department, for King Hill Community Center for Youth Programs - \$300; (Williams)

- NC-2014-74: City of Montgomery, BONDS for North Montgomery Neighborhood Alliance, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,500; (Williams)
- NC-2014-75: City of Montgomery, BONDS for West Chisholm Improvement Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Williams)
- C-2014-46: Lifetime Resolutions II, Inc., for Holistic Center for Women, for Program for Youth and Their Mothers Who Need Treatment for Substance Abuse and Mental Illnesses - \$2,500; (Williams)
- C-2014-47: Connecting The Body of Christ Fellowship, Inc., for Youth Programs - \$1,000; (Williams)
- C-2014-48: Montgomery County Recreation Department, Cleveland Avenue YMCA, for Youth Program - \$5,000; (Harris-\$4,000 and Williams-\$1,000)

Mr. Ingram made a motion to approve the requests. The motion was seconded by Mr. Williams and unanimously approved by the Commission.

COUNTY COMMISSION – APPROVED BID AWARD FOR FURNISHING, SUPPLYING AND SERVICING OF VENDING MACHINES, BID NO. 51988-13B-033

The Administrator presented the following memorandum from Purchasing Manager Pat Silas:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Purchasing Manager

DATE: December 30, 2013

SUBJECT: Invitation to Bid No. 51988-13B-033, Furnishing, Supplying and Servicing of Vending Machines

Request that approval of award on the above referenced Invitation to Bid, to the only bid received, Automatic Food Service, for a percentage of 16% being paid to the County on all sales from the vending machines within the County, be placed on a future County Commission agenda. (copy of spread sheet attached)

This will be a one (1) year contract, with the option to renew for two (2) years, in one year periods. A price escalation may be allowed, but shall not exceed 5% per year.

As requested by Teresa Dekle, State Examiner, this contract will place all vending machines throughout the County under one contract with all profits from the vending machines being paid in one check which will be deposited into the general fund.

Attachment

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 5-2, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE  
REQUEST NUMBER 7 FOR THE 2014 ALABAMA JUNIOR BEEF EXPO

The Administrator requested approval of Budget Change Request Number 7, County Commission Appropriations.

Mr. Ingram made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Budget Change Request and Letter, Agenda Pages 6-1 and 6-2, are attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE  
REQUEST NUMBER 8, FOR MAINTAINING GARRETT COLISEUM FOR EVENT AND  
TOURISM DEVELOPMENT IN MONTGOMERY COUNTY

The Administrator requested approval of Budget Change Request Number 8, County Commission Appropriations.

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Ingram and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 7-1, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUEST FOR CORRECTIONS  
OFFICER TRAINEE/CORRECTIONS OFFICER, POSITION NUMBER 169

The Administrator presented the following memorandum:

January 13, 2014

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 January 6, 2014, agreed to place on the next agenda a Position Fill Request for Corrections Officer Trainee/Corrections Officer, Position Number 169 for 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 Mr. Ingram and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 8-2, is attached to these Minutes.)

#### **OMNIBUS VOTE**

Administrator Mims requested that the Commission omnibus the following two items, and the Commission concurred. Mr. Ingram made a motion to approve the two agenda items. The motion was seconded by Mr. Williams and unanimously approved by the Commission.

#### **PROBATE JUDGE'S OFFICE – APPROVED POSITION FILL REQUEST FOR ASSISTANT TAG AND LICENSE SUPERVISOR, POSITION NUMBER 750053044**

The Administrator presented the following memorandum from Probate Judge Steven L. Reed:

#### **MEMORANDUM**

To: Montgomery County Commission

Cc: Donnie Mims

From: Montgomery County Probate Office

Date: 12/30/13

Re: Request to fill position number 750053044 (Assistant Tag and License Supervisor)

The Montgomery County Probate Office is requesting to back fill a vacant Assistant Tag and License Supervisor position. The position was recently vacated and is currently in our budget.

End of Memorandum

As approved in the Omnibus Vote, Mr. Ingram made a motion to approve the request. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 9-2, is attached to these Minutes.)

PROBATE JUDGE’S OFFICE – APPROVED POSITION FILL REQUEST FOR CUSTOMER SERVICE CLERK, POSITION NUMBER 750016016

The Administrator presented the following memorandum from Probate Judge Steven L. Reed:

MEMORANDUM

To: Montgomery County Commission

Cc: Donnie Mims

From: Montgomery County Probate Office

Date: 12/30/13

Re: Request to fill position number 750016016 (Customer Service Clerk)

The Montgomery County Probate Office is requesting to back fill a vacant Customer Service Clerk position. The position was recently vacated and is currently in our budget.

End of Memorandum

As approved in the Omnibus Vote, Mr. Ingram made a motion to approve the request. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 10-2, is attached to these Minutes.)

End of Omnibus Vote

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (13)

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

| <u>DEPARTMENT</u>                | <u>TRAVEL/TRAINING REQUESTS</u> |
|----------------------------------|---------------------------------|
| 1. County Commission             | Request Number 5                |
| 2. Revenue Commissioner’s Office | Request Numbers 3 and 4         |
| 3. Information Systems           | Request Number 6                |
| 4. Sheriff’s Office              | Request Number 7                |
| 5. Detention Facility            | Request Number 2                |
| 6. Engineering Department        | Request Numbers 1 and 2         |
| 7. Appraisal Department          | Request Number 3                |

- |    |                            |                           |
|----|----------------------------|---------------------------|
| 8. | Community Corrections      | Request Numbers 6 and 7   |
| 9. | District Attorney's Office | Request Numbers 16 and 17 |

Mr. Williams made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 11-1 through 11-13, are attached to these Minutes.)

## **WAIVED 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 (2)**

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

| <u>DEPARTMENT</u>       | <u>BUDGET CHANGE REQUESTS</u> |
|-------------------------|-------------------------------|
| 1. Appraisal Department | Request Number 1              |
| 2. Personnel Department | Request Number 1              |

Mr. Ingram made a motion to approve the budget change requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 12-1 and 12-2, are attached to these Minutes.)

### **DETENTION FACILITY – APPROVED POSITION FILL REQUEST FOR INMATE GRIEVANCE/DISCIPLINARY CLERK, POSITION NUMBER 109**

The Administrator presented the following memorandum from Sheriff D.T. Marshall:

January 16, 2014

#### **MEMORANDUM**

TO: Mr. Donnie Mims  
County Administrator

FROM: Sheriff D.T. Marshall  
Montgomery County Sheriff's Office

SUBJECT: Inmate Grievance/Disciplinary Clerk  
Mac Sim Butler Detention Facility  
Montgomery County Sheriff's Office

The position of Inmate Grievance/Disciplinary Clerk is a vital clerical position in the Detention Facility. The Clerk mediates all inmate grievances. The Clerk is also responsible for conducting interviews on the daily problems concerning inmate disciplinary problems in the Detention Facility. This position has been vacant since January 3, 2014, and I need to fill this position. Attached please find a Position Fill Request. The register at Personnel will expire in May 2014 and I would like to move on the remaining applicants before the list expires and the position has to be re-advertised and posted.

I am requesting the County Commission waive rules and add my request to the agenda. Your assistance in this matter will be appreciated.

End of Memorandum

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

**SHERIFF'S OFFICE – APPROVED POSITION FILL REQUEST FOR EMERGENCY COMMUNICATIONS OPERATOR I/II, POSITION NUMBER 119**

The Administrator requested approval of Position Fill Request for Emergency Communications Operator I/II, Position Number 119.

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Ingram and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 14-1, is attached to these Minutes.)

**COMMENTS BY COMMISSIONERS AND ATTENDEES**

Commissioner Ingram told the audience good morning and that he was glad to see everyone. He then thanked them for everything they do for Montgomery County.

Commissioner Williams wished the audience good morning. He said that he hopes they are having a good day and that they have a blessed rest of the month.

Chairman Dean said good morning and expressed his appreciation for what everyone does and how they do it. He stated that he hopes that progress continues in Montgomery County. He reminded the audience to prepare for the evening's 19 degree weather and make sure they get their flu shots.

Vice Chairman Harris told the audience good morning and welcomed them to the meeting. He stated that he is looking forward to a better year than last year. He told the audience that the County, the City and the Montgomery Chamber of Commerce are dedicated and determined to identify and get to the root cause of the homicides that plagued our city and county last year. He assured them that the Commission and local delegation will work to make 2014 the best year ever for Montgomery County and the State.

Commissioner Ingram stated that there were some great celebrations and marches for Dr. Martin Luther King, Jr. Day. He thanked Vice Chairman Harris and told him that he did a great job with the television interview. Commissioner Ingram told the audience that Montgomery Alabama has come a long way. He added that he appreciates and respects the leadership of Dr. King.

## **ADJOURNMENT**

Chairman Dean made a motion to adjourn the meeting of the Montgomery County Commission on January 21, 2014, at 9:44 a.m. The motion was seconded by Commissioner Williams and unanimously approved by the Commission.

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 01-03-14

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 240580            |    | 240613       |
|                   |    |              |
| Total Checks Paid |    | \$508,469.61 |

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

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 01-03-14

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 240614            |    | 240688       |
|                   |    |              |
| Total Checks Paid |    | \$785,736.51 |

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

01-21-14 Meeting

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 01-10-14

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 240689            |    | 240757       |
|                   |    |              |
| Total Checks Paid |    | \$638,195.55 |

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

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 01-10-14

| Check Number      | To | Check Number   |
|-------------------|----|----------------|
| 240758            |    | 240839         |
|                   |    |                |
| Total Checks Paid |    | \$1,120,315.43 |

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

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 01-10-14

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 240840            |    | 240845       |
|                   |    |              |
| Total Checks Paid |    | \$28,453.12  |

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

MONTGOMERY COUNTY COMMISSION

01/21/14 Meeting

**Agenda**

THE FOLLOWING TRANSACTIONS WERE AUDITED AND  
ORDERED PAID

**JAN 21 2014**

CHECKS ARE DATED  
01/10/14

|                      |        |    |                      |        |                 |
|----------------------|--------|----|----------------------|--------|-----------------|
| Payroll Check Number | 118551 | To | Payroll Check Number | 118637 | \$ 69,932.13    |
|                      |        |    |                      |        |                 |
| Direct Deposits      |        |    |                      |        | \$ 867,167.42   |
|                      |        |    |                      |        |                 |
| Payroll Check Number | 118638 | To | Payroll Check Number | 118665 | \$ 257,664.85   |
|                      |        |    |                      |        |                 |
| Direct Deposits      |        |    |                      |        | \$ 337,113.30   |
|                      |        |    |                      |        |                 |
| Federal Deposits     |        |    |                      |        | \$ 356,068.70   |
|                      |        |    |                      |        |                 |
| Total Payroll Paid   |        |    |                      |        | \$ 1,887,946.40 |

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

# EXHIBIT A

BEGIN AT THE SOUTHWEST CORNER OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 13, T-16-N, R-19-E, MONTGOMERY COUNTY, ALABAMA; THENCE RUN S 89°49'49" W, 706.38 FEET TO A POINT; THENCE RUN N 01°17'33" W, 211.07 FEET TO A POINT; THENCE RUN S 88°42'27" W, 528.14 FEET TO A POINT; THENCE RUN S 17°22'27" W, 233.48 FEET TO A POINT; THENCE RUN S 07°07'51" E, 214.89 FEET TO A POINT; THENCE RUN S 01°30'25" E, 12.50 FEET TO A POINT; THENCE RUN S 01°05'06" E, 127.28 FEET TO A POINT LYING ON THE NORTH RIGHT OF WAY OF INTERSTATE 85 (ROW VARIES); THENCE RUN ALONG SAID NORTH RIGHT OF WAY N 81°14'13" W, 718.52 FEET TO THE BEGINNING OF A CURVE TO THE LEFT; THENCE RUN ALONG SAID CURVE TO THE LEFT WITH A RADIUS OF 11630.16 FEET, A CHORD OF N 82°03'54" W, 381.51 FEET TO A POINT LYING IN SAID CURVE; THENCE LEAVING SAID NORTH RIGHT OF WAY RUN N 01°27'42" E, 4550.00 FEET TO A POINT; THENCE RUN N 55°30'14" E, 2873.26 FEET TO A POINT; THENCE RUN S 88°19'42" E, 1069.69 FEET TO A POINT; THENCE RUN S 00°10'06" E, 264.99 FEET TO A POINT; THENCE RUN S 01°27'42" E, 3159.09 FEET TO A POINT, SAID POINT BEING THE SOUTHEAST CORNER OF SECTION 12, T-16-N, R-19-E, MONTGOMERY COUNTY, ALABAMA; THENCE RUN S 89°54'41" W, 1253.32 FEET TO A POINT; THENCE RUN S 00°34'11" E, 421.58 FEET TO A POINT; THENCE RUN S 00°14'27" E, 104.33 FEET TO A POINT; THENCE RUN S 00°08'10" W, 104.23 FEET TO A POINT; THENCE RUN S 00°16'36" E, 401.66 FEET TO A POINT; THENCE RUN S 01°17'43" E, 1611.77 FEET TO THE POINT OF BEGINNING.

SAID DESCRIBED PROPERTY LYING AND BEING SITUATED IN SECTIONS 12,13 AND THE EAST HALF OF SECTION 14, T-16-N, R-19-E, MONTGOMERY COUNTY, ALABAMA AND CONTAINS 364.94 ACRES MORE OR LESS.

## LESS AND EXCEPT:

Begin at a point marking the Northeast corner of Lot A, according to the Map of Montgomery Industrial Park Plat No. 9, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 54, at Page 81;

Thence Southeasterly along the prolongation of the North line of said Lot A to a point where it intersects the East line of Section 12, Township 16 North, Range 19 East;

Thence run North along said East line to a point where it intersects the West R.O.W. of Wares Ferry Road;

Thence Northerly along said West R.O.W. to a point marking the Southeast corner of Lot 1, according to the Map of Montgomery Ready Mix Plat No. 1, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 47, at Page 162.

Thence run N 88° 19' 42" W, a distance of 1069.69 feet;

Thence run S 55° 30' 14" W, a distance of 2873.26 feet;

Thence run S 01° 27' 42" W, to a point marking the Northeast corner of Lot 16, Block L, according to the Corrected Map of Stoneybrooke Plat No. 3, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 51, at Page 140;

Thence leaving said Northeast corner of Lot 16, Block L, run Northeasterly to a point lying on the Western boundary of Lot 14, according to the Map of Montgomery Industrial Park Plat No. 7, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 156. Said point being S 52° 05' 41" W, 180.95 feet from the Northern most corner of said Lot 14;

Thence run N 52° 05' 41" E, a distance of 180.95 feet to the Northern most corner Lot 14, according to the Map of Montgomery Industrial Park Plat No. 7, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 156;

Thence run S 42° 42' 39" E, a distance of 670.36 feet to a point on the West R.O.W. of Industrial Park Boulevard;

Thence Northeasterly along the West R.O.W. of said Industrial Park Boulevard to a point marking its Northwest terminus as shown on the Map of Montgomery Industrial Park Plat No. 9, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 54, at Page 81;

Thence run S 77° 23' 31" E, a distance of 80.18 feet;

Thence continue S 77° 23' 31" E, a distance of 1043.44 feet to the Point of Beginning.

Said described property lying and being situated in Section 12, Township 16 North, Range 19 East, Montgomery County, Alabama and contains 100.1 acres, more or less.

**ALSO LESS AND EXCEPT:**

Commence at a concrete monument lying at the Southeast Corner of Section 12, T-16-N, R-19-E, Montgomery County, Alabama; Thence run N 90°00'00" W, 2392.22 feet to a point; Thence run N 00°00'00"E, 53.94 feet to a point lying on the north right of way of John Knight Close (80' ROW), said point being the Point of Beginning; Thence from said Point of Beginning, continue along said north right of way, N 82°20'43" W, 557.47 feet to a point of curvature; Thence run along said right of way and said curve (concave northerly, R=20'), a chord of N 55°34'05" W, 18.02 feet to a point of curvature; Thence continue along said right of way and said curve (concave southwesterly, R=81.0'), a chord of N 35°05'26" W, 17.78 feet to a point; Thence leave said right of way and run N 06°23'57" E, 729.00 feet to a point; Thence run S 82°20'43" E, 656.51 feet to a point; Thence run S 65°30'33" E, 76.95 feet to a point lying in a curve on the west right of way of Industrial Park Boulevard (80' ROW); Thence run along said west right of way and said curve (concave easterly, R=900.0'), a chord of S 15°26'43" W, 283.00 feet to a point; Thence continue along said right of way, S 06°23'57" W, 347.43 feet to a point; Thence run S 52°01'37" W, 139.86 feet to the Point of Beginning.

Said described property lying and being situated in the South Half of Section 12, T-16-N, R-19-E, Montgomery County, Alabama, and contains 11.776 Acres (512,952 S.F.), more or less (a/k/a Lot 4).

ALSO LESS AND EXCEPT THE FOLLOWING PLATTED LOTS:

Lot 10, according to the Map of Montgomery Industrial Park Plat No. 2, as said map is recorded in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 50, at Page 37.

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Lot 12, according to the Map of Montgomery Industrial Park Plat No. 6, as said Map appears of record in the office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 44.

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Lot 11 of the Map of Montgomery Industrial Park Plat No. 5, as the Map of same is recorded in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 45.

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**Lot 2 of Montgomery Industrial Park Plat No. 8, as the Map of same is recorded in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 53, at Page 27.**

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**Lot 1, according to the Map of Montgomery Industrial Park Plat No. 1, as said Map appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 50, at Page 14.**

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**Lot 14, according to the Map of Montgomery Industrial Park Plat No. 7, as the Map of same is recorded in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 156.**

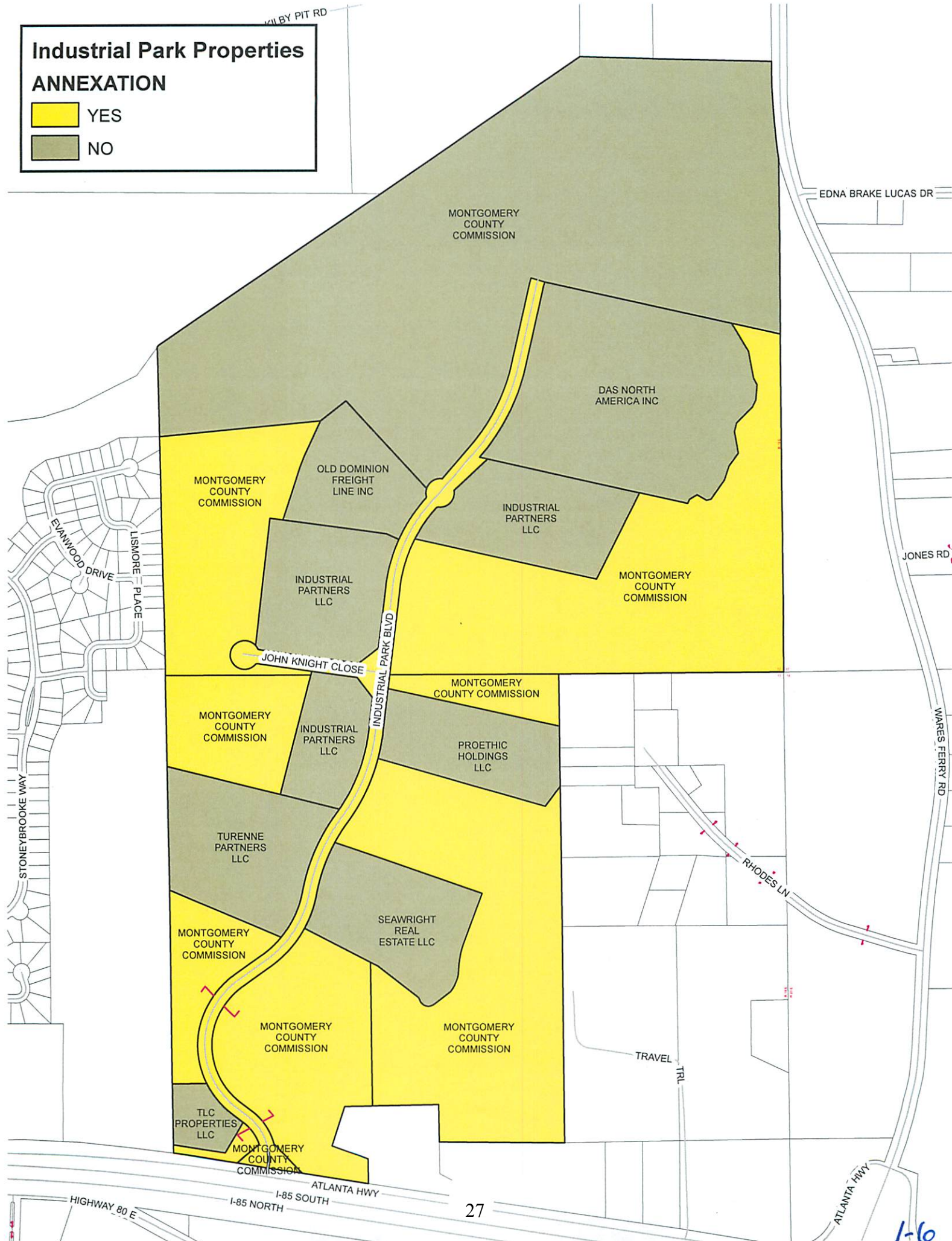
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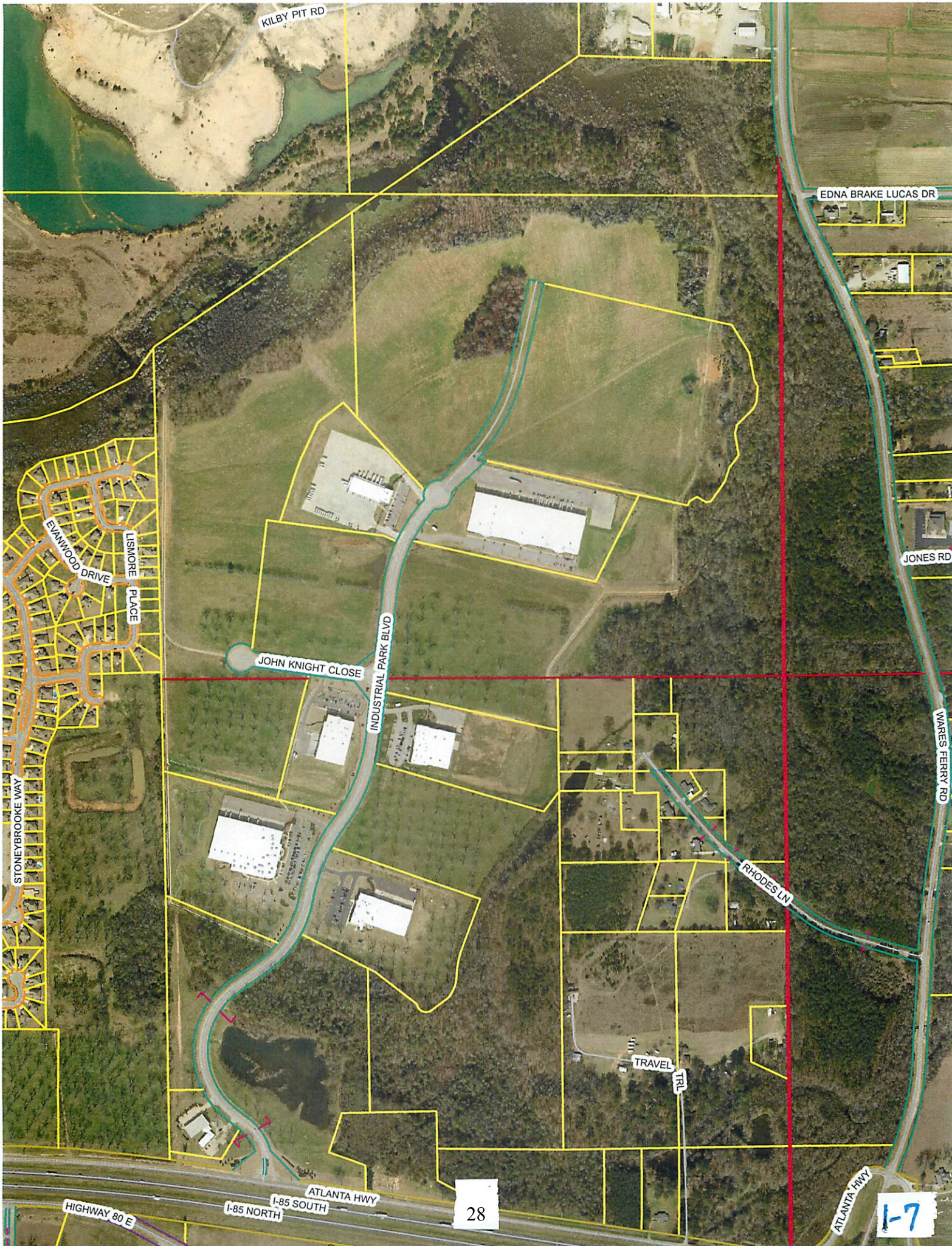
**Lot 14, according to the Map of Montgomery Industrial Park Plat No. 3, as said Map appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 52, at Page 1**

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**Lot A, according to the Map of Montgomery Industrial Park Plat No. 9, as the same appears of record in the Office of the Judge of Probate of Montgomery County, Alabama, in Plat Book 54, at Page 81.**

## ANNEXATION

☐ YES☐ NO



KILBY PIT RD

EDNA BRAKE LUCAS DR

JONES RD

WARES FERRY RD

RHODES LN

TRAVEL TRAIL

ATLANTA HWY

I-7

28

JOHN KNIGHT CLOSE

INDUSTRIAL PARK BLVD

LISMORE PLACE

EVANWOOD DRIVE

STONEBROOKE WAY

HIGHWAY 80 E

I-85 NORTH

ATLANTA HWY

I-85 SOUTH

STATE OF ALABAMA  
COUNTY OF MONTGOMERY

PURCHASE AND SALE AGREEMENT

This PURCHASE AND SALE AGREEMENT (this "Agreement") is made and entered into by and between H. Winston Pirtle, Sr., a married person (hereinafter referred to as "Seller"), and Montgomery County Commission, a governmental entity (hereinafter referred to as "Buyer");

WITNESSETH:

1. PROPERTY. Seller hereby agrees to sell and convey to Buyer, and Buyer hereby agrees to purchase and take from Seller, under and subject to the terms, conditions and provisions hereof; that certain real property initially described as follows:

A. Approximately 1.5, acres, more or less, lying and being situated in Montgomery County, Alabama, as depicted on Exhibit "A" attached hereto and made a part hereof as though set forth in full herein (hereinafter referred to as the "Property"), together with all improvements thereon, appurtenances, rights of way, privileges, easements, and other rights benefiting or pertaining to the Property and all right, title and interest, if any, of the Seller in and to any land lying in the right-of-way in front or adjoining the Property to the centerline thereof and easement for access. An exact legal description will be obtained by survey to be performed by Professional Engineering Consultants, LLC with each party paying one-half (1/2) of the cost thereof.

2. PURCHASE PRICE. The Purchase Price of the Property (the "Purchase Price") shall be Eighteen Thousand and No/100 (\$18,000.00) Dollars. The Purchase Price shall be payable as follows:

The Purchase Price, after deductions for credits and prorations as herein provided, shall be paid in full at the Closing herein provided by cashier's check or cash on the day of Closing.

3. INSPECTION PERIOD.

(a) Buyer shall have a period of forty-five (45) days after the Effective Date of this Agreement (the "Inspection Period") to satisfy itself as to any or all matters or conditions pertaining to the Property and the intended use and development thereof. In the event it is determined that a Phase II environmental test is required, the Inspection Period shall be extended for ninety (90) days from the end of the inspection period. Seller shall deliver within fourteen (14) business days after the Effective Date an abstract of title to the Property updated to current date. During the Inspection Period, Buyer shall have the right to inspect the Property, to conduct land use, engineering and environmental studies and reviews with respect to the Property, to conduct a market analysis of the Property and the intended use thereof, to confirm and seek, as necessary, governmental land use approvals, permits and licenses with respect to the Property

and the intended use and development thereof. Notwithstanding anything contained herein to the contrary, in the event that Buyer determines, in its sole and absolute discretion, that the Property is not satisfactory for any reason, Buyer shall have the right to terminate this Agreement at any time, without explanation for its reason of termination, on or before the expiration of the Inspection Period by delivering to Seller its notice in writing (the "Termination Notice") and all rights and obligations hereunder shall cease and terminate. In the event this Agreement is NOT terminated by Buyer within the Inspection Period, it shall be deemed accepted and the parties hereto shall proceed to close this sale as set forth herein; and

(b) The parties hereto agree and acknowledge that Buyer will be furnished access to the Property for the purpose of assessing its condition and allowing Buyer to make Buyer's own determination as to whether or not Buyer wishes to purchase the Property. Accordingly, by consummating this sale, the Buyer shall be conclusively deemed to have accepted the Property in its then "AS IS" condition, both as to property defects seen and unseen and conditions natural or artificial, without any warranties, express or implied (with the exception of any warranty of title provided for under the Deed) and the Buyer hereby releases and discharges the Seller and its agent, servants and employees from any and all liability or claims of liability arising from or as the result of any condition existing on, in or under the Property or any buildings or improvements thereon.

4. GOVERNMENTAL APPROVALS. Except as otherwise provided below in this Paragraph 4, Buyer is hereby authorized to seek and obtain any and all permits, license; site and development plan approvals, permits and authorizations, zoning variance approvals, curb-cut approvals, and any and all other approvals or consents as Buyer may deem necessary in connection with its proposed acquisition, development and use of the Property and Seller agrees to cooperate with Buyer in such endeavor. If any such applications, approvals or permits are required to be sought in Seller's name, Seller shall upon Buyer's request seek same without cost to Seller. As part of the consideration for Buyer's payment of the Purchase Price, Seller shall assign, transfer and convey to Buyer at Closing all permits, approvals, licenses, site and development plans affecting the Property issued in Seller's name which Buyer requests Seller to assign to Buyer and shall deliver such originals to Buyer at Closing, provided such permits, licenses, approval and plans are assignable.

5. ENTRY UPON PROPERTY. Upon execution of this Agreement, Buyer, its agents, employees, contractors and all other persons authorized by it, or any of them, are permitted to enter upon the Property and to obtain and perform such tests, studies and maps as Buyer may deem necessary or advisable including, but not limited to, percolation, soils, hazardous waste, appraisals, topographic studies, environmental, and geological tests and studies all at Buyer's cost. In the event Buyer, its agents, or its employees disturbs any portion of the Property, or the surface thereof, as a result of such entry, tests, or inspections, Buyer agrees to restore the Property to its original condition at Buyer's sole cost and expense. The provisions of this Paragraph 5 shall survive the expiration or termination of this Agreement or the Closing as the case may be.

6. BUYER'S INDEMNIFICATION. Buyer hereby indemnifies and agrees to hold harmless Seller from any and all damages, claims, costs and expenses (including, but not limited

to. reasonable attorney's fees) arising from any injury or death to persons or damage or destruction to property arising from the act or omission of Buyer, its agents, employees or independent contractors, their respective agents or employees, on or near the Property. This provision shall survive the Closing.

7. CLOSING. Subject to the satisfaction of all the conditions hereof or the waiver in writing thereof by Buyer, the date of Closing shall be the date that is on or before June 30, 2014, unless such date is a Saturday, Sunday or legal holiday, in which event the date shall be extended to the next business day. The sale shall be closed in Montgomery, Alabama, at the office of Buyer's attorney. At Closing, Seller shall deliver to Buyer a Warranty Deed (the "Deed") conveying a good and merchantable, indefeasible fee simple title in and to the Property, subject to covenants, restrictions, reservations, easements and rights-of-way, if any, heretofore imposed of record affecting title to said Property and further subject to any municipal zoning ordinances now, or hereafter becoming applicable, matters of survey, and taxes and assessments hereafter becoming due against said Property. The description used in the Deed shall be one and the same and shall coincide with the legal description set forth on survey of Property to be performed by Professional Engineers Consulting, LLC. Seller shall pay at Closing, by deduction from the Purchase Price, any outstanding mortgage, lien or deed of trust and one-half (1/2) of all costs associated with this transaction except the cost of owner's title insurance. Buyer shall pay one-half (1/2) of all costs associated with this transaction in addition thereto and the premium for owner's title insurance. Ad valorem taxes shall be prorated as of Closing. Any assessments due as of closing and levied against the Property shall be paid in full by Seller at Closing. At Closing, Buyer shall pay the Purchase Price, subject to adjustments and credits as herein provided. Seller shall also execute and deliver at Closing such affidavits of title, lien and possession as may be required by Buyer and appropriate 1099 forms. Except for the right of entry granted herein, possession shall be given to Buyer on the date of Closing, free and clear of all tenancies and parties in possession.

8. DEFAULT: REMEDIES. If Seller has complied with all of its obligations herein contained and all of Seller's representations and warranties are true and correct, and all of the conditions herein have been met to Buyer's satisfaction or waived in writing by Buyer, but Buyer fails to proceed with the purchase of said Property, then Seller may (i) declare this Agreement cancelled and of no further force and effect or (ii) Seller shall be permitted to seek the remedy of specific performance against Buyer. If Seller defaults, violates, or breaches any of its warranties, covenants, obligations and representations and warranties herein provided, then, in such event, Buyer may (i) declare this Agreement canceled and of no further force and effect, or (ii) Buyer shall be permitted to seek the remedy of specific performance against Seller. In no event shall either party be entitled to sue the other party for damages. If Seller or Buyer fails to comply with all of the terms, covenants and conditions of this Agreement, the prevailing party in any lawsuit will be entitled to all expenses, including a reasonable attorney's fee, incurred as a result of such failure.

9. ASSIGNMENT. This Agreement may NOT be assigned by Buyer.

10. ENVIRONMENTAL CONCERNS Notwithstanding anything contained in this Agreement to the contrary, in the event that, as a result of Buyer's investigation, "hazardous

substance(s)", "hazardous waste(s)" or "hazardous material(s)", as defined under applicable federal or state law, or both, are found on the Property, then Buyer shall have the right, within the Inspection Period, to terminate this Agreement; it being a condition precedent to Buyer's obligation to purchase the Property that the results of Buyer's environmental studies, reveal that the Property is free from any and all "hazardous substance(s)", "hazardous waste(s)", or "hazardous material(s)", as defined under applicable federal or state law, or both, provided such environmental studies are performed during the Inspection Period. Buyer, its agents and representatives, are hereby authorized to perform any and all studies, tests and inquiries as it may deem appropriate or necessary in furtherance of the foregoing, including entering upon the Property, as provided in Paragraph I herein, and performing tests and studies thereon. Seller agrees that Buyer may make inquiry of pertinent governmental and administrative bodies and agencies concerning environmental violations or citations regarding the Property. Seller hereby represents, to its actual knowledge, that the Property contains no hazardous substances, wastes, or materials. In the event Seller is notified by EPA, ADEM or other similar agency with regard to the Property. Seller agrees to immediately notify Buyer regarding such notice.

If Buyer receives notice of any violation of any Environmental Law related to the Property, Buyer will give Seller written notice of the same and all information it receives with respect thereto within ten (10) days after Buyer receives notice of same.

IN NO EVENT SHALL SELLER BE LIABLE OR REQUIRED TO REMEDY ANY ENVIRONMENTAL CONDITION OR COMPLY WITH ANY ENVIRONMENTAL LAW REGARDING THE PROPERTY EITHER BEFORE OR AFTER THE CLOSING OF THIS SALE. BY CLOSING THE SALE, THE BUYER SHALL BE CONCLUSIVELY DEEMED TO HAVE ACCEPTED THE PROPERTY AND ANY IMPROVEMENTS THEREON IN ITS THEN "AS IS" CONDITION, AND THE BUYER HEREBY RELEASES AND DISCHARGES SELLER AND ALL OF SELLER'S RESPECTIVE HEIRS, PERSONAL REPRESENTATIVES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL LIABILITY, CLAIMS OF LIABILITY, SUITS, ACTIONS, JUDGMENTS, DAMAGES, LOSSES, RIGHTS OR CLAIMS OF CONTRIBUTION, AND OTHER RIGHTS, REMEDIES AND CLAIMS OF ANY AND EVERY KIND OR NATURE WHATSOEVER. NOW OR HEREAFTER ARISING FROM OR IN ANY WAY CONNECTED WITH OR RELATED TO THE PROPERTY OR ANY EXISTING OR FUTURE ENVIRONMENTAL LAW APPLICABLE TO THE PROPERTY OR ANY HAZARDOUS MATERIAL LOCATED ON, IN, UNDER OR IN THE VICINITY OF OR RELEASED OR DISCHARGED FROM THE PROPERTY. THE PROVISIONS OF THIS PARAGRAPH SHALL SURVIVE THE CLOSING.

11. CONDEMNATION. Seller covenants and agrees that to its actual knowledge there is no pending or threatened condemnation or similar proceeding affecting the Property or any portion thereof nor does Seller have any knowledge that any such action is presently contemplated. Should any entity having the power of condemnation decide prior to the time of Closing to acquire any other portion of or interest in the Property, Buyer, at Buyer's sole option, may elect to (a) terminate Buyer's obligation to purchase the Property by giving written, notice to Seller at any time prior to the time of Closing or (b) complete the purchase of the Property

with Seller immediately appointing Buyer its attorney in fact to negotiate with said condemning entity and assigning to Buyer all sums to be awarded.

12. NOTICES. Any notice permitted, or required to be given hereunder shall be made in writing and sent to receiving party at the address set forth below by Certified Mail, return receipt requested, or a nationally recognized overnight delivery service and shall be deemed given by either party to the other as of the date of first attempted delivery by the U.S. Postal Service or overnight delivery service, as appropriate, whether or not the receiving party receives the same. The addresses of the parties are as follows:

Seller:  
Dr. H. Winston Pirtle, Sr.  
8560 U.S. Highway 331  
Montgomery, AL 36105

Buyer.:  
Montgomery County Commission  
Attention: Mr. Donald L. Mims, Administrator  
P.O. Box 1667  
Montgomery, AL 36102

13. NO WASTE. Seller agrees that from the Effective Date of this Agreement until the date of Closing, it will not commit or permit to be committed any waste or change in the condition or appearance of the Property or improvements thereon, or the cutting or severing of any growth or timber on the Property, or convey any mortgage, lien, easement, mining or mineral rights or other rights in or to the Property, except as referred to in paragraph 11, nor consent to any zoning, rezoning, or other restrictions of the Property except with the written consent and approval of Buyer. This provision shall not prohibit Seller from performing routine maintenance on the Property prior to the date of Closing.

14. MISCELLANEOUS.

(a) Seller warrants and represents to Buyer the following, all of which are true as of the date hereof (unless otherwise specified) and shall also be true as of the date of Closing:

(i) That Seller owns fee simple title to the Property and has the power and authority to enter into this Agreement, and the entering into of this Agreement and the performance of Seller's obligations hereunder shall not violate the terms or conditions of any applicable law, rule or regulation pertaining to Seller or the Property and the Property does not comprise the homestead of either Seller or their respective spouses.

(ii) That unless excepted herein, Seller has not received notification from any lawful authority regarding any assessments, condemnations, except as set forth in paragraph 11, environmental notices, pending public improvements, repairs, replacement, or alterations of the Property that has not been satisfactorily made.

(iii) Seller can deliver possession of the Property to Buyer free and clear from the claims of leasehold interests.

(iv) So long as this Agreement is in force, Seller shall not, without Buyer's consent, execute any easements or restrictions or otherwise take or permit any action which would, in Buyer's determination, constitute an exception to title.

Should any material representation by Seller herein prove false at any time prior to or at Closing, Buyer shall be entitled to terminate this Agreement and, in which event all rights and obligations hereunder shall terminate.

(b) In the event it becomes necessary for either Seller or Buyer to employ the services of an attorney to enforce any term, covenant or provision of this Agreement, then each party agrees that the non-prevailing party shall pay the reasonable attorney's fees incurred by the prevailing party in enforcing this Agreement.

(c) This Agreement constitutes the entire and complete agreement between the parties hereto and supersedes any prior oral or written agreements between the parties with respect to the Property. It is expressly agreed that there are no verbal understandings, other options to purchase or lease any portion(s) of the Property, or any other agreements which in any way may affect or change the terms, covenants, and conditions herein set forth, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless made in writing and duly executed by the parties hereto.

(d) Each party hereto has been represented, or had the opportunity to be represented, by separate counsel in connection with the negotiation and drafting of this Agreement. Accordingly, no ambiguity herein shall be resolved against either party based upon principles of draftsmanship.

(e) All personal pronouns used in this Agreement whether used in masculine, feminine, or neuter gender, shall include all other genders, the singular shall include the plural, and vice versa.

(f) Any provision of this Agreement or any paragraph, sentence, clause, phrase or wording appearing herein which shall prove to be invalid, void or illegal for any reason shall in no way affect, impair or invalidate any other provision hereof, and the remaining provisions, paragraphs, sentences, clauses, phrases and words hereof shall nevertheless remain in full force and effect.

(g) This Agreement shall be construed and enforced in accordance with the laws of the State of Alabama.

(h) As used herein, the "Effective Date of this Agreement" shall be the last date of execution of this Agreement by the parties comprising Seller and Buyer.

15. AGENCY DISCLOSURE AND BROKERS: Each party represents and warrants to the other that no real estate or other commission or fees are due in connection with the sale contemplated by this Agreement. Each party indemnifies the other for any

costs or liability resulting from said party's contract with any broker other than as specified herein.

16. EXCHANGE. Each party agrees to cooperate with the other in the event either party elects to utilize an exchange to either purchase or sell the Property being conveyed herein, with other real estate in a transaction or transactions that will qualify as a like-kind exchange under Section 1031 of the Internal Revenue Code of 1986, as amended, and to execute any additional documents necessary to effect the exchange, including, without limitation, an exchange agreement, an escrow agreement or a qualified intermediary agreement. However, the party not initiating the exchange shall not incur any additional costs, expenses or liabilities in excess of the costs or liabilities that it would have incurred from a direct purchase/sale of the Property, nor shall it be required to accept a deed to such exchange property so that its name shall not appear in the chain of title with respect to such exchange property. Furthermore, neither party will provide any warranties of the tax treatment of the transaction to the other.

17. CONDITION OF THE PROPERTY. Seller agrees to maintain the Property and all related improvements in their current condition from the Effective Date of this Agreement until the date of Closing.

18. SPECIAL PROVISIONS.

A. Buyer agrees to utilize the property for governmental purposes.

B. In the event Buyer does not utilize the property for a governmental purpose within seven (7) years from the date of recording of the deed (right to purchase date), then Seller, or his lineal descendants, shall have an irrevocable right to repurchase the property for one (1) year from the right to repurchase date. The purchase price shall be the price paid by the Montgomery County commission plus interest therein compounded annually at a rate of 4.25%. Utilization for a governmental purpose is met if a public, paved or unpaved, parking lot is constructed thereon.

C. All the provisions of paragraph 18 shall survive the closing.

IN WITNESS WHEREOF, Seller and Buyer have hereunto executed this Purchase and Sale Agreement on the dates appearing beneath their respective signature blocks.

WITNESS:

SELLER:

\_\_\_\_\_  
H. WINSTON PIRTLE, SR.

SS#: \_\_\_\_\_

Date of Execution: \_\_\_\_\_

WITNESS

\_\_\_\_\_

BUYER:

MONTGOMERY COUNTY COMMISSION

BY: \_\_\_\_\_

Elton N. Dean, Sr., Chairman

FEI#: \_\_\_\_\_

Date Executed: \_\_\_\_\_, 20\_\_

EXHIBIT "A"

See attached survey of Patrick A. Moseley dated December 5, 2012.

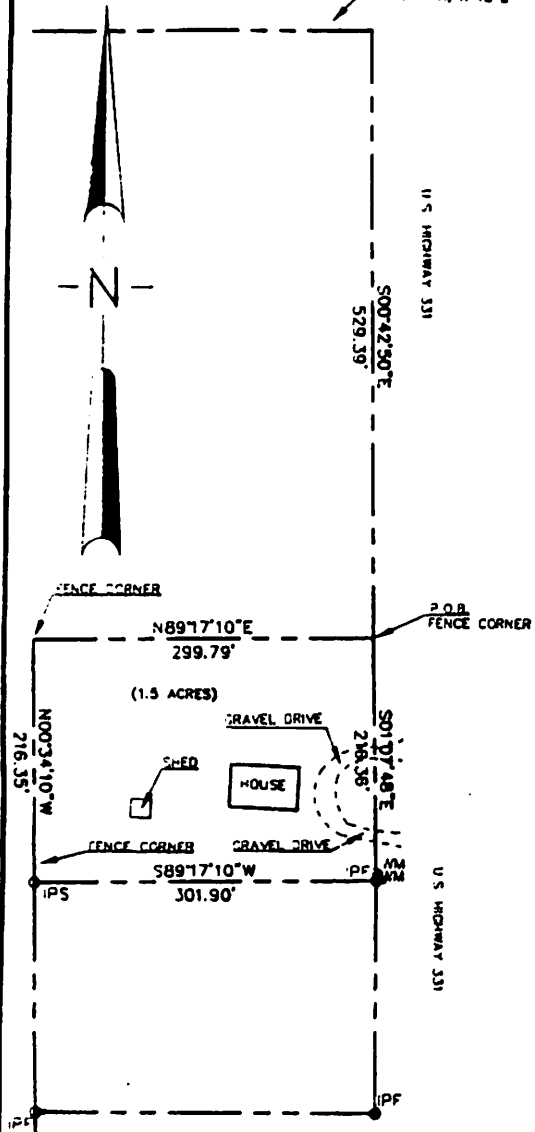
18, 2012  
1:24pm

NORTH LINE OF NW 1/4  
OF NE 1/4 SEC. 8,  
T 14 N, R 18 E

# GRAPHIC SCALE



( IN FEET )  
1 inch = 100 ft.



## A BOUNDARY SURVEY FOR WINSTON PIRTLE IN SNOWDOWN ALABAMA

### DESCRIPTION

BEGINNING AT THE INTERSECTION OF THE NORTH LINE OF THE NW 1/4 OF THE NE 1/4 OF SECTION 8, T 14 N, R 18 E WITH THE WEST RIGHT OF WAY OF U.S. HIGHWAY NO 331;  
THENCE S 00° 42' 30" E ALONG SAID RIGHT OF WAY 529.39 FEET, TO THE POINT OF BEGINNING  
THENCE S 01° 07' 48" E, 216.35 FEET  
THENCE S 88° 17' 10" W, 301.90 FEET  
THENCE N 00° 34' 10" W, 216.35 FEET,  
THENCE N 88° 17' 10" E 299.79 FEET, TO THE POINT OF BEGINNING

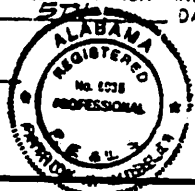
THE ABOVE DESCRIBED PARCEL OF LAND LIES IN THE NW 1/4 OF THE NE 1/4 OF SECTION 8, T 14 N, R 18 E, MONTGOMERY COUNTY, ALABAMA AND CONTAINS 1.5 ACRES, MORE OR LESS.

STATE OF ALABAMA )  
MONTGOMERY COUNTY)

I, PATRICK A. MOSELEY, A REGISTERED ENGINEER AND LAND SURVEYOR IN THE STATE OF ALABAMA, HEREBY CERTIFY THAT ALL PARTS OF THIS SURVEY AND DRAWING HAVE BEEN COMPLETED IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF ALABAMA.

I FURTHER CERTIFY THAT ALL LOT CORNERS ARE MARKED WITH IRON PINS AND THAT THEY ACTUALLY EXIST. THIS THE 5TH DAY OF DECEMBER 2012

PATRICK A. MOSELEY, ALA. REG. NO. 5933  
PROFESSIONAL ENGINEERING CONSULTANTS, INC.  
922 SOUTH McDONOUGH STREET  
MONTGOMERY, ALABAMA 36104



2-11

**Tammy Nix**

---

**From:** Phyllis <phyllis@bhpclaw.com>  
**Sent:** Thursday, January 02, 2014 9:15 AM  
**To:** Donald Mims  
**Subject:** Re: Contract with Montgomery County Commission  
**Attachments:** 2pirtle and Montgomery County Commission Contract.doc

Here is amended contract. Let me know if you need anything else.

Thanks,  
Phyllis

Karl B. Benkwith, Jr., Esq.  
Benkwith & Heard, P.C.  
4001 Carmichael Road, Suite 200  
Montgomery, AL 36106  
334-395-9899 - phone  
334-395-9989 - fax

----- Original Message -----

**From:** Donald Mims  
**To:** karl@bhpclaw.com  
**Cc:** Phyllis  
**Sent:** Thursday, January 02, 2014 8:52 AM  
**Subject:** Contract with Montgomery County Commission

Karl,

This morning, Dr. Pirtle reviewed the December 31, 2013, draft of the Purchase and Sale Agreement and has recommended a few more changes.

Following are the changes:

1. Page 2, Section 3(b), replace semicolon with a comma
2. Page 2, Section 5, replace period with a comma
3. Page 3, Section 7, strike the words "balance of the"
4. Page 5, Section 11, strike the words "and receive back all sums paid hereunder"
5. Page 7, Section 18(b) replace the word "public" with "governmental"

These should be all of the changes that Dr. Pirtle has. I need these changes completed and returned to me by noon today in order to send it to the Commission this afternoon.

Thank you for your assistance regarding this matter.

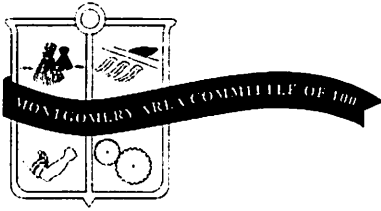
Donnie

---

**From:** Phyllis [<mailto:phyllis@bhpclaw.com>]  
**Sent:** Tuesday, December 31, 2013 1:36 PM  
**To:** Donald Mims; [pirtledvmid@aol.com](mailto:pirtledvmid@aol.com)  
**Subject:** Contract with Montgomery County Commission

Attached is revised Purchase and Sale Agreement wherein the inspection period has been changed to 45 days.

JAN 21 2014



**Montgomery Area Committee of 100**

**P. O. Box 79**

**Montgomery, AL 36101**

**Invoice**

Commissioner Elton Dean  
Montgomery County Commission  
P O Box 1667  
Montgomery, AL 36102

| Date     | Invoice # |
|----------|-----------|
| 1/2/2014 | 844       |

| Item Code                                                                                                                                  | Description        | Amount                |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------|
| Special Membership                                                                                                                         | Special Membership | 500.00                |
| <b>Please remit upon receipt to:</b><br><b>Montgomery Area Committee of 100</b><br><b>P. O. Box 79</b><br><b>Montgomery, AL 36101-0079</b> |                    | <b>Total \$500.00</b> |

[illegible]

5-2

**JAN 21 2014**  
BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST REQUEST NUMBER 7

|                             |                        |               |                  |           |
|-----------------------------|------------------------|---------------|------------------|-----------|
| DEPARTMENT:                 | County Comm Appropriat | REVIEWED:     | S. Thomas        | 1/13/2014 |
| DATE:                       | 1/6/2014               |               | Finance Director | Date      |
| REQUESTED BY:               | Donald L. Mims         | APPROVED:     |                  |           |
| Elected Official/Dept. Head |                        | Administrator |                  | Date      |

| ACCOUNT<br>NAME              | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|------------------------------|-------------------|-------------------|------------------------|-------------------|
| Alabama Cattlemen's Assn     | 001-56125.488     | 0                 | 7,500                  | 7,500             |
| In House Misc Appropriations | 001-59310.498     | 61,493            | -7,500                 | 53,993            |
|                              |                   |                   |                        |                   |
|                              |                   |                   |                        |                   |
|                              |                   |                   |                        |                   |
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|                              |                   |                   |                        |                   |
|                              |                   |                   |                        |                   |
|                              |                   |                   |                        |                   |
| <b>TOTAL</b>                 |                   | 61,493            | 0                      | 61,493            |

**JUSTIFICATION:**

Appropriation to the Alabama Cattlemen's Association to provide funding for the 2014 Alabama Junior Beef Expo.



# SOUTHEASTERN LIVESTOCK EXPOSITION

P.O. Box 2499 • Montgomery, AL 36102-2499 • 334/265-1867 • FAX: 334/834-5326  
www.bamabeef.org

## Officers

### President

Bob Helms  
Enterprise, AL

### President-elect

Billy Sellers  
Pintlala, AL

### Vice President

Thomas Ellis  
Hope Hull, AL

### Treasurer

LD Fitzpatrick  
Hope Hull, AL

### Executive Director

Billy Powell  
Montgomery, AL

## Directors

### Term Ending 2013

Nealy Barrett DVM  
Bob Carson DVM  
Thomas Ellis

### Term Ending 2014

Walter Crim  
Randy Davis  
David Jordan

### Term Ending 2015

Galan Grace  
Keith McCurdy  
Joe Nicolas

### Past Presidents

\*J.L. Adams  
\*Edward Wadsworth  
David Crawford  
John M. Trotman  
Billy Powell  
\*W.R. Lanier  
\*Harold Pate  
\*Jim Hart  
Phil Hardee  
George Smith  
Bill Johnson  
Ned Ellis  
Woody Bartlett  
J Lee Alley  
LD Fitzpatrick  
Tim Coe  
Nealy Barrett  
Camp Powers

\*Deceased

Elton Dean, Chairman  
Montgomery County Commission  
Montgomery County Administration Building  
Courthouse Annex I  
100 S. Lawrence St.  
Montgomery, AL 36104

December 10, 2013

Dear Chairman Dean:

Thank you for your sponsorship of the 56th Annual Southeastern Livestock Exposition Rodeo. **The SLE Rodeo dates for 2014 are March 13 - 15.**

There are some exciting changes in the SLE Rodeo! First, SLE is returning to host a PRCA rodeo which represents the top level of bone-jarring competition. Second, one of the top rodeo companies in the nation, Frontier Rodeo Company of Freedom, OK will produce and bring some of the top bucking stock in pro rodeo.

Montgomery will again be the site for the Alabama State Steer Show and Junior Beef Expo. This event brings hundreds of young 4H and FFA exhibitors to Montgomery along with their parents and family members.

We would again like to request \$10,000 from the County Commission to help sponsor the Alabama Junior Beef Expo. This sponsorship will help promote the livestock week to increase the number of folks coming to Montgomery. In addition, the money will provide part of the premium money for the young people that are exhibiting cattle and horses during this week long event.

The SLE is a non-profit organization. It has been our pleasure for the past 56 years to produce one of Montgomery's top three events. Profits, from the rodeo, help sponsor youth programs, charities and livestock industry organizations.

With your continued support we will be able to create an even bigger economic impact on the city.

Thank you for your consideration. Please find enclosed an invoice. I look forward to hearing from you at your earliest convenience.

Sincerely,

*Bill*  
William E. Powell, III, PhD  
WEP: med

Enclosure

cc: Administrator Donnie Mims

*Thank you for your support!*

JAN 21 2014

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 8

DEPARTMENT: County Comm Appropriati REVIEWED: S. Thomas 1/13/2014  
 DATE: 1/6/2014 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 Area Chamber of Commerce | 001-59320.483  | 308,507        | 50,000              | 358,507        |
| In House Misc Appropriations        | 001-59310.498  | 53,993         | -50,000             | 3,993          |
|                                     |                |                |                     |                |
|                                     |                |                |                     |                |
|                                     |                |                |                     |                |
|                                     |                |                |                     |                |
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|                                     |                |                |                     |                |
|                                     |                |                |                     |                |
|                                     |                |                |                     |                |
| TOTAL                               |                | 362,500        | 0                   | 362,500        |

#### JUSTIFICATION:

To provide funding to the Chamber of Commerce for maintaining Garrett Coliseum for event and tourism development in Montgomery County.

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

1. \_\_\_\_\_ dept request
2. \_\_\_\_\_ admin review
3. \_\_\_\_\_ pers dept
4. \_\_\_\_\_ cert to admin
5. \_\_\_\_\_ dept selection
6. \_\_\_\_\_ final review

1. Position Title Corrections Officer/Corrections Officer Trainee

Position Number 169

Proposed Effective Date December 23, 2013

Type of Appointment ( ☒ ) Permanent ( ) Temporary

Recruiting

- ( ) Promotional Register ( ) Transfer  
( ☒ ) Open Competitive Register ( ) Reemployment

Pay Grade Corrections Officer Trainee - \$28,392 Grade PCT

Corrections Officer - 29,569 - \$42,093 Grade PC1

D T Marshall to  
Department Head

Date December 11, 2013

2. Administrative Review

- ( ) Approved  
( ) Disapproved

\_\_\_\_\_  
Funding Authority

3. Certification

Promotional \_\_\_\_\_ Candidates  
Open-Competitive \_\_\_\_\_ Candidates  
Transfer \_\_\_\_\_ Candidates

\_\_\_\_\_  
Personnel Director Date \_\_\_\_\_

4. Selectee:

\_\_\_\_\_  
Appointing Authority Date \_\_\_\_\_

5. ( ) Manpower data entered by \_\_\_\_\_ Date \_\_\_\_\_  
( ) Payroll entered by \_\_\_\_\_ Date \_\_\_\_\_

ORIGINAL

POSITION FILL REQUEST

COMPLETE ACTION DATES

1. \_\_dept request
2. \_\_admin review
3. \_\_pers dept
4. \_\_cert to admin
5. \_\_dept selection
6. \_\_final review

DEPARTMENT: PROBATE

APPOINTING AUTH.: Steven L. Reed

SUPERVISOR: William D Flowers III

1. POSITION TITLE: Assistant Tag and License Supervisor  
POSITION NUMBER: 750053044  
PROPOSED EFFECTIVE DATE: 6th<sup>st</sup> of January 2014  
TYPE OF APPOINTMENT: X PERMANENT    TEMPORARY  
RECRUITING:  
   X Promotional Transfer    Transfer  
   Open Competitive Register    Reemployment  
PAY GRADE: A05-S1 (A05= \$30,785 - \$43,832)

  
APPOINTING AUTHORITY

12/30/13  
Date

2. ADMINISTRATIVE REVIEW  
   APPROVED  
   DISAPPROVED

\_\_\_\_\_  
FUNDING AUTHORITY

\_\_\_\_\_  
Date

3. CERTIFICATION  
Promotional            Candidates  
Open-Competitive            Candidates  
Transfer            Candidates

\_\_\_\_\_  
PERSONNEL DIRECTOR

\_\_\_\_\_  
Date

4. SELECTEE: \_\_\_\_\_

\_\_\_\_\_  
APPOINTING AUTHORITY

\_\_\_\_\_  
Date

5.        Manpower data entered by

\_\_\_\_\_  
Date

       Payroll entered by       

\_\_\_\_\_  
Date

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: PROBATE

APPOINTING AUTH.: Steven L. Reed

SUPERVISOR: William D Flowers III

COMPLETE ACTION DATES

1.    dept request

2.    admin review

3.    pers dept

4.    cert to admin

5.    dept selection

6.    final review

1. POSITION TITLE: Customer Service Clerk  
POSITION NUMBER: 750016016  
PROPOSED EFFECTIVE DATE: 6th<sup>st</sup> of January 2014  
TYPE OF APPOINTMENT: X PERMANENT    TEMPORARY  
RECRUITING:  
   Promotional Transfer    Transfer  
x Open Competitive Register    Reemployment  
PAY GRADE: A03-S1 (\$24,414 - \$34,753)

  
APPOINTING AUTHORITY

12/30/13  
Date

2. ADMINISTRATIVE REVIEW

   APPROVED  
   DISAPPROVED

\_\_\_\_\_  
FUNDING AUTHORITY

\_\_\_\_\_  
Date

3. CERTIFICATION

Promotional            Candidates  
Open-Competitive            Candidates  
Transfer            Candidates

\_\_\_\_\_  
PERSONNEL DIRECTOR

\_\_\_\_\_  
Date

4. SELECTEE: \_\_\_\_\_

\_\_\_\_\_  
APPOINTING AUTHORITY

\_\_\_\_\_  
Date

5.    Manpower data entered by           

\_\_\_\_\_  
Date

   Payroll entered by           

\_\_\_\_\_  
Date

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 5

**Agenda**

**JAN 21 2014**

Date: January 8, 2014

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington D,C

Departure Date: March 2, 2014

Return Date: March 5, 2014

Conference Leave (Days / Hours): 4 Days

Purpose of Travel: to attend 2014 NaCo Legislative Conference

Traveler (s) Name: 1. Dan Harris 4. \_\_\_\_\_  
2. Jiles Williams 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$3,912.40 Advance Registration Required: \$980.00

Department Name: Administration Fund Name: General

Additional Comments: Registration - \$980.00; Meals - \$600.00; Lodging - \$1636.00;  
Airfare - \$1042.00 (minus \$345.60 credit with Delta) -Total \$696.40

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$3,912.40 and advance registration of \$980.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-51100.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$22,500.00</u>                 |                     |
| Approved Requests: | <u>\$502.05</u>                    |                     |
| Budget Available:  | <u>\$21,997.95</u>                 |                     |
| Current Requests:  | <u>\$3,912.40</u>                  |                     |
| Budget Balance:    | <u>\$18,085.55</u>                 |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/9/2014

cc: Finance Director / Buyer

11-1

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 3

**Agenda**

**JAN 21 2014**

Date: January 8, 2014  
To: Donald L. Mims, Administrator  
From: Janet Buskey, Revenue Comm.  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: February 10, 2014 Return Date: February 14, 2014

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: Property Tax Administration & Laws

Traveler (s) Name: 1. Mildred Potts 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$225.00 Advance Registration Required: \$225.00

Department Name: Revenue Commissioner Fund Name: General Fund

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Janet Buskey, Revenue Comm.

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$225.00 and advance registration of \$225.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-51500.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$3,400.00</u>                  |                     |
| Approved Requests: | <u>\$1,875.00</u>                  |                     |
| Budget Available:  | <u>\$1,525.00</u>                  |                     |
| Current Requests:  | <u>\$225.00</u>                    |                     |
| Budget Balance:    | <u>\$1,300.00</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/13/2014

cc: Finance Director / Buyer

11-2

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 4

**Agenda**

**JAN 21 2014**

Date: January 9, 2014  
To: Donald L. Mims, Administrator  
From: Janet Buskey, Revenue Comm.  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: February 22, 2014 Return Date: February 26, 2014

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: Association of Alabama Tax Administrators 2014 Mid-Winter Conference

Traveler (s) Name: 1. Janet Buskey 4. \_\_\_\_\_  
2. Allyson Holland 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$350.00 Advance Registration Required: \$350.00

Department Name: Revenue Commissioner Fund Name: General Fund

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Janet Buskey, Revenue Comm.

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$350.00 and advance registration of \$350.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-51500.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$3,400.00</u>                  |                     |
| Approved Requests: | <u>\$1,875.00</u>                  |                     |
| Budget Available:  | <u>\$1,525.00</u>                  |                     |
| Current Requests:  | <u>\$575.00</u>                    |                     |
| Budget Balance:    | <u>\$950.00</u>                    |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/13/2014

cc: Finance Director / Buyer

**11-3**

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 6

**Agenda**

**JAN 21 2014**

Date: January 6, 2014  
To: Donald L. Mims, Administrator  
From: Lou Ialacci  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Boca Raton, Florida  
Departure Date: April 5, 2014 Return Date: April 9, 2014  
Conference Leave (Days / Hours): 5 days  
Purpose of Travel: New World Systems Public Safety Software Conference

Traveler (s) Name: 1. Lou Ialacci 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

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

Department Name: Information Systems Fund Name: General

Additional Comments: All expenses will be paid by the City of Montgomery  
\_\_\_\_\_  
\_\_\_\_\_

To: Lou Ialacci

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-51965.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$20,000.00</u>                 |                     |
| Approved Requests: | <u>\$14,031.58</u>                 |                     |
| Budget Available:  | <u>\$5,968.42</u>                  |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$5,968.42</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

11-4

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 7

**Agenda**

**JAN 21 2014**

Date: January 15, 2014  
To: Donald L. Mims, Administrator  
From: Sheriff D. T. Marshall  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Decatur, GA  
Departure Date: February 2, 2014 Return Date: February 5, 2014  
Conference Leave (Days / Hours): 4 days  
Purpose of Travel: Palm Print Comparison Techniques Class

Traveler (s) Name: 1. Tracey Bass 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$400.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Sheriff D. T. Marshall  
From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,200.00 and advance registration of \$400.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-52110.265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$25,000.00</u>                       |
| Approved Requests:                               | <u>\$7,135.82</u>                        |
| Budget Available:                                | <u>\$17,864.18</u>                       |
| Current Requests:                                | <u>\$1,200.00</u>                        |
| Budget Balance:                                  | <u>\$16,664.18</u>                       |

\_\_\_\_\_  
Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/16/2014

cc: Finance Director / Buyer

**11-5**

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 2

**Agenda**

**JAN 21 2014**

Date: January 6, 2014  
To: Donald L. Mims, Administrator  
From: Wanda J. Robinson, Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, AL  
Departure Date: March 4, 2014 Return Date: March 5, 2014  
Conference Leave (Days / Hours): 2 Days  
Purpose of Travel: Pre-Employment Interviewing

Traveler (s) Name: 1. Thomas LeSage 4. \_\_\_\_\_  
2. Delores Frazier 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,000.00 Advance Registration Required: \$650.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Wanda J. Robinson, Director  
From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,000.00 and advance registration of \$650.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-52200-265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$15,000.00</u>                       |
| Approved Requests:                               | <u>\$6,740.00</u>                        |
| Budget Available:                                | <u>\$8,260.00</u>                        |
| Current Requests:                                | <u>\$1,000.00</u>                        |
| Budget Balance:                                  | <u>\$7,260.00</u>                        |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

11-6

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 1

Date: January 6, 2014  
To: Donald L. Mims, Administrator  
From: George C. Speake, County Engineer  
Re: Travel / Training Request

**Agenda**

**JAN 21 2014**

Request approval to be granted for the following:

Destination: Courtyard by Marriott, Montgomery, AL  
Departure Date: February 11, 2014 Return Date: February 11, 2014  
Conference Leave (Days / Hours): 1 day/8 hrs.  
Purpose of Travel: Attend Seminar on Alabama Engineering Law

Traveler (s) Name: 1. George C. Speake 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$269.00 Advance Registration Required: \$269.00

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

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: George C. Speake, County Engineer

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$269.00 and advance registration of \$269.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>111-53600.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$6,500.00</u>                  |                     |
| Approved Requests: | <u>\$690.00</u>                    |                     |
| Budget Available:  | <u>\$5,810.00</u>                  |                     |
| Current Requests:  | <u>\$269.00</u>                    |                     |
| Budget Balance:    | <u>\$5,541.00</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

**11-7**

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 2

**Agenda**

**JAN 21 2014**

Date: January 8, 2014  
To: Donald L. Mims, Administrator  
From: George C. Speake, County Engineer  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Bryant Conference Center, Tuscaloosa, AL

Departure Date: February 24, 2014 Return Date: February 26, 2014

Conference Leave (Days / Hours): 3 days/30 hrs.

Purpose of Travel: Attend Alabama Vegetation Management Society Annual Meeting

Traveler (s) Name: 1. Danise D. Nettles 4. \_\_\_\_\_  
2. William S. Missildine 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,350.00 Advance Registration Required: \$180.00

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

Additional Comments: Includes registration, lodging, mileage & meals

To: George C. Speake, County Engineer

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,350.00 and advance registration of \$180.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>111-53600.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$6,500.00</u>                  |                     |
| Approved Requests: | <u>\$690.00</u>                    |                     |
| Budget Available:  | <u>\$5,810.00</u>                  |                     |
| Current Requests:  | <u>\$1,619.00</u>                  |                     |
| Budget Balance:    | <u>\$4,191.00</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/13/2014

cc: Finance Director / Buyer

**11-8**

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 3

**Agenda**

**JAN 21 2014**

Date: January 6, 2014  
To: Donald L. Mims, Administrator  
From: Clay Henley, Chief Appraiser  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, AL  
Departure Date: March 14, 2014 Return Date: March 14, 2014  
Conference Leave (Days / Hours): 1 day  
Purpose of Travel: ACA Exam

Traveler (s) Name: 1. Calvin Johnson 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$200.00 Advance Registration Required: \$90.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

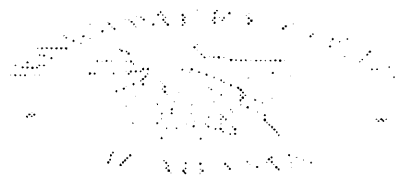
To: Clay Henley, Chief Appraiser  
From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$200.00 and advance registration of \$90.00 is authorized.

*To be completed by the Finance Department*

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>120-51985.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$30,000.00</u>                 |                     |
| Approved Requests: | <u>\$2,662.35</u>                  |                     |
| Budget Available:  | <u>\$27,337.65</u>                 |                     |
| Current Requests:  | <u>\$200.00</u>                    |                     |
| Budget Balance:    | <u>\$27,137.65</u>                 |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

**11-9**

Revised October 12, 2005

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 6

**Agenda**

**JAN 21 2014**

Date: December 27, 2013  
To: Donald L. Mims, Administrator  
From: Paul Brown, Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 1600 Interstate Pk Drive, Montgomery

Departure Date: February 7, 2014 Return Date: February 7, 2014

Conference Leave (Days / Hours): 1 day

Purpose of Travel: To attend Team-Building, Mentoring & Coaching Skills course

Traveler (s) Name: 1. Paul Brown 4. \_\_\_\_\_  
2. ReBecca Johnson 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$498.00 Advance Registration Required: \$498.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$498.00 and advance registration of \$498.00 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 &amp; Training</u> |                     |
| Current Budget:                                  | <u>\$12,500.00</u>                 |                     |
| Approved Requests:                               | <u>\$5,823.00</u>                  |                     |
| Budget Available:                                | <u>\$6,677.00</u>                  |                     |
| Current Requests:                                | <u>\$498.00</u>                    |                     |
| Budget Balance:                                  | <u>\$6,179.00</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 7

**Agenda**

**JAN 21 2014**

Date: January 6, 2014  
To: Donald L. Mims, Administrator  
From: Paul Brown, Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 1600 Interstate Pk Drive, Montgomery

Departure Date: February 11, 2014 Return Date: February 11, 2014

Conference Leave (Days / Hours): 1 day

Purpose of Travel: To attend Dealing with Difficult People

Traveler (s) Name: 1. Tony Ferguson 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$99.00 Advance Registration Required: \$99.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$99.00 and advance registration of \$99.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,500.00</u>                 |                     |
| Approved Requests: | <u>\$5,823.00</u>                  |                     |
| Budget Available:  | <u>\$6,677.00</u>                  |                     |
| Current Requests:  | <u>\$597.00</u>                    |                     |
| Budget Balance:    | <u>\$6,080.00</u>                  |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/7/2014

cc: Finance Director / Buyer

11-11

Revised October 12, 2005

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 16

Date: January 14, 2014  
To: Donald L. Mims, Administrator  
From: Ellen Brooks  
Re: Travel / Training Request

**Agenda**

**JAN 21 2014**

Request approval to be granted for the following:

Destination: Birmingham, AL  
Departure Date: January 23, 2014 Return Date: January 23, 2014  
Conference Leave (Days / Hours): 1 Day  
Purpose of Travel: ADAA Winter Conference

Traveler (s) Name: 1. Vicki Brown 4. Kent Hunt  
2. Crystal Taylor 5. \_\_\_\_\_  
3. Angela Howard 6. \_\_\_\_\_

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

Total (est.) Cost: \$325.00 Advance Registration Required: \$0.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

To: Ellen Brooks  
From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$325.00 and advance registration of \$0.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>760-51260.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$48,000.00</u>                 |                     |
| Approved Requests: | <u>\$3,095.00</u>                  |                     |
| Budget Available:  | <u>\$44,905.00</u>                 |                     |
| Current Requests:  | <u>\$325.00</u>                    |                     |
| Budget Balance:    | <u>\$44,580.00</u>                 |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/15/2014

cc: Finance Director / Buyer

**11-12**

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 17

Date: January 14, 2014  
To: Donald L. Mims, Administrator  
From: Ellen Brooks  
Re: Travel / Training Request

**Agenda**

**JAN 21 2014**

Request approval to be granted for the following:

Destination: Tuscaloosa, AL

Departure Date: January 24, 2014 Return Date: January 24, 2014

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: 2014 Mandatory Professionalism Seminar

Traveler (s) Name: 1. Suzanah Moorner 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$395.00 Advance Registration Required: \$229.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 01/21/14 reimbursement of actual and necessary expenses in the  
approximate amount of \$395.00 and advance registration of \$229.00 is authorized.

**To be completed by the Finance Department**

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>760-51260.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$48,000.00</u>                 |                     |
| Approved Requests: | <u>\$3,095.00</u>                  |                     |
| Budget Available:  | <u>\$44,905.00</u>                 |                     |
| Current Requests:  | <u>\$720.00</u>                    |                     |
| Budget Balance:    | <u>\$44,185.00</u>                 |                     |

\_\_\_\_\_  
Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 1/15/2014

cc: Finance Director / Buyer

**11-13**

# MONTGOMERY COUNTY COMMISSION

## BUDGET CHANGE REQUEST

REQUEST NUMBER 1

|                             |                      |                  |           |           |
|-----------------------------|----------------------|------------------|-----------|-----------|
| DEPARTMENT:                 | Appraisal Department | REVIEWED:        | S. Thomas | 1/13/2014 |
| DATE:                       | 1/13/2014            | Finance Director |           | Date      |
| REQUESTED BY:               | Janet Buskey         | APPROVED:        |           |           |
| Elected Official/Dept. Head |                      | Administrator    |           | Date      |

| ACCOUNT<br>NAME                    | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|------------------------------------|-------------------|-------------------|------------------------|-------------------|
| Repair & Main - Appr Data          | 120-51985-241     | 165,000           | 79,000                 | 244,000           |
| Aerial Photography                 | 120-51985-179     | 150,000           | -79,000                | 71,000            |
| <b>TOTAL BUDGET CHANGE</b>         |                   | <b>315,000</b>    | <b>0</b>               | <b>315,000</b>    |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
|                                    |                   |                   |                        |                   |
| <b>TOTAL 2014 APPRAISAL BUDGET</b> |                   | <b>2,951,661</b>  | <b>0</b>               | <b>2,951,661</b>  |

To cover equipment annual maintenance contracts. The Aerial Photography (fly overs) will not be completed during the year so available to realign.

# MONTGOMERY COUNTY COMMISSION

## BUDGET CHANGE REQUEST

REQUEST NUMBER 1

|                                      |                            |           |
|--------------------------------------|----------------------------|-----------|
| DEPARTMENT: <u>Personnel</u>         | REVIEWED: <u>S. Thomas</u> | 1/14/2014 |
| DATE: <u>1/13/2014</u>               | Finance Director           | Date      |
| REQUESTED BY: <u>Barbara Montoya</u> | APPROVED:                  |           |
| Elected Official/Dept. Head          | Administrator              | Date      |

| ACCOUNT NAME          | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|-----------------------|----------------|----------------|---------------------|----------------|
| LEGAL SERVICES        | 123-51961.305  | 7,300          | 8,000               | 15,300         |
| PROFESSIONAL SERVICES | 123-51961.307  | 20,000         | -8,000              | 12,000         |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
| TOTAL                 |                | 27,300         | 0                   | 27,300         |

JUSTIFICATION:

Adjust budget to cover increased legal services.

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

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

1. Position Title Inmate Grievance/Disiplinary Clerk

Position Number 109

Proposed Effective Date January 20, 2014

Type of Appointment ( ☒ ) Permanent ( ) Temporary

Recruiting

- ( ) Promotional Register ( ) Transfer  
( ☒ ) Open Competitive Register ( ) Reemployment

Pay Grade \$26,137 - \$34,753 Pay Grade A-03

D T Marshall

Department Head

Date January 16, 2014

2. Administrative Review

- ( ) Approved  
( ) Disapproved

Funding Authority

3. Certification

Promotional \_\_\_\_\_ Candidates  
Open-Competitive \_\_\_\_\_ Candidates  
Transfer \_\_\_\_\_ Candidates

Personnel Director

Date \_\_\_\_\_

4. Selectee:

Appointing Authority

Date \_\_\_\_\_

5. ( ) Manpower data entered by \_\_\_\_\_

( ) Payroll entered by \_\_\_\_\_

Date \_\_\_\_\_  
Date \_\_\_\_\_

ORIGINAL

POSITION FILL REQUEST

| COMPLETED ACTION DATES |                |
|------------------------|----------------|
| 1. _____               | dept request   |
| 2. _____               | admin review   |
| 3. _____               | pers dept      |
| 4. _____               | cert to admin  |
| 5. _____               | dept selection |
| 6. _____               | final review   |

DEPARTMENT: M. C. Sheriff's Office - Sheriff

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: D. Cunningham, Chief Deputy

1. Position Title Emergency Communication Operator I / II

Position Number 119

Proposed Effective Date January 8, 2014

Type of Appointment (X ) Permanent ( ) Temporary

Recruiting ( ) Promotional Register ( ) Transfer  
( X ) Open Competitive Register Reemployment

Pay Grade Emergency Communication Operator II \$27,401-\$39,005  
Emergency Communication Operator I \$24,414 - \$34,753

D T Marshall Date December 30, 2013  
Department Head

2. Administrative Review  
( ) Approved  
( ) Disapproved

\_\_\_\_\_  
Funding Authority

3. Certification  
Promotional \_\_\_\_\_ Candidates  
Open-Competitive \_\_\_\_\_ Candidates  
Transfer \_\_\_\_\_ Candidates

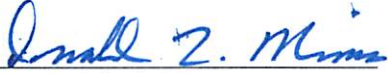
\_\_\_\_\_  
Personnel Director Date \_\_\_\_\_

4. Selectee: \_\_\_\_\_  
\_\_\_\_\_  
Appointing Authority Date \_\_\_\_\_

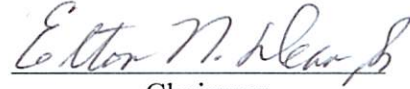
5. ( ) Manpower data entered by \_\_\_\_\_ Date \_\_\_\_\_  
( ) Payroll entered by \_\_\_\_\_ Date \_\_\_\_\_

## ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, February 3, 2014, at 8:00 in the morning.



Administrator



Chairman