

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
MARCH 8, 2010

INFORMATION SESSION

Chairman Dean called the Meeting to Order at 8:00 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Administrator Mims.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission on scheduled attendees.

PRESENTATION BY PROBATE JUDGE REESE MCKINNEY, JR.

Probate Judge Reese McKinney, Jr. briefed the Commission regarding polling place realignment for Montgomery County. Judge McKinney stated that there were some locations in District Two and Five that had not been finalized. The Commission asked Judge McKinney to present a list of the polling places that were being realigned.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims reminded the Commission that Commissioner Williams and Deputy Administrator John A. Mitchell, Sr., were attending the NACo Conference in Washington, D.C., on behalf of the County and would not be present at the meeting.

Administrator Mims briefed the Commission regarding two letters from the State Examiners of Public Accounts regarding the 2008-2009 Montgomery County Commission Audit. He noted that the Fraud and Related Party Transactions letter required a response from the Commissioners and he said he would assist each Commissioner in their response.

Administrator Mims presented the Montgomery Public Schools Facility Plan Monthly Report #39 for the Month of February 2010 from T.C.U. Consulting Services, LLC.

Administrator Mims reviewed items on the agenda.

Administrator Mims briefed the Commission regarding additional information that he received concerning the Agreement with the Alabama Department of Forensic Sciences, which was on the agenda.

DISCUSSION BY THE COMMISSION

Vice Chairman Ingram requested to amend his miscellaneous appropriation and add \$100 for Brewbaker Junior High School, for Principal's Discretionary Fund, for Special Needs Dance. Chairman Dean requested a \$500 miscellaneous appropriation from his account, Commissioner Polizos requested a \$300 miscellaneous appropriation from his account and Commissioner Wilson requested a \$600 miscellaneous appropriation from his account for the same purpose.

Vice Chairman Ingram requested a \$5,000 miscellaneous appropriation from his account to Rolling Hills-Lakes Volunteer Fire Department for General Operations, a \$5,000 miscellaneous appropriation from his account to South Montgomery County Volunteer Fire Department for General Operations, a \$5,000 miscellaneous appropriation from his account to Snowdown Volunteer Fire Department for General Operations, a \$2,500 miscellaneous appropriation from his account to Pilgrim-Providence Water and Fire Protection Authority for upgrading of water lines, a \$200 miscellaneous appropriation from his account to Hayneville Road Elementary School, for Principal's Discretionary Fund, and a \$500 miscellaneous appropriation from his account to the City of Montgomery to be used by BONDS to Support Freeport Estates Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects.

Commissioner Polizos requested a \$2,500 miscellaneous appropriation from his account to Dalraida Elementary School, for Principal's Discretionary Fund and a \$1,500 miscellaneous appropriation from his account to Morningview Elementary School, for Principal's Discretionary Fund.

The Commission agreed to waive rules and add these items to the agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that Budget Change Request Number 16, regarding the County's one-third share of the purchase price of the 1 Millionth Hyundai Sonata purchased for economic development promotional purposes, was on the agenda. Commissioner Polizos had several questions concerning the purchase and requested that the Commission invite a representative from the Chamber of Commerce to meet with the Commission before this item was voted on. The Commission agreed.

COMMENTS FROM SHERIFF D. T. MARSHALL

Sheriff D. T. Marshall requested funding for the upcoming Deputy Dave Day. Chairman Dean, Vice Chairman Ingram, Commissioner Polizos and Commission Wilson requested a \$500 miscellaneous appropriation from each of their accounts for this event. The Commission agreed to waive rules and add these appropriations to the agenda.

Sheriff Marshall briefed the Commission regarding the installation of the fuel storage and delivery system at the K9 Facility and requested their funding of the fuel system.

The Commission discussed with Sheriff Marshall the Bid Award for Inmate Laundry Service, which was on the agenda. The Commission agreed that this item should be rebid due to the significant increase in cost compared to last year and that only the current vendor submitted a bid.

DISCUSSION BY THE COMMISSION

Chairman Dean noted that the Revenue Reports for the Month of February 2010 had been presented to the Commission and requested that Revenue Manager Larry R. Curvin meet with the Commission before the meeting adjourned to discuss these reports.

PRESENTATION BY CHAMBER OF COMMERCE SENIOR VICE PRESIDENT ANNA BUCKALEW

Chamber of Commerce Senior Vice President Anna Buckalew briefed the Commission regarding the Closeout of the Statehouse Contract Agreement and noted that the Chamber of Commerce had not invoiced the County for the remaining balance. Administrator Mims stated that the Commission would need to approve a Budget Change in the amount of \$9,780 and the Commission asked to place this item on the next agenda.

Commissioner Polizos and his fellow Commissioners discussed several issues with Ms. Buckalew concerning the purchase of the 1 Millionth Hyundai Sonata for economic development promotional purposes.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented a copy of an email from Envision 2020 Executive Director Lynn Beshear regarding an update on the Lister Hill Project.

Administrator Mims presented a copy of a letter from River Region United Way Executive Director Russell S. Dunman, regarding a Grant Award for Energy Efficiency Retrofit Improvements to the United Way House.

Administrator Mims presented a copy of a Thank You letter from Cancer Wellness Foundation Executive Director Susan Mayer Bruchis. Chairman Dean, Vice Chairman Ingram, Commissioner Polizos and Commissioner Wilson requested a \$400 miscellaneous appropriation from each of their accounts for the Cancer Wellness Foundation of Central Alabama, for Social Services Program to provide transportation. The Commission agreed to waive rules and place these appropriations on the agenda.

Chairman Dean suggested that Central Alabama Regional Planning and Development Commission could assist this organization in locating grants.

Administrator Mims presented a copy of the Montgomery County Detention Facility's Population Report for February 2010. He noted that the Average Daily population was 551.

Administrator Mims presented a copy of the Community Corrections Census and Fiscal Report for February 2010. He noted that the total population serviced in February was 661. Administrator Mims stated that four Community Correction programs had already collected/billed 51.41% of their budgeted revenue.

Administrator Mims informed the Commission that James F. Widgeon, Mapping Appraisal Supervisor, Appraisal Department, had submitted a Notice of Application for State Retirement Drop Program.

PRESENTATION BY REVENUE MANAGER LARRY CURVIN

Revenue Manager Larry Curvin briefed the Commission regarding the Revenue Report for the Month of February. Mr. Curvin informed the Commission that he would be meeting with the Montgomery City/County Personnel Department regarding a job description for the new Revenue position. Chairman Dean asked Mr. Curvin to report back at the next meeting.

Chairman Dean also asked Mr. Curvin to meet with the Commission every month to discuss the monthly revenue reports. Mr. Curvin agreed.

PRESENTATION BY COUNTY ENGINEER GEORGE C. SPEAKE

County Engineer George C. Speake advised the Commission that CSX Railroad will be replacing the railroad crossings on Wares Ferry Road, Rifle Range Road, Sprott Road and Alexander Road through this week and possibly part of next week. Also, Mr. Speake asked Chairman Dean to sign two standard letters that ALDOT is requiring for approval of the Meriwether Road resurfacing project, one letter certifying that an NPDES permit is not required for the project and another letter certifying all right-of-way encroachments will be removed prior to authorization of the project.

PRESENTATION BY DISTRICT ATTORNEY ELLEN BROOKS

District Attorney Ellen Brooks informed the Commission that representatives from the Montgomery Public School system attended the National Youth at Risk Conference and made presentations regarding the Helping Montgomery Families Initiative program.

Ms. Brooks also updated the Commission regarding the One Place Family Justice Center fundraising activities.

PRESENTATION BY DIRECTOR OF ELECTIONS TREY GRANGER

Director of Elections Trey Granger presented a listing of recommendations for the realignment of polling places for Montgomery County. After discussion, the Commission agreed to waive rules and place some of the proposed polling place realignments on the agenda.

The Commission and Mr. Granger discussed the possibility of a Special Call Meeting of the County Commission the following week to consider other proposed polling place realignments.

Chairman Dean requested a \$1,000 miscellaneous appropriation to the City of Montgomery, to be used by BONDS, for Twin Gates Community Organization, with Funding for their Back-to-School Program.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with Prayer led by Reverend Benjamin Jones, at the request of Chairman Dean.

The Pledge of Allegiance was led by Vice Chairman Ingram.

County Administrator Mims called Roll to Establish Quorum, and the following Commissioners were present: Chairman Dean, Vice Chairman Ingram and Members Polizos and Wilson. Commissioner Williams was absent due to his representing the County at the National Association of Counties Convention in Washington D.C. Also present were County Attorney Thomas T. Gallion, III, and County Engineer George C. Speake.

Vice Chairman Ingram made a motion to approve the Minutes of the Regular Meeting of February 22, 2010. The motion was seconded by Mr. Polizos and unanimously approved by the Commission.

CONSENT AGENDA

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

Mr. Polizos made a motion to approve the Accounts Payable and Payroll Checks, as presented by the Administrator. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 3, are attached to these Minutes.)

RESOLUTION

COUNTY COMMISSION – ADOPTED RESOLUTION PROCLAIMING MARCH 2010 AS CERTIFIED GOVERNMENT FINANCIAL MANAGER MONTH IN MONTGOMERY COUNTY, ALABAMA

The Administrator requested adoption of the following Resolution:

RESOLUTION

WHEREAS, the Alabama Chapter of the Association of Government Accountants (AGA) is a professional organization and is part of the Association of Government Accountants which has a network of 15,000 members in 100 chapters in the United States and around the world. AGA currently has approximately 360 active members representing state, federal, county, municipal and private sector accountants, auditors, and financial managers in Alabama; and

WHEREAS, Alabama AGA Chapter members have responded to AGA's mission of Advancing Government Accountability, as it continues its broad educational efforts, with emphasis on high standards of conduct, honor, and character in its Code of Ethics, and are making significant advances both in professional ability and in service to the citizens of Alabama by mastering increasingly technical and complex requirements; and

WHEREAS, the Certified Government Financial Manager (CGFM) program of AGA provides a means of demonstrating professionalism and competency by requiring CGFM candidates to have appropriate educational and employment history; to abide by AGA's Code of Ethics and to pass three examinations requiring expertise in Governmental Environment, Governmental Financial Management and Control, and Governmental Accounting, Financial Reporting and Budgeting; and requires each CGFM holder to maintain certification by completing at least 80 hours of continuing professional education in government financial management topics or related technical subjects every two years.

NOW, THEREFORE BE IT RESOLVED that the Montgomery County Commission, does hereby proclaim the month of March 2010 as

Certified Government Financial Manager Month
In Montgomery County, Alabama

We hereby certify that the above Resolution
was adopted by the Montgomery County
Commission on this, the 8th day of March,
2010.

End of Resolution

Vice Chairman Ingram made a motion to adopt the resolution. The motion was seconded by Mr. Polizos and unanimously approved by the Commission.

Vice Chairman Ingram presented the resolution to Sandra Steele, Accounting Division Manager Alabama Department of Insurance and AGA Board Member Pat Hemme.

NEW BUSINESS

PINE LEVEL WATER AUTHORITY – APPROVED BOARD APPOINTMENT

The Administrator presented a letter from President of the Board of Directors of the Pine Level Water Authority Tommy O. Sikes requesting approval of Board Member Appointment of Newton Rials to serve the remainder of Terry Stone's term expiring March 1, 2013.

Vice Chairman Ingram made a motion to approve Board Member Appointment of Newton Rials to serve the remainder of Terry Stone's term expiring March 1, 2013. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Letter and Board Members' Appointment Page, Agenda Pages 1-1 and 1-2, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED FY 2010 COMMUNITY TRAFFIC SAFETY PROGRAM AGREEMENT FOR OVERTIME FUNDS

The Administrator presented the following memorandum from Sheriff D.T. Marshall requesting approval of FY 2010 Community Traffic Safety Program Agreement for Overtime Funds:

February 22, 2010

MEMORANDUM

TO: Mr. Donnie Mims
County Administrator

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

SUBJECT: Attached Overtime Traffic Grant

Please have the attached overtime traffic grant placed on the next County Commission agenda for approval. There are no required matching funds for this grant.

End of Memorandum

Mr. Polizos made a motion to approve the request. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission. (Copies of Letter and Agreement, Agenda Pages 2-2 through 2-9, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AGREEMENT AND OTHER REPORTING DOCUMENTS TO THE STATE REGARDING FUNDING FROM THE ALABAMA DEPARTMENT OF FORENSIC SCIENCES

The Administrator presented a letter from Executive Director of the Association of County Commissions of Alabama Sonny Brasfield requesting approval of Agreement and other reporting documents to the state regarding funding from the Alabama Department of Forensic Sciences.

Vice Chairman Ingram made a motion to approve the Agreement and other reporting documents to the state regarding funding from the Alabama Department of Forensic Sciences. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Letter, Attorney Opinion, Agreement and other Reporting Documents to the State, Agenda Pages 3-1 through 3-11, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

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

March 8, 2010

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) to:

- C-2010-60: Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors - \$1,000
- C-2010-61: Montgomery County Recreation Department, Cleveland YMCA, for After School Program - \$5,000
- C-2010-62: Health Services, Inc., for Social Service Department, to Assist Uninsured Low Income Patients with Medical Referrals, Medications, Eyeglasses, and Transportation - \$500
- NC-2010-72: Alabama Cooperative Extension System, for the 2010 Citizenship Alabama Focus – \$600

NC-2010-73: BOE, Brewbaker Junior High School, for Principal's Discretionary Fund, for Special Needs Dance - \$500

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-2010-73: Amended Miscellaneous Appropriation – BOE, Brewbaker Junior High School, for Principal's Discretionary Fund, for Special Needs Dance - \$500

NOTE: Chairman Dean requested to add \$500 of his discretionary money, Vice Chairman Ingram requested to add an additional \$100 of his discretionary money, Commissioner Polizos requested to add \$300 of his discretionary money and Commissioner Wilson requested to add \$600 of his discretionary money, for a total of \$2,000 appropriated to BOE, Brewbaker Junior High School, for Principal's Discretionary Fund, for Special Needs Dance

NC-2010-74: Montgomery County Sheriff's Office, Deputy Dave Day - \$2,000

NC-2010-75: City of Montgomery, to be used by BONDS to Twin Gates Community Organization, with Funding for their Back-to-School Program - \$1,000

NC-2010-76: City of Montgomery, to be used by BONDS to Support Freeport Estates Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500

NC-2010-77: Snowdown Volunteer Fire Department, for General Operations - \$5,000

NC-2010-78: Rolling Hills-Lakes Volunteer Fire Department, for General Operations - \$5,000

NC-2010-79: South Montgomery County Volunteer Fire Department, for General Operations - \$5,000

NC-2010-80: Pilgrim-Providence Water and Fire Protection Authority, for Upgrading of Water Lines – \$2,500

NC-2010-81: BOE, Hayneville Road Elementary School, for Principal's Discretionary Fund - \$200

NC-2010-82: BOE, Morningview Elementary School, for Principal's Discretionary Fund - \$1,500

NC-2010-83: BOE, Dalraida Elementary School, for Principal's Discretionary Fund
- \$2,500

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

Commissioner Wilson requested to vote on item, C-2010-63: Cancer Wellness Foundation of Central Alabama, for Social Services Program to Provide Transportation - \$1,600 separately and his fellow Commissioners concurred.

C-2010-63: Cancer Wellness Foundation of Central Alabama, for Social Services
Program to Provide Transportation - \$1,600

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Polizos. Chairman Dean, Vice Chairman Ingram and Mr. Polizos voted in favor of the motion. Mr. Wilson abstained from the vote and the motion carried.

DETENTION FACILITY – TABLED ACTION ON CONSIDERATION FOR APPROVAL OF
BID AWARD FOR INMATE LAUNDRY SERVICE, BID NUMBER 52200-10C-005

The Administrator presented the following memorandum from Assistant Director of Support Services Pat Silas requesting approval of Bid Award for Inmate Laundry Service:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services

DATE: March 3, 2010

SUBJECT: Bid No. 52200-10C-005,
Inmate Laundry Service

Request approval of award on the above referenced Invitation to Bid to the only bid received, G & K Services, for the amount of \$.85 per pound, based on unit pricing, be placed on the agenda for the County Commission meeting on March 8, 2010. (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 increased may be allowed after the first year but shall not exceed 5% per year.

Coordination of award made with Sheriff D.T. Marshall.

Your approval is appreciated.

Attachment

End of Memorandum

Vice Chairman Ingram made a motion to table action on consideration for approval of Bid Award for Inmate Laundry Service, Bid Number 52200-10C-005. The motion was seconded by Mr. Polizos 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 16

The Administrator presented Budget Change Request Number 16, County Commission Appropriations.

Mr. Wilson made a motion to approve the budget change request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Budget Change Request Number 16 and Letter, Agenda Pages 6-1 and 6-2, are attached to these Minutes.)

Commissioner Polizos stated that this budget change is to cover one-third share of the purchase price of the One Millionth Hyundai Sonata manufactured in Montgomery. He explained to the audience that the Sonata will be exhibited at the Montgomery Regional Airport, the Montgomery City Hall, the Montgomery Area Chamber of Commerce and then will probably be auctioned off or given to charity.

DISTRICT ATTORNEY’S OFFICE – APPROVED POSITION FILL REQUESTS FOR A
LEGAL SUPPORT ASSISTANT AND AN ADMINISTRATIVE SECRETARY

The Administrator presented the following Letter from District Attorney Ellen Brooks requesting approval of Position Fill Requests for a Legal Support Assistant and an Administrative Secretary:

February 18, 2010

Chairman Elton N. Dean, Sr.
Montgomery County Commission
Montgomery County Annex III
101 S. Lawrence St.
Montgomery, AL 36104

RE: Position Fill Requests

Dear Chairman Dean:

I am requesting approval to fill two critical positions in the District Attorney's Office. An opening has been created because of the resignation of a Legal Support Assistant. We plan to fill this position through an internal move. This internal move will create another opening which we also plan to fill through an internal move.

Last year, we experienced a 31% increase in cases. Coupled with the additional work required by specialty courts like the drug and mental health courts, our staff continues to do more without additional assistance. Our legal support and secretarial staff are critical members in our prosecutorial efforts.

Because these are critical positions, we are asking the Commission to approve our position fill requests for a Legal Support Assistant and an Administrative Secretary in order for us to make the internal moves necessary to prevent a shortage that would have an immediate negative effect on productivity. Both positions are in our current budget.

Thank you for your favorable consideration in this matter.

Sincerely,

Eleanor I. Brooks
District Attorney

Cc: Donnie Mims, County Administrator

End of Letter

Vice Chairman Ingram made a motion to approve the requests. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 7-2 and 7-3, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED POSITION FILL REQUEST FOR MAIL/SUPPLY ROOM CLERK

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of position fill request for Mail/Supply Room Clerk:

March 3, 2010

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr.
Deputy Administrator

SUBJECT: Mail/Supply Room Clerk Position Fill Request

Pat Silas, Assistant Director of Support Services, has submitted a position fill request for a Mail/Supply Room Clerk. This vacancy was created by the retirement of Tommie Johnson effective March 1, 2010. This position is already a budgeted and funded position.

The Switchboard Operator will be internally promoted to the Mail/Supply Room Clerk position. The Switchboard Operator position is no longer needed and will be deleted from the County organizational plan. These changes will reflect savings to the County of over \$31,076.00.

This position fill request was discussed during the information session of the February 22, 2010 Commission meeting. I ask the Commission to approve this request at the next meeting on March 8, 2010.

Attachment

End of Memorandum

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Wilson and unanimously approved by the Commission. (Copies of Memorandum and Position Fill Request, Agenda Pages 8-2 and 8-3, are attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (6)

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

<u>DEPARTMENT</u>	<u>TRAVEL/TRAINING REQUESTS</u>
1. Probate Judge's Office	Request Number 10
2. Sheriff's Office	Request Number 18
3. Engineering Department	Request Numbers 5 and 6
4. District Attorney's Office	Request Numbers 8 and 9

Mr. Polizos made a motion to approve the travel/training requests. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 9-1 and 9-6, are attached to these Minutes.)

WAIVED AGENDA RULES

Chairman Dean requested that the following item be added to the agenda and his fellow Commissioners concurred:

PROBATE JUDGE'S OFFICE – APPROVED POLLING PLACE REALIGNMENT

The Administrator presented the following memorandum from Judge of Probate Reese McKinney, Jr., requesting approval of Polling Place Realignment:

March 8, 2010

MEMORANDUM

To: Members of the Montgomery County Commission

From: Judge Reese McKinney
Judge of Probate

Re: Polling Place Realignment

Please find attached a comprehensive listing of recommendations that I have been discussing with each member of the Commission for the past two months. As I have discussed with each member individually, this recommendation is the result of considerable effort and review. I have attempted to recommend locations that are easily accessible to the citizens of this community. At this juncture it is my understanding that collectively, the Commission has agreed to the aspects of the reallocation that are highlighted in yellow upon the attached listing. I shall appreciate your taking formal action to approve these recommendations so that I can expeditiously move forward in securing the proper authorization of this reallocation for the upcoming 2010 election cycle.

Further, it is my understanding that some if not all of you may further authorize additional aspects of these proposed reallocations on an intermittent basis in the near future. I shall look forward to your notifying me in writing of those acceptable recommendations listed upon the attached document. Your acceptance of those will result in the additional reorganization/consolidation of the current polling places in Montgomery County, Alabama. I will include any additional consolidation that is feasible in the current or future election cycles.

End of Memorandum

The Administrator explained to the Commission the proposed realignment of certain Polling Places by their respective Districts:

District 1: 101 Cloverdale Community Center would be relocated to Huntingdon College
Student Activity Center

District 2: 203 Carver Community Center and 207 Hayneville Road Community Center would
be consolidated to 203 Trenholm Technical College

District 3: 301 Capitol Heights Baptist Church, 302 Highland Gardens Community Center, 303 Coliseum Boulevard Library, and 304 Lagoon Park Fire Station would be consolidated to 301 Garrett Coliseum

305 Flowers Elementary School and 306 Goodwyn Community Center would be consolidated to 302 Eastmont Baptist Church

307 Alcazar Shrine Temple, 308 AUM, and 309 Eastdale Baptist Church would be consolidated to 303 Frazer Methodist Church

Commissioner Polizos explained to everyone that the reasons for these changes are to make the voting places more convenient to the citizens of Montgomery County. He stated that the older locations are harder for the senior citizens to access and that the fire stations and schools are too hot. The new facilities are going to be more convenient for everybody.

District 4: 413 McIntyre Community Center and 401 Franklin Boys & Girls Club would be consolidated to 401 McIntyre Community Center

405 Cleveland Avenue YMCA and 412 Bellingrath Community Center would be consolidated to 405 Cleveland Avenue YMCA

Commissioner Polizos informed the audience that Commissioner Williams was out of town and would address the voting precinct changes for District Four. He stated that the Franklin Boys & Girls Club was not suitable as a voting location and Bellingrath Community Center will be torn down in the near future.

Chairman Dean expressed his appreciation for the way Commissioner Polizos explained the reasons for the consolidation of voting locations. He stated that there would be more changes to come, and that they were trying to get larger and more accessible places to vote.

Vice Chairman Ingram made a motion to approve the Polling Place Realignment. The motion was seconded by Mr. Polizos and unanimously approved by the Commission.

COMMENTS BY COMMISSIONERS AND ATTENDEES

County Engineer George C. Speake informed the Commission that CSX Railroad will be replacing the railroad crossings on Wares Ferry Road, Rifle Range Road, Sprott Road, and Alexander Road through this week and possibly part of next week.

Mr. Malcolm Carmichael of Leadership Montgomery introduced to the Commission six individuals who are here visiting from other countries, through the Germany-Marshall Fellows Program. He is giving them a four-day tour of Montgomery to demonstrate how Southerners live and work. He stated that today they are attending the Commission meeting to see democracy in action and later will be going to the Alabama Legislation. He introduced Andrijana Vojnovic of Serbia, Kallioppi Kalaitzi of Greece, Monika Dziadkowiec of Poland, Peter Rasmussen of Denmark, Cansu Camlibel of Turkey, and Svetla Kostadinova of Bulgaria.

Commissioner Ingram stated it was good to see everyone and welcomed the guests to the Commission meeting. He told Cansu Camlibel that the Commission's thoughts and prayers go out to your country, regarding the earthquake that took place earlier this morning in Turkey, and to the people in Haiti and Chile for their recent earthquakes. He stated that Mayor Todd Strange is doing a great job with the City. He noted that Revenue is increasing and thanked Revenue Manager Larry Curvin. He thanked Executive Director of Elections Trey Granger for his work regarding the Polling Place Realignment.

Commissioner Polizos expressed his hopes that Commissioner Williams has a good trip home from Washington D.C. He stated that he is glad to see friends from Europe and hopes they have a nice stay here in Montgomery. He said that it is nice to accomplish things and expressed his appreciation for the good work everyone does. He thanked Executive Director of Elections Trey Granger for his work regarding the Polling Place Realignment.

Chairman Dean thanked everyone for attending the meeting, especially the visitors. He expressed his appreciation for Commissioner Polizos' strategic business sense. He informed everyone that revenue is up but it isn't where it needs to be and we all need to be looking for additional revenue. He said that the City of Montgomery has overcome an eight to nine hundred thousand dollars shortfall in their revenue and he is looking for the Montgomery County Revenue Commissioner to do that.

Commissioner Wilson told the guests from Europe that he hopes they enjoy their stay. He mentioned to everyone that he has never missed a vote at the District 1 Cloverdale Community Center, which will now take place at the Huntingdon College Student Activity Center. He informed the audience that the County will be sending out notifications regarding the change in Polling Places. He mentioned that this week is the 50th year celebration of the Livestock Show, which offers great family entertainment.

RECESS TO INFORMATION SESSION

Chairman Dean recessed the Formal Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF, AND COMMISSIONERS

PRESENTATION BY MANAGER OF PUBLIC AFFAIRS DIDI HENRY

Mrs. Henry presented the Commission with a copy of the *Healthy Counties – Alabama 2010 Report*, which ranked the health of Montgomery County citizens in comparison to other counties in the state. She presented a synopsis of Montgomery County's ranking out of the 67 counties and noted that the county was in the top 1/3 for healthy citizens. She reviewed upcoming events and presented the monthly report for the Montgomery Convention and Visitors' Bureau.

Commissioner Wilson made a motion to adjourn the meeting of the Montgomery County Commission on March 8, 2010, at 10:10 a.m. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission.

Moments after adjourning, Vice Chairman Ingram requested that the Commission go back into session to discuss another matter. Attorney Gallion advised that the Commission could go back into the Information Session and the Commission agreed.

Vice Chairman Ingram presented a list of payments to the law firms of Haskell Slaughter Young & Gallion and Thomas, Means & Gillis from 2000 thru 2009. Attorney Gallion and the Commission discussed ways to save money on legal bills.

ADJOURNMENT

Vice Chairman Ingram made a motion to adjourn the meeting of the Montgomery County Commission on March 8, 2010, at 10:30 a.m. The motion was seconded by Commissioner Polizos and unanimously approved by the Commission.

03-08-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 02-25-10

Check Number	To	Check Number
205948		205953
Total Checks Paid		\$49,804.67

CHECK #	PAYEE	AMOUNT	DATE
205945	Bryan, David	\$ 513.73	02/19/10
205946	Postmaster Bulk Mailing	\$ 338.21	02/22/10
205947	United States Postal Svc. Hasler TMS #20	\$ 6,000.00	02/22/10

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

03-08-10 Meeting

MONTGOMERY COUNTY COMMISSION

**THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID**

CHECKS ARE DATED 02-26-10

Check Number	To	Check Number
205954		205990
Total Checks Paid		\$141,502.37

**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 TRANSACTIONS WERE AUDITED AND
ORDERED PAID

Agenda**MAR - 8 2010**

CHECKS ARE DATED
02/26/10

Payroll Check Number	102144	To	Payroll Check Number	102319	\$ 134,128.01
Direct Deposits					\$ 813,114.89
Payroll Check Number	102320	To	Payroll Check Number	102349	\$ 277,527.20
Direct Deposits					\$ 332,572.30
Federal Deposits					\$ 335,041.70
Total Payroll Paid					\$ 1,892,384.10

<u>CHECK #</u>	<u>PAYEE</u>	<u>AMOUNT</u>	<u>DATE</u>
102141	Sarah G. Spear	\$ 2,170.30	02/12/10
102142	AFLAC	\$ 31.20	02/12/10
102143	Rufus Hagood Craig	\$ 49.73	02/18/10

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

Pine Level Water Authority

Agenda

MAR - 8 2010

January 21, 2010

Mr. Donald Mims
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Mr. Mims:

This is to notify you that Terry Stone resigned as a board member of the Pine Level Water Authority effective January 2010.

The Board of Directors respectfully submits one name only for the person to finish Mr. Stone's term as Board Member. This is not a unanimous nomination, since not all members of the Board agree that the nominee should be seated.

The reason for concern is that the candidate is the father of the current Certified Operator of Pine Level Water Authority and is the uncle of the Maintenance Coordinator of the Authority. Therefore, fraternization is a concern.

However, the majority of the Board concurred with the choice for nomination.

Therefore, the name of Newton Rials is submitted for appointment to the Board of Directors of Pine Level Water Authority for the remainder of Mr. Stone's term.

Pine Level Water Authority requests that Mr. Rials be accepted as the replacement at your earliest convenience.

Thank you for your assistance regarding this matter.

Sincerely,

Tamara Ray for Tommy O Sikes

Tommy O. Sikes
President of the Board of Directors
Pine Level Water Authority

Quality On Tap

..... 2010 FEB 10 AM 10:35

Pine Level Water Authority

Members:

Term Expires:

Tommy O. Sikes (Chairman)
25882 Troy Highway
Grady, AL 36036
Home: 584-7621
Work: 584-7016

3/1/2015

Flora Merritt
13268 County Road 1101
Goshen, AL 36035
(Appt. by Pike County)

3/1/2011



Terry Stone (Sec.- Treas.)
140 Dear Run Road
Grady, AL 36036

3/1/2013

Win Broadway (Vice President)
59 Broadway Trail
Ramer, AL 36069

3/1/2014

Charles "Trey" Trussell, III
231 Patsaliga Lane
Grady, AL 36036

3/1/2012

cc: Chairman Sikes

Maintenance: Mr. Ryals, Dist. III, Engineering Dept.

Term: 6 years



City of Montgomery, Alabama Office of the Mayor

Todd Strange
Mayor

City Council Members

Charles W. Jirright
President
Tracy Larkin
President Pro tem
David Michael Burkette
Cornelius Calhoun
Willie Cook
Glen O. Pruitt, Jr.
Martha Roby
Charles W. Smith
Jim Spear

February 10, 2010

Mr. Elton Dean, Chairman
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102

Dear Commissioner Dean:

RE: Section 406 & 410 Federal Grant Funds

We are pleased to notify you that your law enforcement agency has been awarded the following federal grant funds to keep our roadways safe:

- Section 406 (10-HS-K4-007) – \$4,000.00 “Click It Or Ticket” (May 24 – June 6, 2010)
- Section 410 (10-HS-K8-010) – \$4,500.00 “Drunk Driving. Over The Limit. Under Arrest.” (August 20 – September 6, 2010)

The purpose of these funds is to perform overtime traffic enforcement that increases seat belt usage, prevents speeding and discourages DUI instances.

On behalf of the City of Montgomery, thank you for your past participation and continued interest in our regional highway safety program. As overall sub-grantee for the central region, our goal is to improve safety and security on our roadways by reducing crashes and fatalities. Programs such as these help improve the quality of life in our communities and throughout our great State.

Sincerely,

Todd Strange
Mayor, City of Montgomery

cc: Sheriff D.T. Marshall

2010 FEB 23 AM 9:03
MONTGOMERY COUNTY
COMMISSION

2-2

City of Montgomery Highway Safety Office

P.O. Box 1111 Montgomery, AL 36101
Phone: (334) 241-2289 Fax: (334) 241-2961

FY 2010 Community Traffic Safety Program (CTSP) Agreement for Overtime Funds

1. The City of Montgomery Highway Safety Office, hereinafter referred to as the Central Alabama Highway Safety Office (CAHSO) or CITY; and Montgomery County, hereinafter referred to as AGENCY, hereby enter an agreement for 100% reimbursed funded salary plus allowable fringe for overtime enforcement service performed by its AGENT, hereinafter referred to as **Montgomery County Sheriff's Office**, which may be used synonymously with AGENCY since AGENT works for the AGENCY, to be expended from May 24, 2010 through June 6, 2010; and August 20, 2010 through September 6, 2010. AGENCY is solely responsible for the acts and omissions of its employees and agents. This agreement does not establish a relationship between AGENCY and CAHSO/CITY. To the extent permitted by law, the AGENCY hereby agrees to protect, defend, indemnify and hold CITY free and harmless from any and all losses, claims, liens, debts, personal injuries, and death, (including those by employees of CITY), damages to property (including property of CITY) without limitation by enumeration and all other claims or demands of every character occurring, or in any way incident to, in connection with, or arising from this agreement.
2. This funding is made available to AGENCY under approved grants between the CITY and the State of Alabama Department of Economic and Community Affairs - Law Enforcement and Traffic Safety Division (ADECA/LETS). Funding is for overtime traffic enforcement and shall only be used during the designated enforcement period listed below. The AGENCY has been awarded the following dollar amounts under this agreement.

GRANT NAME	ADECA GRANT #	AWARD	ENFORCEMENT PERIOD
406 PTS	10-HS-K4-007	\$4,000.00	May 24 – June 6, 2010 "Click It Or Ticket"
410 HVE	10-HS-K8-010	\$4,500.00	August 20 – September 6, 2010 "Drunk Driving. Over The Limit. Under Arrest."

3. AGENCY must use allotted funds under each listed Grant for overtime traffic enforcement during specified enforcement periods as designated by ADECA or CAHSO.
4. AGENCY agrees to comply with the Statement of Work as outlined in Attachment A, Operational & Reimbursement Documentation Procedures as outlined in Attachment B.
5. CAHSO may terminate this agreement without notice at any time due to lack of funding, non-compliance with this agreement (and attachments), failure or refusal of AGENCY to comply with the Central Alabama Law Enforcement Committee (CALEC) Policy & Procedure Manual, or for cause.
6. CAHSO agrees to reimburse the AGENCY for actual enforcement/administrative overtime worked under this agreement, provided the overtime is consistent with Attachment A, documented in accordance with Attachment B and approved by CAHSO. Adjustments in the funding level, time period, or scope of this agreement may only be accomplished through written amendment mailed to AGENT upon recommendation of the CAHSO Director.

2-3

David T. Marshall
David T. Marshall

Sheriff, Montgomery County
Title

2-22-10
Date

Elton Dean
Elton Dean

Chairman, Montgomery County Commission
Title

Date

Carlos L. Kimbrough
Carlos L. Kimbrough

Highway Safety Director
Title

2/11/10
Date

Todd Strange
Todd Strange

Mayor, City of Montgomery
Title

2/17/10
Date

2-4

ATTACHMENT A

STATEMENT OF WORK

AGENCY shall perform enforcement duties during directed time period (May 24 – June 6, 2010 & August 20 – September 6, 2010). Enforcement duties entail check points (Seat Belt/DUI), saturation patrols, and line patrols as outlined in this document. The purpose of enforcement is to change driver behavior through presence, issuance of tickets, warnings, and educational awareness. Overtime traffic enforcement must be conducted within AGENCY's jurisdiction as designated by CAHSO or AGENCY. Authorized administrative work includes documentation as outlined in ATTACHMENT B of Mobilization/Blitz events, number of citations or warnings issued, and number of arrests.

1. Statement of Work:

- a. AGENCY shall schedule overtime operations during the Click It or Ticket Mobilization (May 24 – June 6, 2010) and Drunk Driving. Over The Limit. Under Arrest. Mobilization (August 20 – September 6, 2010) as designated by CAHSO or AGENCY.
- b. AGENCY agrees to schedule and conduct check points (road blocks) by attending pre-briefing and training, stopping all drivers, checking driver license, registration, insurance and seat belt use. Participating Law Enforcement Officers (LEOs) may provide handouts or brochures, incentive items, or written citations or warnings. LEOs are required to conduct arrests when necessary, clean up the area of cones, brochures, etc, and submit forms and enforcement activity reports as required by ATTACHMENT B.
- c. AGENCY agrees to schedule and conduct saturation patrols and/or line patrols, defined as repeatedly patrolling a predetermined area with more than one enforcer, giving the impression of increased presence. Participating Law Enforcement Officers (LEOs) may provide handouts or brochures along with written citations or warnings. LEOs are required to conduct arrests when necessary and submit forms and enforcement activity reports as required by ATTACHMENT B.
- d. AGENCY agrees to comply with all rules, policies and procedures as set by the Central Alabama Law Enforcement Committee (CALEC) as outlined in the CALEC Policy & Procedure Manual.

2. CALEC Participation and Representation:

- a. The Chief Law Enforcement Official (Chief of Police or Sheriff), or his/her designee, is the AGENCY's official voting representative on the CALEC. This person will be responsible for (1) attending meetings, news conferences, and briefings; (2) submitting required operational and activity report information; (3) preparing reimbursement documentation consistent with overtime policy (O/T) and general accounting invoicing rules, and (4) coordinating the overtime fund program from within the AGENCY.
- b. If the official voting representative is someone other than the Chief Law Enforcement Official, this person must be identified and approved by the Chief Law Enforcement Official in a Designation Letter attached to this agreement.

3. Additional Terms:

- a. AGENCY shall attend monthly planning meetings as outlined in the CALEC Policy & Procedure manual. AGENCY shall forward quarterly equipment use reports to the CAHSO.
- b. AGENCY shall agree to participate in check points when specified percentages are requested per project.

ATTACHMENT A
(Continued)

- c. During enforcement efforts, AGENCY shall maintain an average of two written Contacts Per Hour (CPH), excluding educational or administrative hours and material or verbal contacts, throughout the life of the project. This 2 CPH rule is a measure of productivity—not a quota. Agencies who do not maintain the average are still reimbursed, however low productivity may influence redistribution and return on investment computations. No productivity—e.g. 0 CPH may result in "No" reimbursement to agencies—e.g. \$0.00. Contacts may be written citations or warnings. CAHSO/CALEC will review any extenuating circumstances for approval.
- d. Agreement-related activities shall only be conducted in 2, 4, or 6 hour time blocks. Officers may only be assigned 6-hour blocks on their days scheduled off from normal duty. Due to safety concerns, 6 hours is the maximum time an officer can work per day under this agreement.
- e. To promote officer safety, at least 2 officers must be assigned to each patrol detail. However, for checkpoints the minimum number may not be less than 2 (or should be in accordance with AGENCY policy). Deviation from this policy shall be at the discretion of the AGENCY Chief and CALEC President.
- f. AGENCY may utilize part-time officers provided the officers are APOST certified. AGENCY must verify that officers are presently on payroll. Part-time officers may only work a maximum number of hours under this agreement equal to 50% of the total hours paid by AGENCY during the month. Part time employees shall be paid their normal hourly rate.
- g. AGENCY may use a maximum of 20% of their funds for project administration purposes. All such use must be in accordance with ATTACHMENT B.
- h. AGENCY shall conduct public information or educational activities during Blitz periods and throughout the term of the agreement. AGENCY shall participate in "Passive Seat Belt and Child Restraint Checkpoints" as one method of education.

ATTACHMENT B

OPERATIONAL & REIMBURSEMENT DOCUMENTATION PROCEDURES

Minimum operational and reimbursement documentation requirements have been established and will be required of each department before operations are approved and reimbursement to the city, county, or state agency involved is made. Overtime is the basis for reimbursement. Overtime is defined as payment for additional work done outside of regular scheduled working hours. The following is a list of written standards which each department will be required to adhere to in order to receive reimbursement of enforcement overtime project funds. Attached are developed forms which will be utilized to ensure accurate documentation. Other required documentation procedures may be developed and implemented as the projects progress.

1. Pay Information (FORM 1)

- a. Use Pay Information form to establish an individual/overtime pay rate for each employee expected to participate in the CAHSO project.
- b. This form requires the signature of the Chief Law Enforcement Official and Chief Financial Representative.
- c. This form should be updated when the officer/deputy pay rate changes.
- d. This form must be maintained by the AGENCY (for three years) and available for review by ADECA and/or CAHSO.

2. Operation Plan (FORM 2)

- a. The Operation Plan form is used to plan all selective overtime traffic enforcement details as well as Blitz and Mobilization enforcement initiatives.
- b. Agency name, grant number, grant name, blitz/operation name, enforcement type, location, date, and start/end times must be included to complete the Operation Plan.
- c. Chief Law Enforcement Official (or designee) and Lead Officer must sign this form.
- d. This form must be submitted by Fax and/or Mail to the CAHSO 5 days prior to start of detail. If doing a Blitz or Mobilization, this form must be submitted 30 days prior to start of operation. Agencies may not perform reimbursement details if this form has not been approved and sent to the CAHSO. The AGENCY is responsible for following up on all mailed or faxed plans.
- e. This form must be maintained by the AGENCY (for three years) and available for review by ADECA and/or CAHSO. In addition, AGENCY time records/work schedules for officers/deputies that correspond to Operation Plans need to be maintained for three years and available for review by ADECA and/or CAHSO.

3. Individual Contact Report (FORM 3)

- a. The Individual Contact Report form is used to document each officer's individual activity while working on a detail.
- b. Each Officer/Deputy working an overtime detail will complete the Individual Contact Report form.
- c. Each report will include at a minimum: date, time, location, number of hours, officer's name, number and type of contacts or if educational, a description of educational material distributed along with topic discussed.
- d. Officer and Lead Officer (Shift Supervisor) must sign this form. This form must be collected by the Lead Officer (Shift Supervisor) when the shift or detail terminates.

2-7

ATTACHMENT B
(Continued)

- e. This form will be used to maintain and document public information/education contacts performed by the AGENCY.
 - f. This form must be maintained by the AGENCY (for three years) and available for review by ADECA and/or CAHSO. Lead Officer or AGENCY designated representative utilizes this form to accumulate data to complete the Activity/Monthly Roll up and Agency Reimbursement Request forms.
4. Agency Reimbursement Request & Consolidated Activity Report (**FORM 4**)
- a. The Agency Reimbursement Request & Consolidated Activity Report form is AGENCY's invoice to CAHSO for reimbursement and documentation of activities performed. This form is used to claim reimbursement and accumulate activity during each Blitz and overtime enforcement detail. This form shall be completed and maintained for each Blitz, Mobilization, and overtime enforcement detail.
 - b. Each form shall include Department name, Blitz or Mobilization, Grant name, officer's name, date worked, rate of overtime pay, number of hours, administrative hours, number of contacts, type of contacts and month claimed. This information comes from FORMS 1, 2 and 3.
 - c. For activity reporting purposes, this form is to be completed with consolidated activity and submitted via email or fax to CAHSO no later than 5 days after the completion of a Blitz period or as instructed by ADECA/CAHSO. When filing a reimbursement claim for monthly traffic enforcement activity or blitz activity, this form is to be completed and submitted in a timely manner after AGENCY has disbursed funds to their officers/deputies for overtime services performed during the time period being claimed. Failure to submit this form in a timely manner may result in the AGENCY's claim not being paid.
 - d. If overtime enforcement operations occur in more than one quarter, a separate form must be submitted for each (i.e. July 4th Mobilization 6/30 through 7/04 – a form for June and July should be submitted).
 - e. The Lead Officer (CALEC Representative, Sheriff, Chief or Shift Supervisor) can claim up to 20% of personally claimed funds for overtime administrative purposes. There are two types of administrative time; hard and soft (*reference Alabama Community Traffic Safety Program ADECA Forms Instruction Guide, Section IV, para 7, pg. 14*). Administrative time must be consistent with AGENCY's overtime policy. If CALEC Representative is Lead Officer, administrative time can not be claimed for both a detail and overall grant administration per operation. Time can be claimed for CALEC Representative not working a detail provided work is performed outside of normal duty hours.
 - f. AGENCY shall maintain copies of uniform traffic citations and warnings for three years. Form 4 must be maintained by the AGENCY (for three years) and available for review by ADECA and/or CAHSO.
 - g. This form requires two certification signatures: (1) Chief (or designated) Financial Representative; (2) Chief Law Enforcement Officer or Chief Elected Official. Signees are certifying all individuals listed on the form did work, pay rates are correct, and persons listed have satisfied AGENCY overtime policy.
5. Blitz Report (**FORM 5**)
- a. This form is only used during blitz campaigns. It should not be used when overtime operations or details are conducted outside a Blitz period (e.g. sustained enforcement or match), unless directed by CAHSO.
 - b. This form shall be updated and submitted during the blitz by e-mail, mail or fax to CAHSO the day following each individual operation.

ATTACHMENT B
(Continued)

- c. A final Blitz Report form shall be updated and submitted by fax, mail or e-mail to CAHSO no later than 3 days after end of the overall blitz period.
 - d. This form must be maintained by the AGENCY (for three years) and available for review by ADECA and/or CAHSO.
6. Monthly Department Expenditure Sheet (**FORM 7**)
- a. The Monthly Department Expenditure Sheet form is to be maintained by the AGENCY to track grant expenditures.
 - b. This form is for AGENCY use only and shall not be submitted to CAHSO.

OFFICERS
HON. LARRY WHITE
PRESIDENT
ESCAMBIA COUNTY
HON. RICKY BURNEY
FIRST VICE PRESIDENT
CLAY COUNTY
HON. TIM CHOATE
SECOND VICE PRESIDENT
ETOWAH COUNTY



SONNY BRASFIELD
EXECUTIVE DIRECTOR
OFFICE
100 NORTH JACKSON STREET
MONTGOMERY, ALABAMA 36104
PHONE (334) 263-7594
FAX (334) 263-7678
WWW.ACCA-ONLINE.ORG

ASSOCIATION OF COUNTY COMMISSIONS OF ALABAMA

A Nonprofit Corporation

Agenda

February 4, 2010

MAR - 8 2010

MEMORANDUM

TO: Chairs and Administrators, Montgomery and Madison Counties
FROM: Sonny Brasfield *Sonny*
RE: Funding from Department of Forensic Sciences

2010 FEB - 8 PM 3:44
COMMUNICATIONS SECTION

On several occasions we have discussed the \$250,000 that is allocated in this year's state general fund budget for the transportation of bodies for the purpose of conducting autopsy. Initially we believed this money would be used by the state to reinstate its transportation of the bodies, but have now agreed that the money will be distributed to county commissions to help defray any expenses you may have incurred this budget year.

Enclosed is a contract that is necessary in order to get the funds from the state to your county. In the case of Madison and Montgomery Counties, the reimbursement will be a rather small amount because there are forensic labs located in both Huntsville and Montgomery. Once the contracts have been signed by the counties, they must be signed by the Governor, processed through the Legislative Contract Review Committee and then payments can be made sometime in late June and October.

In order to facilitate an orderly collection of the contracts, the Association has agreed to receive the contracts from the counties and then forward the contracts to the Department of Forensic Sciences. Please date the contracts, fill in the county name and then have the chair sign on behalf of the county commission as needed on pages 1, 2 and 3. **The completed contract should be returned to the ACCA office at 100 N. Jackson Street, Montgomery, AL 36117, no later than March 11, 2010.** Contracts received after this date may not be processed in time for the June payment.

We are also working on legislation to address this issue – Senate Bill 232 by Sen. Bobby Denton and House Bill 312 by Rep. Leslie Vance – during this year's regular session. Please encourage your legislators to support the passage of this bill.

If you have any questions, please let us know.

3-1



Haskell|Slaughter
attorneys at law

MONTGOMERY OFFICE

305 South Lawrence Street • Montgomery, Alabama 36104
Post Office Box 4660 • Montgomery, Alabama 36103-4660
f. 334.264.7945 • t. 334.265.8573
www.hsy.com

2010 FEB 19 AM 10:15

File
DLW

MEMORANDUM

February 11, 2010

176

TO: Donnie Mims
FROM: Tommy Gallion
RE: Department of Forensic Sciences Agreement

I have reviewed your February 10, 2010 memorandum, Sonny Brasfield's February 4, 2010 memorandum and its attachments.

It is my understanding that the Alabama Legislature appropriated to the Alabama Department of Forensic Sciences ("Forensic Sciences") the sum of \$250,000 in the fiscal year 2010 General Fund appropriation bill, Acts of Alabama, Act 2009-550 for the specific purpose of funding costs incurred arising from the transportation of decedents for autopsies by Forensic Sciences. These funds are to be doled out to the Alabama counties in the form of a county contract with Forensic Sciences. The Association of County Commissions of Alabama has agreed that Montgomery County would receive a flat fee of Twenty Five Dollars (\$25) per decedent received by Forensic Sciences for autopsy.

In my legal opinion, the Agreement is acceptable. I am of the opinion that the services provided for in this agreement are in the best interest of the public health, safety, education, morals, security, prosperity, contentment and the general welfare of the citizens of Montgomery County. I therefore see no reason why this agreement should not be executed if it is the desire of the Commissioners.

50051-317
#3420706_1

This Agreement (the "Agreement"), dated March 8, 2010, is entered into between Montgomery County in the State of Alabama (the "County") and the Alabama Department of Forensic Sciences (the "Department").

RECITALS

WHEREAS, Department wishes to fully comply with the intentions of the Alabama Legislature (the "Legislature");

WHEREAS, the Legislature appropriated to the Department the sum of \$250,000.00 in the Fiscal Year 2010 General Fund Appropriation Bill, Acts of Alabama, Act 2009-550 for the specific purpose of funding costs incurred arising from the transportation of decedents for autopsies by the Department;

WHEREAS, the Association of County Commissions of Alabama ("Association") and the Department and Department sought to find the most fiscally sound use of the funds the Legislature appropriated to the Department for the costs associated with the transport of decedents pursuant to autopsy;

WHEREAS, it was resolved that the Department would disburse the funds appropriated by the Legislature earmarked for the specific purpose of funding costs incurred arising from the transportation of decedents by the Department in a specified manner to the Counties of the State of Alabama in order to offset the costs incurred by each county's coroner related to the transport of decedents to the Department's medical examiner facilities;

WHEREAS, it was agreed by the Association and the Department that Montgomery and Madison Counties would receive a flat fee of twenty-five dollars (\$25.00) per decedent received by the Department for autopsy;

WHEREAS, it is also understood and agreed that the disbursement of the share of the earmarked decedent transport funds to the Counties shall be disbursed in two installments -- once in the third quarter of fiscal year 2010 and again during the thirteenth accounting period of fiscal year 2010.

GENERAL PROVISIONS

NOW, THEREFORE, an agreement is made this 8th day of March, 2010 between the County and Department. Department agrees to pay the County its share of the earmarked decedent transport funds, as appropriated by the Alabama Legislature in Acts of Alabama, Act 2009-550 and pursuant to the recitals, as detailed above -- the annual average number of decedents for fiscal years 2008 and 2009 of the County multiplied by \$25.

It is understood that the Department will disburse the County's share of the earmarked decedent transport funds in two installments -- once in the third quarter of fiscal year 2010 and again during the thirteenth accounting period of fiscal year 2010.

The Department, notwithstanding any provision of this contract, incorporations or amendments hereto, does not release or waive, expressly or implied its right to assert sovereign immunity or any other affirmative defense right it may have under law.

If any provision of the agreement shall contravene any statute or Constitutional provision or amendment, either now in effect or which may, during the term of this agreement, be enacted, then that conflicting provision in the agreement shall be deemed null and void.

The County acknowledges and understands that this contract is not effective until Department has received all requisite state government approvals.

DEFAULTS AND REMEDIES

The County's sole remedy for the settlement of any and all disputes arising under the terms of this agreement shall be limited to the filing of a claim with the Board of Adjustment for the State of Alabama.

Under no circumstances shall the commitment of the Department under this agreement constitute a debt to the State of Alabama as prohibited by Section 213, Constitution of Alabama 1901, as amended by Amendment No. XXVI.

This contract has been reviewed for content, legal form, and compliance with all applicable laws, rules, and regulations of the State of Alabama.

County Commission

Michael F. Sparks, Director
Alabama Department of Forensic Sciences

Marc S. Bass, General Counsel
Alabama Department of Forensic Sciences

APPROVED:

Bob Riley, Governor
State of Alabama

Date Approved: _____

Appendix

Number of Cases per County October 1st, 2007---September 30th, 2009

County	10/2007-09/2009	County	10/2007-09-2009
Mobile	2188	Greene	9
Montgomery	305	Hale	17
Autauga	36	Henry	10
Baldwin	328	Houston	57
Barbour	15	Jackson	17
Bibb	27	Lamar	5
Blount	24	Lauderdale	40
Bullock	13	Lawrence	8
Butler	19	Lee	114
Calhoun	85	Limestone	46
Chambers	40	Lowndes	19
Cherokee	28	Macon	43
Chilton	48	Madison	114
Choctaw	8	Marengo	13
Clarke	13	Marion	10
Clay	12	Marshall	33
Cleburne	10	Monroe	27
Coffee	38	Morgan	57
Colbert	30	Perry	10
Conucuh	24	Pickens	21
Coosa	9	Pike	36
Covington	5	Randolph	14
Crenshaw	8	Russell	92
Cullman	29	St. Clair	66
Dale	40	Shelby	164
Dallas	62	Sumter	14
Dekalb	49	Talladega	59
Elmore	70	Tallapoosa	31
Escambia	94	Tuscaloosa	441
Etowah	75	Walker	67
Fayette	16	Washington	34
Franklin	16	Wilcox	16
Geneva	27	Winston	16

Contract Review Permanent Legislative Oversight Committee
Alabama State House
Montgomery, Alabama 36130

CONTRACT REVIEW REPORT
(Separate review report required for each contract)

Name of State Agency: Alabama Department of Forensic Sciences

Name of Contractor: _____

Contractor's Physical Street Address _____

City _____

State _____

Is Contractor Registered with Alabama Secretary of State to do Business as a Corporation in Alabama? YES NO _____

If Yes, in what State is Contractor Incorporated? AL

Is Act 2001-955 Disclosure Form Included with this Contract? YES X NO _____

Was a Lobbyist/Consultant Used to Secure this Contract? YES _____ NO X

If Yes, Give Name: N/A

Contract Number: _____

Contract/Amendment Total: \$ _____ (estimate is necessary)

% State Funds: 100%

% Federal Funds: _____

% Other Funds: _____

**Please Specify Source of Other Funds (Fees, Grants, etc.) _____

Date Contract Effective: 10/01/2009

Date Contract Ends: 09/30/2010

Type Contract: NEW X

RENEWAL: _____

AMENDMENT: _____

If Renewal, was it originally Bid? YES _____ NO _____

If AMENDMENT, Complete A through C:

(A) Original contract total

\$ _____

(B) Amended total prior to this amendment

\$ _____

(C) Amended total after this amendment

\$ _____

Was Contract Secured through Bid Process? YES _____ NO X Was lowest Bid accepted? YES _____ NO _____

Was Contract Secured through RFP Process? YES _____ NO X Date RFP was awarded: _____

Summary of Contract Services to be Provided: Transportation of decedents for the purpose of conducting autopsy by the Department of Forensic Sciences.

Why Contract Necessary AND why this service cannot be performed by merit employee: Contract created to allow Department of Forensic Sciences to fully comply with the intentions of the Alabama Legislature in the Fiscal Year 2010 General Fund Appropriation Bill, Act 2009-550. Contract is the most fiscally sound use of these appropriated funds.

I certify that the above information is correct.

Signature of Agency Head

Signature of Contractor

Michael F. Sparks, Director

Printed Name

Printed Name

Agency Contact: _____

Phone: _____



State of Alabama Disclosure Statement

(Required by Act 2001-955)

ENTITY COMPLETING FORM

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

This form is provided with:

☒ Contract ☐ Proposal ☐ Request for Proposal ☐ Invitation to Bid ☐ Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

☐ Yes ☐ No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

STATE AGENCY/DEPARTMENT	TYPE OF GOODS/SERVICES	AMOUNT RECEIVED

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

☐ Yes ☐ No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

STATE AGENCY/DEPARTMENT	DATE GRANT AWARDED	AMOUNT OF GRANT

1. List below the name(s) and address (es) of all public officials/public employees with whom you, members of your immediate family, any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction, identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF PUBLIC OFFICIAL/EMPLOYEE	ADDRESS	STATE DEPARTMENT/AGENCY
NONE		

NONE

OVER

2. List below the name(s) and address (es) of all family members of public officials / public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF FAMILY MEMBER	ADDRESS	NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE	STATE DEPARTMENT AGENCY WHERE EMPLOYED
-----------------------	---------	---	---

NONE

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

N/A

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

N/A

List below the name(s) and address (es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal;

NAME OF PAID CONSULTANT / LOBBYIST	ADDRESS
------------------------------------	---------

NONE

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further Understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature

Date

Notary's Signature

Date

Date Notary Expires

Act ~2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.

- (1) If this contract was not competitively Bid, explain why not?
- (2) If this contract was not competitively Bid because the contractor is a sole source provider, please explain who made the sole source determination and on what basis:
- (3) If contract was awarded by RFP, what process was used, was it competitive, how many vendors were contacted, and how many proposals were received?
- (4) If contract was awarded by RFP, was it awarded to the person or company with the lowest monetary proposal? If not, explain why not.
- (5) If contract was awarded by RFP, how and by whom were the proposals evaluated?
- (6) If this contract was not awarded through either Bid or RFP process, explain why not:
- (7) If this contract was not awarded through either Bid or RFP process, how was it awarded?
- (8) Did agency attempt to hire a State Employee? If so who from the State Personnel Department did you talk to?
- (9) How many additional contracts does contractor have with the State of Alabama and which agencies are they with?

Signature of Agency Head

IMMIGRATION STATUS

I hereby attest that all workers on this project are either citizens of the United States or are in a proper and legal immigration status that authorizes them to be employed for pay within the United States.

Signature of Contractor

Witness

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

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MAR - 8 2010

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION **BUDGET CHANGE REQUEST**

REQUEST NUMBER 16

DEPARTMENT:	County Comm Appropriations	REVIEWED:	S. Thomas	2/18/2010
DATE:	2/18/2010	Finance Director		Date
REQUESTED BY:	Donald L. Mims, Administrator	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Chamber of Commerce	001-59320-483	309,250	6,843	316,093
Misc In House Appropriations	001-59310-499	117,050	-6,843	110,207
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		426,300	0	426,300

JUSTIFICATION:

To fund the County's one-third share of the purchase price of the 1 Millionth Hyundai Sonata purchased for economic development promotional purposes.

MONTGOMERY
AREA CHAMBER OF COMMERCE

INVOICE: Purchase of One Millionth Produced Hyundai

February 8, 2010

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

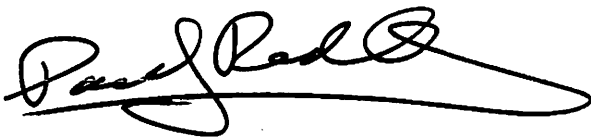
ATTN: Mr. Donald Mims

2010 FEB -9 AM 9:48

County share of purchase price of 1 Millionth Hyundai Sonata.....\$6,842.61

The Chamber purchased the 1 Millionth Hyundai Sonata (a 2010 model) for economic development promotional purposes. We are working out an arrangement between Hyundai and the Airport to display the vehicle there and launch that with some type of media event. Ellen McNair is handling that aspect and will be working with you and Chairman Dean regarding an upcoming promotional event. The actual funding agreement for the purchase of the vehicle is being shared between the Chamber's Committee of 100, The City of Montgomery, and the Montgomery County Commission. This is the invoice for the County's share of the purchase price of \$20,527.83. The Chamber has already issued a check for the full amount of the vehicle and has it insured.

Please contact me if you have questions or need additional information.



PAUL J. REDHEAD
Vice President, Administration
Montgomery Area Chamber of Commerce
P.O. Box 79
41 Commerce St.
Montgomery, AL 36101



**DISTRICT ATTORNEY
POSITION FILL REQUEST**

DEPARTMENT HEAD: **Ellen Brooks**

SUPERVISOR: **Daryl Bailey**

POSITION TITLE: **Legal Support Assistant**

FUNDING CODE/POSITION NO: **00151261/408020026**

PROPOSED EFFECTIVE DATE: **March 8, 2010**

TYPE OF APPOINTMENT: ☒ **PERMANENT** ☐ **TEMPORARY**

RECRUITING:

☒ **OPEN**

☐ **TRANSFER**

☐ **PROMOTION**

☒ **PROMOTION/TRANSFER**

PAY GRADE: **AO5-01**

SALARY RANGE: **\$30,785-\$43,823**

Pay step to be based upon the following rules:

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

*Merit dates do not change.

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

1 ADMINISTRATIVE REVIEW

☐ **APPROVED**

☐ **DISAPPROVED**

Funding _____

3 SELECTEE: _____

Date: _____

Appointing Authority Signature – District Attorney Office

4 () Manpower data entered by: _____

Date: _____

☐ **Payroll entered by:** _____

Date: _____

**DISTRICT ATTORNEY
POSITION FILL REQUEST**

DEPARTMENT HEAD: **Ellen Brooks**

SUPERVISOR: **Daryl Bailey**

POSITION TITLE: **Administrative Secretary**

FUNDING CODE/POSITION NO: **00151261/408035010**

PROPOSED EFFECTIVE DATE: **March 8, 2010**

TYPE OF APPOINTMENT: ☒ **PERMANENT** ☐ **TEMPORARY**

RECRUITING:

☒ **OPEN**

☐ **TRANSFER**

☐ **PROMOTION**

☒ **PROMOTION/TRANSFER**

PAY GRADE: **AO6-01**

SALARY RANGE: **\$34,563-\$49,201**

Pay step to be based upon the following rules:

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

*Merit dates do not change.

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

1 ADMINISTRATIVE REVIEW

☐ **APPROVED**

☐ **DISAPPROVED**

Funding

3 SELECTEE: _____

Date: _____

Appointing Authority Signature – District Attorney Office

4 () Manpower data entered by: _____

Date: _____

☐ **Payroll entered by:** _____

Date: _____

MEMORANDUM

TO: John A. Mitchell, Sr.,
Deputy Administrator

FROM: Pat Silas, Assistant Director
Support Services *PS*

DATE: February 16, 2010

SUBJECT: Position Fill Request

One of the two Mail/Store Clerks, in the Support Services Department, will be retiring effective March 1, 2010.

Since the closing of the switchboard in Annex I, one of the Switchboard Operators has been working in the Mail/Supply Room and performing the duties of the Mail/Supply Room Clerk.

I would like to request that an internal promotion be given to the Switchboard Operator position, and that the position of the Switchboard Operator be demolished.

The person in the Switchboard Operator position is topped out at \$31,076.00 and if promoted would go to \$32,168.00

With an internal promotion and demolishing of one position, there will be at least a half year salary savings.

Your help with this matter is appreciated.

COPY

POSITION FILL REQUEST

DEPARTMENT: SUPPORT SERVICES

DEPARTMENT HEAD: PAUL ST. JOHN, DIRECTOR

SUPERVISOR: PAT SILAS, ASSIST DIRECTOR OF SUPPORT SERVICES

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

1. POSITION TITLE 0775 MAIL ROOM & STORE CLERK
POSITION NUMBER 003 Replacement of Tommie Johnson
PROPOSED EFFECTIVE DATE MARCH 22, 2010

TYPE OF APPOINTMENT (X) PERMANENT () TEMPORARY
RECRUITING

() PROMOTIONAL REGISTER () TRANSFER (X) UPGRADE
() OPEN COMPETITIVE REGISTER () RE-EMPLOYMENT

PAY GRADE A03- Step 10 \$32,168

Pay step to be based upon City and County of Montgomery Personnel Board Rules and Regulations Rule VI, Section 10(a)-Promotions.

Paul St John DATE 3-4-10
Department Head

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

Agenda

MAR - 8 2010

Request # 10

Date: March 3, 2010
To: Donald L. Mims, Administrator
From: Judge Reese McKinney, Jr.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tuscaloosa, AL
Departure Date: April 22, 2010 Return Date: April 23, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend Probate Judges' Training Conference
"Real Estate/Record Room/Eminent Domain"

Traveler (s) Name: 1. Judge Reese McKinney Jr. 4. _____
2. Lyn Frazer 5. _____
3. Rita Parker 6. _____

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

Total (est.) Cost: \$1,500.00 Advance Registration Required: \$405.00

Department Name: Probate Fund Name: 001-51300-265

Additional Comments: _____

To: Judge Reese McKinney, Jr.
From: Donald L. Mims, Administrator

The above request is app. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,500.00 and advance registration of \$405.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51300-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$4,000.00</u>	
Approved Requests:	<u>\$2,344.12</u>	
Budget Available:	<u>\$1,655.88</u>	
Current Requests:	<u>\$1,500.00</u>	
Budget Balance:	<u>\$155.88</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/3/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR - 8 2010

Request # 18

Date: February 25, 2010
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Largo, Florida
Departure Date: June 6, 2010 Return Date: June 12, 2010
Conference Leave (Days / Hours): 7 days
Purpose of Travel: Essential Ridgology Concepts
Fingerprint Examiners

Traveler (s) Name: 1. Diana Skinner 4. _____
2. Mary Shaffer 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$3,200.00 Advance Registration Required: \$1,200.00

Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$3,200.00 and advance registration of \$1,200.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-52110-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$6,009.43</u>	
Budget Available:	<u>\$13,990.57</u>	
Current Requests:	<u>\$3,200.00</u>	
Budget Balance:	<u>\$10,790.57</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/1/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR - 8 2010

Request # 5

Date: February 26, 2010
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: ALDOT 4th Division, Alexander City, AL

Departure Date: April 5, 2010

Return Date: April 6, 2010

Conference Leave (Days / Hours): 20 hrs.

Purpose of Travel: Attend ALDOT Radiation Safety Training Course

Traveler (s) Name: 1. Robert B. Lindsey 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

X

Commercial Air

Private Vehicle

Other (Specify)

Total (est.) Cost: \$250.00

Advance Registration Required: \$250.00

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. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$250.00 and advance registration of \$250.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>111-53600-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$700.00</u>
Budget Available:	<u>\$4,300.00</u>
Current Requests:	<u>\$250.00</u>
Budget Balance:	<u>\$4,050.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/1/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR - 8 2010

Request # 6

Date: February 26, 2010
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, AL

Departure Date: April 6, 2010

Return Date: April 8, 2010

Conference Leave (Days / Hours): 24 hrs.

Purpose of Travel: Attendance of 2010 ACEA Annual Conference

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

Check Mode of Transportation:

County Vehicle

☐
☒

Private Vehicle

Commercial Air

☐
☐

Other (Specify)

Total (est.) Cost: \$850.00

Advance Registration Required: \$200.00

Department Name: Engineering Department

Fund Name: Gasoline Tax 111-53600-265

Additional Comments: Mileage, Lodging & Meals

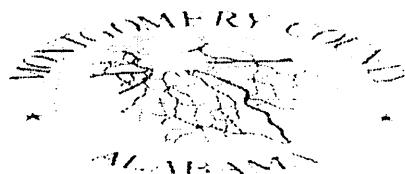
To: George C. Speake, County Engineer

From: Donald L. Mims, Administrator

The above request is app. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$850.00 and advance registration of \$200.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>111-53600-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$700.00</u>
Budget Available:	<u>\$4,300.00</u>
Current Requests:	<u>\$1,100.00</u>
Budget Balance:	<u>\$3,200.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/1/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR - 8 2010

Request # 8

Date: March 2, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, AL

Departure Date: April 9, 2010

Return Date: April 11, 2010

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: To Attend: ADAA 2010 Spring Extended Business Session

Traveler (s) Name: 1. Ellen Brooks 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☒

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$1,164.00

Advance Registration Required: \$375.00

Department Name: District Attorney

Fund Name: 760-51260-265

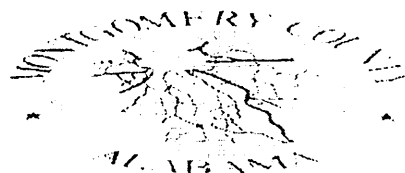
Additional Comments: Ms Brooks would like the option of using either vehicle

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

The above request is app. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,164.00 and advance registration of \$375.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>760-51260-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$44,380.00</u>	
Approved Requests:	<u>\$3,809.00</u>	
Budget Available:	<u>\$40,571.00</u>	
Current Requests:	<u>\$1,164.00</u>	
Budget Balance:	<u>\$39,407.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/2/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR - 8 2010

Request # 9

Date: March 3, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Columbia, South Carolina
Departure Date: April 12, 2010 Return Date: April 16, 2010
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: To Attend: BootCamp for Prosecutors

Traveler (s) Name: 1. Sheena Allen 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: \$0.00

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

Additional Comments: Ms Allen may need transportation to & from airport

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

The above request is app. 03/08/10 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>760-51260-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$44,380.00</u>
Approved Requests:	<u>\$3,809.00</u>
Budget Available:	<u>\$40,571.00</u>
Current Requests:	<u>\$1,364.00</u>
Budget Balance:	<u>\$39,207.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

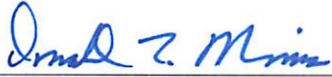
Date: 3/3/2010

cc: Finance Director / Buyer

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ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, March 22, 2010, at 8:00 in the morning.

A handwritten signature in blue ink, appearing to read "Donald Z. Minn", written over a horizontal line.

Administrator

A handwritten signature in blue ink, appearing to read "Etton N. Dean, Sr.", written over a horizontal line.

Chairman