

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
AUGUST 23, 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 Commissioner Williams.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission on scheduled attendees.

PRESENTATION BY JUVENILE COURT ADMINISTRATOR BRUCE R. HOWELL AND JUVENILE DETENTION DIRECTOR MICHAEL PROVITT

Juvenile Court Administrator Bruce R. Howell and Juvenile Detention Director Michael Provitt briefed the Commission regarding a Position Fill Request for Juvenile Detention Supervisor. Mr. Howell stated that the position would be filled from an internal promotion and he would not request to backfill the position that is being vacated. Mr. Provitt presented information regarding State mandates for staffing the Youth Facility. After discussion, the Commission agreed to waive rules and place the Position Fill Request on the agenda.

Mr. Howell informed the Commission that an Open House and Ribbon Cutting will be held October 1, 2010 for the Davis Center. Chairman Dean asked Mr. Howell to give the information to Manager of Public Affairs DiDi Henry, so that she could put it on the Commissioners' calendars.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims reviewed items on the agenda.

COMMENTS FROM VICE CHAIRMAN INGRAM

Vice Chairman Ingram requested a \$300 miscellaneous appropriation to City of Montgomery from his account, to be used by BONDS to support The Woods Neighborhood Association, with funding to promote the Community Enhancement and Beautification Programs/Project. The Commission agreed to waive rules and add this item to the agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented Budget Change Request Number 2 from Youth Facility and Budget Change Request Number 3 from Revenue Commissioner. After discussion, the Commission agreed to waive rules and add these Budget Changes to the agenda.

PRESENTATION BY RISK MANAGER SCOTT KRAMER

Risk Manager Scott Kramer briefed the Commission regarding proposed Healthcare plan changes concerning dependent coverage. Mr. Kramer explained that this change would comply with the new Patient Protection and Affordable Care Act and requested approval of the change. Vice Chairman Ingram inquired as to how much it would cost the County and Mr. Kramer stated that Blue Cross/Blue Shield has estimated a 1% - 2% increase. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Mr. Kramer briefed the Commission regarding the State of Alabama's practice for inside building temperature and stated the range is 70 – 75 degrees throughout the year. Vice Chairman Ingram asked for Mr. Kramer to research the issue more and give the Commission a specific recommendation as to what the building temperature range should be for County buildings.

Mr. Kramer briefed the Commission regarding County Insurance Renewals and noted that Excess Health would have a 1% premium increase. Mr. Kramer stated that he would present the renewals to the Commission at the next meeting.

PRESENTATION BY SHERIFF D.T. MARSHALL AND COLONEL WANDA ROBINSON

Sheriff D.T. Marshall briefed the Commission regarding Position Fill Requests for a Stores Clerk and three Corrections Officer Trainee/Corrections Officers, which were on the agenda. Sheriff Marshall stated that there were 81 incident reports for the months of June and July, 2010. Colonel Wanda Robinson explained that the old jail houses maximum security inmates and the new jail houses all other inmates. At the request of Vice Chairman Ingram, Colonel Robinson explained the recruiting process of the Corrections Officers.

Vice Chairman Ingram inquired about the leaks at the jail. Deputy Administrator Mitchell presented a letter from Ken Upchurch with T.C.U. Consulting Services, LLC regarding the water issues.

PRESENTATION BY DISTRICT ATTORNEY ELLEN BROOKS

District Attorney Ellen Brooks informed the Commission that the District Attorney's Office helped implement two new programs; a District Court Pre-Trial Diversion Program and a Juvenile Drug Court. Ms. Brooks stated that there will not be any additional cost to the County for these programs.

Ms. Brooks briefed the Commission regarding a Position Fill Request for Deputy District Attorney in the District Attorney's Child Support Division. Ms. Brooks stated that the position

is 100% funded by the Department of Human Resources and there would be no cost to the County. After discussion, the Commission agreed to waive rules and add this item to the agenda.

The Commission asked Ms. Brooks if she had raised enough funds to help cover the cost of the renovations to the One Place Family Justice Center. Ms. Brooks could not promise 100% reimbursement, but stated that she would be able to reimburse a portion of the cost through funds that have been raised.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that Risk Manager Scott Kramer was in the process of reviewing the City/County Multi-Hazards Mitigation Plan and that it would be on a future agenda.

Administrator Mims informed the Commission that the term of Charles Paterson will expire with the City/County Personnel Board in October and that he is willing to be reappointed. The Commission agreed to place his reappointment on the next agenda.

COMMENTS FROM DEPUTY ADMINISTRATOR MITCHELL

Deputy Administrator Mitchell briefed the Commission regarding a Position Fill Request for Maintenance Mechanic with Support Services. He stated that the Maintenance Department has two new buildings to service and presently there are five Maintenance Mechanics working for the County. After discussion, the Commission agreed to place this item on the next agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that the handout that Senior Vice President Ellen G. McNair with the Montgomery Area Chamber of Commerce provided at a previous meeting regarding Hyundai Heavy Industries incentives was in their Thursday Memo.

PRESENTATION BY MANAGER OF PUBLIC AFFAIRS DIDI HENRY

Manager of Public Affairs DiDi Henry reminded the Commissioners that the Alabama Cooperative Extension Systems would be hosting a luncheon and annual report review for them immediately following the Commission meeting today. She reviewed upcoming events and announced that she had hired one of two college interns to work with her in Public Affairs this year. Chase Roberts, who is working on his Masters' Degree at AUM, will start on Wednesday. She noted that she is still interviewing candidates from ASU to fill the other position after September 1st. She added that both of these students will perform their internships for grades and that there will be no cost to the county for this program.

DISCUSSION BY THE COMMISSION

Commissioner Williams introduced Shirley Smith, a Montgomery County citizen, to the Commission. Ms. Smith expressed her concern regarding dilapidated homes and unkempt

property in the Lagos Del Sol Subdivision, off U.S. Highway 31 in Hope Hull. After discussion, Sheriff Marshall stated that he would look into the matter.

PRESENTATION BY COUNTY ENGINEER GEORGE C. SPEAKE

County Engineer George C. Speake advised the Commission that the contractor is scheduled to begin work on the Meriwether Road resurfacing project early September 2010. Also, he mentioned that the contractor plans to place the permanent striping on Woodley, Cloverfield, Federal, and Woodley Roads within the next two weeks. Additionally, work is continuing on preparation of construction plans for resurfacing Meriwether Trail from Grady to Lapine. Vice Chairman Ingram advised Mr. Speake that Hayneville Ridge Road, at The Woods and The Waters neighborhoods, is in need of repairs. Vice Chairman Ingram also noted that a wreck occurred on Moore Road, which damaged a bridge rail and it would need to be repaired. Mr. Speake stated that he would look into these issues.

PRESENTATION BY DIRECTOR OF ELECTIONS TREY GRANGER

Director of Elections Trey Granger informed the Commission that the polling place at Alabama State University would need to be moved to the Acadome and requested that the Commission approve this relocation at the next meeting.

Mr. Granger stated that he would be working with the City of Montgomery regarding polling places for the 2012 Election.

Mr. Granger informed the Commission that he would be conducting a Special Election for the City Council District 6 seat. Mr. Granger stated that he would like to extend the contract with Marjorie Smith, who is responsible for the Voter Education Program, for one year. Mr. Granger explained that he could use the funds from the Special Election and there would be no cost to the County.

PRESENTATION BY EXECUTIVE DIRECTOR BILL TUCKER WITH CENTRAL ALABAMA REGIONAL PLANNING AND DEVELOPMENT COMMISSION

Executive Director Bill Tucker with Central Alabama Regional Planning and Development Commission briefed the Commission regarding a modification to the Weatherization Grant, which increased the amount funded to \$3,179,923. After discussion, the Commission agreed to waive rules and place this item on the agenda.

PRESENTATION BY REVENUE COMMISSIONER JANET BUSKEY

Revenue Commissioner Janet Buskey briefed the Commission regarding Position Fill Requests for a Clerk Typist II and two Customer Service Clerks. Ms. Buskey stated that she was working with City/County Personnel Director Barbara Montoya for the Authorization of a Customer Service Clerk for the Appraisal Department. Chairman Dean suggested that the Probate and Revenue departments cross-train and share the existing Customer Service Clerks.

After discussion, the Commission agreed to place these items under waived rules on the next Thursday Memo.

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 Director of Elections Trey Granger at the request of Commissioner Williams.

The Pledge of Allegiance was led by Commissioner Polizos.

County Administrator Mims called Roll to Establish Quorum, and the following Commissioners were present: Chairman Dean, Vice Chairman Ingram and Members Polizos, Williams and Wilson. Also present was 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 August 9, 2010. 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. Polizos made a motion to approve the Accounts Payable and Payroll Checks, as presented by the Administrator. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 5, are attached to these Minutes.)

NEW BUSINESS

PARKS AND RECREATIONS DEPARTMENT – APPROVED GRANT APPLICATION WITH ALABAMA POWER FOUNDATION REGARDING TREE GRANT FOR SNOWDOWN PARK

The Administrator presented the following memorandum from Central Alabama Regional Planning and Development Commission Grant Specialist Sara Byard requesting approval of Grant Application with Alabama Power Foundation:

MEMORANDUM

TO: Mr. Donnie Mims, County Administrator

FROM: Sara Byard
Grant Specialist, CARPDC

DATE: August 18, 2010

RE: Alabama Power Foundation Tree Grant

Please put the above referenced item on the agenda for brief at the Commission meeting on Monday, August 23. I am requesting that the Commission give approval for CARPDC to make this application on the County's behalf. Rachel Barker, Regional Urban Forester from CARPDC has been working with James Williams of your Parks and Recreation Department regarding applying for a grant to place trees at Snowdown Park. The grant request will range from \$1250 to \$2000 and requires no match. Rachel is visiting the Park today to determine exactly how many trees should be planted and the final dollar amount to be requested will be established once I receive her recommendation.

Chairman Dean will need to sign the grant application, which must be postmarked by August 31, 2010. As we are still working the final details of the request, I will deliver the application and signature page to your office as soon as possible. A copy of a blank application is attached for your reference.

Thank you for the opportunity to continue to work with the Commission.

End of Memorandum

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Letter, Agenda Page 1-2 is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED PROFESSIONAL SERVICES CONTRACT WITH EBONI SCOTT FOR E.V.E.N. FACILITATION SERVICES

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting approval of Professional Services Contract with Eboni Scott:

MEMORANDUM

July 19, 2010

TO: Donnie Mims – County Administrator
Montgomery County Commission

FROM: Paul H. Brown – Executive Director
Montgomery County Community Corrections Department

RE: Request for Agenda Item – Contract for Professional Services – E.V.E.N.
Facilitator Candidate, Ebony Scott

Please find attached a proposed contract for Professional services for Domestic Violence education-facilitation services to be performed by Ebony Scott. Ms. Scott has worked with the MCCCCD as an intern for over two months donating scores of hours of free labor while learning how to facilitate the E.V.E.N. Domestic Violence Curriculum. After critical review and observation by her E.V.E.N. professional facilitator peers, it has been recommended that Ms. Scott be offered the opportunity to provide E.V.E.N. facilitation services for compensation under the same terms and conditions as the other paid E.V.E.N. facilitators.

Presently, there is a shortage of qualified facilitators and a number of present facilitators are not expected to return to work under a new contract offer during the upcoming fiscal year.

On Tuesday, August 10, 2010, the Montgomery County Community Punishment and Corrections Authority Board met and approved the proposed Contract for Professional Services.

The attached proposed contract is the same contract previously approved by the County Attorney and is the same contract presently in force with all other E.V.E.N. facilitators. I am requesting that the attached proposed Contract for E.V.E.N. Facilitator Services be placed on the August 23, 2010 Commission Agenda for consideration and approval by the Commission.

Respectfully submitted,

/s/ Paul H. Brown - Executive Director
Montgomery County Community Corrections Department

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Professional Services Contract, Agenda Pages 2-2 through 2-4, is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED PROFESSIONAL SERVICES CONTRACT
WITH CHARLES STEPHEN DAVIS FOR SUBSTANCE ABUSE ASSESSMENT SERVICES

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting approval of Professional Services Contract with Charles Stephen Davis:

MEMORANDUM

July 19, 2010

TO: Donnie Mims – County Administrator
Montgomery County Commission

FROM: Paul H. Brown – Executive Director
Montgomery County Community Corrections Department

RE: Request for Agenda Item – Contract for Professional Services - ADMH Certified
Offender Assessment Services

In May of this year, I briefed the Commission on the impending issuance of a Request for Qualifications on behalf of the Montgomery County Drug Court to contract with a provider to administer Certified Offender Substance Abuse Assessments.

In accordance with House Bill 348 (Now entitled ACT No. 2010-754 of the Alabama Legislature), the Montgomery County Drug Court, serving the 15th Judicial Circuit Courts, sought an individual, through a competitive RFP process, to administer substance abuse/chemical dependency assessments of Drug Court applicants/offenders. The assessments are required to be fully in accordance with the criteria certified by the Alabama Department of Mental Health, Substance Abuse Services Division. The services to be performed under the proposed contract are to be paid by either the offender, the Alabama Department of Mental Health, or a combination of both, without any cost to the County Commission of the Community Corrections Department. The proposed contract provides some Community Corrections Department office space for the express purpose of performing the requested assessments. This office space is presently available and would not cause any additional costs to the MCCCCD.

As a result of the issuance of the Request for Qualifications, a potential provider was identified and a Contract for Professional Services has been negotiated with the respondent deemed best qualified to administer the assessments. A copy of the proposed contract was referred to the County Attorney for his review and a favorable report from the County Attorney was returned. On Tuesday, August 10, 2010, the Montgomery County Community Punishment and Corrections Authority Board met and approved the proposed Contract for Professional Services.

I am requesting that the attached proposed Contract for Substance Abuse Assessment Services be placed on the August 23, 2010 Commission Agenda for consideration and approval by the Commission.

Respectfully submitted,

/s/ Paul H. Brown - Executive Director
Montgomery County Community Corrections Department

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 Attorney Gallion's Opinion and Professional Services Contract, Agenda Pages 3-2 through 3-6, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS
REPROGRAMMING REQUESTS

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

August 23, 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-2010-91: Capri Community Film Society, Inc., for Southern Circuit Tour of Independent Filmmakers - \$1,000
- C-2010-92: Julia's Closet, Inc., for Returning Female Citizens Program - \$500
- C-2010-93: American Legion Post #210, for Dance Program - \$1,000
- C-2010-94: Montgomery Ballet, for Promotion of Arts in Education and Arts Opportunities for Citizens of Montgomery County - \$1,000
- NC-2010-119: City of Montgomery, to be used by BONDS to Support the Woodley Park Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,500

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-2010-120: City of Montgomery, to be used by BONDS to Support The Woods
Neighborhood Association with Funding to Promote the Community
Enhancement and Beautification Programs/Projects - \$300

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

COUNTY COMMISSION – APPROVED BID AWARD FOR INSTALLATION OF LIGHTS
AT THE COURTHOUSE, BID NUMBER 51901-10B-028

The Administrator presented the following memorandum from Assistant Director of Support Services Pat Silas requesting approval of Bid Award for installation of lights at the courthouse:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services

DATE: August 18, 2010

SUBJECT: Invitation to Bid No. 51901-10B-028,
Installation of Lights at the Courthouse

Request approval of award on the above referenced bid to low bid of Mid-South Electric Co., Inc., in the amount of \$6,895.00, be placed on the agenda for the County Commission meeting on August 23, 2010. (copy of spread sheet attached)

This award is for installation of lights in five (5) Circuit Court Courtrooms at the Courthouse.

Coordination of award made with Mr. John A. Mitchell, Sr., and Mr. Paul St. John.

Attachment

End of Memorandum

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

COUNTY COMMISSION – APPROVED BID AWARD FOR RENOVATIONS OF 530 S.
LAWRENCE STREET, BID NUMBER 51100-10C-027

The Administrator presented the following memorandum from Assistant Director of Support Services Pat Silas requesting approval of Bid Award for renovations of 530 S. Lawrence Street:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services

DATE: August 17, 2010

SUBJECT: Invitation to Bid No. 51100-10C-027,
Renovations of 530 S. Lawrence Street
(Family Justice Center)

Request approval of award on the above referenced bid to low bid of David Armster General Contracting in the amount of \$109,567.00, be placed on the agenda for the County Commission meeting on August 23, 2010. (copy of spread sheet attached)

Coordination of award made with Mr. Tommy Lawrence of TCU Consulting Services, LLC.

Attachment

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 Spreadsheet and Letter, Agenda Pages 6-2 and 6-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED FINAL PAYMENT TO CANNDAUSON
CONSTRUCTION, INC., REGARDING SHERIFF’S OFFICE RENOVATIONS IN ANNEX I

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of final payment to CannDauSon Construction, Inc.:

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: August 13, 2010

SUBJECT: Project No. 0704-GVA – Montgomery County
Annex 1 Sheriff Renovations

Request approval of the attached final payment to CannDauSon Construction, Inc., on the above referenced project, in the amount of \$121,676.74, be placed on the agenda for the County Commission meeting on August 23, 2010.

All final completion documents have been received and advertisement of completion has been run in the newspaper in accordance with Code of Alabama Public Works Law 39-1-1(f).

Coordination of final payment made with Mr. Tommy Lawrence of TCU Consulting and Mr. Patrick Addison of PH&J Architects, Inc.

Attachment

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Transmittal-Workflow and Invoice, Agenda Pages 7-2 and 7-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED FINAL PAYMENT TO INGRAM
CONSTRUCTION, LLC, REGARDING MONTGOMERY COUNTY K-9 FACILITY

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of final payment to Ingram Construction, LLC:

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: August 18, 2010

SUBJECT: Project No. 08-012 – a New K-9 Facility

Request approval of the attached request for final payment to Ingram Construction, LLC., on the above referenced project, in the amount of \$25,535.29, be placed on the agenda for the County Commission meeting on August 23, 2010.

All final completion documents have been received and advertisement of completion has been run in the newspaper in accordance with Code of Alabama Public Works Law 39-1-1(f).

Coordination of final payment made with Mr. Tommy Lawrence of TCU Consulting.

Attachment

End of Memorandum

Mr. Polizos made a motion to approve the request. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copies of Transmittal-Workflow and Invoice, Agenda Pages 8-2 and 8-3, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED FINAL PAYMENT TO WM. BARRY ROBINSON, ARCHITECT, REGARDING MONTGOMERY COUNTY K-9 FACILITY

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of final payment to Wm. Barry Robinson Architect:

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: August 18, 2010

SUBJECT: Project No. 08-012 – a New K-9 Facility

Request approval of the attached request for final payment to Wm. Barry Robinson, Architect, on the above referenced project, in the amount of \$714.00, be placed on the agenda for the County Commission meeting on August 23, 2010.

Coordination of final payment made with Mr. Tommy Lawrence of TCU Consulting.

Attachment

End of Memorandum

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Transmittal-Workflow and Invoice, Agenda Pages 9-2 and 9-3, are attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUEST FOR STORES CLERK I

The Administrator requested approval of position fill request for Stores Clerk I in the Detention Facility.

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 10-1, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUESTS FOR 3
CORRECTIONS OFFICER TRAINEE / CORRECTIONS OFFICERS

The Administrator requested approval of position fill request for 3 Corrections Officer Trainee/Corrections Officers in the Detention Facility.

Mr. Williams made a motion to approve the request. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 11-1 through 11-3, are attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (16)

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 Numbers 20 and 21
2. Finance Department	Request Number 9
3. Probate Judge's Office (Elections Center)	Request Number 21
4. Sheriff's Office	Request Numbers 41, 42, and 43
5. Youth Facility	Request Number 18
6. Parks and Recreation Department	Request Number 2
7. Engineering Department	Request Number 9
8. Appraisal Department	Request Number 18
9. Community Corrections	Request Numbers 12 and 13
10. Probate Judge's Office	Request Numbers 18, 19, and 20

Mr. Williams made a motion to approve the travel/training requests. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 12-1 through 12-16, are attached to these Minutes.)

WAIVED AGENDA 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. Youth Facility	Request Number 2
2. Revenue Commissioner's Office	Request Number 3

Vice Chairman Ingram made a motion to approve the budget change requests. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 13-1 and 13-2, are attached to these Minutes.)

YOUTH FACILITY – APPROVED POSITION FILL REQUEST FOR JUVENILE DETENTION SUPERVISOR

The Administrator presented the following memorandum from Juvenile Court Administrator Bruce R. Howell requesting approval of position fill request for Juvenile Detention Supervisor:

MEMORANDUM

To: Mr. Donnie Mims

From: Bruce R. Howell, Juvenile Court Administrator

Date: August 10, 2010

Re: Juvenile Detention Supervisor Vacancy

I am requesting that the Position Fill Request for the Juvenile Detention Supervisor, be placed on the formal agenda for the County Commission Meeting on Monday, August 23rd.

Thank you for your consideration.

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 14-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED HEALTHCARE PLAN CHANGES
REGARDING DEPENDENT COVERAGE

The Administrator presented the following memorandum from Risk Manager Scott Kramer requesting approval of Healthcare Plan Changes regarding Dependent Coverage:

August 19, 2010

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer
Risk Manager

SUBJECT: Healthcare Plan Change – Dependent Coverage

On March 23, 2010, the federal government signed into law the new Patient Protection and Affordable Care Act (Healthcare Reform). Most of the changes to existing employer healthcare plans will be phased in over time. However, one modification which will take effect on October 1, 2010 relates to dependent coverage. The Grandfathering Regulations were released June 17, 2010 by the Departments of Health and Human Services, Labor and Treasury. These agencies accepted public comments on these regulations through August 16, 2010.

I am recommending that the Commission adopt a change to dependent coverage to comply with this new legislation. Specifically, individuals under age 26 are eligible to enroll in the Montgomery County Healthcare if such child is not eligible for another employer's sponsored coverage. If this change is adopted, the Montgomery County Commission will allow these eligible employees to enroll during the month of September to be effective October 1, 2010.

With the timeliness of this matter, I am requesting the Commission to waive rules and consider approval for this change at the next meeting. I have enclosed a copy of the letter which will be sent to all employees and retirees.

cc: John A. Mitchell, Sr.

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Vice Chairman Ingram and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 15-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MODIFICATION NUMBER THREE TO
WEATHERIZATION GRANT ARRADOE-028-09

The Administrator requested approval of modification number three to Weatherization Grant ARRADOE-028-09.

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copies of Letter and Modification to 2009 Weatherization Grant Agreement, Agenda Pages 16-1 through 16-12, are attached to these Minutes.)

DISTRICT ATTORNEY’S CHILD SUPPORT DIVISION – APPROVED POSITION FILL
REQUEST FOR DEPUTY DISTRICT ATTORNEY

The Administrator presented the following letter from District Attorney Eleanor I. Brooks requesting approval of position fill request for Deputy District Attorney in the District Attorney’s Child Support Division.

August 13, 2010

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

RE: Position Fill Request

Dear Chairman Dean:

I am requesting approval to fill an open position in the District Attorney’s Office.

An opening has been created because of the resignation of an attorney in our Child Support Division. Among other things, this attorney represents custodial parents, the Department of Human Resources (DHR), and the State of Alabama in appropriate court proceedings.

This position is 100% funded by DHR and is no expense to the County.

Thank you for your favorable consideration in this matter.

Sincerely,

/s/ Eleanor I. Brooks, District Attorney

Cc: Donnie Mims, County Administrator

End of Letter

Vice Chairman Ingram made a motion to approve the request. The motion was seconded by Mr. Wilson and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 17-2, is attached to these Minutes.)

COMMENTS BY COMMISSIONERS AND ATTENDEES

Ms. K.T. Brown addressed the Commission expressing her appreciation for the customer-friendly operations in the Appraisal Department and Revenue Commissioner's Office. She requested the Commission's support in making changes to the absentee ballot process. She said return postage in the amount of \$1.05 should be provided on the envelopes for absentee ballots for senior citizens.

Director of Elections Trey Granger stated that the Legislature would have to take the necessary steps in order to have the postage on absentee ballots prepaid. He added that the County may be charged for the postage. He stated that the Elections Center will explore any options to bring about the change to accommodate elderly voters.

Vice Chairman Ingram requested prayers for those at First Baptist Church who were involved in a van accident on Saturday; stating that God was with them that day. He also requested prayers for the people in Pakistan who are literally starving to death due to recent flooding. He thanked Sheriff D.T. Marshall for all that he does for Montgomery County, and he thanked Mr. Bill Tucker for his assistance with obtaining the grants for the Weatherization Program. He also thanked Ms. K.T. Brown for her thoughts. He recognized Ms. Debra Johns, a representative of *The Woods* Neighborhood Program, and told her he really enjoyed their meeting.

Commissioner Williams stated it was good to see everyone this morning. He told Mr. Tucker that he is doing an outstanding job with the Weatherization Program which helps many people who can't afford to winterize their homes. He also encouraged those that need assistance to look into this program.

Commissioner Polizos thanked the department heads present at today's meeting for what they are doing to help the Commission during these tough economic times. He stated that revenue is down, and the County is borrowing from savings; he added that the last thing the County wants to do is lay people off.

Chairman Dean told the meeting attendees that it is not about the Commission; the people who elect them that are in charge. He stated that the Commissioners are reaching out for suggestions on ways to cut the budget and save money countywide.

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 DR. KEIVAN DERAVID OF AUBURN UNIVERSITY OF MONTGOMERY

Dr. Keivan Deravi, Professor of Economics with Auburn University of Montgomery, briefed the Commission regarding the economic outlook for Montgomery County. Dr. Deravi told commissioners that they cannot depend upon reserve funds alone to get them through the ongoing economic crisis. He advised them that they will have to look at further cost-cutting measures as well. He stated "Plan for three years of really mediocre to bad years. In 2013, you just need to pray a lot, and I am not even trying to be funny." In closing, Dr. Deravi reiterated that "you can't expect your revenues to pull you out of this. You have to bring your expenditures down."

PRESENTATION BY MIKE DUNN WITH MERCHANT CAPITAL, LLC

Mike Dunn with Merchant Capital, LLC informed the Commission that the County could refund the 2002 Series Bonds that have a principal balance remaining of \$13,975,000, and an average interest rate of 4.61%. Based on current market conditions he felt it is possible to lower the interest rate to approximately 2.70% with savings resulting in excess of \$500,000. The refunding could be accomplished without extending existing amortization and savings could be structured "up front" meaning dollars would be available to supplement this year's budget. After discussion, the Commission agreed to proceed with the refunding of the County bonds.

PRESENTATION BY REVENUE COMMISSIONER JANET BUSKEY

Janet Buskey briefed the Commission regarding a Request for Proposal for a new Property Tax Administration Software. Ms. Buskey stated that the current software being used by the Appraisal Department, MS Govern, caused errors in more than 1,000 personal property billing statements that were sent out this year. After discussion, the Commission asked that a representative from the Alabama Department of Revenue and MS Govern, Information Systems Director Lou Ialacci, Assistant to the Mayor Jeff Downs, City Information Technology Director Don McCanless and Ms. Buskey be invited to the next Commission meeting to discuss the issues.

DISCUSSION BY THE COMMISSION

The Commission discussed the 2010-2011 budget. Administrator Mims stated that the County would need to implement a strong hiring freeze now or employees would have to be laid off in 2½ years.

ADJOURNMENT

Vice Chairman Ingram made a motion to adjourn the meeting of the Montgomery County Commission on August 23, 2010, at 11:37 a.m. The motion was seconded by Commissioner Williams and unanimously approved by the Commission.

08-23-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-06-10

Check Number	To	Check Number
210309		210451
Total Checks Paid		\$579,794.38

CHECK #	PAYEE	AMOUNT	DATE
210307	Montgomery Cash & Carry	\$ 93.58	08/02/10
210308	Alabama Gas Corporation	\$ 65.17	08/06/10

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

08-23-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-06-10

Check Number	To	Check Number
210452		210579
Total Checks Paid		\$655,547.88

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

08-23-10 Meeting

MONTGOMERY COUNTY COMMISSION

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

CHECKS ARE DATED 08-13-10

Check Number	To	Check Number
210581		210618
Total Checks Paid		\$325,495.87

CHECK #	PAYEE	AMOUNT	DATE
210580	MSGOVERN	\$ 2,000.00	08/12/10

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-13-10

Check Number	To	Check Number
210619		210654
Total Checks Paid		\$477,783.36

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**

**CHECKS ARE DATED
08/13/10**

Payroll Check Number	104651	To	Payroll Check Number	104836	\$ 125,837.69
Direct Deposits					\$ 805,117.72
Payroll Check Number	104837	To	Payroll Check Number	104868	\$ 297,285.67
Direct Deposits					\$ 331,408.49
Federal Deposits					\$ 327,360.66
Total Payroll Paid					\$ 1,887,010.23

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



July 6, 2010

To All Potential Grant Applicants:

Trees add beauty to any landscape, but they add even more to the quality of life than meets the eye. In an effort to foster public awareness about the benefits of a productive urban forest, the Alabama Power Foundation and the Alabama Urban Forestry Association (AUFA) are pleased to announce the Foundation will again provide grants up to \$2,000 each for tree planting through the "Plant A Tree in Alabama - Community Forestry Project".

In addition, we are glad to announce the Foundation will award \$4,000 in "Gateway" grants to communities across the state to develop and/or enhance the gateway to their community.

"Community Forestry Project" and "Gateway" grants are available to:

- Local governments (cities, towns, communities)
- Educational institutions (city and county school systems, private schools & universities)
- Any 501(c)(3) organization (a copy of the IRS letter of determination must be submitted with application)

Community Forestry Project grants will be based on the environmental benefits of the proposed project, support of local community leaders and volunteers, as well as needs of the local area (see enclosed application for details).

Gateway grants provide funds to buy trees, mulch, landscape timber, shrubs, signage, excavating and development of flower beds (not the planting of annuals) for the entrance to the city. See application for details.

Please note that you may apply for both the Community Forestry and Gateway grants, but you can only be awarded one grant.

Applications must be postmarked on or before August 31, 2010. Winners will be announced no later than October 28, 2010.

Please feel free to duplicate this application and give it to others or download the application directly at www.alabamapowerfoundation.com.

If you have questions, call the Alabama Power Foundation at 205-257-2508 or the Alabama Urban Forestry Association at 1-877-548-0440.

Sincerely,

A handwritten signature in black ink, appearing to read "Leigh D. Perry".

Leigh D. Perry
President

A handwritten signature in black ink, appearing to read "Gary Ickes".

Gary Ickes
President of the Board, AUFA

STATE OF ALABAMA
COUNTY OF MONTGOMERY

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Eboni Scott (also referred to as Provider), Federal Tax I.D. or Social Security Number: _____, to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance, documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. The cost of registration/tuition for any assigned training shall be paid by the Montgomery County Commission. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$20.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

Invoicing for services charged under this Professional Services Contract shall be submitted to the Montgomery County Community Corrections Department Executive Director on an approved Monthly Invoice Form to be provided by the Montgomery County Community Corrections Department and shall contain: The name and mailing address of the provider, the Federal Tax I.D. Number or Social Security Number of the provider, the date of service, the amount of time charged, the nature of the service rendered (class instruction, tutoring, orientation, intake, Court advocacy, reporting, etc.), a total calculation or amount invoiced for each service, an aggregate total of all charges for the month, the providers signature attesting that the invoice is accurate and correctly reflects services actually performed and the date signed. Monthly Invoice Forms are due no later than the fifth business day of the month following the month services are rendered. Upon verification of the accuracy of any invoice by the Executive Director, the invoice shall be forwarded to the Montgomery County Commission for payment.

The contract period shall begin from date of signing this contract by both parties and shall end at the close of business, September 30, 2010. Actual services to be compensated under this Contract shall commence no earlier than October 1st, 2009. This Contract may be terminated, without prior notice upon notification of the Montgomery County Community Corrections Department that all available funds from participant fees and other authorized sources have been exhausted. The provider shall have the right to terminate the contract with the Montgomery County Commission provided 30 days written notice is provided to the Commission.

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this 3rd Day of August, 200~~8~~¹⁰

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

BY: Eboni Scott

BY: _____

PRINT NAME: Eboni Scott

TITLE: _____

M.C.C.P.C.A Board Chair or Representative

BY: _____



MONTGOMERY OFFICE

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

MEMORANDUM

August 3, 2010

TT6

TO: Donnie Mims
FROM: Tommy Gallion
RE: Montgomery County Drug Court
Professional Services Contract

I have reviewed your July 26, 2010 memorandum and the July 19, 2010 memorandum from Paul Brown with Montgomery County Community Corrections Authority and the attached Professional Services Contract for Charles Stephen Davis to provide substance abuse assessment services.

It is my understanding that the services to be performed under the proposed contract will be paid by the offender or the Alabama Department of Mental Health or a combination of both. There will be no costs to the Community Corrections Department or to Montgomery County Commission other than providing office space and access to office equipment.

The Professional Services Contract is well written and I was impressed with the General Professional Liability – Indemnity Coverage paragraph on page 3. I do not have any changes or additions.

I am of the opinion that the services provided for in this Professional Services Contract 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 contract should not be executed if it is the desire of the Commissioners.

50051-317
#3,831,840

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission, acting on behalf of the Montgomery County Drug Court and the Drug Court Administrator, The Montgomery County Community Corrections Department (MCCCD), desires to enter into a Professional Services Contract with Charles Stephen Davis (also referred to as Provider), Federal Tax I.D. or Social Security Number: _____, to provide substance abuse assessment services. This is a Professional fee for Services Contract, compensated on the basis of a fee for service to be charged directly to the Drug Court Applicant (offender). Other compensation for said services may be available through a contract between the Provider and the Alabama Department of Mental Health, Substance Abuse Services, and the receipt by the provider for such compensation shall be in addition to the fees authorized in this contract. Only services that are scheduled and pre-approved by the Drug Court Coordinator shall be charged or billed to the Drug Court Applicant (offender) under this Professional Services Contract. Modifications to the schedule must be approved by the Drug Court Coordinator and made in writing to be compensated. The amount to be charged to any Drug Court Applicant for the substance abuse assessment service shall not exceed \$75.00 per assessment. Provider shall be permitted to charge a non-refundable reschedule fee for missed appointments not rescheduled at least by 5:00 pm the day prior to a scheduled assessment. The Montgomery County Drug Court shall assist and provide a letter of support for the Provider in applying for a contract with of the Alabama Department of Mental Health, Substance Abuse Services Division, for additional reimbursement for substance abuse assessments, on or before September 15, 2010. Any additional fees recovered by the Provider from the Alabama Department of Mental Health for individual substance abuse assessments shall be the responsibility of the Provider. The provider shall provide evidence of application to the Alabama Department of Mental Health, Substance Abuse Services Division to provide substance abuse assessment services for reimbursement. The award of this Professional Services Contract shall not be contingent on the Alabama Department of Mental Health, Substance Abuse Services Division's determination to contract with the Provider for reimbursement for substance abuse assessments.

The substance abuse assessment instruments to be administered shall be the current Alabama Department of Mental Health instruments including: the UNCOPE Screening Tool, the SASD Adult Integrated Placement Assessment, each U.R.I.C.A. Scale for alcohol or drug use and the Mini International Neuropsychiatric Interview(N.I.N.I.). The provider is authorized and whenever practicable agrees to administer in addition to the Substance Abuse Assessments (above), the Offender Risk Assessment System Instrument, including the Offender Self Report and the Community Corrections version of the instrument. In addition to reporting the Assessment results to the Drug Court Team, the Provider shall participate, with the Drug Court Team, to make a professional determination as to the appropriate level of treatment or substance abuse education referral to be recommended for each applicant as a result of the assessments rendered.

Location and Hours of Services

Services shall be performed at the office of the Montgomery County Community Corrections Department (MCCCD), 301 Adams Avenue, Montgomery, Alabama. At the MCCCD office location, the MCCCD will provide an office space, desk, chairs, locking file cabinet and access to office equipment necessary to perform individual offender interviews and assessments in fulfillment of the requisites of this contract. The ORAS Assessment instruments, scoring sheets, Self Reports and other related ORAS materials will be provided by the MCCCD. One individual office space shall be allotted without cost to the provider. It shall be the provider's responsibility to provide all other necessary materials, including the selected assessment instrument, P.C. Computer (if required) case folders, office supplies and other materials for the purpose of meeting the requisites of this RFP. The ORAS Assessment materials will be provided to the Provider by the MCCCD. Should the ORAS Assessment become automated through the MIDAS database provided by the Alabama Administrative Office of the Courts, the MCCCD shall provide data terminal access for the purpose of administering the ORAS on-line. The MCCCD office hours are Monday through Friday, 7:00 am through 5:00 pm. Additional office hours are Tuesdays from 5:00 pm through 8:00 pm and Saturdays from 8:00 am through 11:00 am with the exception of County Holidays and National (Federal) Holiday weekends.

To streamline and make the application and assessment process more efficient, the provider shall provide to the Drug Court Coordinator (a minimum of two weeks in advance) a schedule of times the provider will make available for assessments. The Drug Court Coordinator and the staff of the MCCCD shall schedule all assessments according to the schedule provided and will make this schedule of appointments available to the provider at the office of the MCCCD. Staff of the MCCCD shall assist in the collection of assessment fees whenever practicable through a collection and receipting process that shall be determined by agreement between the provider and the Executive Director of the MCCCD, however, the ultimate responsibility for collecting applicant assessment fees is with the Provider. The Drug Court, the MCCCD and the Montgomery County Commission shall not be responsible for enforcement of any payment agreement between the provider and any Drug Court applicant assessed.

Compliance with Confidentiality Laws

The provider has previously prepared and signed a general acknowledgement stating that he understands that certain Federal Laws and Regulations provide for penalties for unauthorized release of certain confidential client/offender information including Federal Regulation 42 CFR (2) and Laws governing certain medical information protected under HIPAA Regulations and he further acknowledges that he will abide by all Federal, State and program regulations regarding the confidentiality of client/offender information and will safeguard sensitive and protected information. This document shall be affixed to and shall become a part of this contract.

Termination of services

Once executed, either party may terminate the proposed contract for services by providing the other party with 30 days prior written notice of intent to terminate the contract.

General Professional Liability –Indemnity Coverage

The provider shall, for the entire term of the contract, carry professional malpractice liability insurance in the amount of at least one million dollars (\$1,000,000) covering acts and omissions and other torts resulting from the provision of the services noted in the contract as awarded. The vendor shall cause their professional insurance carrier to name the Montgomery County Commission, its agents and appointed MCCPCA Board and the Montgomery County Drug Court as well as the Montgomery County 15th Judicial Circuit Courts as additional insured's for the services provided in the contract as awarded.

Contract Duration

The duration of this Contractual Agreement is for one (1) year beginning from date of award of the contract and ending one (1) year thereafter, however, at the election of the Drug Court Coordinator and the Executive Director of the MCCCCD, the contract may be extended for up to two additional one year periods. The Vendor may elect to increase the fees charged for services by no more than 5% for any succeeding year (years 2 and 3) of the contract.

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2010.

Provider

MONTGOMERY COUNTY COMMISSION

BY: Steve Davis

BY: _____

TITLE: _____

PRINT NAME: Steve Davis

M.C.C.P.C.A Board Chair or Representative

BY: _____

[illegible]

5.2

- DO NOT USE COLORED PRINT OR SHADED TABLES -

CERTIFIED TABULATION OF BIDS

PROJECT: Montgomery County
One Place
Family Justice Center

BC PROJECT No. _____

AS TABULATED BELOW, BIDS WERE RECEIVED:

DATE: August 16, 2010 TIME: 10:00a.m.

PLACE: 101 S. Lawrence Street
Purchasing Office

CONTRACTOR	SURETY	BASE BID	BID ALT. #1	BID ALT. #2	REMARKS
Alfa Builders					
Ingram Construction	Western Surety	\$144,142.00	Yes	Yes	
Hutcheson Construction	Travelers	\$110,000.00	No	No	
David Armster General Contracting	Cashiers Check	\$109,567.00	Yes	Yes	
MTS Construction	Grantie E	\$137,151.00	No	No	

I certify that the above bids were received sealed and were publicly opened and read aloud at the time and place indicated and that this is a true and correct tabulation of all bids received for this project.

Sworn and subscribed before me this _____ day of _____

By: _____

Typed or printed Name and Title of Architect or Engineer

Notary Public

L.S.

Signature



TCU CONSULTING SERVICES, LLC
CONSTRUCTION CONSULTANTS

Owner Representation

Program Management

Facilities Planning

Strategic Planning

Construction Claims Consulting

Development Consulting

August 17, 2010

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

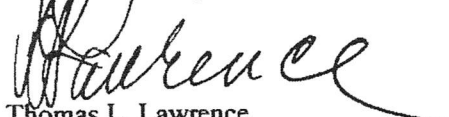
Re: Renovation of Family Justice Center – 530 South Lawrence Street for the Montgomery County Commission

Dear Donnie:

I have reviewed the bids received on the above referenced project and recommend that the Commission consider voting to enter into a contract with David Amster General Contracting for the above referenced work. The project bid on August 16, 2010 with bids received from 4 contractors. David Amster General Contracting was the lowest responsive bidder at \$109,567.00. The next lowest bidder was Hutcheson Construction at \$110,000.00.

All bid documents received by the low bidder were in order and there are no findings to indicate that the low bidder was non responsive.

Sincerely,
TCU Consulting, LLC



Thomas L. Lawrence
Program Director

cc: file
John Mitchell
Ken Upchurch
Percy Thomas
Pat Silas
Kelley Pennington

MCC - Annex 1 - Project No. 07-01-03, 07-01-04, 07-01-05, 07-01-06 **Transmittal - Workflow : 4**

Subject:	Final Pay Request	Held By:	Thomas L. (Tommy) Lawrence
Author:	Thomas L. (Tommy) Lawrence	Date Due:	08.06.2010 10:00am
Date Created:	08.06.2010 07:48am		

To:	Montgomery County Commission
Address:	Hand Deliver Montgomery, AL
Attention:	Pat Silas
Requested By:	GC

We are sending:	Application for Payment
------------------------	-------------------------

Submitted for:	Approval, Payment
-----------------------	-------------------

Sent Via:	Attached
------------------	----------

Copies:	1
----------------	---

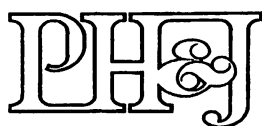
Status:	Pending
----------------	---------

Remarks:	Pat attached is the contractors final pay request in the amount of \$121,676.74, Consent of Surety, copy of Advertisement of Completion and the architect's check list for final payment submittal. I have reviewed the application and recommend that it be presented for payment. Under separate cover you will receive all other closeout documents including warranties and manuals.
-----------------	--

Signed:	Thomas L. Lawrence
----------------	--------------------

Form Created 08.06.2010 07:48am	To: Thomas L. (Tommy) Lawrence CC: Members
---	---

BY: TCU



architects inc.

CONTRACTOR'S SUMMARY

FORMERLY PEARSON, HUMPHRIES, JONES AND ASSOCIATES, INC. ARCHITECTS

P.O. BOX 215 MONTGOMERY, ALABAMA 36101 TELEPHONE (334) 265- 8781

SUMMARY OF OWNER-CONTRACTOR ACCOUNT

To: **Montgomery Co Commission**
PO Box 1667
Montgomery, AL 36102

Attn: Mr. Donnie Mims

PH&J Project: Montg. Co. Annex

Misc. Sheriff Renovations 2007

Project: 0704-GVA

Contractor: **CannDauSon Construction, Inc.**

We have reviewed the Contractor's Application for Payment (Copy Attached) and have summarized below for your convenience this and previous applications, and the status of this account.

Record of Contract Adjustments

Date	Document	Subject	Add/Deduct Amount	Current Adjusted Contract Sum
	Original Contract			4,867,069.57
09/04/09	Change Order #4	fire dampers, storefront, heat detectors, setting bed, etc.	19,305.09	4,886,374.66
09/24/09	Change Order #5	First floor work	10,248.33	4,896,622.99
11/04/09	Change Order #6	Repair leaks, delete probate area, fire dampers	(12,758.86)	4,883,864.13
11/05/09	Change Order #7	Sales tax savings	(156,362.81)	4,727,501.32

Tabulation of Certified Payments

Pay Contractor >	CannDauSon Construction. Inc.	121,676.74
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[illegible]

PH&J architects, inc.

Distribution: 3 copies to owner

By:

Jennifer Sequest

MCC K-9 Kennel**Transmittal - Workflow : 35**

Subject: Ingram Final Invoice
Author: Thomas L. (Tommy) Lawrence **Held By:** Thomas L. (Tommy) Lawrence
Date Created: 08.16.2010 05:31pm **Date Due:** 08.16.2010 05:00pm

To: Montgomery County Commission
Address: Hand Deliver
Montgomery, AL
Attention: John Mitchell
Requested By: Lee Ingram

We are sending: Application for Payment
Submitted for: Approval, Payment
Sent Via: Attached
Action Taken: Approved
Copies: 3
Status: Approved/Completed
Remarks: John I have reviewed the attached pay request and recommend that it be placed in line for payment. We have received the close out documents previously and provided them to Paul St. John. The final change order to reconcile all changes and tax savings has been fully executed along with the Certificate of Substantial Completion.
Attachment: K9 FINAL PAY REQUEST.pdf
Signed: Thomas L. Lawrence

Form Created 08.16.2010 05:31pm **To:** Thomas L. (Tommy) Lawrence
CC: Members

RECEIVED

APPLICATION AND CERTIFICATE FOR PAYMENT
 BY: ICU COVER SHEET

AUG 13 2010

ESTIMATE No.	#9 Retainage
DATE:	8/3/2010
Project No.	08-012

TO OWNER: Montgomery County Commission Mrs. Pat Silas P.O.Box 1667 Montgomery, Alabama 36102-1667	PROJECT: A New K-9 Facility for the Montgomery County Commission 8560 US Hwy 331 Montgomery, Alabama 36105
FROM CONTRACTOR: Ingram Construction, LLC L.E. Ingram, Jr. 1775 Taliaferro Trail Montgomery, Alabama 36117 FEIN 20-5933040	ARCHITECT/ENGINEER: Wm. Barry Robinson, Architect Mr. Barry Robinson 521 Herron Street Montgomery, Alabama 36104

DESCRIPTION OF WORK ITEMS	\$	483,953.00
CHANGE ORDER(S) Numbers <u>1</u> through <u>1</u>	\$	8,880.03
TOTAL CONTRACT TO DATE	\$	492,833.03

1. Work Completed to Date per attached Schedule of Values(<u>100%</u>)	\$	492,833.03
2. Stored Materials: (Attach list or form ABC C - SM, Inventory of Stored Materials.)	\$	
3. Total Completed Work and Stored Materials	\$	492,833.03
4. Less Retainage <u>10% of the first 50% of the Contract Sum</u>	(\$	0.00)
5a. Less Cash Discounts.	(\$	0.00)
5b. Less Materials & Property Payments by the Owner.	(\$	178,727.33)
5c. Less Tax Savings.	(\$	
6. Total Due.	\$	314,105.70
7. Less Total Previous Payments	(\$	288,570.41)
8. Balance Due This Estimate.	\$	25,535.29

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of his knowledge, information, and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payments were issued and payments received the Owner and that current payment shown herein has not yet been received.

By [Signature] Date 8/3/2010
 Member
 (Title) 3rd

Sworn and subscribed before me this 3rd day of August, 2010

[Signature]
 Notary Public

ARWEN FREEMAN
 Notary Public, AL State at Large
 My Comm. Expires 9/12/2010

ARCHITECT'S CERTIFICATION

In accordance with the Contract Documents, the Architect certifies to the Owner that, to the best of the Architect's knowledge and belief, the Work has progressed to the point indicated herein, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the amount approved.

Wm. Barry Robinson, Architect
 (Architect)

By [Signature]

Date August 11, 2010

REVIEW AND APPROVALS

Approved by: _____ (Owner)	Signature _____	Date _____
Approved by: _____ (Owner)	Signature _____	Date _____
Approved by: _____	Signature _____	Date _____

MCC K-9 Kennel**Transmittal - Workflow : 36**

Subject:	Architect Invoice	Held By:	Thomas L. (Tommy) Lawrence
Author:	Thomas L. (Tommy) Lawrence	Date Due:	08.17.2010 06:00pm
Date Created:	08.16.2010 06:06pm		

To:	Montgomery County Commission
Address:	hand Deliver Montgomery, AL
Attention:	John Mitchell
Requested By:	Robinson

We are sending:	Application for Payment
Submitted for:	Approval, Payment
Sent Via:	Attached
Copies:	3
Status:	Pending
Remarks:	John I have reviewed the attached architects invoice and recommend that it be placed in line for payment. The architect has completed his contractual obligations relative to closing out the project.
Attachment:	K9 ARCH INVOICE FINAL.pdf
Signed:	Thomas L. Lawrence

Form Created
08.16.2010 06:06pm

To: Thomas L. (Tommy) Lawrence
CC: Members

Wm. Barry Robinson, Architect
521 Herron Street
Montgomery, AL 36104
(334) 269-5590
(334) 269-0556 Fax
FED ID #63-1139215

RECEIVED
AUG 03 2010

BY: TCU

INVOICE FOR ARCHITECTURAL SERVICES

TO: Tommy Lawrence
TCU Consulting Servicecs, LLC
P. O. Box 230487
Montgomery, AL 36123

DATE: August 2, 2010

PROJECT: A New K-9 Facility for
The Montgomery County Commission
Snowdown, Alabama

INVOICE #: EIGHT
PROJECT: 08-012

In accordance with the Owner-Architect agreement there is due at this time for services and reimbursable expenses on the above project for the period ending

08/02/10

\$714.00

THE PRESENT STATUS OF THE ACCOUNT IS:

Lump Sum Fee

\$21,000.00 FEE FOR SERVICES

SERVICES RENDERED TO DATE

DESCRIPTION	% OF FEE		FEE	% COMPLETE	EARNED TO DATE
Schematic Design	15.00%	x	\$21,000.00	x 100.00%	\$3,150.00
Design Development	20.00%	x	\$21,000.00	x 100.00%	\$4,200.00
Construction Documents	40.00%	x	\$21,000.00	x 100.00%	\$8,400.00
Bid	5.00%	x	\$21,000.00	x 100.00%	\$1,050.00
Construction Administration	20.00%	x	\$21,000.00	x 100.00%	\$4,200.00
Reimbursables					

TOTAL FEE EARNED TO DATE \$21,000.00

LESS PREVIOUS PAYMENTS \$20,286.00

TOTAL DUE AND PAYABLE UPON RECEIPT \$714.00

By:

Wm. Barry Robinson, AIA

OK
TLC
FED
8-16-10

ORIGINAL

Agenda

AUG 23 2010

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 Stores Clerk I

Position Number 192

Proposed Effective Date August 9, 2010

Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade \$24,414 - \$34,753 - Grade A03

D T Marshall

Date August 3, 2010

Department Head DTM

2. Administrative Review

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

Agenda

AUG 23 2010

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 Trainee / Corrections Officer

Position Number 171

Proposed Effective Date August 9, 2010

Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade Corrections Officer Trainee - \$28,393 PCT
Corrections Officer - \$29,569 - \$42,093 Grade PC1

D T Marshall Date July 30, 2010
Department Head *DM*

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 _____

2010 AUG -3 PM 2:55

2010 AUG -3 PM 3:28

2010 AUG -3 PM 3:28

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: D. T. Marshall, Sheriff
SUPERVISOR: W. Robinson, Colonel

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 Corrections Officer Trainee / Corrections Officer

Position Number 215

Proposed Effective Date August 9, 2010

Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade Corrections Officer Trainee - \$28,393 PCT
Corrections Officer - \$29,569 - \$42,093 Grade PC1

D T Marshall

Date July 30, 2010

Department Head DT

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: D. T. Marshall, Sheriff
SUPERVISOR: W. Robinson, Colonel

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 Corrections Officer Trainee / Corrections Officer
Position Number 088
Proposed Effective Date August 9, 2010
Type of Appointment (☒) Permanent () Temporary

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

Pay Grade Corrections Officer Trainee - \$28,393 PCT
Corrections Officer - \$29,569 - \$42,093 Grade PC1

D T Marshall Date August 2, 2010
Department Head AK

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 _____

2010 AUG -3 PM 2:55

2010 AUG -3 PM 3:26

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

AUG 23 2010

Request # 20

Date: August 18, 2010
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 8, 2010 Return Date: September 8, 2010
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend ASCPA Course: Excel Hands-On

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

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

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

Department Name: County Commission Fund Name: General

Additional Comments: Registration - 250.00

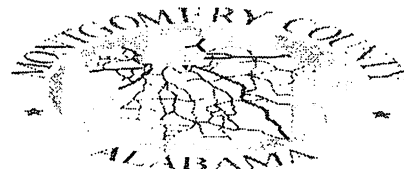
To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 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>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$22,002.67</u>
Budget Available:	<u>\$2,997.33</u>
Current Requests:	<u>\$250.00</u>
Budget Balance:	<u>\$2,747.33</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-1

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 21

Date: August 18, 2010
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 24, 2010 Return Date: September 24, 2010
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend 18th Annual Financial Accounting and Auditing Conference

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

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

Total (est.) Cost: \$230.00 Advance Registration Required: \$230.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration - 230.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$230.00 and advance registration of \$230.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$22,002.67</u>
Budget Available:	<u>\$2,997.33</u>
Current Requests:	<u>\$480.00</u>
Budget Balance:	<u>\$2,517.33</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 9

Date: August 18, 2010
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama

Departure Date: September 17, 2010

Return Date: September 17, 2010

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ASCPA Course-ASCPA's Accounting and Auditing Update

Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Sherrill Thomas 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☐
☒

Commercial Air

☐
☐

Private Vehicle

Other (Specify)

Total (est.) Cost: \$165.00

Advance Registration Required: \$165.00

Department Name: Finance

Fund Name: General

Additional Comments:

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$165.00 and advance registration of \$165.00 is authorized.

To be completed by the Finance Department		
Fund Code:	001-51110-265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	\$2,800.00	
Approved Requests:	\$824.00	
Budget Available:	\$1,976.00	
Current Requests:	\$165.00	
Budget Balance:	\$1,811.00	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-3

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 21

Date: August 18, 2010
To: Donald L. Mims, Administrator
From: Trey Granger
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tuscaloosa, Alabama
Departure Date: September 15, 2010 Return Date: September 16, 2010

Conference Leave (Days / Hours): 2 days

Purpose of Travel: to speak at the Alabama Law Institute conference in Tuscaloosa, Alabama

Traveler (s) Name: 1. Trey Granger 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☐
☒

Commercial Air

☐
☐

Private Vehicle

Other (Specify)

Total (est.) Cost: \$400.00

Advance Registration Required: \$0.00

Department Name: Probate/Elections

Fund Name: 001-51910-265

Additional Comments: Trey will be speaking at the Alabama Law Institute conference so there will be no registration fee - expenses include one night's lodging/meals for two days/and mileage to/from Tuscaloosa, Alabama

To: Trey Granger

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the approximate amount of \$400.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51910.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,000.00</u>
Approved Requests:	<u>\$1,240.34</u>
Budget Available:	<u>\$1,759.66</u>
Current Requests:	<u>\$400.00</u>
Budget Balance:	<u>\$1,359.66</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-4

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 41

Date: August 5, 2010
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Ft. Myers, Florida
Departure Date: September 19, 2010 Return Date: September 23, 2010
Conference Leave (Days / Hours): 5 days
Purpose of Travel: Advanced Palm Print Comparison Techniques

Traveler (s) Name: 1. Diana Hough 4. _____
2. Mary Beth Shafer 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,725.00 Advance Registration Required: \$800.00
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. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,725.00 and advance registration of \$800.00 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>\$14,846.36</u>	
Budget Available:	<u>\$5,153.64</u>	
Current Requests:	<u>\$2,725.00</u>	
Budget Balance:	<u>\$2,428.64</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/5/2010

cc: Finance Director / Buyer

12-5

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 42

Date: August 9, 2010
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Meridian, MS
Departure Date: August 29, 2010 Return Date: September 3, 2010
Conference Leave (Days / Hours): 6 days
Purpose of Travel: Interview and Interrogation Training

Traveler (s) Name: 1. Lieutenant Leigh Persky 4. Deputy Archie Maggard
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00
Department Name: 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. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 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>\$14,846.36</u>
Budget Available:	<u>\$5,153.64</u>
Current Requests:	<u>\$2,825.00</u>
Budget Balance:	<u>\$2,328.64</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/9/2010

cc: Finance Director / Buyer

12-6

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 43

Date: August 9, 2010
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Socorro, New Mexico
Departure Date: September 12, 2010 Return Date: September 18, 2010
Conference Leave (Days / Hours): 7 days
Purpose of Travel: Attend training for Prevention and Response to Suicide Bombing Incidents

Traveler (s) Name: 1. Lieutenant Randy Pollard 4. Corporal Dennis Smithee
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: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: There will be no expenses involving this travel.

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$20,000.00</u>
Approved Requests:	<u>\$14,846.36</u>
Budget Available:	<u>\$5,153.64</u>
Current Requests:	<u>\$2,825.00</u>
Budget Balance:	<u>\$2,328.64</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/9/2010

cc: Finance Director / Buyer

12-7

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 18

Date: August 4, 2010
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Ala. -- Administrative Office of Courts
Departure Date: September 15, 2010 Return Date: September 15, 2010
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Attend AOC sponsored training - Intake officer Certification Course

Traveler (s) Name: 1. Sue Thompson 4. Diane Cooper
2. Lois Caffey 5. _____
3. Charles Glasscock 6. _____

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

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

Department Name: Youth Facility Fund Name: 001-52604-265

Additional Comments: _____

To: Bruce R. Howell

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52604.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$10,000.00</u>
Approved Requests:	<u>\$4,171.00</u>
Budget Available:	<u>\$5,829.00</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$5,829.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/6/2010

cc: Finance Director / Buyer

12-8

Montgomery County Commission
Travel / Training Request Approval

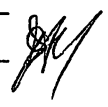
Appendix C

Agenda

AUG 23 2010

Request # 2

Date: August 16, 2010
To: Donald L. Mims, Administrator
From: James Williams, Parks and Rec. Supt.
Re: Travel / Training Request



Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: September 15, 2010 Return Date: September 16, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend the 2010 Alabama Recreation and Parks Association Fall Workshop

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

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

Total (est.) Cost: \$359.00 Advance Registration Required: \$75.00

Department Name: Parks and Recreation Fund Name: General

Additional Comments: Registration - 75.00; Hotel - 134.00 + tax; Meals - 150.00

To: James Williams, Parks and Rec. Supt.

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$359.00 and advance registration of \$75.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>008-57200.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$1,500.00</u>
Approved Requests:	<u>\$729.52</u>
Budget Available:	<u>\$770.48</u>
Current Requests:	<u>\$359.00</u>
Budget Balance:	<u>\$411.48</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/16/2010

cc: Finance Director / Buyer

12-9

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 9

Date: August 18, 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: Embassy Suites Hotel, Montgomery, AL

Departure Date: October 20, 2010

Return Date: October 20, 2010

Conference Leave (Days / Hours): 1 day / 8 hrs.

Purpose of Travel: Attend AL Society of Professional Land Surveyors 44th Surveying and Mapping
Conference - Alabama Boundary Law

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

Check Mode of Transportation:

County Vehicle

X

Commercial Air

Private Vehicle

Other (Specify)

Total (est.) Cost: \$145.00

Advance Registration Required: \$145.00

Department Name: Engineering

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. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$145.00 and advance registration of \$145.00 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>\$750.00</u>
Approved Requests:	<u>\$0.00</u>
Budget Available:	<u>\$750.00</u>
Current Requests:	<u>\$250.00</u>
Budget Balance:	<u>\$500.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-10

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 18

Date: August 3, 2010
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: September 19, 2010 Return Date: September 24, 2010
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: Base Manuscript and Section Layouts course.

Traveler (s) Name: 1. Todd Grant 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$275.00 Advance Registration Required: \$275.00

Department Name: Appraisal Fund Name: Reappraisal

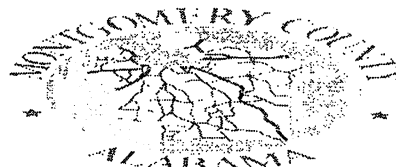
Additional Comments: Registration cost.

To: Janet Buskey, Revenue Comm
From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$275.00 and advance registration of \$275.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>120-51985.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$14,930.00</u>	
Budget Available:	<u>\$10,070.00</u>	
Current Requests:	<u>\$275.00</u>	
Budget Balance:	<u>\$9,795.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/11/2010

cc: Finance Director / Buyer

12-11

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda
AUG 23 2010

Request # 12

Date: August 13, 2010
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Huntsville, TX
Departure Date: October 17, 2010 Return Date: October 23, 2010
Conference Leave (Days / Hours): Seven days
Purpose of Travel: To attend the National Curriculum Training Institute

Traveler (s) Name: 1. Derrin McNear 4. Edgar Wilson
2. Tracy Pezold 5. Eric Williams
3. Carolyn Green 6. _____

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

Total (est.) Cost: \$10,000.00 Advance Registration Required: \$3,995.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Registration will be paid from the 2010 budget. Other expense from the
2011 budget.

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$10,000.00 and advance registration of \$3,995.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,500.00</u>	
Approved Requests:	<u>\$11,065.81</u>	
Budget Available:	<u>\$4,434.19</u>	
Current Requests:	<u>\$3,995.00</u>	
Budget Balance:	<u>\$439.19</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/13/2010

cc: Finance Director / Buyer

12-12

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 13

Date: August 13, 2010
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: October 20, 2010 Return Date: October 22, 2010
Conference Leave (Days / Hours): three days
Purpose of Travel: To attend the Annual Court Referral CC Drug Courts Joint Conference

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

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

Total (est.) Cost: \$2,150.00 Advance Registration Required: \$525.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____
All expense to be paid from the 2011 budget.

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

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,150.00 and advance registration of \$525.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,500.00</u>	
Approved Requests:	<u>\$11,065.81</u>	
Budget Available:	<u>\$4,434.19</u>	
Current Requests:	<u>\$3,995.00</u>	
Budget Balance:	<u>\$439.19</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/18/2010

cc: Finance Director / Buyer

12-13

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

AUG 23 2010

Request # 18

Date: August 9, 2010
To: Donald L. Mims, Administrator
From: Judge Reese McKinney, Jr.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: September 23, 2010 Return Date: September 24, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend Southern Archivists Conference

Traveler (s) Name: 1. Lyn Frazer 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$247.40 Advance Registration Required: \$45.00

Department Name: Probate Records Fund Name: 782-51305-499

Additional Comments: _____

To: Judge Reese McKinney, Jr.

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$247.40 and advance registration of \$45.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>782-51305.499</u> (ex: 000-00000-000)
Description:	<u>Administration Expense</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$15,135.99</u>
Budget Available:	<u>\$9,864.01</u>
Current Requests:	<u>\$247.40</u>
Budget Balance:	<u>\$9,616.61</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/10/2010

cc: Finance Director / Buyer

12-14

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 19

Date: August 9, 2010
To: Donald L. Mims, Administrator
From: Judge Reese McKinney, Jr.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 22, 2010 Return Date: September 22, 2010
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend "How to Supervise People" Seminar

Traveler (s) Name: 1. Virginia Davis 4. Stacy Manning
2. Vanessa Evans 5. Elizabeth Talley
3. Cathy Mobley 6. _____

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

Total (est.) Cost: \$495.00 Advance Registration Required: \$495.00

Department Name: Probate Fund Name: 783-51350-265

Additional Comments: _____

To: Judge Reese McKinney, Jr.

From: Donald L. Mims, Administrator

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$495.00 and advance registration of \$495.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>783-51350.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,000.00</u>
Approved Requests:	<u>\$1,632.70</u>
Budget Available:	<u>\$1,367.30</u>
Current Requests:	<u>\$495.00</u>
Budget Balance:	<u>\$872.30</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/10/2010

cc: Finance Director / Buyer

12-15

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG 23 2010

Request # 20

Date: August 19, 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: September 15, 2010 Return Date: September 17, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend Probate Judges' Training Conference

Traveler (s) Name: 1. Reese McKinney, Jr. 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$700.00 Advance Registration Required: \$210.00
Department Name: Probate Fund Name: 783-51350-265

Additional Comments: _____

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

The above request is app. 08/23/10 reimbursement of actual and necessary expenses in the
approximate amount of \$700.00 and advance registration of \$210.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>783-51350.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,000.00</u>
Approved Requests:	<u>\$1,632.70</u>
Budget Available:	<u>\$1,367.30</u>
Current Requests:	<u>\$1,195.00</u>
Budget Balance:	<u>\$172.30</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/19/2010

cc: Finance Director / Buyer

12-16

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
REQUEST NUMBER 2010-2

BUDGET FORM 5
Agenda
AUG 23 2010

DEPARTMENT:	Youth Facility- Davis Program	REVIEWED:	S. Thomas	8/18/2010
DATE:		Finance Director		Date
REQUESTED BY:	Bruce R. Howell	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Administrative Expense	001-52604-499	63,967	-15,000	48,967
Cleaning Supplies	001-52604-216	5,000	5,000	10,000
Repair&main.Buildings	001-52604-231	10,000	10,000	20,000
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		78,967	0	78,967

JUSTIFICATION:

Late year adjustments in State Davis Treatment Program Money

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Agenda

AUG 23 2010

REQUEST NUMBER 3

DEPARTMENT:	Revenue Commissioner	REVIEWED:	S. Thomas	8/6/2010
DATE:	8/6/2010		Finance Director	Date
REQUESTED BY:	Janet Buskey	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Postage	001-51500-252	62,714	-8,000	54,714
Printing	001-51500-309	1,170	8,000	9,170
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		63,884	0	63,884

JUSTIFICATION:

To realign budget categories to reflect the actual expenses anticipated.

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: Montgomery County Youth Facility

DEPARTMENT HEAD: Bruce R. Howell, Court Administrator

SUPERVISOR: Michael Provitt, Detention Director

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: Juvenile Detention Supervisor

POSITION NUMBER: 900302059 (to replace Alvin London)

PROPOSED EFFECTIVE DATE: 09/06/10

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

- (X) PROMOTIONAL REGISTER () TRANSFER Pay steps to be based upon City and County of Montgomery Personnel Rules and Regulations, Rule VI, Section 10 (a) Promotions.
() OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: PC4-Step 1 (\$41,583/\$1599.36/\$19.9920)

Bruce R. Howell

Department Head

8/10/2010
Date

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

2010 AUG 11 AM 7:29

2010 AUG 11 AM 7:30

RECEIVED BY
COMMISSIONER

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

August 23, 2010

MEMORANDUM

TO: County Employees and Retirees

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Healthcare Plan Change – Dependent Coverage Age 26

On March 23, 2010, the federal government signed into law the new Patient Protection and Affordable Care Act (Healthcare Reform). Most of the changes to existing employer healthcare plans will be phased in over time. However, one modification which will take effect on October 1, 2010 relates to dependent coverage.

Specifically, individuals whose coverage ended, or who were denied coverage (or were not eligible for coverage), because the availability of dependent coverage of children ended before attainment of age 26 are eligible to enroll in the Montgomery County Healthcare Plan. This coverage will only be applicable if such child is not eligible for another employer's sponsored coverage.

Individuals may request enrollment for such children from September 1, 2010 – September 30, 2010. For more information contact the Shirley Bazzell at 832-1321 or shirleybazzell@mc-ala.org.

OFFICE OF THE GOVERNOR

BOB RILEY
GOVERNOR



State of Alabama

ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS

DONI M. INGRAM
DIRECTOR

Agenda

AUG 23 2010

August 5, 2010

Mr. Bill Tucker
Executive Director
Montgomery County Commission
c/o Central Alabama Regional Planning
and Development Commission
430 South Court Street
Montgomery, AL 36104

Dear Mr. Tucker:

RE: Modification No. 3
Grant No. ARRADOE-028-09

Enclosed are two copies of the above-referenced Department of Energy Grant Modification.

Please sign and witness both copies and return one original to the Community Services Section. Retain the other copy for your files. Also enclosed is an agreement form that must be signed and returned along with the grant modification.

If you have any questions, please call Willie Whitehead at (334) 242-5365.

Sincerely,

A handwritten signature in cursive script that reads "Doni M. Ingram".
Doni M. Ingram
Director

DMI/WW/ks

Enclosures

cc: Honorable Elton Dean, Board Chair

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

Grant Agreement No.: **ARRADOE-028-09**
Modification No.: **3**
Total Grant Amount: **\$3,179,923.00**

THIS MODIFICATION is entered into as of August 5, 2010 by and between the **ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS**, hereinafter, called the "Department," and the **MONTGOMERY COUNTY COMMISSION**, hereinafter, referred to as the "Subgrantee." This modification amends the **Grant Agreement No. ARRADOE-028-09** dated April 1, 2009.

1. **PURPOSE:** The purpose of this modification is to amend "**Paragraph 2: Funding**", the relative attachments of the above-referenced Grant Agreement, and to include **Attachment D**.

2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

Funding: It is expressly understood and mutually agreed that in no event shall the total amount to be paid by the Department to the Subgrantee under this agreement exceed **\$3,179,923.00** for full and completely satisfactory performance. Additional requirements relative to the Grant amount may be found in Attachment A, Paragraph 2. Any additional costs shall be borne by the Subgrantee.

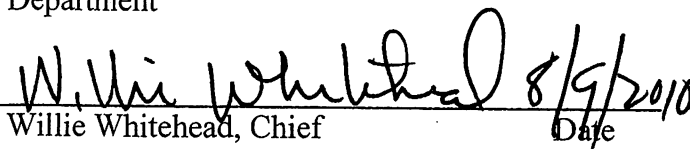
IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBGRANTEE HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:

**ALABAMA DEPARTMENT OF
ECONOMIC AND COMMUNITY AFFAIRS**

Department

MONTGOMERY COUNTY COMMISSION

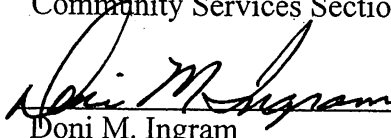
Subgrantee


Willie Whitehead, Chief
Community Services Section

Date

Authorized Official for Subgrantee

Date


Doni M. Ingram
Director

Date

Subgrantee Witness

Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis
General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

Grant Agreement: ARRADOE-028-09
Mod: 3

ATTACHMENT A

WORK TO BE PERFORMED

April 1, 2009

1. The Subgrantee shall weatherize a minimum of 351 dwelling units in accordance with Priority List/Energy Audit weatherization measures as identified and approved for the State of Alabama. The Subgrantee shall utilize Blower Door technology on all dwellings to be weatherized. The minimum number of dwellings to be weatherized in each county is as follows:

<u>COUNTY</u>	<u>NUMBER OF UNITS</u>
Montgomery	351

2. If funds remain after the specified number of dwellings have been completed, it is mutually understood that additional dwellings will be weatherized until all available Grant Funds have been utilized.

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: ARRA DOE-028-09

MODIFICATION: 3

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	INCREASE	TOTAL
ADMINISTRATIVE	\$111,995.00	\$111,994.00	\$223,989.00
PROGRAM OPERATIONS	\$1,078,207.00	\$1,078,206.00	\$2,156,413.00
HEALTH AND SAFETY	\$210,592.00	\$210,592.00	\$421,184.00
AGENCY LIABILITY INSURANCE	\$1,500.00	\$1,837.00	\$3,337.00
TRAINING & TECHNICAL ASSISTANCE	\$75,000.00	\$300,000.00	\$375,000.00
FINANCIAL AUDIT	\$-0-	\$-0-	\$-0-
EQUIPMENT	\$-0-	\$-0-	\$-0-

GRAND TOTAL: \$ 3,179,923.00

TO: ANY JUDGE

**RE: GRANT NO. ARRADOE-028-09
Modification 3**

Montgomery County Commission, c/o Central Alabama Regional Planning and Development Commission hereby specifically, intentionally, and unconditionally agrees and affirms that the terms and commitments contained in the documents pertaining to this grant/contract shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended. It is further agreed that if any provision of this grant/contract shall contravene any statute or constitutional provision or amendment, either now in effect or which may, during the course of this grant/contract, be enacted, then that conflicting provision in the grant/contract shall be deemed null and void. The grantee's/contractor'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.

For any and all disputes arising under the terms of this grant/contract, the parties hereto agree, in compliance with the recommendations of the Governor and the Attorney General, when considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation by and through the Attorney General's Office of Administrative Hearings or, where appropriate, private mediators.

Authorized Official of **Montgomery County Commission, c/o Central Alabama
Regional Planning and Development Commission**

ATTACHMENT "C"

SPECIAL TERMS AND CONDITIONS

The Subgrantee shall manage its Weatherization Program in accordance with the following special conditions:

I. METHOD OF PAYMENT:

- A. The Subgrantee shall be advanced an amount of funds sufficient to begin program operations at the time this Agreement is fully executed, upon the processing of an invoice. Thereafter, additional funds may be advanced on an as-needed basis and upon approval by the Department.
- B. The remaining funds shall be paid by the Department on an advance payment basis upon receipt and approval by the Department of an invoice detailing current expenditures and estimated expenses for a period not to exceed thirty (30) days.
- C. All invoices shall be prepared in the invoice format provided by the Energy Division of the Department and must be accompanied by copies of all pertinent source documentation. The final invoice shall be due no later than thirty (30) days after the termination or expiration of this Agreement. Any advance funds not utilized must also be refunded to the Department no later than thirty (30) days after the expiration or termination of this Agreement.
- D. Subgrantees shall promptly remit to the Department interest earned on advances. The subgrantee may keep interest amounts up to \$250 (non-profits) or \$100 (local governments) per year for administrative expense.
- E. All unexpended grant funds shall be returned to the Department as soon as possible after the termination date, but not to exceed thirty (30) days.

II. REPORTS, RECORDS, AND EVALUATIONS:

- A. The Subgrantee shall maintain such records and accounts which provide for:
 - 1. Accurate, current, and complete disclosure of the financial results of each grant program. When the Department requires reporting on an accrual basis, the Subgrantee shall not be required to establish an accrual accounting system, but shall develop such accrual data for its reports on the basis of an analysis of the documentation on hand.
 - 2. Records that identify adequately the source and application of funds for grant supported activities. These records shall contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays and income.

3. Effective control over and accountability for all funds, property, and other assets. Subgrantees shall adequately safeguard all such assets and shall assure that they are used solely for authorized purposes.
 4. Comparison of actual outlays with budgeted amounts for each grant, and which relate financial information with performance/productivity data, including the production of unit costs information.
 5. Invoicing as closely as possible to the time of making disbursements.
 6. Procedures for determining costs that are reasonable and allowable in accordance with the provision of Office of Management and Budget Circulars A-87 for State and Local Governments or with A-122 for non-profit agencies, as applicable.
 7. Accounting records sufficient to document financial activity under this Agreement to include, but not limited to, a separate ledger for Weatherization receipts and disbursements, time distribution reports by pay periods, payrolls, bids, purchase orders, property inventory records, and a perpetual inventory system for materials, source documents in support of all purchases, and claims for reimbursements.
 8. A systematic method to assure timely and appropriate resolutions of audit findings and recommendations.
 9. Written contracts for all independent contractors hired to implement this Agreement. A signed copy of such contracts shall be kept by the Subgrantee for each contractor. The Subgrantee must apply the Davis-Bacon Act (DBA) labor standards and appropriate wage determinations, in accordance with 29 CFR 5.5, included with this attachment, to contracts made with labor contractors and subcontractors. Documentation for all Subgrantee employees' salaries must be kept in the form of payroll registers, or of personnel action requests that establish total salary to be paid to each employee during a period, or of time distribution report cards or equivalent thereof, reflecting distribution of total hours worked on all programs by each employee during the pay period, the total salary authorized and certification of the correctness of the report. A current written cost allocation plan prepared in accordance with OASC-10 (Office of the Assistant Secretary, Comptroller, A Guide for State and Local Government Agencies) or a negotiated indirect cost rate with a Federal cognizant agency may be submitted at the start of or during a contract period in lieu of other salary distribution documentation for employees covered by such plan or rate, although this does not relieve the Subgrantee from keeping time and attendance records for these employees.
- B. The Subgrantee agrees that the Department or its agents may carry out monitoring and evaluation activities as often as necessary to meet Program requirements and to maintain Program efficiency. Those visits will include reviews of pertinent documents and personal interviews with Program recipients. The Subgrantee further agrees to ensure the effective cooperation of its staff and board members in such efforts.

- C. The Subgrantee shall make regular financial, program progress, and other reports as requested by the Department or the administrator of the Federal Grantor Agency.

III. TERMINATION OR SUSPENSION:

A. FOR CAUSE:

1. If, through any cause, the Subgrantee shall fail to fulfill in a timely and proper manner their obligations under this Agreement, or if the Subgrantee shall violate any of the covenants, agreements, or stipulations of this Agreement, the Department shall thereupon have the right to terminate this Agreement immediately by giving written notice to the Subgrantee of such termination and specifying the effective date thereof. Any hearings relative to a notice of termination shall be requested and conducted in accordance with the policies and procedures as set forth by the Department of Energy in 10 CFR Part 440.15.
2. If the Subgrantee is unable or unwilling to comply with such additional conditions as may be lawfully imposed by the Department on the grant agreement, under which the Subgrantee is performing the Weatherization Program, the Department or Subgrantee shall have the right to terminate this Agreement by giving a thirty (30) day written notice to the Department signifying the effective date thereof.
3. If, through any cause, the Subgrantee has an unresolved Audit exception or unresolved questioned costs or finding of fiscal inadequacy as a result of project monitoring, the Department shall not enter into an agreement or grant with the Subgrantee.
4. If the Subgrantee is indebted to any Division of the Department or to the Federal Government under any program administered by any Division of the Department, and a repayment schedule has not been arranged, the Department shall not enter into an Agreement or Grant with the Subgrantee.

B. FOR CONVENIENCE:

This Agreement may be terminated by either party with a thirty (30) day written notice by specifying the reason for requesting such termination as set forth in 10 CFR Part 600.161 and 600.244.

- C. In the event that the grant under which this Agreement is made is decreased or terminated by an act of the Federal Government, the Department shall have the right to terminate this Agreement or decrease the Budget accordingly by giving written notice to the Subgrantee to decrease or cease Weatherization activity in conformance with the terms of such notice.
- D. Payments under this Agreement may be suspended in the event that there is an outstanding Audit exception, an amount owing to any Division of the Department, including the Community and Economic Development Division, or an amount owing to the Federal Government under any program administered by the Department that is not resolved in a reasonable and timely manner.

- E. In the event of termination, all property and finished or unfinished documents, data, studies and reports, purchased or prepared by the Subgrantee under this Agreement, shall, at the option of the Department, become its property and the Subgrantee shall be entitled to compensation for any unreimbursed expenses necessarily incurred in satisfactory performance of the Agreement. Notwithstanding the above, the Subgrantee shall not be relieved of liability to the Department for damages sustained by the Department by virtue of any breach of the Agreement by the Subgrantee and the Department may withhold any reimbursement to the Subgrantee for the purpose of off-set until such time as the exact amount of damages due to the Department from the Subgrantee is agreed upon or otherwise determined.
- F. The Department shall have the right to transfer records, property, and materials to its own office or a designated subgrant successor in the event of termination of this Agreement or cancellation of the Weatherization Program with this Subgrantee.

IV. PROPERTY MANAGEMENT:

- A. No equipment (non-consumable personal property), as defined by the ADECA Property Management Manual, may be purchased without the express written approval of the Department.
- B. The Department shall have the right to determine at the termination or completion of this Agreement (or a later date if the Subgrantee continues to operate the Weatherization Program on behalf of the Department), the title, ownership and disposition of all property and materials acquired under this Agreement with Federal Funds awarded by the Department.
- C. The Subgrantee shall comply with property acquisition and management standards of OMB Circulars A-102 Revised (The New Common Rule), or A-110, as implemented by DOE Rules of Financial Assistance (10 CFR Parts 600.120 - 600.149 and 600.230 - 600.235) using the forms and procedures outlined in the Department's Property Management Manual.

V. CONFLICTS OF INTEREST:

- A. The Subgrantee shall maintain a written code or standard of conduct which shall govern the performance of their officers, employees, or agents engaged in the award and administration of contracts supported by Federal funds. Such a conflict would arise for purposes of a procurement involving Federal funds if an employee or agent of the Subgrantee participates in the selection, award, or administration of a contract where the employee, officer, agent of the Subgrantee, any member of his immediate family, his or her parents, or an organization which employs, or is about to employ, any of the above, has a financial or other interest in the subcontractor selected for award.
- B. The Subgrantee shall establish safeguards to prohibit its employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

VI. CONDITIONS AND ASSURANCES:

- A. The Subgrantee shall comply with all applicable local, State, and Federal laws, ordinances, codes, and regulations, including but not limited to the Energy Policy and Conservation Act (P.L. 94-163) as amended. All program and financial management shall be conducted in accordance with 10 CFR, Part 440: "Weatherization Assistance for Low-Income Persons," the "Federal Acquisition Regulation," with subpart 9.4, "State Plan for Weatherization Assistance for Low-Income Persons for Alabama," the "Operations Manual for DOE and LIHEAP Weatherization Program," with 10 CFR Part 600, "DOE Rules of Financial Assistance," (which implements selected portions of OMB Circulars A-102 Revised (The New Common Rule), A-110, A-87, A-122, and A-128, as applicable). The Subgrantee shall also comply with all Department directives and policies governing Subgrantees and Contractors, all of which are hereby incorporated by reference.
- B. The Subgrantee or its agents shall not induce, by any means, any person employed in the construction, completion or repair of public work, to give up any part of the compensation to which he is otherwise entitled as provided for in 18 USC 874 and supplemented in 29 CFR, Part 3. The Department shall report all suspected or reported violations to the Department of Energy.
- C. The Subgrantee assures that it possesses the legal authority to participate in this Agreement, that a resolution, motion, or similar action has been duly adopted or passed as an official act of the Subgrantee's governing body authorizing participation in this Agreement, including all understandings and assurances contained therein and directing and authorizing the person identified as the Subgrantee's official representative to act in connection with the Agreement and to provide such additional information as may be required.
- D. The Subgrantee warrants that no person or selling agency or other organization has been employed or retained to solicit or secure this Agreement for a commission.
- E. The Subgrantee, if a public or private/non-profit entity, unit of government, university or a covered private sector employer, will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), Section 16 of the Federal Energy Administration Act of 1974 (P.L. 93-275), Section 401 of the Energy Reorganization Act of 1974 (P.L. 93-438), Title IX of the Education Amendments of 1972, as amended (P.L. 92-318, P.L. 93-568, and P.L. 94-482), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), the Age Discrimination Act of 1975 (P.L. 92-135), and Title VIII of the Civil Rights Act of 1968 (P.L. 90-284). In accordance with the above laws and regulations issued pursuant thereto and any other relative to discrimination, but not cited specifically herein, the Subgrantee assures that no person in the United States shall, on the ground of race, creed, age, color, sex, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program or activity resulting from the performance of this Agreement. The Subgrantee will comply with the regulations promulgated by the Administrator of DOE, with the approval of the President pursuant to the Civil Rights Act of 1964 (45 CFR, Part 1010).
- F. The Subgrantee, if a public/private/non-profit entity, unit of government, university, or a covered private sector employer will comply with Title VI of the Civil Rights Act of

1964 (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment, or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.

- G. The Subgrantee and its subcontractors, if a public/private/non-profit entity, unit of government, university, or a covered private sector employer, will comply with Executive Order 11246, entitled "Equal Employment Opportunity" and as amended by Executive Order 11375 and implemented by the Department of Labor regulations in 41 CFR, Chapter 60. This order prohibits the Subgrantee and its subcontractors from discriminating against any employee employed in the performance of this Agreement, or against any applicant for employment in the performance of this Agreement because of race, creed, color, sex, age, national origin, or disability. This requirement shall apply to, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- H. In the event that the grant amount of this Memorandum of Agreement exceeds \$100,000, the Subgrantee and its subcontractors shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1857 (h)), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 17738, and Environmental Protection Agency Regulations (40 CFR, Part 15), which prohibit the use under non-exempt Federal Contracts, grants, or loans of facilities included on the EPA List of Violating Facilities. The Subgrantee shall notify the Department and the Federal Grantor Agency of any violations and the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
- I. None of the funds, materials, property, or services contributed by the Subgrantee under this Agreement shall be used in the performance of this Agreement for any partisan political activity, or to further the election or defeat of any candidate for public office.
- J. There shall be no religious worship, instruction, or proselytization as part of or in connection with the performance of this Agreement.
- K. The Subgrantee may publish results of its function and participation in an approved State Plan program without prior review by the Department, provided that such publications acknowledge that the program is supported by funds granted by the Federal Grantor, including the DOE, pursuant to the provisions of the EPCA, Public Law 94-163, and that three copies of each publication be furnished to the Federal Grantor, plus such copies to the Department as the Department may reasonably require.
- L. If the Agreement results in a book or other copyrightable material, the author is free to copyright the work, but the federal Grantor reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use, all copyrighted material which can be copyrighted resulting from the Agreement in accordance with 10 CFR, Part 600.33.

- M. Any discovery or invention arising out of or developed in the course of work aided by this Agreement shall be promptly and fully reported to the Department and to the Administrator of the Federal Grantor Agency for determination as to whether patent protection on such invention or discovery shall be sought and how the rights in the invention or discovery, including rights under any patent issued thereon, shall be disposed of and administered, in order to protect the public interest in accordance with 10 CFR, Part 600.33.
- N. As applicable, the Subgrantee will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646), which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally Assisted Programs.
- O. All contracts and subgrants in excess of \$2,000.00 for construction or repair awarded by Grantee or the Subgrantee shall be in compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by the Department of Labor regulations (29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each Contractor or Subgrantee shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The Grantee shall report all suspected violations to the Federal awarding agency.
- P. Where applicable, all contracts awarded by recipients in excess of \$2,000.00 for construction and in excess of \$2,500.00 for other contracts that involve the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- Q. Contractors who apply or bid for an award of \$100,000.00 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of an agency, a member of Congress, or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the Grantee.

DISTRICT ATTORNEY
POSITION FILL REQUEST

ORIGINAL

DEPARTMENT HEAD: Ellen Brooks

SUPERVISOR: Rhonda B. Cape

POSITION TITLE: Deputy DA Level I Exempt-Child Support

POSITION NO: 410002001

PROPOSED EFFECTIVE DATE: August 23, 2010

TYPE OF APPOINTMENT: ☒ (X) PERMANENT ☐ () TEMPORARY

RECRUITING:

☒ (X) OPEN

☐ () TRANSFER

☐ () PROMOTION

☒ (X) PROMOTION/TRANSFER

PAY GRADE: A10-01

SALARY RANGE: \$ 53,523-\$76,192

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:

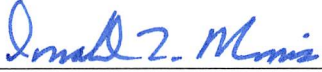
Date:

☐ () Payroll entered by:

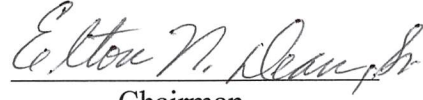
Date:

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, September 13, 2010, at 8:00 in the morning.



Administrator



Chairman