

**MINUTES OF REGULAR MEETING**  
**MONTGOMERY COUNTY COMMISSION**  
**SEPTEMBER 14, 2009**

**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 and reviewed items on the agenda.

**DISCUSSION ITEMS BY THE COMMISSION**

Commissioner Polizos requested a \$2,000 miscellaneous appropriation to Garrett Elementary School, Principal's Discretionary Fund and a \$5,000 miscellaneous appropriation to Dalraida Elementary School, Principal's Discretionary Fund from his account.

Commissioner Williams requested a \$500 miscellaneous appropriation to Montgomery Area Mental Health, a \$500 miscellaneous appropriation to Montgomery Area Council on Aging, a \$500 miscellaneous appropriation to Carver High School, for Principal's Discretionary Fund and a \$500 miscellaneous appropriation to Martin L. King Elementary School, for Principal's Discretionary Fund from his account.

Chairman Dean requested a \$2,000 miscellaneous appropriation to Freewill Community Development Corporation of Montgomery for Program to Stop the Violence, a \$600 miscellaneous appropriation to Maggie Street Community Development, for Youth Leadership Academy Program and \$1,000 to Montgomery County Recreation Department, Southern Dixie Youth Baseball League, for R.B.I. Program from his account.

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

**COMMENTS FROM ADMINISTRATOR MIMS**

Administrator Mims presented Budget Change Request Number 4 from Appraisal, Budget Change Request Number 4 from Board of Registrars, Budget Change Request Number 3 from Detention Facility, Budget Change Request Numbers 9, 10, 11 and 12 from District Attorney,

Budget Change Request Number 26 from Engineering, Budget Change Request Number 6 from Personnel, Budget Change Request Numbers 17 (after 8/24/09 revision) and 18 from Probate Judge's Office, Budget Change Request Number 1 from Public Affairs, Budget Change Request Numbers 3 and 4 from Revenue Commissioner and Budget Change Request Number 4 from Tax and Audit.

The Commission agreed to consider waiving rules and add these Budget Change Requests to the agenda.

PRESENTATION BY COMMUNITY CORRECTIONS EXECUTIVE DIRECTOR PAUL BROWN

Community Corrections Executive Director Paul Brown briefed the Commission regarding a contract with the Alabama Department of Corrections for the Jail/Prison Diversion Programming for FY2010. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Mr. Brown also briefed the Commission regarding Professional Services Contracts to provide Educational Instruction for the "End Violence Effectively Now" (E.V.E.N.) Program. He stated that copies of this contract would be presented to individual E.V.E.N. educators who wish to enter into a contract to provide these services to the Community Corrections Department. Mr. Brown informed the Commission that the Family Sunshine Center Board has agreed to provide \$10,000 for training and initiation of program services. He stated that the Montgomery County Community Punishment and Corrections Board has agreed to take on this project, provided it continues to operate without adding any costs to the overall operation of the agency.

After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY FINANCE DIRECTOR SHERRILL THOMAS

Finance Director Sherrill Thomas briefed the Commission regarding the Proposed 2009-2010 County Operating Budget, Construction Programs Budget and Emergency Management Communications District Board Budget. Ms. Thomas reminded the Commission that the proposed budget does not include merit increases for county employees. Administrator Mims stated that Ms. Thomas would make a presentation at the Formal Meeting.

Ms. Thomas requested that the inventory level for County assets be increased to \$5,000. After discussion, the Commission agreed to place this item on a future agenda.

Commissioner Williams asked if the proposed budget could be adjusted regarding funding for agencies. Administrator Mims explained that the budget can be adjusted if the Commission desires to modify it.

PRESENTATION BY CHIEF APPRAISER JANE MARDIS AND E-911 RURAL ADDRESSING COORDINATOR JANE REED

Chief Appraiser Jane Mardis and E-911 Rural Addressing Coordinator Jane Reed briefed the Commission regarding an Acknowledgement and Assignment to the Alabama Department of Homeland Security for Grant Funds concerning the implementation of a statewide IP9-1-1 system. Ms. Mardis informed the Commission this document would be presented at a Special Call Meeting of the Montgomery County Emergency Management Communications District Board following the Formal Session.

Ms. Mardis stated that the Annual Certification for the Alabama Wireless Board would be presented during a Special Call Meeting of the Montgomery County Emergency Management Communications District Board on September 28, 2009, following the Formal Session of the County Commission meeting.

Ms. Mardis requested approval of payment of prior year invoices from Smart Data Strategies for Software Maintenance and eMaps Plus Data Hosting for the Appraisal Department. After discussion, the Commission agreed to place these invoices on the next agenda.

DISCUSSION ITEM BY COMMISSIONERS

Commissioner Williams inquired about the Declaratory Judgment for the Full Moon Bar. County Attorney Gallion briefed the Commission regarding this issue.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

Administrator Mims advised the Commission that County Engineer George Speake had submitted a resolution for lowering the speed limit from 55mph to 40 mph on Meriwether Road between U.S. 231 and Pike Road. Mr. Speake explained that the Town of Pike Road had obtained a federal grant through the Alabama Department of Transportation to construct a multi-purpose trail along this section of Meriwether Road, and it was necessary to lower this speed limit in order to meet ALDOT's safety criteria associated with the federally funded grant. The Commission agreed to waive rules and add this resolution to the agenda.

Mr. Speake reviewed with the Commission a letter supporting a proposal by ALDOT to construct the first leg of the Montgomery Outer Loop between I-85 and AL 110 near Waugh. Chairman Dean signed this letter expressing the Commission's support for this project.

Mr. Speake recommended approval of Budget Change Request Number 26 from Engineering and Bid Award to Four Star Freightliner for repairs to a 2008 Sterling Tandem Dump Truck, and explained that this work was needed to repair damages to a dump truck which had been wrecked.

## DISCUSSION ITEM BY COMMISSIONERS

Chairman Dean suggested that the County Commission, Sheriff Marshall and County Attorneys meet with Mayor Strange and the City Council on October 2, 2009, to discuss the Full Moon Bar issue and try to resolve the matter. The Commission agreed.

Chairman Dean inquired about the funding for the Pike Road Library. Administrator Mims stated that the Town of Pike Road Mayor and Council were working the issue.

## COMMENTS FROM DEPUTY ADMINISTRATOR MITCHELL

Deputy Administrator Mitchell briefed the Commission regarding a purchase order to Stallings & Sons, Inc., for roof related and downspout work at the Carnegie Building. After discussion, the Commission agreed to waive rules and add this item to the agenda.

## **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 Juvenile Court Administrator Bruce R. Howell at the request of Commissioner Williams.

The Pledge of Allegiance was led by Commissioner Wilson.

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 were County Attorney Thomas T. Gallion, III, and County Engineer Speake.

Vice Chairman Ingram made a motion to approve the Minutes of the Regular Meeting of August 24, 2009. The motion was seconded by Mr. Williams and unanimously approved by the Commission.

## **PRESENTATION**

Presiding Circuit Judge Charles Price presented a check in the amount of \$13,704.89 to Finance Director Sherrill Thomas. He stated that the check represents restitution from Youth Facility offenders for victims that can not be located. The funds can not be transferred to the County Commission until five years have passed since collection.

## **CONSENT AGENDA**

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

Mr. Williams made a motion to approve the Accounts Payable and Payroll Checks, as presented by the Administrator. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 7, are attached to these Minutes.)

## **NEW BUSINESS**

### **PRESENTATION OF PROPOSED 2009-2010 OPERATING BUDGET, CONSTRUCTION PROGRAMS BUDGET AND EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD BUDGET FOR REVIEW AND COMMENTS**

Finance Director Sherrill Thomas briefed the Commission on the 2009-2010 Fiscal Year Budget. Ms. Thomas presented the Budget in the amount of \$98,537,506, as well as the Construction Programs Budget in the amount of \$500,000 and Emergency Management Communications District Board Budget in the amount of \$30,000. She stated that merit increases for employees were not included in the budget. She expressed her appreciation for the Commission and said that she hopes 2010 will be economically better.

Chairman Dean thanked Ms. Thomas and other staff members who helped draft the budget. He informed everyone that the County tried to meet objectives and accomplished the budget with no lay-offs. He stated that the County was still under a hiring freeze. He affirmed that the proposed budget would be presented at the next County Commission meeting for consideration of approval. (Copies of Proposed 2009-2010 Operating Budget, Construction Programs Budget, and Emergency Management Communications District Board Budget, Agenda Pages 1-1 through 1-20, are attached to these Minutes.)

### **REVENUE COMMISSIONER'S OFFICE – ADOPTED RESOLUTION REGARDING COMPENSATION OF SUPERNUMERARY REVENUE COMMISSIONER**

The Administrator presented a Resolution for adoption regarding compensation of Supernumerary Revenue Commissioner.

Vice Chairman Ingram made a motion to adopt the resolution regarding compensation of Supernumerary Revenue Commissioner. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Resolution, Letter and County Attorney Gallion's Opinion, Agenda Pages 2-1 through 2-3, are attached to these Minutes.)

MONTGOMERY SYMPHONY ORCHESTRA – APPROVED APPOINTMENT OF BOARD MEMBER

The Administrator presented the following memorandum requesting approval of Board Member Appointment to the Montgomery Symphony Orchestra:

September 10, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims  
County Administrator

SUBJECT: Montgomery Symphony Orchestra Board Member Appointment

During the August 24, 2009, County Commission Meeting, we discussed the appointment to the Montgomery Symphony's Board of Directors. Commissioner Ham Wilson, Jr., expressed a desire to serve on this board and I am requesting that he be appointed.

End of Memorandum

Mr. Polizos made a motion to appoint Ham Wilson, Jr. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Letter, Agenda Page 3-2, is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED RENEWAL OF SERVICES CONTRACT WITH RENASCENCE, INC., FOR RESIDENTIAL SERVICES FOR COMMUNITY CORRECTIONS OFFENDERS

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting approval of renewal of Services Contract with Renascence, Inc.:

MEMORANDUM

DATE: September 8, 2009

TO: Donnie Mims  
Montgomery County Commission

FROM: Paul H. Brown – Executive. Director

SUBJECT: Agenda Item – Request for Commission Review and Approval of a Request from Renascence, Inc. to renew its contract with the County Commission for Residential Therapeutic Community Beds

Mr. Mims:

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed a proposed renewal Contract for Services with Renascence, Inc. and unanimously voted to recommend to the Commission that the contract be renewed retroactively to May 1<sup>st</sup>, 2009 (The date that the previous contract expired).

Renascence, Inc. provides greatly needed residential services for individuals on Community Corrections, particularly in situations where the offender is homeless or facing the loss of an adequate safe and secure living environment. Renascence, Inc. operates its program as a “Therapeutic Community” model, utilizing peer influence to teach clients how to not only be personally accountable but to also hold others accountable for “right living” who reside in the facility. Individuals are supported under this contract for very brief periods until they secure work. Once the individual secures a job, the individual is responsible to pay for all residential services. Costs for these services in the past have been paid from the Contract Services line item of the Community Corrections Department budget and would continue to be funded under this line item. This contract does not increase the operating budget of the Community Corrections Department or the Commission.

I respectfully request that this matter be placed on the Agenda for the Commission meeting scheduled for Monday, September 14, 2009, to review and consider the request of Renascence, Inc. to renew its contract with the County Commission for Residential Therapeutic Community Beds. In as much as Renascence has continued to provide valuable services since the original contract expired, I ask that the Commission consider making the contract renewal for a period of one year, retroactive to May 1, 2009.

Respectfully submitted,

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

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 Services Contract, Agenda 4-2 through 4-4, is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED PROFESSIONAL SERVICES  
CONTRACT WITH HARMONY WELLNESS AND REHAB FOR SUBSTANCE ABUSE  
TREATMENT SERVICES FOR MONTGOMERY COUNTY DRUG COURT  
PARTICIPANTS

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting approval of Professional Services Contract with Harmony Wellness and Rehab:

MEMORANDUM

DATE: September 8, 2009

TO: Donnie Mims  
Montgomery County Commission

FROM: Paul H. Brown – Executive. Director

SUBJECT: Agenda Item - Request for Commission Review and Approval of a Request from Judge McCooey to Contract with Harmony Wellness and Rehab for Substance Abuse Treatment Services

Mr. Mims:

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed a proposed Contract for Services with Harmony Wellness and Rehab and unanimously voted to recommend to the Montgomery County Commission that the contract be considered for approval.

At the behest of Drug Court Judge, Tracey McCooey, I contacted a number of local providers to assess their interest in working with the Drug Court to provide specified client substance abuse services under a grant provided by the Alabama Administrative Office of the Courts. Harmony Wellness and Rehab was the only local (Montgomery County) provider that responded and met the specifications outlined by the Drug Court (Licensed or Certified to perform the service, Insured, etc.) The fee of \$50.00 per session (maximum 4 sessions) is considered to be a reduced competitive rate for these services and will be limited to the funds available through an existing grant. These proposed services do not impact any Community Corrections budget line item or the County Commission's appropriations. Referrals to Harmony Wellness and Rehab would be coordinated by the Drug Court Coordinator, a Community Corrections Department Employee, on behalf of the Drug Court.

I respectfully request that this matter be placed on the Agenda for the Commission meeting scheduled for Monday, September 14, 2009 to review and consider the request of Judge McCooey and her Drug Court to approve a contract with Harmony Wellness and Rehab for substance abuse services, funded from an existing Drug Court Grant.

Respectfully submitted,

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

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. (Copy of Professional Services Contract, Agenda Pages 5-2 and 5-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AMENDED AGREEMENT WITH CAMERON ASSOCIATES, LLC REGARDING AUTHORIZATION TO COLLECT SALES TAX ON DELINQUENT ACCOUNTS

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of Amended Agreement with Cameron Associations, LLC:

September 8, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr.  
Deputy Administrator

SUBJECT: Amended Agreement for Cameron Associates, LLC

Attached is an amended agreement between the Montgomery County Commission and Cameron Associates, LLC. This amendment will authorize Cameron Associates to begin collecting sales tax on delinquent accounts. This agreement was discussed at the previous Commission meeting on August 24, 2009.

I ask the Commission to approve this amended agreement at the next Commission meeting on September 14, 2009.

Attachment

End of Memorandum

Mr. Polizos made a motion to approve the request. The motion was seconded by Mr. Wilson and unanimously approved by the Commission. (Copy of Amended Agreement, Agenda Pages 6-2 through 6-4, is attached to these Minutes.)

COUNTY COMMISSION – RECOGNIZED AND DENIED CLAIM FILED BY ROBIN PATTERSON BRADLEY

The Administrator presented an opinion from County Attorney Thomas T. Gallion, III, to recognize and deny claim filed by Robin Patterson Bradley.

Vice Chairman Ingram made a motion to recognize and deny the claim filed by Robin Patterson Bradley. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Attorney Gallion's Opinion and Memorandum, Agenda Pages 7-1 and 7-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

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

September 14, 2009

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 001-59320-499 (Agency, Miscellaneous Appropriations) to:

- C-2009-113: Hospice of Montgomery, Inc., for Indigent Patient Care - \$500
- C-2009-114: Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors - \$1,000
- C-2009-115: Montgomery Symphony Orchestra, for Music Education and Musical Enrichment Programs for All Ages – \$1,500
- C-2009-116: Central Alabama Community Foundation, to be used by Bridge Builders for the Youth Leadership Program - \$1,000
- C-2009-117: Air University Foundation at Maxwell Air Force Base, for Improving Educational Opportunities for Enlisted People - \$500
- C-2009-118: AUM Dixie Baseball and Softball League, for Expenses Associated in Attending and Playing in the World Series - \$300

NC-2009-105: BOE, Bear Exploration Center for Mathematics, Science and Technology, for Principal's Discretionary Fund - \$1,000

NC-2009-106: BOE, Dannelly Elementary School, for Principal's Discretionary Fund - \$1,000

NC-2009-107: BOE, Vaughn Road Elementary School, for Principal's Discretionary Fund - \$1,000

NC-2009-108: BOE, Jefferson Davis High School, Principal's Discretionary Fund - \$1,000

NC-2009-109: BOE, Forest Avenue Academic Magnet School, for Principal's Discretionary Fund - \$1,000

Please note that \$2,000.00 from Commissioner Wilson's Discretionary Account be transferred to Commissioner Jiles Williams Discretionary Account.

#### 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:

C-2009-114: Amended Miscellaneous Appropriation - Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors - \$1,000

NOTE: Commissioner Williams requested to add \$500 of his discretionary money, for a total of \$1,500 appropriated to Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors

C-2009-119: Freewill Community Development Corporation of Montgomery, for Program to Stop the Violence - \$2,000

C-2009-120: Montgomery County Recreation Department, Southern Dixie Youth Baseball League, for R.B.I. Program - \$1,000

C-2009-121: Maggie Street Community Development Corporation, for Youth Leadership Academy Program - \$600

NC-2009-110: BOE, Carver Senior High School, for Principal's Discretionary Fund - \$500

NC-2009-111: BOE, Martin L. King Elementary School, for Principal's Discretionary Fund - \$500

NC-2009-112: Montgomery Area Mental Health, for Operational Expenses- \$500

NC-2009-113: BOE, Dalraida Elementary School, for Principal's Discretionary Fund - \$5,000

NC-2009-114: BOE, Garrett Elementary School, for Principal's Discretionary Fund - \$2,000

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

ENGINEERING DEPARTMENT – APPROVED BID AWARD FOR REPAIRS TO A 2008 STERLING TANDEM DUMP TRUCK, BID NUMBER 53600-09B-019

The Administrator presented the following memorandum from Assistant Director of Support Services Pat Silas requesting approval of bid award for repairs to a 2008 Sterling Tandem Dump Truck:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director  
Support Services

DATE: September 10, 2009

SUBJECT: Bid No. 53600-09B-019, Repairs to a 2008  
Sterling Tandem Dump Truck

Request approval of award on the above referenced Invitation to Bid to Four Star Freightliner in the amount of \$21,389.41, be place on the agenda for the County Commission meeting on September 14, 2009.

Coordination of award made with Mr. George Speake, County Engineer.

Your help with this matter is appreciated.

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. (Copy of Spreadsheet, Agenda Page 9-2, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE  
REQUEST NUMBER 39

The Administrator presented Budget Change Request Number 39, County Commission Appropriations.

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Budget Change Request Number 39, Agenda Page 10-1, is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED TO ESTABLISH A NEW CLASSIFICATION  
OF COMMUNITY CORRECTIONS OFFICER (0359), PAY GRADE A06

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting to establish a new classification of Community Corrections Officer (0359), Pay Grade A06:

MEMORANDUM

DATE: September 8, 2009

TO: Donnie Mims  
Montgomery County Commission

FROM: Paul H. Brown – Executive. Director

SUBJECT: Agenda Item - Request for Commission Review and Approval to Consolidate Multiple Position Descriptions into one Community Corrections Officer Position and Abolish four Position Descriptions

Mr. Mims:

In February of this year, I met with you regarding the possibility of consolidating a number of Community Corrections Department Job Descriptions into one all-inclusive job description. During my first few months in my position, I had the opportunity to review the functions and job descriptions of the various staff positions of the Montgomery County Community Corrections Department. I came to the conclusion that several of the job descriptions were essentially the same and the essential job functions performed by these staff positions were so similar as to make many of the positions interchangeable as it relates to daily activities. Since our discussion in February, I have worked with City-County Personnel Board staff to review the positions and to work on a single job description that would consolidate the position descriptions into one job description.

The specific job descriptions and functions that I and the City County Personnel Board Staff have found to be very similar in nature (and of the same pay grade) were:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

In discussing my observations with Robbie Estes of the City/County Personnel Board, I was advised that there was a previous effort in 2006 to consolidate Position Descriptions, however, the initiative was never completed. Robbie Estes and I have further discussed the fact that a consolidated position statement would permit the Community Corrections Department to utilize staff in appropriate roles to optimize productivity and avoid the tendency to assign staff to narrowly defined responsibilities. Another substantial advantage to consolidating the position descriptions for these four job titles is that when a position becomes available through either attrition or by the creation of a new position, a single hiring roster could be used instead of the four rosters now required (one each of the four described descriptions). This advantage alone could save the County substantial advertising costs and recruitment time with the ability to recruit from one roster.

In March of this year, Karen Cason of the City-County Personnel Board responded to a request to review the four positions and, in their response, attached a job description for the proposed consolidated position. Each of the four positions that are proposed to be consolidated are designated as Pay Grade A06 and the resulting position is also recommended to be designated Pay Grade A06.

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed the proposed consolidated Position Job Description and unanimously voted to accept the consolidated Position Job Description. It was further decided to refer their recommendation for adoption of new Position Job Description to the Commission for their review and approval.

I respectfully request that two items related to this matter be placed on the Agenda for consideration at the Commission meeting scheduled for Monday, September 14, 2009 as follows:

- 1) Review and Consider adopting one consolidated Community Corrections Department Position Description titled "Community Corrections Officer" (0359), pay grade A06, in place of the four job positions titled a) Detention Facility Population Specialist; b) Community Service Coordinator; c) Prison and Jail Diversion Program Case Manager; and d) County Probation Officer (all pay grade A06)

And then,

- 2) Review and Consider Abolishing four Community Corrections Department job descriptions titled: a) Detention Facility Population Specialist (0370); b) Community Service Coordinator (0358); c) Prison and Jail Diversion Program Case Manager (0355); and d) County Probation Officer (0350)

Respectfully submitted,

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

End of Memorandum

Vice Chairman Ingram made a motion to approve the establishment of a new classification of Community Corrections Officer (0359), Pay Grade A06. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Memorandum and Job Description, Agenda Pages 11-3 through 11-11, are attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED TO ABOLISH THE FOLLOWING CLASSIFICATIONS; DETENTION FACILITY POPULATION SPECIALIST (0370), COMMUNITY SERVICE COORDINATOR (0358), PRISON & JAIL DIVERSION PROGRAM CASE MANAGER (0355) AND COUNTY PROBATION OFFICER (0350)

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting to abolish the Following Classifications; Detention Facility Population Specialist (0370), Community Service Coordinator (0358), Prison & Jail Diversion Program Case Manager (0355) And County Probation Officer (0350):

MEMORANDUM

DATE: September 8, 2009

TO: Donnie Mims  
Montgomery County Commission

FROM: Paul H. Brown – Executive. Director

SUBJECT: Agenda Item - Request for Commission Review and Approval to Consolidate Multiple Position Descriptions into one Community Corrections Officer Position and Abolish four Position Descriptions

Mr. Mims:

In February of this year, I met with you regarding the possibility of consolidating a number of Community Corrections Department Job Descriptions into one all-inclusive job description. During my first few months in my position, I had the opportunity to review the functions and job descriptions of the various staff positions of the Montgomery County Community Corrections Department. I came to the conclusion that several of the job descriptions were essentially the same and the essential job functions performed by these staff positions were so similar as to make many of the positions interchangeable as it relates to daily activities. Since our discussion in February, I have worked with City-County Personnel Board staff to review the positions and

to work on a single job description that would consolidate the position descriptions into one job description.

The specific job descriptions and functions that I and the City County Personnel Board Staff have found to be very similar in nature (and of the same pay grade) were:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

In discussing my observations with Robbie Estes of the City/County Personnel Board, I was advised that there was a previous effort in 2006 to consolidate Position Descriptions, however, the initiative was never completed. Robbie Estes and I have further discussed the fact that a consolidated position statement would permit the Community Corrections Department to utilize staff in appropriate roles to optimize productivity and avoid the tendency to assign staff to narrowly defined responsibilities. Another substantial advantage to consolidating the position descriptions for these four job titles is that when a position becomes available through either attrition or by the creation of a new position, a single hiring roster could be used instead of the four rosters now required (one each of the four described descriptions). This advantage alone could save the County substantial advertising costs and recruitment time with the ability to recruit from one roster.

In March of this year, Karen Cason of the City-County Personnel Board responded to a request to review the four positions and, in their response, attached a job description for the proposed consolidated position. Each of the four positions that are proposed to be consolidated are designated as Pay Grade A06 and the resulting position is also recommended to be designated Pay Grade A06.

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed the proposed consolidated Position Job Description and unanimously voted to accept the consolidated Position Job Description. It was further decided to refer their recommendation for adoption of new Position Job Description to the Commission for their review and approval.

I respectfully request that two items related to this matter be placed on the Agenda for consideration at the Commission meeting scheduled for Monday, September 14, 2009 as follows:

- 1) Review and Consider adopting one consolidated Community Corrections Department Position Description titled "Community Corrections Officer" (0359), pay grade A06, in place of the four job positions titled a) Detention Facility Population Specialist; b) Community Service Coordinator; c) Prison and Jail Diversion Program Case Manager; and d) County Probation Officer (all pay grade A06)

And then,

- 2) Review and Consider Abolishing four Community Corrections Department job descriptions titled: a) Detention Facility Population Specialist (0370); b) Community Service Coordinator (0358); c) Prison and Jail Diversion Program Case Manager (0355); and d) County Probation Officer (0350)

Respectfully submitted,

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

End of Memorandum

Mr. Wilson made a motion to approve the abolishment of the Following Classifications; Detention Facility Population Specialist (0370), Community Service Coordinator (0358), Prison & Jail Diversion Program Case Manager (0355) and County Probation Officer (0350). The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 12-3, is attached to these Minutes.)

#### VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (8)

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

| <u>DEPARTMENT</u>             | <u>TRAVEL/TRAINING REQUESTS</u> |
|-------------------------------|---------------------------------|
| (1) Finance Department        | Request Number 5                |
| (2) Public Affairs Department | Request Number 5                |
| (3) Youth Facility            | Request Number 20               |
| (4) Engineering Department    | Request Numbers 12 and 13       |
| (5) Community Corrections     | Request Number 13               |
| (6) Probate Judge's Office    | Request Numbers 28 and 29       |

Mr. Polizos made a motion to approve the travel/training requests. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 13-1 through 13-8, are attached to these Minutes.)

#### **WAIVED AGENDA RULES**

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

## VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (14)

The Administrator recommended the following Budget Change Requests for approval by the Commission. Vice Chairman Ingram requesting that the Budget Change Requests be voted on individually and his fellow Commissioners concurred.

| <u>DEPARTMENT</u> | <u>BUDGET CHANGE REQUESTS</u> |
|-------------------|-------------------------------|
|-------------------|-------------------------------|

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|--------------------------|------------------|
| (1) Appraisal Department | Request Number 4 |
|--------------------------|------------------|

Mr. Williams made a motion to approve Budget Change Request Number 4. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Budget Change Request Number 4, Agenda Page 14-1, is attached to these Minutes.)

|                         |                  |
|-------------------------|------------------|
| (2) Board of Registrars | Request Number 4 |
|-------------------------|------------------|

Mr. Polizos made a motion to approve Budget Change Request Number 4. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Budget Change Request Number 4, Agenda Page 14-2, is attached to these Minutes.)

|                        |                  |
|------------------------|------------------|
| (3) Detention Facility | Request Number 3 |
|------------------------|------------------|

Mr. Polizos made a motion to approve Budget Change Request Number 3. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Budget Change Request Number 3, Agenda Page 14-3, is attached to these Minutes.)

|                                |                                  |
|--------------------------------|----------------------------------|
| (4) District Attorney's Office | Request Numbers 9, 10, 11 and 12 |
|--------------------------------|----------------------------------|

Mr. Williams made a motion to approve Budget Change Request Numbers 9, 10, 11 and 12. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Budget Change Request Numbers 9, 10, 11 and 12, Agenda Pages 14-4 through 14-7, are attached to these Minutes.)

|                            |                   |
|----------------------------|-------------------|
| (5) Engineering Department | Request Number 26 |
|----------------------------|-------------------|

Mr. Williams made a motion to approve Budget Change Request Number 26. The motion was seconded by Mr. Wilson and unanimously approved by the Commission. (Copy of Budget Change Request Number 26, Agenda Page 14-8, is attached to these Minutes.)

|                          |                  |
|--------------------------|------------------|
| (6) Personnel Department | Request Number 6 |
|--------------------------|------------------|

Mr. Williams made a motion to approve Budget Change Request Number 6. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Budget Change Request Number 6, Agenda Page 14-9, is attached to these Minutes.)

|                            |                   |
|----------------------------|-------------------|
| (7) Probate Judge's Office | Request Number 18 |
|----------------------------|-------------------|

Mr. Wilson made a motion to approve Budget Change Request Number 18. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Budget Change Request Number 18, Agenda Page 14-10, is attached to these Minutes.)

During the approval process of Budget Changes, Vice Chairman Ingram opposed waiving rules for Budget Change Request Number 17 (After 8/24/09 Revision) from the Probate Judge's Office.

(8)                      Public Affairs Department                      Request Number 1

Vice Chairman Ingram made a motion to approve Budget Change Request Number 1. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Budget Change Request Number 1, Agenda Page 14-11, is attached to these Minutes.)

(9)                      Revenue Commissioner's Office                      Request Numbers 3 and 4

Mr. Polizos made a motion to approve Budget Change Request Number 3. The motion was seconded by Mr. Wilson and unanimously approved by the Commission. (Copy of Budget Change Request Number 3, Agenda Page 14-12, is attached to these Minutes.)

Vice Chairman Ingram made a motion to approve Budget Change Request Number 4. The motion was seconded by Mr. Polizos. Vice Chairman Ingram, Mr. Polizos, Mr. Williams and Mr. Wilson voted in favor of the motion. Chairman Dean voted in opposition and the motion carried. (Copy of Budget Change Request Number 4, Agenda Page 14-13, is attached to these Minutes.)

(10)                      Tax & Audit Department                      Request Number 4

Vice Chairman Ingram made a motion to approve Budget Change Request Number 4. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Budget Change Request Number 4, Agenda Page 14-14, is attached to these Minutes.)

COMMUNITY CORRECTIONS – APPROVED CONTRACT WITH THE ALABAMA  
DEPARTMENT OF CORRECTIONS REGARDING JAIL/PRISON DIVERSION  
PROGRAMMING FOR FY2010

The Administrator presented the following memorandum from Executive Director of Community Corrections Paul H. Brown requesting approval of Contract with the Alabama Department of Corrections:

MEMORANDUM

DATE:                      August 28, 2009

TO:                        Donnie Mims  
                                Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Alabama Department of Corrections – Contract for Jail/Prison Diversion  
Programming for Fiscal Year 2010 (October 1, 2009 through September 30,  
2010)

Mr. Mims:

On July 27, 2009, the Montgomery County Commission reviewed and accepted the Montgomery County Community Punishment and Corrections Authority's recommendation to accept the annual (2009-2010) Community Corrections Plan as written and adopted by the MCCPCA Board. The Commission did approve the plan as written and this plan was subsequently forwarded to the Alabama Department of Corrections – Division of Community Corrections for their review and approval.

One component of the required plan as submitted was a proposed annual Fiscal Year Budget. In the budget that was provided in the plan (and endorsed by the MCCPCA Board and approved by the Commission) was an estimate that the total revenue anticipated from the Alabama Department of Corrections to fund the Jail/Prison Diversion Program for the Montgomery County Community Corrections Department was \$375,000. I am pleased to report that in the Contract that we received this date (attached in duplicate) the Alabama Department of Corrections proposes to fully fund this anticipated amount. Please note that this amount reflects an increase of anticipated funds from the ADOC of more than \$134,000 over last year's contract (copy of last year's Contract attached for reference). All funding provided by the ADOC is contingent on Legislative appropriations and availability of funds in the upcoming annual State budget.

In as much as the Commission has previously approved the Community Corrections Plan for FY 2009-2010 with the proposed budget included, and taking into consideration that the proposed contract requires signature from a representative from the "Montgomery County Community Corrections Program" and is returnable no later than September 15, 2009 (Via Certified Mail), I am requesting you or the Commission Chairman sign the attached Contract or place this matter on the next Agenda for Commission approval in the next scheduled Commission Meeting on September 14, 2009. Due to time constraints, the Commission would need to consider waiving the Rules to consider the Contract before the September 15, 2009 deadline for return of a signed contract.

Respectfully submitted,

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

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 Memorandum and Contract, Agenda Pages 15-2 through 15-4, are attached to these Minutes.)

ENGINEERING DEPARTMENT – ADOPTED RESOLUTION TO DECREASE SPEED  
LIMIT ON MERIWETHER ROAD (CR-40)

The Administrator presented the following memorandum from County Engineer George C. Speake requesting adoption of Resolution to decrease speed limit on Meriwether Road (CR-40):

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer

DATE: September 3, 2009

RE: Approval of Resolution to Decrease Speed Limit on Meriwether Road (CR-40)

Please place on the agenda of the next regular meeting of the Montgomery County Commission the approval of attached resolution decreasing the speed limit to 40 miles per hour on Meriwether Road (CR-40). The Town of Pike Road plans to construct a multi-use walking trail along Meriwether Road, and the speed limit must be lowered along this route in order to conform with Alabama Department of Transportation (ALDOT) pedestrian safety criteria pertaining to this project.

If approved, please have two copies with original signatures executed and returned to this office for further processing.

Attachments

End of Memorandum

Vice Chairman Ingram made a motion to adopt the Resolution. The motion was seconded by Mr. Williams and unanimously approved by the Commission. (Copy of Resolution, Agenda Page 16-2, is attached to these Minutes.)

Vice Chairman Ingram requested that County Engineer George C. Speake explain the Resolution. County Engineer Speake stated that the Resolution is in compliance with the State Department of Transportation's requirement that the speed limit be lowered from 55 miles per hour to 40 miles per hour on Meriwether Road (CR-40), due to construction of a Horse / Bike / Walking Trail. He added that the Resolution was also to comply with the grant requirements.

COUNTY COMMISSION – APPROVED PURCHASE ORDER TO STALLINGS & SONS, INC., FOR ROOF RELATED AND DOWNSPOUT WORK AT THE CARNEGIE BUILDING

The Administrator presented the following memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of purchase order to Stallings & Sons, Inc.:

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: September 10, 2009

SUBJECT: Carnegie Building Downspouts

Request the rules be waived for the approval to issue a purchase order in the amount of \$35,939.00, to Stallings & Sons, Inc., for roof related and downspout work at the Carnegie Building be placed on the agenda for the County Commission meeting on September 14, 2009. (copy of proposal attached)

Coordination of this work coordinated with Mr. Patrick Addison of PH&J Architects, Inc.

Title 39-2-2 of the State of Alabama Public Works Law exempts from competitive bidding of projects for public improvements involving \$50,000.00.

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 Letters, Agenda Pages 17-2 through 17-4, are attached to these Minutes.)

Vice Chairman Ingram asked Deputy Mitchell about the length of time required to complete the repairs. Deputy Mitchell replied that he would check with Stallings & Sons, Inc., but assured him that it would not interfere with the work inside the building.

**COMMENTS BY COMMISSIONERS AND ATTENDEES**

Ms. K.T. Brown informed the Commission that the citizens cannot follow the meeting, because things are voted on that are not listed on the agenda. Chairman Dean told Ms. Brown that some items are introduced and discussed in the working session, prior to the formal session, and then placed under waive rules for that meeting. He reminded her that those meetings are also open to the public. He also encouraged her to ask the Commission about items she doesn't understand.

Vice Chairman Ingram thanked Finance Director Sherrill Thomas, County Administrator Mims and Deputy Administrator Mitchell for their work on the budget stating it was a challenging year.

Commissioner Williams stated that it was difficult to remove four million dollars from the budget but we got it done and kept our employees on board. He expressed that he appreciates the Commission coming together and especially Chairman Dean for his leadership, as this budget was more challenging than those in the last nine years.

Commissioner Polizos echoed what fellow Commissioners' Ingram and Williams said about the budget. He informed everyone that the Commission met several times about the budget and that outside agencies were cut. He stated that the money just wasn't there and that the County is still under a hiring freeze.

Chairman Dean thanked Commissioner Polizos for helping keep the Commission in line. He thanked Finance Director Sherrill Thomas, County Administrator Mims and Deputy Administrator Mitchell and staff for the work they did on the budget. He stated that the next year is going to be tight and that everyone has to come up with creative ways to earn revenue and that taxes would not go up.

Commissioner Wilson thanked everyone and stated that he hoped things would pick back up. He mentioned that there are a lot of events taking place in Montgomery and that everyone needs to come out and enjoy them, which will help local businesses and improve the economy.

## **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 ASSISTANT PERSONNEL DIRECTOR KAREN CASON**

Assistant Personnel Director Karen Cason informed the Commission that October 2009 would end the six-year phase-in period of the adopted 2003 Pay Plan and briefed them on a memo she issued concerning the matter. Ms. Cason explained that employees in the old plan will not receive any more raises, including across the board market adjustments, until the rates in the new plan "catch up". Employees who are now "topped out" in the new plan will not be allowed to go back into the old plan after October 13, 2009.

##### **PRESENTATION BY JUVENILE COURT ADMINISTRATOR BRUCE HOWELL**

Juvenile Court Administrator Bruce Howell briefed the Commission regarding replacement of the hot water heater at the Youth Facility. Deputy Administrator Mitchell mentioned that the hot water heater could be purchased from Fund Number 206, Construction Programs. After discussion, the Commission agreed to place this item on the next agenda.

#### PRESENTATION BY PROBATE JUDGE REESE MCKINNEY AND DIRECTOR OF ELECTIONS TREY GRANGER

Probate Judge Reese McKinney introduced Voter Education Specialists Marjorie Smith and Marion Baab. Ms. Smith and Ms. Baab briefed the Commission regarding the Election Center Voter Education program. Judge McKinney stated that he would ask for an Attorney General's Opinion regarding Election Reimbursement for publication of the voter list. He presented a HAVA Disability Grant check to Chairman Dean. Judge McKinney and Director of Elections Trey Granger requested to continue the voter education contracts which expire September 30, 2009, and asked to use HAVA money to fund them.

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

Manager of Public Affairs DiDi Henry briefed the Commission on a Master Services Agreement with MethodFactory, for the County's proposed new website. The agreement, which had been reviewed and approved by Attorney Gallion, approves the assistance of MethodFactory to help with the infrastructure, architecture, design and implementation of the website, through Share Point Systems, by Microsoft. She requested that the Agreement be considered for approval at the next meeting and the Commission agreed.

Mrs. Henry also updated the Commissioners on upcoming events, including the grand opening and ribbon cutting of the Mac Sim Butler Montgomery County Detention Facility of Friday, September 18.

#### PRESENTATION BY RISK MANAGER SCOTT KRAMER

Risk Manager Scott Kramer informed the Commission that flu shots will be given at CareHere in October and H1N1 vaccinations would be available mid-November.

Mr. Kramer briefed the Commission regarding a Memorandum of Agreement with the City of Montgomery to share On-Site Primary Care Clinics. He stated that he would coordinate with the City of Montgomery to open a second clinic on Mobile Highway. The Commission agreed to place this item on the next agenda.

Mr. Kramer briefed the Commission regarding Insurance Renewals for Life Insurance, Property Insurance, Excess Health, Excess Liability, Excess Workers Compensation and Blue Cross Blue Shield Health, COBRA, Dental and Workers Comp. After discussion, the Commission agreed to place these items on the next agenda.

Mr. Kramer informed the Commission that a Workers Compensation actuarial report would need to be completed this year. After discussion, the Commission agreed to place this item on the next agenda.

Vice Chairman Ingram asked Mr. Kramer to look into having hand sanitizers placed in public areas around the Courthouse complex.

#### COMMENTS FROM DEPUTY ADMINISTRATOR MITCHELL

Deputy Administrator Mitchell presented a Contractual Agreement with Rivertree Systems, Inc., for continuing their external audit services.

Deputy Administrator Mitchell briefed the Commission regarding a Change Order to CannDauSon for modifications to Annex I First Floor for the Sheriff's Office.

The Commission agreed to place these items on the next agenda.

#### COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented a Request for Proposal for Banking Services for bank accounts and related cash management services for the Montgomery County Probate Office. The Commission agreed to place this item on waive rules at the next Commission meeting.

Administrator Mims discussed a Resolution authorizing the cost of health insurance, future cost of living raises and other benefits provided to retirees be funded by the County Fund that paid the salary and benefits for the employees prior to retirement. After discussion, the Commission agreed to place this Resolution on the next agenda.

Administrator Mims presented a Notice of Application for Retirement Allowance from Wilbert E. Barker, Correction Officer, Detention Facility.

Administrator Mims presented a letter from Board of Education Superintendent Barbara W. Thompson reminding the Commission of their budgetary commitment to Montgomery Public Schools in the amount of \$160,000 to keep Pintlala Elementary and Hayneville Road Elementary open for the 2009-2010 school year.

Administrator Mims informed the Commission that he had received bid proposals from the City of Montgomery for the repair work at the Pintlala Library Branch and would report on the issue at the next Commission meeting.

#### DISCUSSION ITEM BY COMMISSIONERS

Commissioner Polizos stated that the he had received a letter from Thomas L. Head Elementary School Principal Holly Thursby requesting donations of old computers and monitors. He informed his fellow Commissioners that the Probate Office has five old computers and have requested approval to donate the computers to Head Elementary School. After discussion, the Commission agreed to place this item on the next agenda.

#### COMMENTS FROM DEPUTY ADMINISTRATOR MITCHELL

Deputy Administrator Mitchell briefed the Commission requesting approval of a Purchase Order to move walls in the Information Systems Department. The Commission agreed to place this item on the next agenda.

## **ADJOURNMENT**

Vice Chairman Ingram made a motion to adjourn the meeting of the Montgomery County Commission on September 14, 2009, at 11:31 a.m. The motion was seconded by Commissioner Polizos and unanimously approved by the Commission.

09-14-09 Meeting

**MONTGOMERY COUNTY COMMISSION**

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

**CHECKS ARE DATED 08-21-09**

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 201848            |    | 201872       |
|                   |    |              |
| Total Checks Paid |    | \$257,809.51 |

**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 08-28-09

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 201873            |    | 201941       |
|                   |    |              |
| Total Checks Paid |    | \$137,858.84 |

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

09-14-09 Meeting

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 08-28-09

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 201942            |    | 202045       |
|                   |    |              |
| Total Checks Paid |    | \$400,509.38 |

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

09-14-09 Meeting

**MONTGOMERY COUNTY COMMISSION**

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

**CHECKS ARE DATED 09-04-09**

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 202048            |    | 202115       |
|                   |    |              |
| Total Checks Paid |    | \$176,978.22 |

| CHECK # | PAYEE                        | AMOUNT      | DATE     |
|---------|------------------------------|-------------|----------|
| 202046  | Williams Consulting Services | \$ 682.50   | 08/28/09 |
| 202047  | Crawford & Company           | \$ 1,197.58 | 08/28/09 |

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

09-14-09 Meeting

**MONTGOMERY COUNTY COMMISSION**

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

**CHECKS ARE DATED 09-04-09**

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 202116            |    | 202199       |
|                   |    |              |
| Total Checks Paid |    | \$303,168.75 |

**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  
08/28/09

**Agenda****SEP 14 2009**

|                      |       |    |                      |       |                 |
|----------------------|-------|----|----------------------|-------|-----------------|
| Payroll Check Number | 59676 | To | Payroll Check Number | 59847 | \$ 139,776.72   |
|                      |       |    |                      |       |                 |
| Direct Deposits      |       |    |                      |       | \$ 740,393.46   |
|                      |       |    |                      |       |                 |
| Payroll Check Number | 59848 | To | Payroll Check Number | 59875 | \$ 67,236.12    |
|                      |       |    |                      |       |                 |
| Direct Deposits      |       |    |                      |       | \$ 767,502.30   |
|                      |       |    |                      |       |                 |
| Federal Deposits     |       |    |                      |       | \$ 316,612.92   |
|                      |       |    |                      |       |                 |
| Total Payroll Paid   |       |    |                      |       | \$ 2,031,521.52 |

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND  
ORDERED PAID

09/14/09 Meeting

**Agenda**

**SEP 14 2009**

CHECKS ARE DATED  
09/11/09

|                      |       |    |                      |       |                 |
|----------------------|-------|----|----------------------|-------|-----------------|
| Payroll Check Number | 59877 | To | Payroll Check Number | 60049 | \$ 139,661.35   |
|                      |       |    |                      |       |                 |
| Direct Deposits      |       |    |                      |       | \$ 737,167.63   |
|                      |       |    |                      |       |                 |
| Payroll Check Number | 60050 | To | Payroll Check Number | 60080 | \$ 74,164.41    |
|                      |       |    |                      |       |                 |
| Direct Deposits      |       |    |                      |       | \$ 365,866.90   |
|                      |       |    |                      |       |                 |
| Federal Deposits     |       |    |                      |       | \$ 311,084.07   |
|                      |       |    |                      |       |                 |
| Total Payroll Paid   |       |    |                      |       | \$ 1,627,944.36 |

**CHECK #**

59876

**PAYEE**

Edward Ham Wilson, Jr.

**AMOUNT**

\$ 889.36

**DATE**

08/28/09

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

**Proposed Annual Budget  
Montgomery County, Alabama  
Fiscal Year  
October 1, 2009 to September 30, 2010**

**Presented September 14, 2009**

**Elton N. Dean, Sr., Chairman  
Reed Ingram, Vice Chairman  
Dimitri Polizos, Member  
Jiles Williams, Jr., Member  
Ham Wilson, Jr., Member**

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

## **ANNUAL BUDGET 2009-2010**

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

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

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

|                                         | <b>ESTIMATED</b>         |                          |
|-----------------------------------------|--------------------------|--------------------------|
|                                         | <b>REVENUES</b>          | <b>APPROPRIATIONS</b>    |
| General Fund                            | \$ 65,197,797            | \$ 63,690,453            |
| Emergency Fund                          | 90,000                   | 90,000                   |
| Workers' Compensation Fund              | 333,500                  | 333,500                  |
| Health Trust Fund                       | 8,328,500                | 8,328,500                |
| R.E. Life Ins. Fund                     | 60,000                   | 60,000                   |
| Liability Fund                          | 541,000                  | 541,000                  |
| Gasoline Tax Fund                       | 2,013,510                | 9,002,280                |
| Public Buildings/Roads/Bridges Fund     | 6,350,000                | -                        |
| Public Highways & Traffic Fund          | 500,000                  | -                        |
| Capital Improvement                     | 467,500                  | 483,000                  |
| RRR Gasoline Tax Fund                   | 1,935,000                | 2,320,000                |
| Severed Material Tax Fund               | 202,000                  | 511,334                  |
| Appraisal Fund                          | 2,842,431                | 2,842,431                |
| Merit System Fund                       | 1,042,976                | 1,303,720                |
| Community Corrections                   | 566,640                  | 971,716                  |
| Grant Fund                              | 2,246,464                | 2,446,464                |
| Special Index Fund                      | 237,000                  | 322,716                  |
| G.O. Warrants - 2002 Fund               | -                        | 1,745,252                |
| G.O. Warrants - 2007 Fund               |                          | 3,545,140                |
| <br><b>TOTAL</b>                        | <br><b>\$ 92,954,318</b> | <br><b>\$ 98,537,506</b> |
| <br><b>ADD: BUDGETARY FUND BALANCE</b>  |                          |                          |
| General Fund                            | 4,388,124                |                          |
| Gasoline Tax Fund                       | 138,770                  |                          |
| Capital Improvement                     | 15,500                   |                          |
| RRR Gasoline Tax Fund                   | 385,000                  |                          |
| Severed Material Tax Fund               | 309,334                  |                          |
| Merit System Fund                       | 260,744                  |                          |
| Special Index Fund                      | 85,716                   |                          |
| <br><b>TOTAL BUDGETARY FUND BALANCE</b> | <br><b>5,583,188</b>     |                          |
| <br><b>PROPOSED BUDGET</b>              | <br><b>\$ 98,537,506</b> | <br><b>\$ 98,537,506</b> |

Funds included in budget:

General Fund  
Special Revenue Funds  
Debt Service Funds  
Special Index Fund

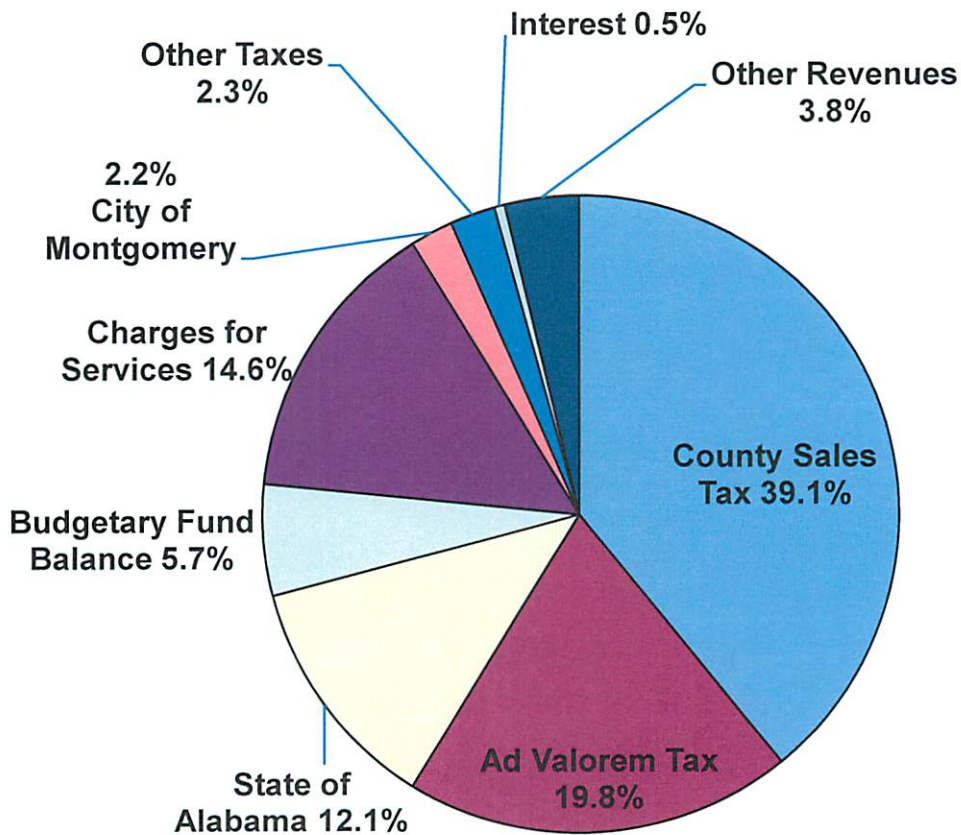
**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**FUNDS NOT INCLUDED IN OPERATING BUDGET**

Construction Program Fund  
Employees' Withholding Tax Fund - State  
Supernumerary Fund  
Fiduciary Fund  
Law Library Fund  
Sheriff's Fund  
Revenue Commissioner Special Fund  
Solicitor's Fund  
Worthless Check Fund  
Child Support Fund  
Recreation Board Fund  
Manufactured Home Trust Fund  
School Tax Fund  
Motor Vehicle Special Training  
Emergency Management Communication District Board

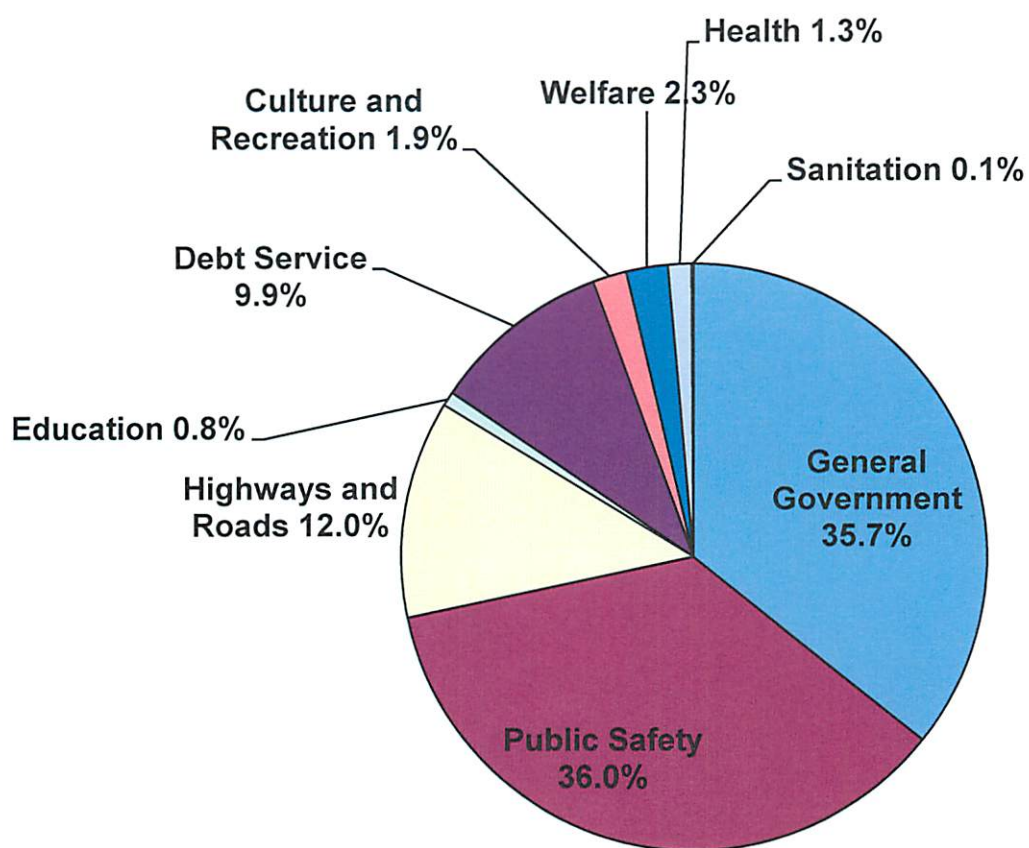
**Montgomery County Commission**  
**Estimated Revenues and Budgetary Fund Balance**  
**2009-2010**

| Type                   | Percentage | Total         |
|------------------------|------------|---------------|
| County Sales Tax       | 39.1%      | \$ 38,500,000 |
| Ad Valorem Tax         | 19.8%      | 19,500,000    |
| State of Alabama       | 12.1%      | 11,874,677    |
| Budgetary Fund Balance | 5.7%       | 5,583,188     |
| Charges for Services   | 14.6%      | 14,371,440    |
| City of Montgomery     | 2.2%       | 2,158,914     |
| Other Taxes            | 2.3%       | 2,274,200     |
| Interest               | 0.5%       | 528,000       |
| Other Revenues         | 3.8%       | 3,747,087     |
| Miscellaneous          |            | 2,168,139     |
| Licenses and Permits   |            | 505,200       |
| Board of Education     |            | 667,643       |
| Transfers In           |            | 360,000       |
| Fines and Forfeitures  |            | 23,000        |
| Federal Cost Sharing   |            | 23,105        |
|                        | 100.00%    | \$ 98,537,506 |



**Montgomery County Commission  
Appropriations  
2009-2010**

| Type                   | Percentage | Total                |
|------------------------|------------|----------------------|
| General Government     | 35.7%      | \$ 35,171,597        |
| Public Safety          | 36.0%      | 35,470,098           |
| Highways and Roads     | 12.0%      | 11,833,614           |
| Education              | 0.8%       | 775,329              |
| Debt Service           | 9.9%       | 9,762,284            |
| Culture and Recreation | 1.9%       | 1,847,300            |
| Welfare                | 2.3%       | 2,280,752            |
| Health                 | 1.3%       | 1,290,130            |
| Sanitation             | 0.1%       | 106,402              |
|                        | 100.00%    | <u>\$ 98,537,506</u> |



**Summaries of  
DEPARTMENTAL  
and  
FUND BUDGETS**

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**GENERAL FUND**

**ESTIMATED REVENUES**

**TAXES**

|                                   |                   |
|-----------------------------------|-------------------|
| Ad Valorem Tax                    | \$ 13,200,000     |
| County Sales Tax                  | 38,500,000        |
| Salaries for Revenue Commissioner | 129,700           |
| County Beer Tax                   | 200,000           |
| County Wine Tax                   | 4,500             |
| Lodging Tax                       | 1,150,000         |
| Other Tax                         | 790,000           |
| <b>TOTAL TAXES</b>                | <u>53,974,200</u> |

**LICENSE & PERMITS**

410,200

**INTERGOVERNMENTAL**

|                                |                  |
|--------------------------------|------------------|
| State Shared Revenue           | 1,558,320        |
| State Cost Sharing Revenue     | 2,565,752        |
| Federal Cost Sharing           | 23,105           |
| City Cost Sharing              | 150,000          |
| <b>TOTAL INTERGOVERNMENTAL</b> | <u>4,297,177</u> |

**CHARGES FOR SERVICES**

|                                       |                  |
|---------------------------------------|------------------|
| Court Fees                            | 546,800          |
| Fees & Commissions - Public Officials | 4,082,500        |
| Miscellaneous Fees & Charges          | 68,500           |
| <b>TOTAL CHARGES FOR SERVICES</b>     | <u>4,697,800</u> |

**FINES AND FORFEITURES**

23,000

**MISCELLANEOUS**

|                            |                  |
|----------------------------|------------------|
| Interest                   | 227,500          |
| Sales & Rentals            | 570,214          |
| Other                      | 637,706          |
| <b>TOTAL MISCELLANEOUS</b> | <u>1,435,420</u> |

**TRANSFERS IN FROM OTHER FUNDS**

360,000

**TOTAL ESTIMATED REVENUES**

65,197,797

**BUDGETARY FUND BALANCE**

4,388,124

**TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE**

\$ 69,585,921

**MONTGOMERY COUNTY COMMISSION****2009 - 2010 BUDGET****GENERAL FUND****APPROPRIATIONS****GENERAL GOVERNMENT**

|                                                              |           |                   |
|--------------------------------------------------------------|-----------|-------------------|
| County Commission                                            | \$        | 797,747           |
| Risk Management                                              |           | 179,703           |
| Public Affairs                                               |           | 106,049           |
| Finance Department                                           |           | 498,100           |
| Judges                                                       |           | 444,703           |
| Domestic Relations Court                                     |           | 3,000             |
| Circuit Clerk                                                |           | 30,341            |
| District Clerk                                               |           | 2,000             |
| District Attorney                                            |           | 2,521,083         |
| Pre-Trial/District Attorney                                  |           | 697,482           |
| Court Reporters                                              |           | 205,900           |
| Court Administrators                                         |           | 700               |
| Probate Judge's Office                                       |           | 3,251,150         |
| Revenue Commissioner                                         |           | 1,268,553         |
| Tax and Audit Division                                       |           | 606,607           |
| Support Services                                             |           | 3,470,787         |
| Building Permits                                             |           | 34,892            |
| Election Operating                                           |           | 697,417           |
| Election Administration                                      |           | 425,000           |
| Board of Registrars                                          |           | 267,710           |
| Tax Equalization Board                                       |           | 5,815             |
| Veterans Service Office                                      |           | 1,000             |
| Forestry Commission                                          |           | 24,300            |
| Central Alabama Opportunities Industrialization Center, Inc. |           | 17,500            |
| Envision 2020                                                |           | 22,500            |
| Industrial Park Utilities/Maintenance                        |           | 57,900            |
| Industrial Development                                       |           | 82,650            |
| Information Systems                                          |           | 1,828,094         |
| Contingent                                                   |           | 25,000            |
| Unemployment Compensation                                    |           | 7,500             |
| <b>TOTAL GENERAL GOVERNMENT</b>                              | <b>\$</b> | <b>17,581,183</b> |

**PUBLIC SAFETY**

|                                                             |           |                   |
|-------------------------------------------------------------|-----------|-------------------|
| Sheriff's Office                                            |           | 12,369,967        |
| Montgomery County Detention Facility                        |           | 14,397,444        |
| Montgomery City-County Emergency Management Agency          |           | 113,200           |
| Coroner's Office                                            |           | 138,780           |
| Youth Facility                                              |           | 5,104,275         |
| Youth Facility - DYS Subsidy                                |           | 758,785           |
| Youth Facility - DYS Boot Camp                              |           | 699,967           |
| Crimestoppers                                               |           | 7,500             |
| Montgomery County Association of Volunteer Fire Departments |           | 190,000           |
| <b>TOTAL PUBLIC SAFETY</b>                                  | <b>\$</b> | <b>33,779,918</b> |

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**GENERAL FUND**

**APPROPRIATIONS**

**SANITATION- Transfer Station & Storm Water Permit** \$ 106,402

**HEALTH**

|                                         |                            |
|-----------------------------------------|----------------------------|
| Health Department                       | 460,797                    |
| Montgomery Area Mental Health Authority | 130,000                    |
| Family Sunshine Center                  | 47,400                     |
| VOCAL                                   | 7,500                      |
| Animal Shelter                          | 450,000                    |
| Chemical Addictions Program, Inc.       | 37,500                     |
| Lighthouse Counseling Center, Inc.      | 28,700                     |
| Council on Substance Abuse - NCADD      | 20,000                     |
| Mosquito Control                        | 51,233                     |
| Sickle Cell Foundation                  | 15,750                     |
| Community Care Network                  | 26,250                     |
| Red Cross                               | 15,000                     |
| <b>TOTAL HEALTH</b>                     | <b>\$ <u>1,290,130</u></b> |

**WELFARE**

|                                            |                          |
|--------------------------------------------|--------------------------|
| Transfer of Insane                         | 8,600                    |
| Group Homes                                | 190,000                  |
| Restor                                     | 10,000                   |
| Child Protect                              | 5,000                    |
| Brantwood Children's Home                  | 18,750                   |
| Montgomery Community Action Agency         | 48,750                   |
| Central Alabama Aging Consortium           | 31,600                   |
| Montgomery Area Council on Aging           | 48,750                   |
| Montgomery Area Food Bank                  | 5,000                    |
| Pauper Burial                              | 3,200                    |
| Joint Public Charity Hospital Board        | 85,000                   |
| Indigent Hospitalization Program           | 108,063                  |
| The Volunteer and Information Center, Inc. | 3,750                    |
| School to Work                             | 45,000                   |
| Department of Human Resources              | 131,289                  |
| Kid One Transportation                     | 10,000                   |
| <b>TOTAL WELFARE</b>                       | <b>\$ <u>752,752</u></b> |

**CULTURE & RECREATION**

|                                           |                            |
|-------------------------------------------|----------------------------|
| City - County Jointly Funded              | 988,496                    |
| Pike Road Library                         | 172,350                    |
| Montgomery County Recreation Board        | 453,329                    |
| Boys & Girls Clubs                        | 18,750                     |
| Boys & Girls Club - South Central Alabama | 18,750                     |
| The United Community Improvement          | 9,375                      |
| Unified YMCA                              | 100,000                    |
| Nat King Cole Foundation                  | 3,750                      |
| ECHO                                      | 7,500                      |
| Alabama Shakespeare Festival              | 75,000                     |
| <b>TOTAL CULTURE &amp; RECREATION</b>     | <b>\$ <u>1,847,300</u></b> |

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**GENERAL FUND**

**APPROPRIATIONS**

**EDUCATION**

|                                                      |                |
|------------------------------------------------------|----------------|
| City/County School Bonds                             | \$ 406,124     |
| Montgomery Education Foundation                      | 67,500         |
| Auburn Extension Service                             | 120,955        |
| Montgomery Internal Medicine Residency Program (UAB) | 22,500         |
| Thelma Morris After School Program                   | 37,500         |
| Latchkey                                             | 42,000         |
| YMCA Childcare Program                               | 45,000         |
| Partners in Education                                | 3,750          |
| Character @ Heart                                    | 30,000         |
| <b>TOTAL EDUCATION</b>                               | <u>775,329</u> |

**CLASSIFIED BY CHARACTER ONLY**

|                                                             |                  |
|-------------------------------------------------------------|------------------|
| In-House Appropriations (A General Government Category)     | 1,049,000        |
| In-House Appropriations-Retiree Health & Life Insurance     | 1,075,000        |
| Montgomery Building Authority 2006 Capital Lease Obligation | 4,471,892        |
| Agency Appropriations (A General Government Category)       | 961,547          |
| <b>TOTAL CLASSIFIED BY CHARACTER ONLY</b>                   | <u>7,557,439</u> |

|                             |                      |
|-----------------------------|----------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 63,690,453</b> |
|-----------------------------|----------------------|

**TRANSFERS**

|                                           |                  |
|-------------------------------------------|------------------|
| To Community Corrections Fund             | 405,076          |
| To Grant Fund                             | 200,000          |
| To General Obligation Warrants, 2007 Fund | 3,545,140        |
| To General Obligation Warrants, 2002 Fund | 1,745,252        |
| <b>TOTAL TRANSFERS</b>                    | <u>5,895,468</u> |

|                                             |                             |
|---------------------------------------------|-----------------------------|
| <b>TOTAL APPROPRIATIONS &amp; TRANSFERS</b> | <b>\$ <u>69,585,921</u></b> |
|---------------------------------------------|-----------------------------|

**EMERGENCY FUND**

**ESTIMATED REVENUES**

**MISCELLANEOUS**

|                                 |                         |
|---------------------------------|-------------------------|
| Interest                        | \$ 90,000               |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>90,000</u></b> |

**APPROPRIATIONS**

|                                                      |                  |
|------------------------------------------------------|------------------|
| <b>GENERAL GOVERNMENT-Miscellaneous Expenditures</b> | \$ 90,000        |
|                                                      | <u>\$ 90,000</u> |

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**WORKERS' COMPENSATION FUND**

**ESTIMATED REVENUES**

|                                    |           |                       |
|------------------------------------|-----------|-----------------------|
| Workers Compensation Contributions | \$        | 313,000               |
| Other reimbursements               |           | 10,000                |
| Interest                           |           | 10,500                |
| <b>TOTAL ESTIMATED REVENUES</b>    | <b>\$</b> | <b><u>333,500</u></b> |

**APPROPRIATIONS**

|                                    |           |                       |
|------------------------------------|-----------|-----------------------|
| Workers' Compensation Expenditures | \$        | 333,500               |
| <b>TOTAL APPROPRIATIONS</b>        | <b>\$</b> | <b><u>333,500</u></b> |

**HEALTH INSURANCE**

**ESTIMATED REVENUES**

|                                 |           |                         |
|---------------------------------|-----------|-------------------------|
| Premiums                        | \$        | 8,318,000               |
| Interest                        |           | 10,500                  |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b><u>8,328,500</u></b> |

**APPROPRIATIONS**

|                             |           |                         |
|-----------------------------|-----------|-------------------------|
| Health Care Costs           | \$        | 8,328,500               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$</b> | <b><u>8,328,500</u></b> |

**RETIRED EMPLOYEE LIFE INSURANCE**

**ESTIMATED REVENUES**

|                                 |           |                      |
|---------------------------------|-----------|----------------------|
| Premiums                        | \$        | 56,000               |
| Interest                        |           | 4,000                |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b><u>60,000</u></b> |

**APPROPRIATIONS**

|                             |           |                      |
|-----------------------------|-----------|----------------------|
| Death Benefit Payments      | \$        | 60,000               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$</b> | <b><u>60,000</u></b> |

**LIABILITY**

**ESTIMATED REVENUES**

|                                 |           |                       |
|---------------------------------|-----------|-----------------------|
| Premiums                        | \$        | 450,000               |
| Interest                        |           | 91,000                |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b><u>541,000</u></b> |

**APPROPRIATIONS**

|                             |           |                       |
|-----------------------------|-----------|-----------------------|
| Liability Ins. Costs        | \$        | 541,000               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$</b> | <b><u>541,000</u></b> |

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**GASOLINE TAX FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUE**

|                    |              |
|--------------------|--------------|
| State Gasoline Tax | \$ 1,601,900 |
|--------------------|--------------|

**STATE COST SHARING REVENUE**

|                                        |         |
|----------------------------------------|---------|
| Engineer's Salary & Assistant Engineer | 106,610 |
|----------------------------------------|---------|

**MISCELLANEOUS**

|          |       |
|----------|-------|
| Interest | 5,000 |
|----------|-------|

|       |         |
|-------|---------|
| Other | 300,000 |
|-------|---------|

|                            |                |
|----------------------------|----------------|
| <b>TOTAL MISCELLANEOUS</b> | <b>305,000</b> |
|----------------------------|----------------|

|                                 |                  |
|---------------------------------|------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>2,013,510</b> |
|---------------------------------|------------------|

**TRANSFERS**

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

|                                    |           |
|------------------------------------|-----------|
| From Public Building/Roads/Bridges | 6,350,000 |
|------------------------------------|-----------|

|                        |                  |
|------------------------|------------------|
| <b>TOTAL TRANSFERS</b> | <b>6,850,000</b> |
|------------------------|------------------|

|                               |                |
|-------------------------------|----------------|
| <b>Budgetary Fund Balance</b> | <b>138,770</b> |
|-------------------------------|----------------|

|                                                                             |                     |
|-----------------------------------------------------------------------------|---------------------|
| <b>TOTAL ESTIMATED REVENUES, BUDGETARY<br/>FUND BALANCE &amp; TRANSFERS</b> | <b>\$ 9,002,280</b> |
|-----------------------------------------------------------------------------|---------------------|

**APPROPRIATIONS**

**HIGHWAYS & ROADS**

|              |              |
|--------------|--------------|
| Construction | \$ 1,673,917 |
|--------------|--------------|

|            |           |
|------------|-----------|
| District I | 1,533,840 |
|------------|-----------|

|             |           |
|-------------|-----------|
| District II | 1,680,124 |
|-------------|-----------|

|              |           |
|--------------|-----------|
| District III | 1,948,073 |
|--------------|-----------|

|                          |           |
|--------------------------|-----------|
| County Engineer's Office | 1,000,598 |
|--------------------------|-----------|

|             |         |
|-------------|---------|
| County Shop | 676,171 |
|-------------|---------|

|                    |         |
|--------------------|---------|
| Bridge Maintenance | 484,557 |
|--------------------|---------|

|                       |       |
|-----------------------|-------|
| Environmental Cleanup | 5,000 |
|-----------------------|-------|

|                             |                     |
|-----------------------------|---------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 9,002,280</b> |
|-----------------------------|---------------------|

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**PUBLIC BUILDING/ROADS/BRIDGES FUND**

**ESTIMATED REVENUES**

**TAXES**

|                |    |           |
|----------------|----|-----------|
| Ad Valorem Tax | \$ | 6,300,000 |
|----------------|----|-----------|

**MISCELLANEOUS**

|          |  |               |
|----------|--|---------------|
| Interest |  | <u>50,000</u> |
|----------|--|---------------|

|                                 |           |                                |
|---------------------------------|-----------|--------------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b><u><u>6,350,000</u></u></b> |
|---------------------------------|-----------|--------------------------------|

**APPROPRIATIONS**

**TRANSFERS**

|                      |    |                  |
|----------------------|----|------------------|
| To Gasoline Tax Fund | \$ | <u>6,350,000</u> |
|----------------------|----|------------------|

|                        |           |                         |
|------------------------|-----------|-------------------------|
| <b>TOTAL TRANSFERS</b> | <b>\$</b> | <b><u>6,350,000</u></b> |
|------------------------|-----------|-------------------------|

|                                             |           |                                |
|---------------------------------------------|-----------|--------------------------------|
| <b>TOTAL APPROPRIATIONS &amp; TRANSFERS</b> | <b>\$</b> | <b><u><u>6,350,000</u></u></b> |
|---------------------------------------------|-----------|--------------------------------|

**PUBLIC HIGHWAY & TRAFFIC FUND**

**ESTIMATED REVENUES**

|                   |    |        |
|-------------------|----|--------|
| License & Permits | \$ | 95,000 |
|-------------------|----|--------|

|                      |  |         |
|----------------------|--|---------|
| State Shared Revenue |  | 300,000 |
|----------------------|--|---------|

|                      |  |         |
|----------------------|--|---------|
| Charges for Services |  | 100,000 |
|----------------------|--|---------|

|          |  |              |
|----------|--|--------------|
| Interest |  | <u>5,000</u> |
|----------|--|--------------|

|                                 |           |                              |
|---------------------------------|-----------|------------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b><u><u>500,000</u></u></b> |
|---------------------------------|-----------|------------------------------|

**TRANSFERS**

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

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

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**RRR GASOLINE TAX FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUES**

|                                       |                     |
|---------------------------------------|---------------------|
| Motor Vehicle License - Act 84-186    | \$ 400,000          |
| Petroleum Inspection Fee - Act 84-185 | 115,000             |
| 4 cent Gasoline Tax                   | 930,000             |
| 5 cent Gasoline Tax                   | 455,000             |
| Additional excise tax                 | 30,000              |
| <b>TOTAL STATE SHARED REVENUES</b>    | <b>\$ 1,930,000</b> |

**MISCELLANEOUS**

|          |          |
|----------|----------|
| Interest | \$ 5,000 |
|----------|----------|

**TOTAL ESTIMATED REVENUES**

|                                                              |                     |
|--------------------------------------------------------------|---------------------|
|                                                              | \$ 1,935,000        |
| <b>Budgetary Fund Balance</b>                                | <b>385,000</b>      |
| <b>TOTAL ESTIMATED REVENUES &amp; BUDGETARY FUND BALANCE</b> | <b>\$ 2,320,000</b> |

**APPROPRIATIONS**

|                        |           |
|------------------------|-----------|
| Restriping & Resigning | 115,000   |
| Resurfacing            | 2,205,000 |

**TOTAL APPROPRIATIONS**

|                     |
|---------------------|
| <b>\$ 2,320,000</b> |
|---------------------|

**SEVERED MATERIAL TAX FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUE**

|          |            |
|----------|------------|
| Interest | \$ 200,000 |
|          | 2,000      |

**TOTAL ESTIMATED REVENUES**

|  |            |
|--|------------|
|  | \$ 202,000 |
|--|------------|

**Budgetary Fund Balance**

|  |         |
|--|---------|
|  | 309,334 |
|--|---------|

**TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE**

|                   |
|-------------------|
| <b>\$ 511,334</b> |
|-------------------|

**APPROPRIATIONS**

|                                  |            |
|----------------------------------|------------|
| Road Bldg Materials and Supplies | \$ 511,334 |
|----------------------------------|------------|

**TOTAL APPROPRIATIONS**

|                   |
|-------------------|
| <b>\$ 511,334</b> |
|-------------------|

**CAPITAL IMPROVEMENT FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUES**

|          |            |
|----------|------------|
| Interest | \$ 447,000 |
|          | 20,500     |

**TOTAL ESTIMATED REVENUES**

|  |            |
|--|------------|
|  | \$ 467,500 |
|--|------------|

**Budgetary Fund Balance**

|  |        |
|--|--------|
|  | 15,500 |
|--|--------|

**TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE**

|                   |
|-------------------|
| <b>\$ 483,000</b> |
|-------------------|

**APPROPRIATIONS**

|                    |            |
|--------------------|------------|
| General Government | \$ 483,000 |
|--------------------|------------|

**TOTAL APPROPRIATIONS**

|                   |
|-------------------|
| <b>\$ 483,000</b> |
|-------------------|

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**APPRAISAL UPDATE**

**ESTIMATED REVENUES**

**COST SHARING**

|                           |    |                  |
|---------------------------|----|------------------|
| State of Alabama          | \$ | 548,631          |
| Montgomery County         |    | 660,219          |
| Board of Education        |    | 667,643          |
| City of Montgomery        |    | 965,938          |
| <b>TOTAL COST SHARING</b> | \$ | <u>2,842,431</u> |

**TOTAL ESTIMATED REVENUES**

\$ 2,842,431

**APPROPRIATIONS**

|                             |    |                  |
|-----------------------------|----|------------------|
| General Government          | \$ | <u>2,842,431</u> |
| <b>TOTAL APPROPRIATIONS</b> | \$ | <u>2,842,431</u> |

**MERIT SYSTEM FUND**

**ESTIMATED REVENUES**

|                                 |    |                  |
|---------------------------------|----|------------------|
| City of Montgomery              | \$ | <u>1,042,976</u> |
| <b>TOTAL ESTIMATED REVENUES</b> | \$ | <u>1,042,976</u> |

**BUDGETARY FUND BALANCE (County Funds)**

\$ 260,744

**TOTAL ESTIMATED REVENUES & TRANSFERS**

\$ 1,303,720

**APPROPRIATIONS**

|                             |    |                  |
|-----------------------------|----|------------------|
| General Government          | \$ | <u>1,303,720</u> |
| <b>TOTAL APPROPRIATIONS</b> | \$ | <u>1,303,720</u> |

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**COMMUNITY CORRECTIONS FUND**

**ESTIMATED REVENUES**

|                                   |            |
|-----------------------------------|------------|
| Alabama Department of Corrections | \$ 370,000 |
| Client Fees                       | 196,640    |

|                                 |                          |
|---------------------------------|--------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>566,640</u></b> |
|---------------------------------|--------------------------|

**TRANSFERS**

|                            |         |
|----------------------------|---------|
| Transfer From General Fund | 405,076 |
|----------------------------|---------|

|                                 |                          |
|---------------------------------|--------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>971,716</u></b> |
|---------------------------------|--------------------------|

**APPROPRIATIONS**

|               |                   |
|---------------|-------------------|
| Public Safety | \$ <u>971,716</u> |
|---------------|-------------------|

|                             |                          |
|-----------------------------|--------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>971,716</u></b> |
|-----------------------------|--------------------------|

**GRANT FUND**

**TRANSFERS**

|                            |            |
|----------------------------|------------|
| Transfer from General Fund | \$ 200,000 |
| Federal and State Grants   | 2,246,464  |

|                        |                            |
|------------------------|----------------------------|
| <b>TOTAL TRANSFERS</b> | <b>\$ <u>2,446,464</u></b> |
|------------------------|----------------------------|

**APPROPRIATIONS**

|                      |                     |
|----------------------|---------------------|
| Grant Appropriations | \$ <u>2,446,464</u> |
|----------------------|---------------------|

|                             |                            |
|-----------------------------|----------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>2,446,464</u></b> |
|-----------------------------|----------------------------|

**SPECIAL INDEX FUND**

**ESTIMATED REVENUES**

|                     |            |
|---------------------|------------|
| Charges for Service | \$ 230,000 |
|---------------------|------------|

**MISCELLANEOUS**

|          |       |
|----------|-------|
| Interest | 7,000 |
|----------|-------|

|                                 |                          |
|---------------------------------|--------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>237,000</u></b> |
|---------------------------------|--------------------------|

|                               |               |
|-------------------------------|---------------|
| <b>Budgetary Fund Balance</b> | <b>85,716</b> |
|-------------------------------|---------------|

|                                                              |                          |
|--------------------------------------------------------------|--------------------------|
| <b>TOTAL ESTIMATED REVENUES &amp; BUDGETARY FUND BALANCE</b> | <b>\$ <u>322,716</u></b> |
|--------------------------------------------------------------|--------------------------|

**APPROPRIATIONS**

|                    |                   |
|--------------------|-------------------|
| General Government | \$ <u>322,716</u> |
|--------------------|-------------------|

|                             |                          |
|-----------------------------|--------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>322,716</u></b> |
|-----------------------------|--------------------------|

**MONTGOMERY COUNTY COMMISSION  
2009 - 2010 BUDGET**

**GENERAL OBLIGATION WARRANTS 2002**

**TRANSFERS**

|                            |    |                  |
|----------------------------|----|------------------|
| Transfer from General Fund | \$ | <u>1,745,252</u> |
|----------------------------|----|------------------|

|                        |    |                         |
|------------------------|----|-------------------------|
| <b>TOTAL TRANSFERS</b> | \$ | <u><u>1,745,252</u></u> |
|------------------------|----|-------------------------|

**APPROPRIATIONS**

|           |    |           |
|-----------|----|-----------|
| Principal | \$ | 1,120,000 |
|-----------|----|-----------|

|          |  |                |
|----------|--|----------------|
| Interest |  | <u>625,252</u> |
|----------|--|----------------|

|                             |    |                         |
|-----------------------------|----|-------------------------|
| <b>TOTAL APPROPRIATIONS</b> | \$ | <u><u>1,745,252</u></u> |
|-----------------------------|----|-------------------------|

**GENERAL OBLIGATION WARRANTS 2007**

**TRANSFERS**

|                            |    |                  |
|----------------------------|----|------------------|
| Transfer from General Fund | \$ | <u>3,545,140</u> |
|----------------------------|----|------------------|

|                        |    |                         |
|------------------------|----|-------------------------|
| <b>TOTAL TRANSFERS</b> | \$ | <u><u>3,545,140</u></u> |
|------------------------|----|-------------------------|

**APPROPRIATIONS**

|           |    |           |
|-----------|----|-----------|
| Principal | \$ | 1,610,000 |
|-----------|----|-----------|

|          |  |                  |
|----------|--|------------------|
| Interest |  | <u>1,935,140</u> |
|----------|--|------------------|

|                             |    |                         |
|-----------------------------|----|-------------------------|
| <b>TOTAL APPROPRIATIONS</b> | \$ | <u><u>3,545,140</u></u> |
|-----------------------------|----|-------------------------|

**Montgomery County Commission  
CONSTRUCTION PROGRAMS  
2009-2010 BUDGET**

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**Fund: 206 - Construction Programs Fund**

Expenditures

**Department: 51101 - Annex I Projects**

|     |                                                   |                    |
|-----|---------------------------------------------------|--------------------|
| 591 | Other Equipment Purchases                         | 50,000.00          |
|     | <b>Department Total: 51101 - Annex I Projects</b> | <b>\$50,000.00</b> |

**Department: 51102 - Annex II Projects**

|     |                                                    |                     |
|-----|----------------------------------------------------|---------------------|
| 231 | Repair & Maintenance Bldgs/Impr                    | 126,000.00          |
|     | <b>Department Total: 51102 - Annex II Projects</b> | <b>\$126,000.00</b> |

**Department: 51104 - Courthouse Projects**

|     |                                                      |                    |
|-----|------------------------------------------------------|--------------------|
| 231 | Repair & Maintenance Bldgs/Impr                      | 51,000.00          |
|     | <b>Department Total: 51104 - Courthouse Projects</b> | <b>\$51,000.00</b> |

**Department: 51107 - Other Construction Projects**

|     |                                                              |                     |
|-----|--------------------------------------------------------------|---------------------|
| 231 | Repair & Maintenance Bldgs/Impr                              | 23,000.00           |
| 531 | Improvements other than Bldgs                                | 250,000.00          |
|     | <b>Department Total: 51107 - Other Construction Projects</b> | <b>\$273,000.00</b> |

**Expenditures Total            \$500,000.00**

**Fund Expenditure      Total: 206 - Construction Programs Fund      \$500,000.00**

**Montgomery County Commission  
EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD  
2009-2010 BUDGET**

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**Fund: 784 - Emergency Mgmt Comm Dist Bd**

**Expenditures**

**Department: 51986 - Emergency Managment Comm Dist Bd**

|     |                                  |          |
|-----|----------------------------------|----------|
| 171 | Dues and Membership Fees         | 1,000.00 |
| 211 | Office Supplies/Minor Equipment  | 500.00   |
| 231 | Repair & Maintenance Bldgs/Impr  | 2,000.00 |
| 234 | Repair & Maintenance Motor Vehic | 0.00     |
| 265 | Travel - Registration & Training | 7,000.00 |
| 307 | Professional Services            | 7,500.00 |
| 410 | Grant Match                      | 3,000.00 |
| 541 | Equipment                        | 2,500.00 |
| 581 | Central Processing Units         | 0.00     |
| 584 | Display Stations/Data Entry Term | 0.00     |
| 586 | Software                         | 6,500.00 |
| 592 | Law Enforcement Equipment        | 0.00     |

**Department Total: 51986 - Emergency Managment Dist Bd      \$30,000.00**

**Expenditures Total      \$30,000.00**

RESOLUTION

WHEREAS, Alabama Code (1975), Title 40, Chapter 6, permits the Revenue Commissioner in the various counties of the State of Alabama having a population of less than 600,000 inhabitants to elect to become a Supernumerary Revenue Commissioner; and

WHEREAS, the Revenue Commissioner of Montgomery County is eligible to participate in the supernumerary program established by Title 40, Chapter 6; and

WHEREAS, pursuant to Alabama Code (1975), 40-6-3(4), a supernumerary official who has served for eighteen (18) or more years, as a general rule, shall not receive more than \$49,600 per year, unless the county governing body by majority vote of the membership elects to increase or remove this monetary limitation to compensation for any person who assumes supernumerary status after August 1, 2000; and

WHEREAS, in recognition of the outstanding services performed by the Montgomery County Revenue Commissioner, the Montgomery County Commission by majority vote elected pursuant to Alabama Code (1975), 40-6-3(4) to remove this monetary limitation on compensation;

NOW, THEREFORE, BE IT RESOLVED that

By majority vote of the Montgomery County Commission, pursuant to Alabama Code (1975), 40-6-3(4), the limitation on compensation for a supernumerary official who has served for eighteen (18) or more years and who assumes supernumerary status after August 1, 2000, as of \$49,600 per year is hereby removed.

ADOPTED this \_\_\_\_ day of September, 2009

STATE OF ALABAMA

COUNTY OF MONTGOMERY

I, Donald Mims, Administrator of the Montgomery County Commission, hereby certify that the forgoing is a true and correct copy of the resolution adopted by the Montgomery County Commission in a regular meeting convened the \_\_\_\_ day of September, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand on the official seal of the Montgomery County Commission on this \_\_\_\_ day of September, 2009.

\_\_\_\_\_  
Donald Mims  
Montgomery County Administrator



Tommie L. Miller, ACA, CGRPA, Chief Appraiser

John D. Ashmore, Jr., Chief Clerk

August 18, 2009

Services Honorable County Commissioners  
101 S. Lawrence St  
Provided by your Montgomery, Alabama  
Revenue

Commissioner's Dear Commissioners:

Office

Ad Valorem Tax  
Appraisals

Assessments

Classifications

Sales & Use Tax

Motor Fuels Tax

Real & Personal

Property

Current Use

Application &

Issuance

Exemptions

Manufactured

Home Decal

Applications &

Issuance

Redemption of Real Property Yours truly,

Property

*Sarah G. Spear*

Sarah G. Spear

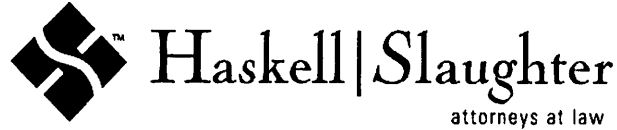
On May 9, 2000, the Alabama Legislature amended Section 40-6-3, Code of Alabama relating to the compensation of supernumerary tax officials. The change restored the benefits for tax officials serving 18 or more years to 75% of the average compensation providing "the county governing body may, by majority vote of the members, elect to increase or remove this monetary limitation on compensation for any person who assumes supernumerary status after the effective date of this amendatory act." (Act 2000-696)

To give you a little background, until the recent referendum in Montgomery county which allows for the county commission and other county officials to join the state retirement system, the only retirement available to state and county tax officials was under Section 40-6-3 of the 1975 Code of Alabama. This section sets up the amount of payment tax officials must pay into the county general fund monthly (7%) to be on the Supernumerary program. Since 1991 I have paid into the supernumerary program.

The original Act set up a benefit to be paid upon assuming Supernumerary status, based on years of service, from 12 years (50%) to 18 or more years (75%). This was changed in 1990 to remove the 75% at 18 or more years. Act 2000-696 restores the benefit, with the approval of the county commission.

On April 3, 1991 I was appointed to Tax Collector to fill the unexpired term of Bill Lyerly by Governor Guy Hunt. I started contributing 7% of my salary for Supernumerary retirement. The state, county, city and schools all pay for my retirement.

I am writing to respectfully request that the County Commission pass a resolution to allow the Montgomery County Revenue Commissioner to receive 75% of their average compensation upon retirement as granted by Act 2000-696. This is to be in effect after the appointment to Supernumerary status by the Governor.



MONTGOMERY OFFICE  
305 South Lawrence Street • Montgomery, Alabama 36104  
Post Office Box 4660 • Montgomery, Alabama 36103-4660  
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www.hsy.com

T T G

**MEMORANDUM**  
August 20, 2009

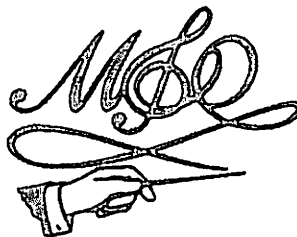
**TO:** Donnie Mims  
**FROM:** Tommy Gallion  
**RE:** Supernumerary Program

---

I have reviewed the August 18, 2009 letter to the Montgomery County Commissioners from Revenue Commissioner Sarah G. Spear. In this letter, Mrs. Spear outlines various code sections, including § 40-6-3 of the Code of Alabama and Legislative Act No. 2000-696. In reviewing the above code sections and act, I agree with Mrs. Spear as to her statements as to how she would qualify to receive 75% of her average compensation upon retirement. This, of course, will take place after the appointment to the supernumerary status of Mrs. Spear by the governor of the state of Alabama.

I have also reviewed the resolution pertaining to this matter and find the resolution to be legal and proper. Therefore, I am of the legal opinion that if a majority members of the Montgomery County Commission pass this resolution and Sarah Spear is appointed to supernumerary status then she would be entitled to the enumeration as described above.

50051-317  
3268094\_1



## MONTGOMERY SYMPHONY ORCHESTRA

Thomas Hinds, Music Director & Conductor

May 21, 2009

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

Dear Commissioner Dean,

I am writing in hopes you will appoint a new representative from the County Commission to the Montgomery Symphony's Board of Directors.

The County has had a representative on our Board for many years. Most recently, Mr. Strange has served in that capacity, and before him, Mr. Bill Joseph served for a number of years. You may also want to consider a member of the community to represent the Commission. Whomever you gentlemen send us, we will welcome.

This person would serve at the Commission's pleasure and would be the liaison between the commissioners and the Symphony's officers. He or she would be asked to attend five lunch meetings each season, attend the Symphony's concerts, be an advocate in the community for the organization's many programs, and give a contribution to the Orchestra's General Fund.

I hope the County Commission will give this matter some thought and send us someone who will serve the Commission and the Symphony well. I look forward to hearing from you. Please do not hesitate to contact me with any questions or comments you have.

Sincerely,

Helen Steineker  
Virginia and Robert S. Weil Executive Director's Chair

## **SERVICES CONTRACT**

THIS AGREEMENT executed on this the 1<sup>st</sup> day of September, 2009, but agreed to be effective from and after September 1, 2009, by and between Montgomery County Commission (hereinafter "Employer"), and Renaissance, Inc., (hereinafter "Contractor").

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and agreements contained herein, Employer hires Contractor, and Contractor agrees to work for Employer under the terms and conditions hereby agreed upon by the parties:

### **SECTION 1- WORK TO BE PERFORMED**

- 1.1 **Term.** Employer agrees to hire Contractor, to perform the services and work as stated in section 1.2 of this agreement.
- 1.2 **Duties.** Based upon bed availability and qualified applicants. Contractor agrees to perform work for the Employer on the terms and conditions set forth in this agreement as follows: Room and board, access to substance abuse counseling, to include assessment, group and follow-up. In addition staff will coordinate services for individual who need medical care, remedial education and/or special services and provide transportation to educational activities when other transportation is not available for a period of 1 year from the contracts start date.

### **SECTION 2 – COMPENSATION**

- 2.1 In consideration of all services to be rendered by contractor to the Employer, the Employer will pay the contractor the sum of \$125.00 per week per resident. Said compensation will be paid on a monthly basis for each resident until the resident finds employment. At this time the resident will become responsible for fees.
- 2.2 Contractor is an independent contractor and is responsible for his own income taxes and other employment taxes.

### **SECTION 3 – INDEPENDENT CONTRACTOR**

- 3.1 Contractor acknowledges that he is an independent contractor and not an agent, partner, joint venture, nor employee of the Employer.

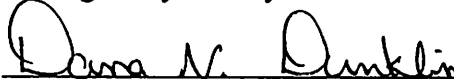
### **SECTION 4: MISCELLINEOUS PROVISIONS**

- 4.1 The provisions of this Agreement shall be binding upon the benefit of the heirs, personal representatives, successors and assigns of the parties. In the event of a default under this Agreement, the defaulting party shall reimburse the non-defaulting party for all cost and expenses reasonably incurred by the non-defaulting party or parties in connection with the default including without limitations attorney fees.

- 4.2 Agreement shall be governed by, and shall be construed in accordance with the laws of the state of Alabama. This Agreement constitutes the whole agreement between the parties pertaining to its subject matter and it supersedes all prior contemporaneous agreements, representation and understandings of the parties. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by all parties.
- 4.3 **Dispute Resolution.** If as dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any form of binding dispute resolution. If parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the state of Alabama between Montgomery County Commission and Renaissance, Inc.
- 4.4 **Cancellation Clause.** Montgomery County Commission and Renaissance Inc., shall the right to cancel this contract with a thirty (30) day written certified notice, at any time during the contract period.

WITNESS OUR SIGNATURES, this the \_\_\_\_\_ day of \_\_\_\_\_, 2009

\_\_\_\_\_  
Montgomery County Commission



\_\_\_\_\_  
Renaissance Inc.

Dana N. Dunklin, Executive Director



MONTGOMERY OFFICE  
305 South Lawrence Street • Montgomery, Alabama 36104  
Post Office Box 4660 • Montgomery, Alabama 36103-4660  
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www.hsy.com

**MEMORANDUM**  
May 13, 2008

7-76

**TO:** Donnie Mims  
**FROM:** Tommy Gallion  
**RE:** Renascence, Inc.  
Services Contract

---

I have reviewed your May 12, 2008 memorandum and the Services Contract by and between Montgomery County Commission and Renascence, Inc. The compensation is based on \$125 per week per Montgomery County qualified resident requiring the care and services offered by Renascence, Inc. Care and services include room and board, access to substance abuse counseling, to include assessment, group and follow-up, coordination of medical care, remedial education and/or special services and provide transportation to educational activities when other transportation is not available. Services contracts are not required by law to be bid and I find this contract to be legal and binding upon the parties.

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

50051-317  
#33,299

**STATE OF ALABAMA  
COUNTY OF MONTGOMERY**

**PROFESSIONAL SERVICES CONTRACT**

**The Montgomery County Commission desires to enter into a Professional Services Contract with Harmony Wellness and Rehab (a Montgomery County based entity) to provide substance abuse addiction treatment services for the Montgomery County Drug Court participants. These services shall be funded by a Drug Court Grant award provided by the Alabama Administrative Office of the Courts and administered by the Montgomery County Community Corrections Department.**

**Harmony Wellness and Rehab agrees to work with the Montgomery County Commission, the Montgomery County Drug Court and the Montgomery County Community Corrections Department to provide specialized offender addiction/rehabilitation treatment services to individual Drug Court participants referred to Harmony Wellness and Rehab by the Drug Court or the Drug Court Coordinator.**

**The Montgomery County Commission agrees to pay to Harmony Wellness and Rehab a fee, not to exceed the amount of \$50.00 per individual session for the professional client addiction/rehabilitation services, up to four (4) sessions total per individual referred for services. Any subsequent sessions (beyond 4 sessions) provided to any individual Drug Court participant shall be at the expense of the participant at a rate to be determined by the participant and Harmony Wellness and Rehab. Referrals for said services shall be made by the Court and participants shall be referred on a voluntary basis and will not be compelled to participate by Order of the Court. The Community Corrections Department Drug Court Coordinator will make every reasonable effort to only refer those participants who appear motivated and express a commitment to complete the minimum 4 session treatment regimen to maximize the potential benefits of the treatment protocol.**

**The contract period shall be for one year and shall commence the date of signing of this contract by both parties. This contract may terminate before the end of one year upon the completion of services rendered for a total of fifteen (15) individual participant referrals or upon notification of the Montgomery County Community Corrections Department that all available grant funds have been exhausted. Harmony Wellness and Rehabilitation and the Montgomery County Commission shall have the right to terminate the contract with the other party provided 30 days written notice is provided to the other party.**

Harmony Wellness and Rehab shall furnish to the County, a monthly invoice for services rendered during the previous month. Said invoice shall not identify individual clients by name, but shall include a unique client identifier number which shall be provided to Harmony Wellness and Rehab by the Drug Court Coordinator with each referral.

Harmony Wellness and Rehab shall, for the entire term of this Agreement, 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 this Agreement. Harmony Wellness and Rehab shall cause their professional insurance carrier to name the Montgomery County Commission and the Montgomery County Drug Court as additional insured for the services provided in this Agreement.

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 and with the American Arbitration Association, 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 Harmony Wellness and Rehab.

Dated this 13 Day of August, 2009.

Harmony Wellness and Rehab

MONTGOMERY COUNTY COMMISSION

BY: [Signature]

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

TITLE: Partner

TITLE: \_\_\_\_\_

STATE OF ALABAMA}

AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2009  
between The MONTGOMERY COUNTY COMMISSION ("COUNTY") AND CAMERON  
ASSOCIATES, LLC ("CAMERON")

WITNESSETH:

WHEREAS, The COUNTY is in need of an agent capable of performing certain tax compliance and enforcement services and

WHEREAS, CAMERON Associates LLC has met, as of the above date, the requirements under the "The Local Tax Procedures Act of 1998"; and

WHEREAS, The COUNTY and CAMERON Associates desire to enter into Agreement under which CAMERON shall provide such services for the COUNTY as are set forth herein and in accordance with the Code of Alabama "Local Tax Procedures Act of 1998".

NOW, THEREFORE, in consideration of the foregoing premises and the covenants of the parties hereinafter set forth, The COUNTY and CAMERON hereby agree as follows.

1. Services/Scope.

During the term of this Agreement, CAMERON agrees to perform the following tax compliance and enforcement services for the COUNTY:

CAMERON Associates will provide auditing and collection services for a designated portion of businesses within the Montgomery County Tax & Audit Department universe of non-property taxpayers as assigned or approved by the COUNTY Revenue Manager. Taxes included in that universe include Sales, Consumers Use, Lodgings, Gasoline, and Fuel taxes. Such compliance and enforcement services will be in conformance with the Alabama Taxpayers' Bill of Rights Act and Uniform Revenue Procedures Act codified as Title 40, Chapter 2A, Code of Alabama 1975, as amended. The tax audit plans for the various taxes will be determined in compliance with the rules and regulations that govern each of the respective taxes. Audit services will include all preparation of an audit, any research or statistical analysis performed in relation to the audit, examination of books and records of the taxpayer, an audit report with supporting schedules, preliminary and final assessment (if applicable) of the amount due (if any), and all services related to closing an audit. Collection services will be performed on those taxpayer accounts identified and assigned by the COUNTY Revenue Manager. Montgomery County will provide letters of authorization and introduction of CAMERON Associates as a representative of the COUNTY. CAMERON Associates must receive a signed authorization from Montgomery County prior to conducting an audit on a taxpayer.

All tax payer information is confidential and may not be used by CAMERON outside the scope and performance of this contract. All working papers, reports and supporting schedules produced under this contract are the property of the COUNTY and each such document shall be given to the COUNTY Revenue Manager with the completion of each audit/assignment. All such documents may be shared with other tax jurisdictions with an Information Sharing Agreement with the COUNTY.

Conditions of Work.

It is understood that CAMERON may employ an appropriate range of means, methods, and conditions of work so long as such remain consistent with established and acceptable business practices for professional auditors and collectors. CAMERON Associates will perform compliance audit and collection services as

6-2

designated by the COUNTY Revenue Manager. The lodgings tax audit periods will begin with the effective date of the enacted tax, April 2006, or a subsequent date, if applicable. Any sales, consumers use, or other such tax will be assigned a standard three year audit period. However, if criterion is present to extend the audit period, an additional three years shall be included in the examination period. All applicable penalties will be assessed unless otherwise approved by the COUNTY.

3. Fee for Services.

(a) As a fee for services to be rendered hereunder, The COUNTY shall pay CAMERON at the maximum rate of \$35.00 per audit hour. CAMERON Associates personnel who have attained status as Certified Revenue Examiners (CRE) or Certified Public Accountants (CPA) shall be paid at \$35.00 per hour; audit assistants who are not certified, but require the oversight of one of the CRE/CPAs, shall be paid at a \$25.00 per hour rate. Collections personnel will be paid at the same \$25 per hour rate as the audit assistants.

(b) It is understood that CAMERON shall pay all local travel and other expenses incurred in the performance of all compliance and enforcement services performed by CAMERON or anyone in its employment. If any overnight travel outside the State is required, CAMERON may request payment for applicable travel costs. It is further understood that CAMERON shall be paid a per diem rate and mileage rate as and when allowed under §40-2A-6(d) for the COUNTY to assess and collect from the tax payer.

(c) All revenue generated by compliance and enforcement service activities shall be received by CAMERON in the form of a check made payable to the *Montgomery County Commission* and shall be forwarded, along with appropriate and applicable audit paperwork, as directed by the COUNTY Revenue Manager, to the COUNTY as soon as possible. All audits that confirm a taxpayer owes tax(es) to the COUNTY which were erroneously paid to another COUNTY, as described in §40-23-2.1, shall be considered complete and billable once the erroneous amount has been established and the taxpayer has been notified. An audit is also considered complete and billable once the COUNTY renders a decision that validates an audit and/or concludes the audit work.

(d) CAMERON shall submit invoices with applicable supporting documents to the COUNTY Revenue Manager. Payment shall be due within thirty (30) days of receipt of such invoice.

(e) CAMERON shall not begin work on a project until it has received written authorization to do so from the COUNTY.

4. Term. The term of this Agreement shall commence on the date hereof and shall continue in effect for thirty-six (36) months or until canceled by either the COUNTY or CAMERON Associates upon sixty (60) days prior written notice of cancellation.

5. Assignment. CAMERON may not assign its rights or obligations under this agreement without the prior written consent of the COUNTY. Further, use of any auditor or individual other than those listed in the CAMERON proposal must have prior approval from the COUNTY Revenue Manager.

6. Governing Law. This agreement shall be governed by, construed and enforced in accordance with the laws of the State of Alabama.

7. Indemnity. To the extent allowed by law, the COUNTY will agree to hold CAMERON harmless from any claims and against all costs, expenses, damages, claims and liabilities, relating to the determination of taxes due from the taxpayers, the collection thereof and any refunding related thereto.

8. Initial Dispute Resolution

If a dispute arises of or relates to the contract between CAMERON Associates and the Montgomery COUNTY Commission, 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 and 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 and with the American Arbitration Association, the parties agree to commence such mediation with thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution.

9. Final Dispute Resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery COUNTY, Alabama between the COUNTY and CAMERON Associates.

10. Entire Agreement. This agreement contains the entire understanding of the parties and supersedes all previous verbal and written agreements and may only be modified, altered, or amended in writing signed by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first set forth above.

MONTGOMERY COUNTY COMMISSION

By: \_\_\_\_\_

Elton N. Dean, Sr.

Title: Chairman

Date: \_\_\_\_\_

CAMERON ASSOCIATES, LLC

By: \_\_\_\_\_

Michael Atkins

Title: Owner

Date: \_\_\_\_\_

SEP 14 2009



Haskell|Slaughter  
attorneys at law

MONTGOMERY OFFICE

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

**MEMORANDUM**

September 3, 2009

TTG

**TO:** Donnie Mims  
**FROM:** Tommy Gallion  
**RE:** Robin Patterson Bradley  
Statement of Claim

---

I have reviewed your September 2, 2009 memorandum, the September 1, 2009 memorandum from Scott Kramer to you, the August 25, 2009 letter from Scott McArdle, the attorney for Robin Bradley, which I perceive to be the statement of claim, and the June 4, 2009 report from Consulting Engineer Robert Tolbert.

It is my recommendation that the County recognize and deny this claim at its September 14, 2009 Commission meeting.

50051-317  
#3289905

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**

P.O. BOX 1667  
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

September 1, 2009

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Scott Kramer *SK*  
Risk Manager

SUBJECT: Robin Patterson Bradley  
Date of Loss – April 17, 2009

Yesterday, I received a letter from Scott McArdle with McArdle & Whitman, Attorney at Law representing Robin Patterson Bradley for a motorcycle accident that occurred on April 17, 2009. The accident, according to the letter occurred as a result of "the design, construction and / or maintenance defect in the road" near the intersection of Alabama River Parkway and Northern Blvd.

The letter also included an opinion from a consulting engineer who performed a visual inspection and concluded the sole cause of the accident resulted from a failure to maintain this road in a safe condition.

The police report identified the prime contributing circumstance to be code 27 – Driver Not in Control. My recommendation is that this claim be forwarded to Thomas Gallion for his opinion to recognize and deny this claim. I have attached the respective documents that had been previously sent to me.

cc: John Mitchell, Sr., Deputy Administrator

**Purchasing Department  
Montgomery County Commission**

| ABSTRACT FOR BIDS:                 |                     |       |     | BID # 1                                                                                    |                 | BID # 2    |                 | BID # 3    |                 | BID # 4    |                 | BID        |
|------------------------------------|---------------------|-------|-----|--------------------------------------------------------------------------------------------|-----------------|------------|-----------------|------------|-----------------|------------|-----------------|------------|
| INVITATION TO BID 53600-09B-019    |                     |       |     | FOUR STAR FREIGHTLINER -<br>ATTN: GARY IMDJIEKE; PHONE<br>#334-793-4455; FAX #334-793-1047 |                 |            |                 |            |                 |            |                 |            |
| ISSUED: AUGUST 25, 2009            |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
| BID OPEING DATE: SEPTEMBER 9, 2009 |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
| ENGINEERING                        |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
| TERMS OF PAYMENT / DISCOUNT:       |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
| ITEM NO.                           | DESCRIPTION OF ITEM | Units | QTY | UNIT PRICE                                                                                 | EXTENDED AMOUNT | UNIT PRICE | EXTENDED AMOUNT | UNIT PRICE | EXTENDED AMOUNT | UNIT PRICE | EXTENDED AMOUNT | UNIT PRICE |
|                                    | FURNISH PARTS AND   |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | LABOR TO REPAIR     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | WRECKED 2008        |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | STERLING DUMP       |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | TRUCK               |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | (CO.VEH #3012)      |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | PARTS               | EA    | 1   | \$15,935.91                                                                                | \$15,935.91     |            |                 |            |                 |            |                 |            |
|                                    | LABOR TO REPAIR     | EA    | 1   | \$5,453.50                                                                                 | \$5,453.50      |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    | 12 BIDS MAILED      |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
|                                    |                     |       |     |                                                                                            |                 |            |                 |            |                 |            |                 |            |
| TOTAL BID AMOUNTS                  |                     |       |     |                                                                                            | \$21,389.41     |            |                 |            |                 |            |                 |            |

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 39

|               |                                     |           |                  |           |
|---------------|-------------------------------------|-----------|------------------|-----------|
| DEPARTMENT:   | County Commission<br>Appropriations | REVIEWED: | S. Thomas        | 8/31/2009 |
|               | 8/31/2009                           |           | Finance Director | Date      |
| REQUESTED BY: | Donald L. Mims, Administrator       | APPROVED: |                  |           |
|               | Elected Official/Dept. Head         |           | Administrator    | Date      |

| ACCOUNT<br>NAME                        | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|----------------------------------------|-------------------|-------------------|------------------------|-------------------|
| Montgomery Area Chamber of<br>Commerce | 001-59320-408     | 773,000           | 7,500                  | 780,500           |
| Project Incentives                     | 001-59310-308     | 6,500             | -6,500                 | 0                 |
| In-House Misc Appropriations           | 001-59310-499     | 62,140            | -1,000                 | 61,140            |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
|                                        |                   |                   |                        |                   |
| TOTAL                                  |                   | 841,640           | 0                      | 841,640           |

JUSTIFICATION:

To provide funding for tourism development.

**CITY - COUNTY OF MONTGOMERY  
PERSONNEL DEPARTMENT**

PERSONNEL BOARD  
BENITA FROEMMING, CHAIRMAN  
CHARLES B. PATERSON  
JOHN L. BAKER

27 Madison Avenue  
Montgomery, Alabama 36104

BARBARA M. MONTOYA  
PERSONNEL DIRECTOR  
KAREN B. CASON  
ASSISTANT PERSONNEL DIRECTOR  
TELEPHONE: 334-241-2675  
FAX: 334-241-2219

March 4, 2009

**MEMORANDUM**

TO: Donald Mims  
County Administrator

FROM: Karen Cason *KBC*  
Assistant Personnel Director

RE: Consolidation of Job Descriptions for Community Corrections

Per your request on February 23, 2009, we have developed a combined job description consolidating four Grade 6 positions in the Community Corrections Department into one position titled Community Corrections Officer (0359). We recommend that this position be designated Pay Grade 6. Attached is a copy of the job description. It combines the following four positions which will be abolished:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

The current employees in the four positions being combined will be reallocated to the new position of Community Corrections Officer. These actions will be placed on the Personnel Boards agenda pending approval of the County Commission. If you have any questions, please contact me.

## COMMUNITY CORRECTIONS OFFICER

0359

3/4/09

FLSA: Non-exempt

**NATURE OF WORK:** The fundamental reason this job exists is to identify and monitor offenders placed into community corrections programs, monitor and track the population of the Montgomery County Detention Facility and to secure alternative releases for targeted populations. The essential functions of this job include researching and initiating alternative releases for targeted populations, preparing reports, provide monitoring of program participant of court ordered conditions, maintain accurate and timely monitoring notes, conducting limited and narrowly defined law enforcement duties and managing the expedited docket. The Population Specialist reports directly to the Executive Director of Community Corrections.

**ESSENTIAL FUNCTIONS:** The following list was developed through a job analysis; however, it is not exhaustive and other duties may be required and assigned. A person with a disability which is covered by the ADA must be able to perform the essential functions of the job unaided or with the assistance of a reasonable accommodation. The list of essential functions is to be used as a starting point to determine essential functions for a specific position at a specific location at a specific time. The ADA was intended to be applied on a case-by-case basis with the understanding that one position may differ from another similar position. The performance of "non-essential functions" is not optional for employees not covered under the ADA.

**ESSENTIAL FUNCTIONS:** Researches possible alternative releases such as bond reduction, release on Pre-trial Program, Community service, release on own recognizance, and/or electronic monitors for post trial offenders using a computer in order to reduce the number of individuals incarcerated in the County Detention Facility in order to reduce the number of individuals detained in the County Detention Facility.

Initiates possible alternative releases for targeted populations by working with judges and making recommendations regarding the status and disposition of offenders.

Interviews potential candidates in order to make an assessment for alternative release.

Determines if offender/inmate meets criteria for community corrections programs.

Contacts detention facility to get an update of which offenders have been released or admitted.

Reviews offender/inmate files and other pertinent information/resources to identify potential candidates for alternative release programs.

Determines if bond amount is within the range set by the Rules of the Court.

Determines the inmate's financial status, position in the community, job status, etc. in order to make an assessment regarding the potential for alternative release programs such as bond reduction or release on own recognizance.

Constructs new case files; files and retrieves documents; prepares documents for storage, maintains current records, and maintains an organized filing system and work area.

Reviews and informs courts, attorneys, and probation officers of inmate commitment status.

Prepares a report or summary for the judge regarding each candidate for alternative release making recommendations based on research and findings.

Appears in court at all hearings for alternative release recommendations to provide information as needed.

Assesses offenders for appropriate placement in order to identify participants for community service projects and makes recommendations to the court.

## **COMMUNITY CORRECTIONS OFFICER**

Page 2

**ESSENTIAL FUNCTIONS:** Supervises/Monitors misdemeanor and felony offenders, Pre-trial population individuals participating in community corrections programs using phones, hand-held portable two-way radios, court documents, county vehicles, personal restraint devices, PCs and department forms and reports following court orders and the Adult Interstate Compact in order to supervise offenders and manage caseloads, ensure court-ordered conditions of release are complied with and assist offenders with problems including drug and alcohol abuse, financial, marriage, employer employment issues, education, and legal problems in order to assist in the supervision of clients.

- Monitors the status of current community corrections projects.

- Performs risk needs assessment of new offenders.

- Designs, implements, and modifies case plans for offenders.

- Handles crisis situations concerning clients/offenders or their families.

- Consults with and refers offenders to social services.

- Facilitates and/or co-facilitates educational treatment groups.

- Approves client travel outside district boundaries and complies with the Adult Interstate Compact provisions for out of state travel.

- Instructs offenders regarding the rules, regulations and purpose of probation.

- Supervises misdemeanor cases (e.g., traffic probation, domestic violence, restitution, NWNI-bad checks) on probation for the District Court in order to ensure compliance with court-ordered probation.

- Supervises felony cases (e.g., domestic violence, target cases, weapons charges) on probation for the District or Circuit Court in order to ensure compliance with court-ordered probation.

- Administers drug tests to probationers, and other community corrections offenders, and others referred to the Community Corrections Department to determine suitability for placement and to check for compliance with court orders.

- Identifies appropriate services and makes referrals to with outside agencies to include residential and outpatient drug and alcohol treatment, education, job training, and employment.

- Meets with pre-release individuals in order to obtain signatures on proper paperwork, verify conditions of release are being met, and remind them of court dates.

- Contacts and/or transports individuals to the court if court hearings are not attended.

- Serves court papers such as warrants and subpoenas.

- Makes field/home contacts to include verifying employment and residence by contacting relatives, employers and others in order to ensure compliance with court-ordered programs and the Adult Interstate Compact.

**ESSENTIAL FUNCTIONS:** Reports progress of offenders and provides offender information concerning court-ordered community service projects and procedures in order to ensure the Courts and Community Correction Director are informed of community service participant's progress and provide the client information concerning court-ordered activities and procedures.

- Writes violation, post-sentencing, and court reports and modification orders.

- Notifies court of probation violations.

- Recommends sanctions due to violations.

## **COMMUNITY CORRECTIONS OFFICER**

Page 3

Coordinates with courts to determine the types of non-compliance that are grounds for executing an arrest.

Notifies court authorities of violations.

Reports Community Corrections project status to court and other community corrections personnel including the Director, Case Managers, and other Community Corrections employees.

Reports violations of court conditions to the appropriate court.

**ESSENTIAL FUNCTIONS:** Performs administrative duties associated with community service programs using personal computers, court orders, and county forms in order to ensure accurate record keeping and fee collection, coordinate public relations activities with the community regarding community service programs and ensure proper forms completion.

Constructs new case management files, files and retrieves documents, prepares documents for storage, maintains current records, maintains an organized filing system, and maintains current computer files.

Conducts staff training.

Monitors and/or collects court-ordered monies such as restitution payments, supervision fees, court costs, and/or child support.

Completes administrative forms such as leave, travel, vouchers and statistical forms to document activities.

Prepares documents for microfilming.

Monitors and collects restitution payments, program supervision fees, court costs, child support, or other court-ordered monies.

Completes administrative forms such as leave, travel and vouchers.

Prepares reports and maintains statistics on community service projects.

Makes presentations to local, private and government agencies on community service programs in order to encourage participation in community service projects.

Contacts local government and private agencies and organizations to develop community service projects.

Develops rules, procedures and documentation methods for all community service assignments, assessments, monitoring, and developing of projects.

Works with offenders assigned to Community Corrections to secure employment.

Assesses/evaluates community corrections programs to determine if the needs of the program are being met and if participants are fulfilling their requirements.

**ESSENTIAL FUNCTIONS:** Performs law enforcement duties in conjunction with monitoring offender activities in order to investigate, document, and alter client case plan, if necessary.

Communicates and cooperates with law enforcement agencies in investigating new or continuing criminal activity.

Investigates supervision violations.

Checks resources, such as NCIC, LET'S and AOC for criminal activity.

Makes field arrests when violations are committed that require arrest warrants.

Conducts searches of persons and property and secures evidence.

11-6

## **COMMUNITY CORRECTIONS OFFICER**

Page 4

- Conducts limited surveillance activities and requests warrants.
- Observes and/or restricts personal associations of offenders.
- Checks residences, community resources and other areas to establish offender's' activities.
- Serves court papers such as warrants and subpoenas.

**ESSENTIAL FUNCTIONS:** Prepares reports and documentation for the Executive Director, County Administrator, County Commission, and/or County Sheriff in order to report the status of the program and provide statistical data regarding facility population.

- Completes reports for the Executive Director regarding the number of offenders released on reduced bonds, Pre-trial Release, and electronic monitor using information gathered during research and the results of court hearings.

- Completes report for the Executive Director regarding the number of offenders considered and interviewed for the program using information gathered during research.

- Completes report for the Executive Director regarding all non-adjudicated offenders incarcerated in excess of 90 days, the charge, the status, and the reason for the delay using information gathered during research and from the County Detention Facility.

- Completes reports for the Executive Director regarding the number of defendants seen, their compliance with program requirements, and their status.

- Completes field contact reports and enters information into PC.

- Completes incident/offense reports to document activities which may lead to an arrest.

- Completes violation reports to document violations.

**WB7. Manages the expedited docket using court dockets, case files, and PCs in order to expedite those cases that can be resolved quickly and ensure the Detention Facility population is decreased or kept at a more stable level.**

- Schedules matters to appear before the court in compliance with legal codes and court policies.

- Prepares Court calendars (dockets) for expedited dockets.

- Reviews dockets and/or case files and makes necessary corrections and entries to ensure proper completion.

- Prepares case files for Court sessions ensuring appropriate documentation.

- Advises and maintains contact with prosecutors, attorneys and law enforcement personnel concerning case status.

- Operates a computer to enter dockets and other court proceedings and retrieve information as needed by the court.

- Attends all sessions on the docket.

## **COMMUNITY CORRECTIONS OFFICER**

Page 5

**KNOWLEDGE, SKILLS, AND ABILITIES:** Knowledge of community service agencies in the local area as needed to match offender populations with programs designed to meet community needs.

Knowledge of alternative sentencing such as community service, bond reduction, release on own recognizance, and electronic monitoring as needed to match appropriate alternatives with specific case histories, ensure alternative sentences are determined and carried out properly and to reduce the number of incarcerated offenders in the Montgomery County Detention Facility.

Knowledge of legal terminology as needed to conduct research, interact with judges, officers of the court, offenders, etc. and complete reports.

Knowledge of specific charges and corresponding court (i.e., district, circuit, juvenile, and domestic relations) handling type of charge in order to complete reports and research court dates.

Knowledge of the Interstate Compact for Adult Offenders as needed to ensure compliance with laws pertaining to transport of offenders across state lines.

Knowledge of State of Alabama Criminal Code Title 13A and Title 15-18-170 to include degrees of charges, amount of bond associated with charges, charge codes, maximum sentence times, definition of "time" and accepted interpretation as needed to explain charges and bonds to offenders, inform other law enforcement officials of code-related information, and assist offenders when interacting with court officials.

Knowledge of the classification of crimes such as felonies, misdemeanors, and violations as needed to conduct research for possible alternative releases.

Knowledge of intermediate punishment options as needed to provide alternatives to jail incarceration.

Knowledge of caseload management procedures as needed to supervise and monitor offenders.

Knowledge of the geography of the City and County of Montgomery as needed to travel to locations, conduct field contacts, and provide probationers with directions to various locations.

Knowledge of other city municipalities and law enforcement agencies and their functions as needed to obtain assistance in supervising probationers.

Knowledge of the operation of Court and court processing activity as needed to prepare and manage the expedited docket.

Knowledge of arrest procedures as need to effect arrests on violators.

Ability to match offenders assigned to Montgomery County Community Corrections to appropriate community service projects based on the participant's history, charges, and capabilities.

Ability to assess individuals in the court system for their ability to work on community service projects as needed to identify those offenders for community service projects.

Ability to operate standard office equipment including personal computers, typewriters, adding machines, calculators, dictaphones, copiers and/or transcribers.

Ability to evaluate community service projects as needed to ensure projects are meeting the established requirements and the needs of the local organization.

Ability to exhibit the appropriate level of firmness in dealing with offenders.

Ability to interact with others to include courtesy, tact and diplomacy as needed to provide/gather information, assign and follow up on work duties, and establish effective working relationships.

## **COMMUNITY CORRECTIONS OFFICER**

Page 6

Ability to interact with individuals from varying socio-economic and cultural backgrounds to include the ability to recognize commonly used slang terms as needed to explain information to offenders or the general public and encourage or enforce offender compliance with procedures.

Ability to add and subtract as needed to process restitution and supervision fees and calculate the number of offenders and prepare reports for the Executive Director, process and calculate community service project statistics, and prepare reports.

Ability to establish priorities, set deadlines, and develop work schedules and guidelines for completion of projects.

Ability to promote positive relations with local, private and government entities as needed to identify and develop community service programs, encourage and persuade local organizations to identify and participate in community service projects.

Ability to organize workload of multiple community corrections program participants and projects operating at various stages in progress as needed to maintain the status of all programs, document and report the status of projects.

Ability to research and develop community corrections programs to identify and develop projects for the community that can be performed by Montgomery County Community Corrections offenders.

Ability to establish priorities, set deadlines, and develop work schedules and guidelines for completion of projects.

Ability to perform database management of case file records as needed to create, document and update case management information into databases.

Ability to utilize computer software to include developing spreadsheets and utilizing word processing packages.

Ability to operate standard office equipment including word processors, computer terminals, typewriters, adding machines, calculators, dictaphones, copiers and transcribers

Ability to include the proper amount of detail in documentation as needed to ensure that all necessary information is provided to reader.

Ability to serve court papers as needed to ensure proper procedures are followed.

Ability to supervise and monitor Pre-trial individuals as needed to ensure they individuals comply with court-ordered conditions and ensure they individuals remain out of the court system.

Ability to remain current on POST Certification requirements.

Ability to operate standard office equipment including word processors computer terminals, typewriters, telephones, printers, adding machines, calculators, dictaphones, copiers and transcribers.

Ability to follow written and oral instructions from supervisors and judges.

Ability to state and explain policies, procedures and problems in such a way as to enlist support, compliance and acceptance by offenders.

Ability to include the proper amount of detail in documentation as needed to ensure that all necessary information is provided to reader.

Ability to organize facts and present them in the most appropriate and logical order, consistent with the purpose of the written document.

Ability to identify and choose appropriate decisions from a variety of alternate choices as needed to prioritize work duties and determine appropriate actions to take in situations.

## **COMMUNITY CORRECTIONS OFFICER**

Page 7

Ability to determine whether sufficient facts are presented to support a recommended action.

Ability to analyze situations thoroughly, identify potential problems, and find effective solutions.

Ability to collect, evaluate, and analyze data and information as needed to conduct research and make determinations regarding the potential for alternative release.

Ability to extract and summarize information from laws, ordinances, correspondence, etc. as needed to understand assignments and changes in policy and perform new procedures.

Ability to obtain facts and information by using interviewing skills and techniques.

Ability to communicate in writing so that information flows logically and conveys the appropriate message as needed to provide information to the court regarding the progress of offenders.

Ability to communicate verbally so that information flows logically and conveys the appropriate message for the target audience as needed to provide guidance to clients and participating agencies, share information with the court and community corrections co-workers and supervisors, communicate technical concepts and information in non-technical/lay terms and ensure the listener's attention and understanding.

Ability to read and comprehend legal documents such as memos, laws, correspondence, and written orders, subpoenas, affidavits, bond information, indictments, extradition papers, tax assessment sheets, custody papers, and transcripts to include the ability to recognize criminal charges, legal terminology, and the intent of the document as needed to explain and process legal documents, ensure work activities are accomplished according to policy and procedure and exchange or acquire information.

**SPECIAL REQUIREMENTS:** Must have a valid Alabama Driver's License. Some positions must be able to remain current on POST Certification requirements.

**MINIMUM QUALIFICATIONS:** Bachelor's degree in business administration, public administration, criminal justice, or a closely related field. One year of experience working in an attorney's, judge's office or sheriff's office, correctional facility or other qualifying court-related experience or an equivalent combination of education and experience.

**NOTE:** Some positions in this job class require current Certification as a Police Officer by the Alabama Peace Officers Standards and Training Commission (APOSTC).

| <b>APPROVALS:</b>    |      |
|----------------------|------|
|                      |      |
| Supervisor           | Date |
| Division Head        | Date |
| Department Head      | Date |
| Appointing Authority | Date |

**CITY - COUNTY OF MONTGOMERY  
PERSONNEL DEPARTMENT**

PERSONNEL BOARD  
BENITA FROEMMING, CHAIRMAN  
CHARLES B. PATERSON  
JOHN L. BAKER

27 Madison Avenue  
Montgomery, Alabama 36104

BARBARA M. MONTTOYA  
PERSONNEL DIRECTOR  
KAREN B. CASON  
ASSISTANT PERSONNEL DIRECTOR  
TELEPHONE: 334-241-2675  
FAX: 334-241-2219

March 4, 2009

**MEMORANDUM**

TO: Donald Mims  
County Administrator

FROM: Karen Cason *KBC*  
Assistant Personnel Director

RE: Consolidation of Job Descriptions for Community Corrections

Per your request on February 23, 2009, we have developed a combined job description consolidating four Grade 6 positions in the Community Corrections Department into one position titled Community Corrections Officer (0359). We recommend that this position be designated Pay Grade 6. Attached is a copy of the job description. It combines the following four positions which will be abolished:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

The current employees in the four positions being combined will be reallocated to the new position of Community Corrections Officer. These actions will be placed on the Personnel Boards agenda pending approval of the County Commission. If you have any questions, please contact me.

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 5

Date: August 31, 2009  
To: Donald L. Mims, Administrator  
From: Sherrill Thomas, Finance Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama  
Departure Date: September 24, 2009 Return Date: September 24, 2009  
Conference Leave (Days / Hours): 4 hours  
Purpose of Travel: Attend Balch & Bingham 2009 CPA & Financial Planner Seminar  
Counts 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: \$0.00 Advance Registration Required: \$0.00

Department Name: Finance Fund Name: General

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

To: Sherrill Thomas, Finance Director

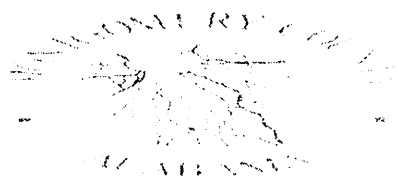
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-51110-265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$6,000.00</u>                  |                     |
| Approved Requests: | <u>\$450.00</u>                    |                     |
| Budget Available:  | <u>\$5,550.00</u>                  |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$5,550.00</u>                  |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/31/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 5

Date: September 2, 2009  
To: Donald L. Mims, Administrator  
From: DiDi Henry, Public Affairs Manager  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL  
Departure Date: September 22, 2009 Return Date: September 23, 2009  
Conference Leave (Days / Hours): 2 Days  
Purpose of Travel: to attend training: Adobe Photoshop CS4 at AUM with Advanced Training Group

Traveler (s) Name: 1. DiDi Henry 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$529.00 Advance Registration Required: \$529.00

Department Name: Public Relations Fund Name: General

Additional Comments: Registration - 529.00

To: DiDi Henry, Public Affairs Manager

From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$529.00 and advance registration of \$529.00 is authorized.

| <i>To be completed by the Finance Department</i> |                                          |
|--------------------------------------------------|------------------------------------------|
| Fund Code:                                       | <u>001-51130-265</u> (ex: 000-00000-000) |
| Description:                                     | <u>Registration &amp; Training</u>       |
| Current Budget:                                  | <u>\$8,000.00</u>                        |
| Approved Requests:                               | <u>\$668.70</u>                          |
| Budget Available:                                | <u>\$7,331.30</u>                        |
| Current Requests:                                | <u>\$529.00</u>                          |
| Budget Balance:                                  | <u>\$6,802.30</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/2/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 20

Date: September 3, 2009  
To: Donald L. Mims, Administrator  
From: Bruce R. Howell  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Santa Cruz, Ca.  
Departure Date: September 28, 2009 Return Date: October 1, 2009  
Conference Leave (Days / Hours): 4 days  
Purpose of Travel: Site visit for Juvenile detention Alternatives Initiative (JDAI) to a national model  
Site

Traveler (s) Name: 1. Judge Anita L. Kelly 4. Beverly Riddle Wise  
2. Tim Tyler 5. \_\_\_\_\_  
3. J.R. Gaines 6. \_\_\_\_\_

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

Total (est.) Cost: \$6,700.00 Advance Registration Required: \_\_\_\_\_

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

Additional Comments: This site visit is to provide peer to peer learning. These funds are provided by the  
Casey Foundation through AOC to Montgomery County for technical assistance.  
Total cost will be reimbursed by the Casey Grant.

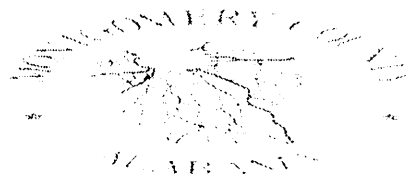
To: Bruce R. Howell  
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$6,700.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-52604-265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$10,000.00</u>                 |                     |
| Approved Requests: | <u>\$1,645.00</u>                  |                     |
| Budget Available:  | <u>\$8,355.00</u>                  |                     |
| Current Requests:  | <u>\$6,700.00</u>                  |                     |
| Budget Balance:    | <u>\$1,655.00</u>                  |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/3/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 12

Date: August 20, 2009  
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 14, 2009 Return Date: October 16, 2009  
Conference Leave (Days / Hours): 24 hrs.  
Purpose of Travel: Attend 43rd Annual Surveying & Mapping Conference presented by  
Alabama Society of Professional Land Surveyors

Traveler (s) Name: 1. Michael M. Harmon 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$375.00 Advance Registration Required: \$375.00

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

Additional Comments: Seminar #3 - Alabama Standards of Practice  
Seminar #5 - Easements & Rights of Ways  
Seminar #10 - Thinking Beyond Technology

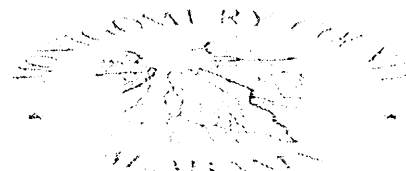
To: George C. Speake, County Engineer  
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$375.00 and advance registration of \$375.00 is authorized.

***To be completed by the Finance Department***

|                    |                                          |
|--------------------|------------------------------------------|
| Fund Code:         | <u>111-53600-265</u> (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u>       |
| Current Budget:    | <u>\$5,000.00</u>                        |
| Approved Requests: | <u>\$1,725.00</u>                        |
| Budget Available:  | <u>\$3,275.00</u>                        |
| Current Requests:  | <u>\$375.00</u>                          |
| Budget Balance:    | <u>\$2,900.00</u>                        |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/21/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 13

Date: September 2, 2009  
To: Donald L. Mims, Administrator  
From: George C. Speake, County Engineer  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: ALDOT 6th Division, Montgomery, AL  
Departure Date: November 16, 2009 Return Date: November 17, 2009  
Conference Leave (Days / Hours): 16 hrs.  
Purpose of Travel: Attend ALDOT Radiation Safety Training Course

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

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

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

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

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

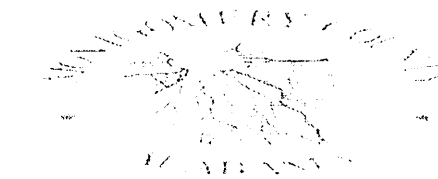
To: George C. Speake, County Engineer  
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$250.00 and advance registration of \$250.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>111-53600-265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$5,000.00</u>                  |                     |
| Approved Requests: | <u>\$2,100.00</u>                  |                     |
| Budget Available:  | <u>\$2,900.00</u>                  |                     |
| Current Requests:  | <u>\$250.00</u>                    |                     |
| Budget Balance:    | <u>\$2,650.00</u>                  |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/2/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**Agenda**

**SEP 14 2009**

Request # 13

Date: August 28, 2009  
To: Donald L. Mims, Administrator  
From: Paul Brown, Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 27200 Peridido Beach Resort, Orange Beach, AL 36561  
Departure Date: November 3, 2009 Return Date: November 6, 2009  
Conference Leave (Days / Hours): four days  
Purpose of Travel: To attend the Court Referral/Community Corrections Joint Conference & Annual In-Service Seminar

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

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

Total (est.) Cost: \$1,900.00 Advance Registration Required: \$330.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: \_\_\_\_\_  
Registration fee will be paid from 2009 budget.  
\_\_\_\_\_

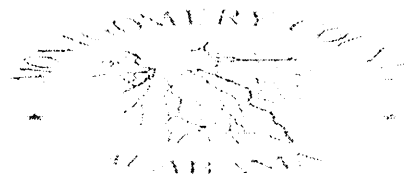
To: Paul Brown, Executive Director  
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,900.00 and advance registration of \$330.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-57202-265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$9,810.00</u>                  |                     |
| Approved Requests: | <u>\$5,028.00</u>                  |                     |
| Budget Available:  | <u>\$4,782.00</u>                  |                     |
| Current Requests:  | <u>\$330.00</u>                    |                     |
| Budget Balance:    | <u>\$4,452.00</u>                  |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/28/2009

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 28

**Agenda**

**SEP 14 2009**

Date: September 4, 2009  
To: Donald L. Mims, Administrator  
From: Judge Reese McKinney, Jr.  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: AUM Techna Center  
Departure Date: Various Return Date: Various  
Conference Leave (Days / Hours): Various  
Purpose of Travel: Attend classes at AUM

Anita Holley - 1/14-15/2010

Traveler (s) Name: 1. Connie Sadler11/23-24/&12/2/09 4. Virginia Davis12/2&1/14-15  
2. Elizabeth Talley 1/28-29/2010 5. Kim Brown9/30&11/5-6  
3. Brenda Robinson12/2&1/14-15 6. Melissa Harville9/30&10/5-6

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

Total (est.) Cost: \$2,400.00 Advance Registration Required: \$2,400.00  
Department Name: Probate Fund Name: 783-51350.265

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

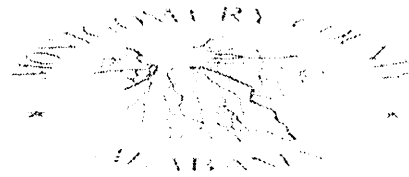
To: Judge Reese McKinney, Jr.  
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$2,400.00 and advance registration of \$2,400.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>783-51350.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$3,000.00</u>                  |                     |
| Approved Requests: | <u>\$224.00</u>                    |                     |
| Budget Available:  | <u>\$2,776.00</u>                  |                     |
| Current Requests:  | <u>\$2,400.00</u>                  |                     |
| Budget Balance:    | <u>\$376.00</u>                    |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas  
Date: 9/4/2009  
cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

Request # 29

**Agenda**

**SEP 14 2009**

Date: September 4, 2009  
To: Donald L. Mims, Administrator  
From: Judge Reese McKinney, Jr.  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: AUM Techna Center  
Departure Date: See below Return Date: See below  
Conference Leave (Days / Hours): \_\_\_\_\_  
Purpose of Travel: Attend classes at AUM

Traveler (s) Name: 1. Anita Holley - 12/2/09 4. \_\_\_\_\_  
2. Brenda Robinson 12/14-15/2009 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$352.00 Advance Registration Required: \_\_\_\_\_  
Department Name: Probate Fund Name: 783-51350.265

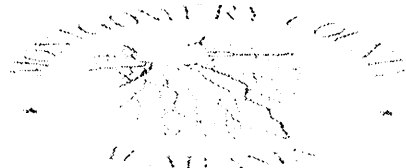
Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the  
approximate amount of \$352.00 and advance registration of \$0.00 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 &amp; Training</u>       |
| Current Budget:                                  | <u>\$3,000.00</u>                        |
| Approved Requests:                               | <u>\$224.00</u>                          |
| Budget Available:                                | <u>\$2,776.00</u>                        |
| Current Requests:                                | <u>\$2,752.00</u>                        |
| Budget Balance:                                  | <u>\$24.00</u>                           |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/8/2009

cc: Finance Director / Buyer

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT: APPRAISAL REVIEWED: S. Thomas 9/9/2009

REQUESTED BY: Jane S. Mardis 9/9/09 APPROVED: *J2 Morris* 9/14/09  
Elected Official/Dept. Head Date Administrator Date

| ACCOUNT NAME           | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|------------------------|----------------|----------------|---------------------|----------------|
| GIS System Development | 120-51985-312  | 2,734,956      | -6,000              | 2,728,956      |
| Printers               | 120-51983-583  | 0              | 6,000               | 6,000          |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
|                        |                |                |                     |                |
| TOTAL                  |                | 2,734,956      | 0                   | 2,734,956      |

#### JUSTIFICATION:

To replace obsolete and malfunctioning printers.

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT: Board of Registrars REVIEWED: S. Thomas 8/28/2009  
 Finance Director  
 REQUESTED BY: George Noblin APPROVED: *D. Thomas* 9/14/09  
 Elected Official/Dept. Head Date August 25, 2009 Administrator Date

| ACCOUNT NAME                | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|-----------------------------|----------------|----------------|---------------------|----------------|
| Advertising                 | 001 51920 253  | 11,000         | -4,350              | 6,650          |
| Office Equipment Furniture  | 001 51920 540  | 0              | 2,050               | 2,050          |
| Display Stations Data Entry | 001 51920 584  | 0              | 2,300               | 2,300          |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
|                             |                |                |                     | 0              |
| TOTAL                       |                | 11,000         | 0                   | 11,000         |

#### JUSTIFICATION:

Funds needed to refurbish conference table and eight chairs (by Alabama Correctional Industries) and to replace two computers, as per recommendation of IS department.

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REVISED 8/09/2009

REQUEST NUMBER 3

DEPARTMENT: Detention Facility REVIEWED: S. Thomas 8/9/2009  
 Finance Director  
 REQUESTED BY: Gina Savage, Director APPROVED: *D2 Mms* 9/14/09  
 Elected Official/Dept. Head Date Administrator Date

| ACCOUNT NAME                          | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|---------------------------------------|----------------|----------------|---------------------|----------------|
| OTHER RENTALS                         | 001-52200-229  | 45,287         | (7,500)             | 37,787         |
| REPAIR & MAINTENANCE OFFICE EQUIPMENT | 001-52200-233  | 1,000          | (1,000)             | 0              |
| POSTAGE                               | 001-52200-252  | 50             | (50)                | 0              |
| SURETY BONDS                          | 001-52200-273  | 200            | (135)               | 65             |
| INSURANCE -INMATE/EMP CLAIMS          | 001-52200-278  | 500            | (500)               | 0              |
| BEDDING                               | 001-52200-349  | 42,512         | (81)                | 42,431         |
| MEDICAL AND DENTAL SERVICES           | 001-52000-158  | 1,851,354      | 274                 | 1,851,628      |
| OFFICE SUPPLIES                       | 001-52200-211  | 28,538         | 2,592               | 31,130         |
| CLEANING & JANITORIAL SUPPLIES        | 001-52200-216  | 15,000         | 4,500               | 19,500         |
| COPY MACHINE RENTAL                   | 001-52200-223  | 5,500          | 1,400               | 6,900          |
| HOUSEHOLD GOODS                       | 001-52200-339  | 103,294        | 4,000               | 107,294        |
| UNIFORMS, CLOTHING & FOOTWEAR         | 001-52200-203  | 95,000         | (3,500)             | 91,500         |
|                                       |                |                |                     | 0              |
|                                       |                |                |                     | 0              |
| TOTAL                                 |                | 2,188,235      | 0                   | 2,188,235      |

### JUSTIFICATION:

COST OF HOUSEHOLD GOODS (TOWELS,SHEETS, SPORKS,PVC SANDALS AND ETC.), CLEANING SUPPLIES, AND COVER COST OF NEGATIVE BALANCES IN OFFICE SUPPLIES, COPY MACHINE RENTAL,AND MEDICAL & DENTAL SERVICES

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 9

|                             |                   |                  |                 |           |
|-----------------------------|-------------------|------------------|-----------------|-----------|
| DEPARTMENT:                 | District Attorney | REVIEWED:        | S. Thomas       | 8/31/2009 |
| DATE:                       | 8/28/2009         | Finance Director |                 | Date      |
| REQUESTED BY:               | Ellen Brooks      | APPROVED:        | <i>D2 Mline</i> | 9/14/09   |
| Elected Official/Dept. Head |                   | Administrator    |                 | Date      |

| ACCOUNT NAME               | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|----------------------------|----------------|----------------|---------------------|----------------|
| Office Sup/Minor Off Equip | 001-51261-211  | 7,000          | 2,400               | 9,400          |
| Fuels & Lubricants         | 001-51261-212  | 18,000         | -3,900              | 14,100         |
| Repair & Maint Motor Veh   | 001-51261-234  | 2,500          | 500                 | 3,000          |
| Postage                    | 001-51261-252  | 8,035          | 2,000               | 10,035         |
| Cellular Service           | 001-51261-255  | 28,170         | -1,000              | 27,170         |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
| TOTAL                      |                | 63,705         | 0                   | 63,705         |

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 10

DEPARTMENT: District Attorney REVIEWED: S. Thomas 8/31/2009  
 DATE: 8/28/2009 Finance Director Date  
 REQUESTED BY: Ellen Brooks APPROVED: *02 M. Thomas* 9/14/09  
 Elected Official/Dept. Head Administrator Date

| ACCOUNT NAME               | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|----------------------------|----------------|----------------|---------------------|----------------|
| Office Sup/Minor Off Equip | 762-51264-211  | 25,000         | -50                 | 24,950         |
| Advertising                | 762-51264-253  | 1,000          | 50                  | 1,050          |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
|                            |                |                |                     | 0              |
| TOTAL                      |                | 26,000         | 0                   | 26,000         |

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 11

DEPARTMENT: District Attorney REVIEWED: S. Thomas 8/31/2009  
DATE: 8/28/2009 Finance Director Date  
REQUESTED BY: Ellen Brooks APPROVED: *D-2 M. M. M.* 9/14/09  
Elected Official/Dept. Head Administrator Date

| ACCOUNT NAME          | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|-----------------------|----------------|----------------|---------------------|----------------|
| Copy Machine Rental   | 761-51262-223  | 2,150          | 300                 | 2,450          |
| Travel & Registration | 761-51262-265  | 3,000          | -300                | 2,700          |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
|                       |                |                |                     | 0              |
| TOTAL                 |                | 5,150          | 0                   | 5,150          |

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 12

|                             |                   |                  |                    |           |
|-----------------------------|-------------------|------------------|--------------------|-----------|
| DEPARTMENT:                 | District Attorney | REVIEWED:        | S. Thomas          | 8/31/2009 |
| DATE:                       | 8/28/2009         | Finance Director |                    | Date      |
| REQUESTED BY:               | Ellen Brooks      | APPROVED:        | <i>[Signature]</i> | 9/1/09    |
| Elected Official/Dept. Head |                   | Administrator    |                    | Date      |

| ACCOUNT NAME            | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|-------------------------|----------------|----------------|---------------------|----------------|
| Drug Testing Services   | 001-51263-156  | 5,000          | -1,000              | 4,000          |
| Off Sup/Minor Off Equip | 001-51263-211  | 4,795          | 1,570               | 6,365          |
| Other Misc Supplies     | 001-51263-219  | 1,665          | -80                 | 1,585          |
| Copy Machine Rental     | 001-51263-223  | 2,500          | 110                 | 2,610          |
| Telephone               | 001-51263-251  | 1,000          | -600                | 400            |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
|                         |                |                |                     | 0              |
| TOTAL                   |                | 14,960         | 0                   | 14,960         |

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 26

DEPARTMENT: Engineering REVIEWED: S. Thomas 9/3/09  
Finance Director  
REQUESTED BY: George C. Speake APPROVED: *D2 M* 9/14/09  
Elected Official/Dept. Head 9/3/2009 Administrator Date

| ACCOUNT<br>NAME               | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|-------------------------------|-------------------|-------------------|------------------------|-------------------|
| Fuel & Lubricants             | 111-53400-212     | 210,000           | (30,000)               | 180,000           |
| Repair & Maint. Const. Equip. | 111-53400-232     | 80,000            | 30,000                 | 110,000           |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
|                               |                   |                   |                        |                   |
| TOTAL                         |                   | 290,000           | 0                      | 290,000           |

### JUSTIFICATION:

Internal transfer to cover cost to repair wrecked dump truck in District III - Accident Report #3

SEP 14 2009

BUDGET FORM 6

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER # 6

DEPARTMENT: Personnel REVIEWED: S. Thomas 8/25/2009  
 DATE: 8/12/2009 Finance Director Date  
 REQUESTED BY: Barbara M. Montoya APPROVED: *D2 Min* 9/14/09  
 Elected Official/Dept. Head Administrator Date

| ACCOUNT NAME        | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|---------------------|----------------|----------------|---------------------|----------------|
| Copy Machine Rental | 123-51961-223  | 17,500         | 2,000               | 19,500         |
| Training Materials  | 123-51961-170  | 2,375          | -500                | 1,875          |
| Testing Material    | 123-51961-210  | 9,163          | -500                | 8,663          |
| Office Supplies     | 123-51961-211  | 12,600         | -1,000              | 11,600         |
|                     |                |                |                     | 0              |
|                     |                |                |                     | 0              |
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|                     |                |                |                     | 0              |
|                     |                |                |                     | 0              |
|                     |                |                |                     | 0              |
| TOTAL               |                | 41,638         | 0                   | 41,638         |

#### JUSTIFICATION:

To Cover Budget Shortfall in Copy Machine Rental

# MONTGOMERY COUNTY COMMISSION

## BUDGET CHANGE REQUEST

# Agenda

REQUEST NUMBER 18

SEP 14 2009

|                             |           |               |                    |           |
|-----------------------------|-----------|---------------|--------------------|-----------|
| DEPARTMENT:                 | PROBATE   | REVIEWED:     | S. Thomas          | 9/11/2009 |
|                             | 9/10/2009 |               | Finance Director   | Date      |
| REQUESTED BY:               | TG for RM | APPROVED:     | <i>[Signature]</i> | 9/14/09   |
| Elected Official/Dept. Head |           | Administrator |                    | Date      |

| ACCOUNT NAME                   | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|--------------------------------|----------------|----------------|---------------------|----------------|
| Fixed Auto                     | 001-51300-112  | 2,400          | -1,800              | 600            |
| Telephone                      | 001-51300-251  | 50,000         | -12,000             | 38,000         |
| Travel                         | 001-51300-260  | 9,050          | -2,500              | 6,550          |
| Insurance                      | 001-51300-274  | 5,500          | -500                | 5,000          |
| Insurance                      | 001-51300-275  | 1,412          | -1,000              | 412            |
| Repair Buildings               | 001-51300-231  | 6,518          | -6,500              | 18             |
| Contract Services              | 001-51300-304  | 200,960        | 27,800              | 228,760        |
| Copy Machine Rental            | 001-51300-223  | 15,240         | -2,000              | 13,240         |
| Travel - Registration/Training | 001-51300-265  | 7,250          | -1,500              | 5,750          |
|                                |                |                |                     | 0              |
|                                |                |                |                     | 0              |
|                                |                |                |                     | 0              |
| <b>TOTAL</b>                   |                | 298,330        | 0                   | 298,330        |

JUSTIFICATION: To Adjust Negative Balance Accounts and Budget Realignment.

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER #1

|                             |                |                  |              |           |
|-----------------------------|----------------|------------------|--------------|-----------|
| DEPARTMENT:                 | Public Affairs | REVIEWED:        | S. Thomas    | 8/27/2009 |
| DATE:                       | 8/27/2009      | Finance Director |              | Date      |
| REQUESTED BY:               | DiDi Henry     | APPROVED:        | <i>D2 Mc</i> | 9/14/09   |
| Elected Official/Dept. Head |                | Administrator    |              | Date      |

| ACCOUNT NAME      | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|-------------------|----------------|----------------|---------------------|----------------|
| Contract Services | 001-51130-304  | 11,425         | -3,000              | 8,425          |
| Software          | 001-51130-586  | 0              | 2,500               | 2,500          |
| Office Supplies   | 001-51130-211  | 4,360          | 500                 | 4,860          |
|                   |                |                |                     | 0              |
|                   |                |                |                     | 0              |
|                   |                |                |                     | 0              |
|                   |                |                |                     | 0              |
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|                   |                |                |                     | 0              |
|                   |                |                |                     | 0              |
|                   |                |                |                     | 0              |
| TOTAL             |                | 15,785         | 0                   | 15,785         |

#### JUSTIFICATION:

Request to move funds from Contract Services to a newly created line item, Software and to Office Supplies, so that I can purchase software to enhance our website and other activities in the public affairs department. This software, in the amount of \$2,415, was suggested by I.S., and will be ordered by them, if approved. I would like to also move \$500 into office supplies to purchase some paper and notebooks. Thanks.

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION

### BUDGET CHANGE REQUEST

REQUEST NUMBER 3

|                             |                      |               |                  |          |
|-----------------------------|----------------------|---------------|------------------|----------|
| DEPARTMENT:                 | Revenue Commissioner | REVIEWED:     | S. Thomas        | 9/4/2009 |
| DATE:                       | 9-4-09               |               | Finance Director | Date     |
| REQUESTED BY:               | Sarah G. Spear       | APPROVED:     | <i>02/11/09</i>  | 9/14/09  |
| Elected Official/Dept. Head |                      | Administrator |                  | Date     |

| ACCOUNT<br>NAME     | ACCOUNT<br>NUMBER | CURRENT<br>BUDGET | INCREASE<br>(DECREASE) | REVISED<br>BUDGET |
|---------------------|-------------------|-------------------|------------------------|-------------------|
| Copy machine rental | 001-51500-223     | 6,985             | -132                   | 6,833             |
| Building rentals    | 001-51500-221     | 10,692            | 132                    | 10,824            |
|                     |                   |                   |                        |                   |
|                     |                   |                   |                        |                   |
|                     |                   |                   |                        |                   |
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|                     |                   |                   |                        |                   |
|                     |                   |                   |                        |                   |
|                     |                   |                   |                        |                   |
|                     |                   |                   |                        |                   |
| TOTAL               |                   | 17,657            | 0                      | 17,657            |

#### JUSTIFICATION:

Needed to over shortfall in rent for East office

SEP 14 2009

BUDGET FORM 5

## MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT: Revenue Commissioner REVIEWED: S. Thomas 9/8/2009  
DATE: 9-8-09 Finance Director  
REQUESTED BY: Sarah G. Spear APPROVED: *S-G Spear* 9/14/09  
Elected Official/Dept. Head Administrator Date

| ACCOUNT NAME                   | ACCOUNT NUMBER  | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|--------------------------------|-----------------|----------------|---------------------|----------------|
| Salaries                       | 001-51500-110   | 659,812        | 34,938              | 694,750        |
| Overtime                       | 001-51500-113   | 80             | -80                 | 0              |
| Extra help                     | 001-51500-115   | 6,000          | -2,369              | 3,631          |
| Health insurance               | 001-51500-122   | 103,230        | 11,480              | 114,720        |
| Life insurance                 | 001-51500-123   | 1,748          | -80                 | 1,668          |
| Social security                | 001-51500-124   | 57,727         | 200                 | 57,927         |
| Workers compensation           | 001-51500-125   | 8,036          | 300                 | 8,336          |
| Janitorial & cleaning          | 001-51500-152   | 3,700          | 80                  | 3,780          |
| Copy machine rental            | 001-51500-223   | 6,833          | -1,966              | 4,867          |
| Repair & maintenance bld       | 001-51500-231   | 1,200          | -1,200              | 0              |
| Repair & maintenance office    | 001-51500-233   | 900            | -900                | 0              |
| Electricity                    | 001-51500-244   | 1,800          | 1,600               | 3,400          |
| Natural gas                    | 001-51500-245   | 700            | -140                | 560            |
| Water & sewage                 | 001-51500-246   | 350            | 50                  | 400            |
| Telephone                      | 001-51500-251   | 11,000         | -2,100              | 8,900          |
| Travel registration & training | 001-51500-265   | 3,400          | -53                 | 3,347          |
| Insurance liability            | 001-51500-274   | 184            | -184                | 0              |
| Insurance bond                 | 001-51500-275   | 4,574          | -2,568              | 2,006          |
| Dues                           | 001-51500-303   | 650            | -50                 | 600            |
| Contract services              | 001-51500-304   | 7,048          | -4,816              | 2,232          |
| Printers                       | 001-51500-583   | 1,200          | -1,200              | 0              |
| Display stations               | 001-51500-584   | 1,400          | -1,400              | 0              |
| Other Reimbursements/Rev       | 001-40000.47908 |                | -29,532             | -29,532        |
| <b>TOTAL</b>                   |                 | <b>881,580</b> | <b>0</b>            | <b>881,580</b> |

### JUSTIFICATION:

The additional Revenue is cumulative interest, copies, advertising, tax sale lists and bad check fees which was deposited to the General Fund in August. The other budget revisions were made to clean up the categories for the end of the year expenses.

**MONTGOMERY COUNTY COMMISSION**  
**BUDGET CHANGE REQUEST**  
**REQUEST NUMBER           4**

| ACCOUNT NAME                 | ACCOUNT NUMBER | CURRENT BUDGET | INCREASE (DECREASE) | REVISED BUDGET |
|------------------------------|----------------|----------------|---------------------|----------------|
| Extra Help                   | 001-51800-115  | 8,000          | -5,514              | 2,486          |
| Office Supplies/Minor Equip. | 001-51800-211  | 8,000          | -1,200              | 6,800          |
| Copy Machine Rental          | 001-51800-223  | 2,500          | -500                | 2,000          |
| Telephone                    | 001-51800-251  | 3,600          | -150                | 3,450          |
| Postage                      | 001-51800-252  | 6,550          | -4,000              | 2,550          |
| Travel- Mileage              | 001-51800-260  | 6,000          | -3,500              | 2,500          |
| Dues                         | 001-51800-303  | 120            | -40                 | 80             |
| Contract Services            | 001-51800-304  | 147,500        | 8,400               | 155,900        |
| Professional Services        | 001-51800-307  | 3,960          | -300                | 3,660          |
| Refund Prior Year Revenue    | 001-51800-335  | 34,934         | 32,465              | 67,399         |
| In House Misc Appropriations | 001-59310-499  | 61,140         | -25,661             | 35,479         |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
|                              |                |                |                     | 0              |
| TOTAL                        |                | 282,304        | 0                   | 282,304        |

Please transfer a total of \$32,465 from the listed Tax & Audit budget line item accounts and the General Fund Account to accommodate the County portion of refund payments to taxpayers for preFY2009 amounts received by Montgomery County. The \$32,465 transfer to the 335 account will accommodate the unbudgeted/scheduled preFY2009 refund payments through the end of FY2009. Likewise, the \$ 8,400 transfer to the 304 account will accommodate the remaining FY2009 external audit, ADOR Online Filing and Armored Car service payments .



BOB RILEY  
GOVERNOR

State of Alabama  
Alabama Department of Corrections

Community Corrections  
301 South Ripley Street  
P. O. Box 301501  
Montgomery, AL 36130

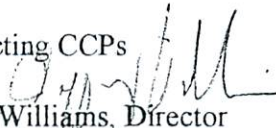


RICHARD F. ALLEN  
COMMISSIONER

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August 25, 2009

MEMORANDUM

TO: Contracting CCPs  
FROM:  Jeffery Williams, Director  
Community Corrections  
SUBJECT: FY2010 Contracts

Please find enclosed the FY2010 contracts for your community corrections program. There should be two originals. Please sign both and keep a copy for your records. The other signed original copy should be returned to this office via "certified mail" NLT September 15, 2009.

If you have any questions, please feel free to contact us.

JW/sgb

Enclosures



**BOB RILEY**  
GOVERNOR

**State of Alabama**  
**Alabama Department of Corrections**

301 South Ripley Street  
P. O. Box 301501  
Montgomery, AL 36130



**RICHARD F. ALLEN**  
COMMISSIONER

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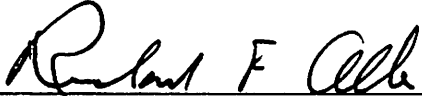
**Community Corrections Program Contract**  
**The Montgomery County Community Corrections Program**  
**Federal or Employer Identification Number 63-1106839**

This contract entered into by and between the Alabama Department of Corrections (hereinafter referred to as the "ADOC") and the Montgomery County Community Corrections Program (hereinafter referred to as the "Program"), agrees as follows:

1. The Program expressly agrees that any funds available for disbursement or paid for reimbursement of supervision under this Contract is done so at the total discretion of the Commissioner of the Department and/or contingent upon available Community Corrections funding in FY 2010.
2. In FY 2010 the ADOC has designated an amount not to exceed \$375,000 for supervision reimbursement, to be paid upon approval of the monthly invoice properly submitted by the Program.
3. The Program hereby agrees to the following terms and conditions:
  - Divert felony offenders eligible for reimbursement as determined by ADOC.
  - Establish and maintain a good working relationship with the ADOC, Judges, District Attorney, and local Bar Association, Circuit Clerk, Sheriff and other local Law Enforcement agencies.
  - Encourage and promote the growth and expansion of Community Corrections.
  - Ensure strict compliance with the approved Community Corrections Plan and adhere to all CCP related directives issued by ADOC.
  - Accept offenders originally sentenced in other counties when authorized by your Presiding Judge.
  - Establish an evaluation process that assesses the needs of any assigned offender(s) and provide offenders with treatment options as identified by a valid needs assessment tool.

- Review the monthly invoice for accuracy and completeness prior to submission to ADOC.

4. It is agreed that the terms and commitments contained herein 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 by Amendment Number 26. It is further agreed that if any provision of this contract shall contravene any statute of Constitutional provision or amendment, either now in effect or which may, during the course of this contract, be enacted, then that conflicting provision in the contract shall be deemed null and void.
5. The Program's sole remedy for the settlement of financial 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.
6. The Program understands and agrees that neither he or she, nor his or her employees, agents, volunteers, etc., will be subject to the provisions of, or entitled to the benefits of, the State Merit System Law as a consequence of this contract.
7. On behalf of the Community Corrections Program, we agree to abide by ADOC Administrative Regulation 490, entitled "Community Corrections Programs", and all related Community Corrections policies and procedures. The Program fully understands that any noncompliance with said regulation or policies may be grounds for termination of this contract.

  
\_\_\_\_\_  
ADOC Commissioner

Date: 8/25/09

\_\_\_\_\_  
Montgomery County Community Corrections Program  
Signed by Montgomery County Commission Chairman

Date: \_\_\_\_\_

## RESOLUTION

PURSUANT to the powers and jurisdiction vested by and through the laws of the State of Alabama:

WHEREAS, the County Commission of Montgomery County, Alabama, has declared its intent to decrease the speed limit to 40 miles per hour, unless otherwise posted, on Meriwether Road (CR-40).

WHEREAS, the Town of Pike Road, through the Alabama Department of Transportation (ALDOT), intends to build a multi-use walking trail along this route, and ALDOT has determined that 40 mph is a safe traveling speed.

WHEREAS, the Montgomery County Commission does wish to provide safe speed limits which provide a safe environment for all county residents.

NOW, THEREFORE, BE IT KNOWN, that the Montgomery County Commission does hereby adopt the above speed limit.

Done at the regular session of the County Commission of Montgomery County, this \_\_\_\_ day of \_\_\_\_\_, 2009.

Montgomery County Commission  
Governing Body

\_\_\_\_\_  
Elton N. Dean, Sr., Chairman

\_\_\_\_\_  
Jiles Williams, Jr., Member

\_\_\_\_\_  
Reed Ingram, Vice Chariman

\_\_\_\_\_  
Ham Wilson, Member

\_\_\_\_\_  
Dimitri Polizos, Member



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BOX 215 - MONTGOMERY, ALABAMA - 36101 - 807 SOUTH McDONOUGH STREET - 36104 - (334)265-8781 - FAX (334)265-9208

Email: phjarch@bellsouth.net

## Email

**Date: Thursday, August 20, 2009**

PROJECT: Montgomery County Commission  
Water Problem at Carnegie Building  
PH#J No: 0818-GVA

SUBJECT: Proposal from Stallings and Sons

To: Mr. John Mitchell

Company: Montgomery County Commission, Montgomery, Alabama

Phone No: 334.832.1210

Fax No: 334.832.2533

Email: [Johnmitchell@mc-ala.org](mailto:Johnmitchell@mc-ala.org)

From: Patrick T. Addison, AIA, NCARB, CSI

Total No. Sheets (Including this one): **3**

Mr. Mitchell,

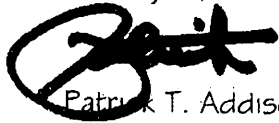
Attached is the proposal submitted by Jeff Stallings at Stallings and Sons to complete the work associated with the abandoning the building's existing internal downspouts and installing new exterior downspouts. We have reviewed the proposal and find the price to be reasonable for the work requested (Reference attached drawings) and the nature and accessibility of the work.

The base price of \$31,939.00 is to installing four (4) new 4" diameter external, wall mounted downspouts and removing the four (4) existing internal gutter drains, abandoning the existing (within the masonry walls) downspouts and the associated roof work to remove and install the above-mentioned work.

The second number, (Add) \$4,000.00 is to connect the two (2) existing roof overflows pipes to new 4" diameter downspouts, to drain overflow water down to ground vs. letting it continue to shoot off the roof at the cornice/parapet, unto the ground below.

All work will be accessed from the exterior of the building on scaffolding and hoist lifts and should take two to three weeks to complete, if weather cooperates.

Thank-you,

A handwritten signature in black ink, appearing to read "Patrick T. Addison", enclosed within a circular scribble.

Patrick T. Addison, AIA

Cc: Scott Kramer – [scottkramer@mc-ala.org](mailto:scottkramer@mc-ala.org) ,File



August 19, 2009

Mr. Patrick Addison  
PII&J Architects  
P. O. Box 215  
Montgomery, Alabama 36101

**Subject: Carnegie Building Downspouts**

Patrick,

Stallings and Sons, Inc. proposes to furnish all necessary labor, material, and equipment for roof related and downspout work for the amount of \$31,939.00. The work will be installed per your drawings emailed June 6, 2009.

Alternate #1 – Add downspouts to existing overflows add + \$4,000.00

Should you have any questions or need any additional information please do not hesitate to call.

Stallings and Son, Inc.

  
Jeff Stallings

## ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, September 28, 2009, at 8:00 in the morning.



Administrator



Chairman