

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
DECEMBER 2, 2019

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:09 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Vice Chairman Walker. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

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

DISCUSSION BY THE COMMISSION

Commissioner Sankey requested to add additional items to his miscellaneous appropriations for agencies account that was on the agenda.

Commissioner Harris requested to withdraw his appropriation in the amount of \$5,000 from his miscellaneous appropriation for agencies account to Georgia Washington Community Development Corp for the 2019 Rosa Parks Celebration.

PRESENTATION BY DIRECTOR OF ELECTIONS DARRYL PARKER

Director of Elections Darryl Parker briefed the Commission regarding a Resolution Approving Relocation of Polling Place in Montgomery County Commission District One Represented by County Commissioner Daniel Harris, Jr. After discussion, the Commission agreed to waive rules and add this item to the agenda. Commissioner asked that he be consulted on all future relocations prior to presentation to the Commission.

Mr. Parker briefed the Commission regarding a Resolution Approving Relocation of Polling Place in Montgomery County Commission District Two Represented by County Commission Chairman Elton N. Dean, Sr. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Mr. Parker briefed the Commission regarding a Resolution Approving Relocation of Polling Place in Montgomery County Commission District Five Represented by County Commissioner Doug Singleton. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY ARCHITECT JOHNNY RAINES WITH BARGANIER, DAVIS AND WILLIAMS ARCHITECTS ASSOCIATED

Architect Johnny Raines with Barganier, Davis and Williams Architects Associated briefed the Commission regarding a Bid Award to Bear Brothers, Inc., for building renovation of the Montgomery County Courthouse Phelps-Price Justice Center. Administrator Mims distributed a memorandum regarding additional funding sources for this project. After discussion, the Commission agreed to place this item on the next agenda. (Copies of Presentation Documents, Memorandum, Cost and Funding of the Courthouse Renovation Sheet, 2018 Construction Projects Sheet, and Fund Balance Comparison, Agenda Pages 26-1 through 26-13, are attached to these Minutes.)

Mr. Raines presented information regarding renovations and a proposed addition for the Flatwood Community Center and a proposed contract for architectural services. Administrator Mims stated that recently the Commission authorized \$100,000 for this project and that the renovations presented would increase the total project cost to \$200,000, which includes architect's fees and kitchen equipment. Commissioner Singleton stated that he would like to visit the facility. Commissioner Harris requested a usage report of the facility on an annual basis. Chief Information and Technology Office Lou Ialacci suggested that installation of improved technology could help increase usage and should be addressed on the front end of the project.

Vice Chairman Walker reminded her fellow Commissioners they each have Designated Revenue Funds that can be used for large projects in their districts.

PRESENTATION BY PRESIDING CIRCUIT JUDGE JOHNNY HARDWICK

Presiding Circuit Judge Johnny Hardwick thanked the Commissioners for their support of the Courthouse renovation project.

PRESENTATION BY PARKS AND RECREATION DIRECTOR JAMES WILLIAMS

Parks and Recreation Director James Williams informed the Commission that the Parks and Recreation Board recommended naming the Old Selma Road Park the Elton N. Dean, Sr., Park in honor of Chairman Dean. Chairman Dean expressed his appreciation and suggested that the Commission not take any action until late spring 2020. The Commission agreed.

PRESENTATION BY LOBBYISTS CASSANDRA CROSBY AND RON DRINKARD WITH THE CROSBY DRINKARD GROUP, LLC

Lobbyist Ron Drinkard briefed the Commission regarding a timeline for the Legislative Agenda and proposed legislation. After discussion, the Commission agreed to place on the next agenda the proposed 2020 Legislative Agenda, which includes legislation to provide for the qualifications of the Sheriff of Montgomery County and to require completion of continuing education.

PRESENTATION BY PERSONNEL DIRECTOR CARMEN DOUGLAS

Personnel Director Carmen Douglas requested the temporary appointment of Laura Hughley, Administrative Support Specialist, Pay Grade A04 Step 3 (\$30,795) to Sr. Administrative Assistant, Pay Grade A06 Step 1 (\$36,284). After discussion, the Commission agreed to place this item on the next agenda.

Vice Chairman Walker distributed a revised job description for the position of County Administrator, which was similar to the one that was on the agenda, and a timeline for the position fill process. Commissioner Harris stated that he would like more time to review the revised job description, and the Commission agreed to carryover this item. Mrs. Douglas noted that the Commissioners agreed to establish a selection committee consisting of two Commissioners to complete the preliminary tasks required prior to announcement of the position. Vice Chairman Walker and Commissioner Harris volunteered to be on the committee. The Commission agreed.

PRESENTATION BY DIRECTOR OF RISK MANAGEMENT HOLLY LEVERETTE

Director of Risk Management Holly Leverette briefed the Commission regarding an Agreement with Hodges-Mace for Full Dependent Eligibility Verification. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci thanked the Commission for placing the Budget Change Request for the datacenter renovation and video storage equipment for the Information Systems department on the agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake briefed the Commission regarding Amendment Number 1 to Contract with Vulcan Signs regarding a One (1) Year Extension, Beginning January 4, 2020 and Ending on January 3, 2021 and a 5% Price Increase for Traffic Signage and Supplies, Contract Number 53104-19B-004. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Speake briefed the Commission regarding Amendment Number 1 to Contract with Stephens Construction & Concrete regarding a One (1) Year Extension, Beginning January 4, 2020 and Ending on January 3, 2021 and a 5% Price Increase for Crushed Stone, Contract Number 53000-19B-005. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY MANAGER OF PUBLIC AFFAIRS HANNAH HAWK

Manager of Public Affairs Hannah Hawk reviewed the calendar of upcoming events with the Commissioners.

Mrs. Hawk briefed the Commission regarding a Resolution Honoring the Memory of the Late Mrs. Ella B. Bell. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Mrs. Hawk urged the Commissioners to select their locations for 2020 On the Road Meetings as soon as possible so that she can publicize the meetings.

PRESENTATION BY EXECUTIVE DIRECTOR PATRICIA G. CLARK WITH
MONTGOMERY COUNTY HISTORICAL SOCIETY

Executive Director Patricia G. Clark with Montgomery County Historical Society briefed the Commission regarding the organization and requesting payment of \$24,000 (40% of Annual Grant) for the Executive Director Position. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$24,000 on the next agenda.

PRESENTATION BY SPONSORSHIP CHAIRMAN ANTONIO FORTSON FOR THE
MARTIN LUTHER KING, JR., MEMORIAL SCHOLARSHIP BREAKFAST

Sponsorship Chairman Antonio Fortson requested funding for the 24th Annual Martin Luther King, Jr., Memorial Scholarship Breakfast. After discussion, the Commission agreed to appropriate \$2,500 from designated revenue after January 1, 2020.

COMMENTS FROM ADMINISTRATOR MIMS AND DEPUTY ADMINISTRATOR
CAUTHEN

Administrator Mims presented a Certificate Designating Authorized County Representative Florence M. Cauthen for the Montgomery County Public Building Authority Revenue Warrants and the Montgomery County General Obligation Warrants to Regions Bank, Trustee and Paying Agent. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding Amendment Number 2 to Contract with Signs Now regarding a One (1) Year Extension, Beginning January 22, 2020 and Ending on January 21, 2021 and a 5% Price Increase for Graphics and Lettering, Contract Number 52110-18B-007. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding Amendment Number 3 to Contract with Montgomery Armored Car Service, Inc., regarding a Thirty (30) Day Extension, Beginning January 1, 2020 and Ending on January 31, 2021 for Armored Car Services, Contract Number 51100-17B-004. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding Final Pay Application from David Jordan and Company, Inc., for Selective Demolition at the Perry Street Parking Deck. After discussion, the Commission agreed to waive rules and add this item to the agenda.

Administrator Mims presented an email from Personnel Director Carmen Douglas informing the Commission that J C Love, III could not serve on the Personnel Board since he has been appointed as the Probate Judge. The Commission agreed to discuss this item at the next meeting.

Administrator Mims presented key points regarding the Garrett Coliseum Renovation Project. After discussion, the Commission agreed to place on the next agenda a Funding Agreement with the City of Montgomery regarding this project.

Administrator Mims briefed the Commission regarding the sale of property located at the Montgomery County Activity Center to Tom Hall for construction of a road. After discussion, the Commission agreed to place on the next agenda a Purchase and Sale Agreement regarding this property.

Administrator Mims presented a letter from Executive Director Ken Austin with Mercy House requesting \$50,000 for the Adult Education and After School Tutoring and Homework Help Program. No action was taken by the Commission.

Administrator Mims presented a letter from Campaign Chair Mike Hart with River Region United Way requesting \$10,000 for the 2019 River Region United Way Campaign. After discussion, the Commission agreed to place on the next agenda a Budget Change Request in the amount of \$5,000 for this Campaign.

Administrator Mims presented a memorandum regarding Board Member Appointments to the Southeast Alabama Emergency Medical Services Council, Inc., expiring November 3, 2019. Commissioner Harris noted that Captain Chris King with the Montgomery Fire Department has expressed an interest in serving on this board. He asked Executive Assistant Tammy Nix to provide the resume of Captain King to the Commissioners for discussion at the next meeting.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Meeting.

The meeting was opened with prayer led by Commissioner Isaiah Sankey.

The Pledge of Allegiance was led by Vice Chairman Ronda Walker.

Administrator Mims called Roll to establish a quorum, and the following Commissioners were present: Chairman Dean and Vice Chairman Walker; Members Harris, Sankey, and Singleton. Also present were County Attorney Tyrone C. Means and County Engineer George C. Speake.

COMMENTS BY ATTENDEES

Board Chairman of LEAD Academy Charlotte Meadows said good morning to everyone and invited the Commissioners to LEAD Academy Holiday Open House on Thursday, December 19, 2019 from 9:00 a.m.-10:30 a.m. The Academy is located at 2897 Eastern Boulevard.

Assistant Instructor and student of Johnson's Martial Arts Academy Briana Jackson greeted the Commissioners and thanked them for their support of the Martial Arts Team. She especially thanked them for supporting her trip to London to compete with the U.S Martial Arts Sports Team. Briana shared some of her experiences while in London and said she won a total of 4 metals, 1 gold, 1 silver and 2 bronze. Ms. Jackson stated that with the win of 4 metals, she automatically qualifies to compete in the 2020 U. S. Martial Arts Competition in Mexico.

Advocate of Youth Infrastructure Coalition Justus Armstrong introduced himself to the Commission and thanked them for the Resolution supporting the Interstate 14 Extension to and through Montgomery County. Justus stated that he and his group have traveled throughout Alabama and Georgia and now have over 17 Resolutions in support of the project. Again, he thanked the Commission for placing the Resolution on the Agenda.

President of Midtown Neighborhood Alliance Crews Reaves thanked the Commissioners for approving the change of the Montgomery County Commission Meetings to second and fourth Tuesday evenings of the month. Mr. Crews asked how citizens will be notified of the changes. Vice Chairman Walker assured Mr. Reaves that information about the changes is being widely circulated. She said that an information sheet has been created and will be published on social media. Vice Chairman Walker also said the Commission will ask all neighborhood association presidents, including Mr. Reaves, to share this information throughout their communities. Public Affairs Manager Hannah Hawk confirmed that information about the changes to the Commission meeting schedule is being distributed.

APPROVAL OF MINUTES

Commissioner Harris made a motion to approve the Minutes of the Regular Meeting of November 18, 2019. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

CONSENT AGENDA

Administrator Mims presented the Accounts Payable Checks and Payroll Checks Authorization for approval. Commissioner Harris made a motion to approve the Accounts Payable and Payroll Checks, as presented by Administrator Mims. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 8, are attached to these Minutes.)

NEW BUSINESS

COUNTY COMMISSION – ADOPTED RESOLUTION SUPPORTING THE INTERSTATE 14 EXTENSION TO AND THROUGH MONTGOMERY COUNTY

Commissioner Harris made a motion to adopt the Resolution Supporting the Interstate 14 Extension to and through Montgomery County. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum and Resolution, Agenda Pages 1-1 and 1-2, are attached to these Minutes.)

YOUTH FACILITY – APPROVED ALABAMA DEPARTMENT OF YOUTH SERVICES GRANT/SUBSIDY AGREEMENT FOR 2019-2020

Commissioner Singleton made a motion to approve Alabama Department of Youth Services Grant/Subsidy Agreement for 2019-2020. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copies of Memorandum, Letter, and Agreements, Agenda Pages 2-1 through 2-4, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED 2020 CONTRACT AGREEMENT WITH CROSBY DRINKARD GROUP, LLC, FOR GOVERNMENTAL AFFAIRS REPRESENTATION/CONSULTING SERVICES

Commissioner Singleton made a motion to approve the 2020 Contract Agreement with Crosby Drinkard Group, LLC, for Governmental Affairs Representation/Consulting Services. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Agreements, Agenda Pages 3-1 through 3-5, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED AMENDMENT NUMBER 3 TO CONTRACT WITH FALLS FACILITY SERVICES, INC., REGARDING A SIXTY (60) DAY EXTENSION BEGINNING JANUARY 1, 2020 AND ENDING FEBRUARY 29, 2020, CONTRACT NUMBER 51901-19B-007

Commissioner Singleton made a motion to approve Amendment Number 3 to Contract with Falls Facility Services, Inc., regarding a Sixty (60) Day Extension Beginning January 1, 2020 and Ending February 29, 2020, Contract Number 51901-19B-007. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Amendment, Agenda Pages 4-1 and 4-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED SIGNATURES FOR COUNTY BANK ACCOUNTS EFFECTIVE JANUARY 1, 2020, PER THE REQUEST OF FINANCE DIRECTOR SHERRILL THOMAS, SUBJECT TO PROVISIONS OF ACT 1949-333 AND OPINION FROM COUNTY ATTORNEY

Vice Chairman Walker made a motion to approve Signatures for County Bank Accounts Effective January 1, 2020, per the Request of Finance Director Sherrill Thomas, Subject to

Provisions of Act 1949-333 and Opinion from County Attorney. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memoranda, Email and Documents, Agenda Pages 5-1 through 5-7, are attached to these Minutes.)

RISK MANAGEMENT – APPROVED PAYMENT OF 2020 MEMBERSHIP DUES IN THE AMOUNT OF \$385 TO THE PUBLIC RISK MANAGEMENT ASSOCIATION (PRIMA) FOR DIRECTOR OF RISK MANAGEMENT HOLLY LEVERETTE

Vice Chairman Walker made a motion to approve Payment of 2020 Membership Dues in the Amount of \$385 to the Public Risk Management Association (PRIMA) for Director of Risk Management Holly Leverette. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Attachment, Agenda Pages 6-1 through 6-4, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED SPONSORSHIP FOR AUM’S BUSINESS BREAKFAST SERIES 2019-2020 IN THE AMOUNT OF \$1,500

Commissioner Singleton made a motion to approve Sponsorship for AUM’s Business Breakfast Series 2019-2020 in the amount of \$1,500. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Letter, Agenda Pages 7-1 and 7-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO AGENCIES

Administrator Mims requested approval of the miscellaneous appropriations to agencies included in the December 2, 2019 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests, and his fellow Commissioners concurred.

Vice Chairman Walker made a motion to approve the Miscellaneous Appropriations to Agencies Reprogramming Requests. The motion was seconded by Commissioner Singleton. Chairman Dean, Vice Chairman Walker and Commissioner Singleton voted in favor of the motion. Commissioner Sankey abstained from the vote, Commissioner Harris voted no, and the motion carried. (Copy of Updated Spreadsheet, Agenda Page 8-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO EDUCATION

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations to Education Reprogramming Requests included in the December 2, 2019 Agenda. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 9-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE

Commissioner Singleton made a motion to approve the Miscellaneous Appropriations from Designated Revenue reprogramming requests included in the December 2, 2019 Agenda. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 10-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED BID AWARD TO HOLLEY-HENLEY BUILDERS, INC., FOR ANNEX I SECOND FLOOR RENOVATIONS, PH&J NUMBER 1714-GV

Commissioner Singleton made a motion to approve Bid Award to Holley-Henley Builders, Inc., for Annex I Second Floor Renovations, PH&J Number 1714-GV. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Memorandum, Letter and Bids, Agenda Pages 11-1 through 11-4, are attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBERS 9, 10 AND 11

Commissioner Harris made a motion to approve Budget Change Request Numbers 9, 10 and 11, County Commission Appropriations. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 12-1 through 12-3, are attached to these Minutes.)

PERSONNEL DEPARTMENT – APPROVED REVISED COMPENSATION FOR COLLEGE INTERNSHIP CLASSIFICATIONS

Commissioner Harris made a motion to approve the Revised Compensation for College Internship Classifications. The motion was seconded by Commissioner Singleton. Chairman Dean, Commissioner Harris, Commissioner Singleton and Commissioner Sankey voted in favor of the motion. Vice Chairman Walker voted no, and the motion carried. (Copies of Memorandum and Personnel Department 2019 Market Study Sheet, Agenda Pages 13-1 and 13-2, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED TO CARRY OVER TO THE NEXT MEETING THE JOB DESCRIPTION FOR THE POSITION OF COUNTY ADMINISTRATOR

Commissioner Harris made a motion to approve to carry over to the next meeting the Job Description for the Position of County Administrator. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission. (Copy of Job Description, Agenda Pages 14-1 through 14-5, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED POSITION FILL REQUEST (1)

1. County Administrator – Position Number 200165011

Commissioner Harris made a motion to approve the Position Fill Request. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 15-1, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUESTS (3)

1. Corrections Officer Trainee, Position Number 500419139
2. Corrections Officer Trainee, Position Number 500419143
3. Corrections Officer Corporal, Position Number 500425014

Commissioner Singleton made a motion to approve the Position Fill Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 16-1 through 16-3, are attached to these Minutes.)

PROBATE JUDGE’S OFFICE – APPROVED POSITION FILL REQUESTS (2)

1. Probate Staff Attorney, Position Number 750034001
2. Assistant Tag & License Supervisor, Position Number 750053012

Vice Chairman Walker made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 17-1 and 17-2, are attached to these Minutes.)

SHERIFF’S OFFICE – APPROVED POSITION FILL REQUESTS (2)

1. Deputy Sheriff Trainee, Position Number 550430051
2. Deputy Sheriff Corporal, Position Number 550429143

Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 18-1 and 18-2, are attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (6)

DEPARTMENTS

TRAVEL/TRAINING REQUESTS

- | | |
|---------------------------|-------------------------|
| 1. Probate Judge’s Office | Request Number 1 |
| 3. Sheriff’s Office | Request Number 8 |
| 4. Youth Facility | Request Number 1 |
| 5. Engineering Department | Request Numbers 2 and 3 |
| 5. Appraisal Department | Request Number 2 |

Commissioner Harris made a motion to approve the Travel/Training Requests. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copies of the Travel/Training Requests, Agenda Pages 19-1 through 19-6, are attached to these Minutes.)

WAIVE RULES

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

OMINIBUS VOTE

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

COUNTY COMMISSION – ADOPTED RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN MONTGOMERY COUNTY COMMISSION DISTRICT ONE REPRESENTED BY COUNTY COMMISSIONER DANIEL HARRIS, JR.

As approved in the Omnibus Vote, Commissioner Harris made a motion to adopt the Resolution Approving Relocation of Polling Place in Montgomery County Commission District One Represented by County Commissioner Daniel Harris, Jr. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Resolution, Agenda Pages 20-1 through 20-3, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN MONTGOMERY COUNTY COMMISSION DISTRICT TWO REPRESENTED BY COUNTY COMMISSION CHAIRMAN ELTON N. DEAN, SR.

As approved in the Omnibus Vote, Commissioner Harris made a motion to adopt the Resolution Approving Relocation of Polling Place in Montgomery County Commission District Two Represented by County Commission Chairman Elton N. Dean Sr. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission. (Copies of Memorandum and Resolution, Agenda Pages 21-1 through 21-3, are attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN MONTGOMERY COUNTY COMMISSION DISTRICT FIVE REPRESENTED BY COUNTY COMMISSIONER DOUG SINGLETON

As approved in the Omnibus Vote, Commissioner Harris made a motion to adopt the Resolution Approving Relocation of Polling Place in Montgomery County Commission District Five Represented by County Commissioner Doug Singleton. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

(Copies of Memorandum and Resolution, Agenda Pages 22-1 through 22-3, are attached to these Minutes.)

End of Omnibus Vote

COUNTY COMMISSION – ADOPTED RESOLUTION HONORING THE MEMORY OF THE LATE MRS. ELLA B. BELL

Commissioner Singleton made a motion to adopt the Resolution Honoring the Memory of the Late Mrs. Ella B. Bell. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Resolution, Agenda Page 23-1, is attached to these Minutes.)

Commissioner Harris presented a Resolution to Mr. Thomas Bell in honor and memory of his mother, the Late Mrs. Ella B. Bell. Mrs. Bell was a longtime member of the State of Alabama Board of Education and dedicated her life to the betterment of students, not only in Montgomery County, but all of Alabama.

Mr. Bell thanked the Commission for the Resolution honoring his late mother, Mrs. Ella B. Bell, and Chief Revenue Clerk Allyson Holland for her support during this time.

COUNTY COMMISSION – ADOPTED RESOLUTION HONORING THE LATE SHERIFF JOHN “BIG JOHN” WILLIAMS

Commissioner Singleton made a motion to adopt the Resolution Honoring the late Sheriff John “Big John” Williams. The motion was seconded by Vice Chairman Walker and unanimously approved by the Commission. (Copy of Resolution, Agenda Page 24-1, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED FINAL PAY APPLICATION FROM DAVID JORDAN AND COMPANY, INC., FOR SELECTIVE DEMOLITION AT THE PERRY STREET PARKING DECK

Commissioner Singleton made a motion to approve Final Pay Application from David Jordan and Company, Inc., for Selective Demolition at the Perry Street Parking Deck. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum and Final Pay Application, Agenda Pages 25-1 through 25-5, are attached to these Minutes.)

COMMENTS BY COMMISSIONERS

Commissioner Singleton recognized State Representative Chris Sells in the audience. He also reminded everyone that the funeral for Sheriff “Big John” Williams that will be at Garrett Coliseum at 11:00 a.m. Commissioner Singleton extended his thoughts and prayers to the Williams family.

Commissioner Sankey said good morning to everyone one. He stated that there is a lot of stress in the world. Commissioner Sankey said parents are having to check on their adult children because of the anxiety and excessive stress. He stated that this is just the signs of time running its course and we all must continue to trust and believe in Jesus.

Vice Chairman Walker had no comment

Chairman Dean said good morning and welcomed everyone to the month of December. He said even though we all celebrated Thanksgiving recently, Thanksgiving should be celebrated every day. Chairman Dean encouraged everyone to remember the less fortunate during the holiday season.

Commissioner Harris also acknowledged State Representative Sells and thanked him for attending the meeting. He congratulated U.S. Martial Arts Team member Briana Jackson for winning four medals while competing with the U.S. Sports Martial Arts Team in London. Commissioner Harris said the Commission is proud to support young individuals like Briana, who represents not only Montgomery and the State of Alabama, but the entire United States. He also congratulated Johnson's Martial Arts Academy founder David Johnson for the great job he is doing with the students who attend his academy.

ADJOURNMENT

Commissioner Sankey made a motion to adjourn the meeting of the Montgomery County Commission on December 2, 2019, at 10:06 a.m. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-8-19

Check Number	To	Check Number
289971		290024
Total Checks Paid		\$153,146.06

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

EFT's included in amount

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-8-19

Check Number	To	Check Number
290025		290114
Total Checks Paid		\$409,795.06

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

EFT's included in amount

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-8-19

Check Number	To	Check Number
290117		290138
Total Checks Paid		\$42,826.00

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

Replaced ck# 289417 with ck# 290115

Replaced ck# 289679 with ck# 290116

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-15-19

Check Number	To	Check Number
290139		290192
Total Checks Paid		\$1,142,309.62

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

EFT's included in amount

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-15-19

Check Number	To	Check Number
290193		290246
Total Checks Paid		\$224,868.63

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

EFT's included in amount

Checks 290247 – 290360 totaling \$12,290 is for Poll Workers

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-22-19

Check Number	To	Check Number
290361		290404
Total Checks Paid		\$809,666.58

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

EFT's included in amount

12-2-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-22-19

Check Number	To	Check Number
290405		290487
Total Checks Paid		\$243,514.06

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

EFT's included in amount

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
11/22/19

Payroll Check Number	133305	To	Payroll Check Number	133370	\$	49,686.48
Direct Deposits					\$	917,901.03
Payroll Check Number	133371	To	Payroll Check Number	133391	\$	49,670.39
Direct Deposits					\$	611,809.87
Federal Deposits					\$	327,889.30
Total Payroll Paid					\$	1,956,957.07

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

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

DEC - 2 2019

November 27, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution Supporting the Interstate 14

The Montgomery County Commission, at its meeting on November 18, 2019, agreed to place on the next agenda a Resolution Supporting the Interstate 14 Extension to and through Montgomery County.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

Montgomery County Commission • 101 S. Lawrence Street • P.O. Box 1667 • Montgomery, AL 36102 • www.mc-ala.org
Phone 334.832.1210 • Fax 334.832.2533 • TDD 334.265.3568

1-1

RESOLUTION

WHEREAS, Interstate 14 is under construction in Texas, and officially opened on January 26, 2017 near Killeen, Texas;

WHEREAS, the community of Natchez, Mississippi and communities in Louisiana are taking action to make an extension of I-14 a reality in their jurisdictions;

WHEREAS, if extended through Montgomery County, AL, I-14 could run along Interstate 85 until continuing along the Montgomery Outerloop and join with existing US 80;

WHEREAS, I-14 will connect a significant number of military installations, seaports, major cities, and large highways to each other, and Montgomery County should share in this significant extension;

WHEREAS, this council desires that the local legislative delegation to the Alabama General Assembly support an extension of I-14 to and through Montgomery County, AL and take any appropriate legislative action concerning highway extension.

NOW, THEREFORE, THE COMMISSION OF MONTGOMERY COUNTY HEREBY RESOLVES:

We hereby respectfully request that the local legislative delegation to the Alabama General Assembly support an extension of I-14 to and through Montgomery County, AL and take any appropriate legislative action concerning highway extension. Let a copy of this resolution be forwarded by the Clerk of Council to each member of the local delegation to the Alabama General Assembly.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 2nd day of December, 2019.

CHAIRMAN ELTON N. DEAN, SR.

VICE CHAIRMAN RONDA M. WALKER

COMMISSIONER DANIEL HARRIS, JR.

COMMISSIONER ISIAAH SANKEY

COMMISSIONER DOUG SINGLETON

JUVENILE DETENTION

Memo

To: Donnie Mims, County Administrator
From: Brandi K. Alexander, Juvenile Detention Director *BKA*
Date: November 13, 2019
Re: Detention Center Subsidy Agreement

Each year the Department of Youth Services submits funds based on a formula for one detention bed for Autauga, Butler, Elmore, Monroe and Montgomery County. Please attach the DYS 2020 Detention Center Subsidy/Agreement in the amount of \$170,264 for the acceptance by the County Commission. Contact me if you have any further questions.

State of Alabama

KAY IVEY
GOVERNOR

DEPARTMENT OF YOUTH SERVICES

STEVEN P. LAFRENIERE
EXECUTIVE DIRECTOR

Post Office Box 66
Mt. Meigs, Alabama 36057

October 23, 2019

MS Beverly Riddle Wise
Montgomery County Youth Facility
P.O. Box 9219
Montgomery, Alabama 36108

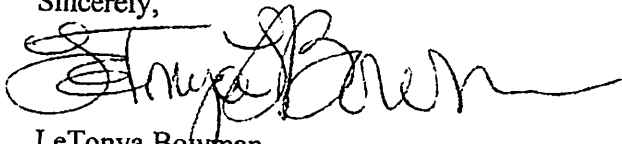
Dear MS Wise:

Please find the enclosed FY 2020 grant agreement for the Local Detention Center Subsidy. This agreement incorporates the new distribution formula as required by Legislative Act 19-394. Population numbers are based on the 2010 U. S. Census.

Once signed, please return an original to the address below and if you have any questions please call me at (334) 215-3839.

Department of Youth Services
Attn: LeTonya Bowman
P.O. Box 66
Mount Meigs, AL 36057

Sincerely,



LeTonya Bowman
Accounting Director

**ALABAMA DEPARTMENT OF YOUTH SERVICES
GRANT/SUBSIDY AGREEMENT
Fiscal Year 2019 – 2020**

The Alabama Department of Youth Services hereby awards to **Montgomery County Commission** (hereinafter called Recipient) the total amount of **One hundred seventy thousand, two hundred, sixty-four and no/100 dollars (\$170,264.00)** for programs pursuant to DYS community grants/subsidy authorization (Title 44-1-28, Code of Alabama 1975). These funds shall provide at least one detention bed for each of the following counties: **Autauga, Butler, Elmore, Monroe, Montgomery**. These funds are formula driven by Legislative Act 19-394 as summarized in the table below.

#	#	Part I	Part II		FY20	2010 U S Census
Beds	COs	\$14,000			TOTAL	Combined County
		per county				Population
52	5	70,000	100,264		170,264	407,252

The grant/subsidy award contained herein is for a period of twelve months, subject to the availability of funds and adjustment by the Alabama Youth Services' Board as it deems necessary or advisable. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

Acceptance of Award

Recipient hereby signifies its acceptance of the grant/subsidy award and the terms and conditions set forth, this the _____ day of _____, 2019.

Accepted by: _____ Title _____

Alabama Department of Youth Services

Steven P. Lafreniere
Executive Director

Legal Counsel
Reviewed for legal form.

**ALABAMA DEPARTMENT OF YOUTH SERVICES
GRANT/SUBSIDY AGREEMENT
Fiscal Year 2017 – 2018**

The Alabama Department of Youth Services hereby awards to **Montgomery County Commission** (hereinafter called Recipient) the total amount of **One hundred seventy thousand, two hundred, sixty-four and no/100 dollars (\$170,264.00)** for programs pursuant to DYS community grants/subsidy authorization (Title 44-1-28, Code of Alabama 1975). These funds shall provide at least one detention bed for each of the following counties: **Autauga, Butler, Elmore, Monroe, Montgomery**. These funds are formula driven by Legislative Act 17-338 as summarized in the table below.

#	#	Part I	Part II		2010 U S Census
Beds	COs	\$14,000	\$0.2449789	FY18	Combined County
		per county	per person	TOTAL	Population
52	5	70,000	100,264	170,264	407,252

The grant/subsidy award contained herein is for a period of twelve months, subject to the availability of funds and adjustment by the Alabama Youth Services' Board as it deems necessary or advisable. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

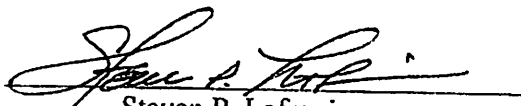
By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

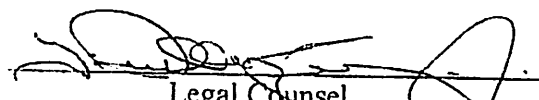
Acceptance of Award

Recipient hereby signifies its acceptance of the grant/subsidy award and the terms and conditions set forth, this the 8th day of January, 2018.

Accepted by: Elton M. Henson Title Chairman

Alabama Department of Youth Services


Steven P. Lafreniere
Executive Director


Legal Counsel
Reviewed for legal form.

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

DEC - 2 2019

November 27, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Contract Agreement with the Crosby Drinkard Group, LLC

The Montgomery County Commission, at its meeting on November 18, 2019, agreed to place on the next agenda the 2020 Calendar Year Contract Agreement with Crosby Drinkard Group, LLC, regarding Governmental Affairs Consulting Services.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

Montgomery County Commission • 101 S. Lawrence Street • P.O. Box 1667 • Montgomery, AL 36102 • www.mc-ala.org
Phone 334.832.1210 • Fax 334.832.2533 • TDD 334.265.3568

CONTRACT AGREEMENT

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

This Agreement is made and entered into between the Montgomery County Commission (hereinafter referred to as "MCC") and Cassandra Crosby and Ron Drinkard, d/b/a the Crosby Drinkard Group, LLC (hereinafter referred to as "CDG"), whose offices are located in Montgomery, Alabama.

WITNESS:

For and in consideration of the Agreement set forth below, the parties hereto agree as follows:

1. Engagement as Governmental Affairs Representative/Consultant. MCC hereby retains and engages CDG to provide governmental affairs consulting services. CDG hereby accepts such engagement and agrees to render such services upon the terms and conditions hereinafter set forth.
2. Term. The term of this agreement shall commence January 1, 2020 and shall terminate December 31, 2020.
3. Compensation. As compensation for the performance of their obligations under this agreement, MCC agrees to pay a consulting fee through the term hereof in the amount of \$77,500.00 on an annual basis, un-diminished by withholding or other taxes. Payment shall be made in monthly installments with the payments becoming due and payable on the first day of each month.
4. Compliance with the Law. CDG will comply with the requirements of all applicable laws (including, without limitation, the Alabama Code of Ethics of 1973, as amended) and at all times pertinent to this agreement, will assure that all applicable laws and requirements governing the relationship between MCC and CDG are met.
5. Relationship. The relationship of the parties hereto is that of independent contractor and not that of employer and employee.
6. No Conflicts of Interest. CDG understands the unique representation required by the firm hereunder and accordingly will not undertake to consult with or otherwise represent any other entity, organization or company in a matter of the interest of such entity, organization or company with respect to such matter are adverse to the interests of MCC.

7. Confidentiality. CDG shall not, without the written consent of MCC, disclose to any person, confidential, proprietary or any information concerning MCC's business, financial or other affairs. MCC shall not, without written consent of CDG disclose to any person confidential proprietary or any other information concerning CDG's business, financial or other affairs except for the terms and conditions of this contract.
8. Modification. No modification amendment or waiver of any of the provisions of this agreement shall be effective unless made in writing specifically referring to this agreement and signed by each of the parties hereto.
9. Entire Agreement. This instrument constitutes the entire agreement of the parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto cause this instrument to be duly executed on the ____ day of _____, 2019.

Crosby Drinkard Group, LLC

Montgomery County Commission

Cassandra Crosby

Elton N. Dean, Sr., Chairman

Ron Drinkard

CONTRACT AGREEMENT

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

This Agreement is made and entered into between the Montgomery County Commission (hereinafter referred to as "MCC") and Cassandra Crosby and Ron Drinkard, d/b/a the Crosby Drinkard Group, LLC (hereinafter referred to as "CDG"), whose offices are located in Montgomery, Alabama.

WITNESS:

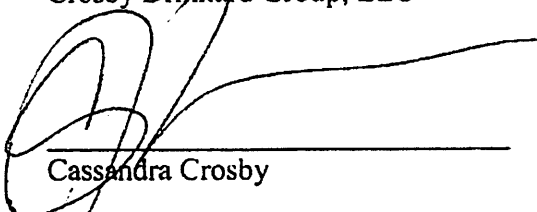
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2. **Term.** The term of this agreement shall commence January 1, 2019 and shall terminate December 31, 2019.
3. **Compensation.** As compensation for the performance of their obligations under this agreement, MCC agrees to pay a consulting fee through the term hereof in the amount of \$77,500.00 on an annual basis, un-diminished by withholding or other taxes. Payment shall be made in monthly installments with the payments becoming due and payable on the first day of each month.
4. **Compliance with the Law.** CDG will comply with the requirements of all applicable laws (including, without limitation, the Alabama Code of Ethics of 1973, as amended) and at all times pertinent to this agreement, will assure that all applicable laws and requirements governing the relationship between MCC and CDG are met.
5. **Relationship.** The relationship of the parties hereto is that of independent contractor and not that of employer and employee.
6. **No Conflicts of Interest.** CDG understands the unique representation required by the firm hereunder and accordingly will not undertake to consult with or otherwise represent any other entity, organization or company in a matter of the interest of such entity, organization or company with respect to such matter are adverse to the interests of MCC.

7. Confidentiality. CDG shall not, without the written consent of MCC, disclose to any person, confidential, proprietary or any information concerning MCC's business, financial or other affairs. MCC shall not, without written consent of CDG disclose to any person confidential proprietary or any other information concerning CDG's business, financial or other affairs except for the terms and conditions of this contract.
8. Modification. No modification amendment or waiver of any of the provisions of this agreement shall be effective unless made in writing specifically referring to this agreement and signed by each of the parties hereto.
9. Entire Agreement. This instrument constitutes the entire agreement of the parties with respect to the subject matter hereof.

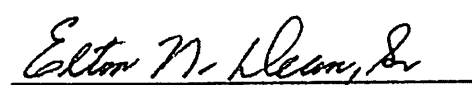
IN WITNESS WHEREOF, the parties hereto cause this instrument to be duly executed on the 3rd day of December, 2018.

Crosby Drinkard Group, LLC


Cassandra Crosby


Ron Drinkard

Montgomery County Commission


Elton N. Dean, Sr., Chairman

AGENDA

DEC - 2 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Tammy Turner, Buyer II *TT*
DATE: November 20, 2019
RE: Invitation to Bid No. 51901-19B-007
Janitorial Services

Request the attached Amendment No. 3 to be considered for approval on a future agenda.

This will allow for the contract with Falls Facility Services, Inc. to be extended for sixty (60) days, beginning January 1, 2020 and ending on February 29, 2020.

All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Florence Cauthen, Deputy Administrator.

Attachment

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

Amendment
To
Contract # 51901-19B-007

Amendment No. 3

Contract with Falls Facility Services Inc. for Janitorial Services, is hereby extended for sixty (60) days beginning January 1, 2020 and ending February 29, 2020.

All other provisions of the contract will remain the same.

WITNESS:

FALLS FACILITY SERVICES, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

Montgomery County Commission

Finance Department
P.O. Box 1667
Montgomery, Alabama 36102

Memo:

To: Donnie L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director 
Date: November 12, 2019
Re: Authorized Signatures for County Bank Accounts

The County Commission needs to approve new authorized signatures to be in place by the first of January 2020. The County currently has one authorized signature, (Donnie Mims) but most banks have suggested that two signatures be authorized.

The banks with County deposits will be notified once the new signatures are approved and will prepare paperwork to make the change.

The financial software needs updating to reflect the authorized signature for all vendor and payroll disbursements for the County. This will be done by the software provider, so we want to make sure we have approved authorized signatures in time to get the software modified.

I am assuming the signature will be Florence M. Cauthen, as the Deputy County Administrator. This is the signature that will be shown on all the checks of the County.

I am also asking for consideration of adding the Finance Director as a second signature on the bank accounts to make account transfers on behalf of the County. This is only needed when we on occasion need to transfer funds between investment accounts that we cannot do electronically.

Tammy Nix

From: Thomas Gallion <ttg@hsg-law.com>
Sent: Tuesday, November 26, 2019 5:32 PM
To: Tammy Nix; Donald Mims
Cc: Donald Mims; Dekle, Teresa (teresa.dekle@examiners.alabama.gov); tmp@hsg-law.com
Subject: Re: Request for Opinion - Authorized Signatures for County Bank Accounts

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We closed at 5 today. I can get a formal opinion to Donnie on Monday. I agree with Ms. Dekle at the Pubic Examiners that County Finance Director Sherrill Thomas's name be added as a second signature on bank accounts to make account transfers. In that you are retiring at the end of the year and no replacement had been made at this time payroll and other payments have to be made in an orderly fashion, then this should be done as soon as possible. Sherrill has certainly been proven over the years to be a very trustworthy and competent person. I therefore opine that Sherrill Thomas be added as stated above. In fact because this is an old and antiquated law the County needs to take steps to make the Montgomery County Finance Director a permanent second signature. This is a good safeguard and if the County Administrator is out of town or ill then this would not delay payroll etc.

Sent from my iPhone

On Nov 26, 2019, at 4:14 PM, Tammy Nix <TammyNix@mc-ala.org> wrote:

Mr. Gallion,

Please review the attached memo from Donnie. Opinion needed by Noon, Wednesday, November 27, 2019.

Thanks,
Tammy

Tammy Nix
Executive Assistant
Montgomery County Commission
Office: 334/832-1204
P.O. Box 1667, Montgomery 36102-1667
101 S. Lawrence St., Montgomery AL 36104
www.mc-ala.org

<image001.png><image002.png><image003.png>:@mccalabama

<image004.png>

<Request for Opinion - Authorized Signatures for County Bank Accounts.pdf>

Elton N. Dean, Sr.
CHAIRMAN
Ronda M. Walker
VICE CHAIRMAN
Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR
Florence M. Cauthen
DEPUTY ADMINISTRATOR

November 26, 2019

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Authorized Signatures for County Bank Accounts

Based upon my announced retirement effective January 1, 2020, the attached Memorandum from Finance Director Sherrill R. Thomas was issued regarding authorized signatures for County bank accounts. Also, attached is Local Law Act Number 1949-333 concerning the authority, duties and responsibilities of the position of the Montgomery County Administrator.

In her letter, Finance Director Thomas states, *"The County Commission needs to approve new authorized signatures to be in place by the first of January 2020. The County currently has one authorized signature, (Donnie Mims) but most banks have suggested that two signatures be authorized."* Act Number 1949-333, Section 2J states, *"He (County Administrator) shall receive and safely keep all funds of the county in their proper accounts in a depository designated by the board, and shall disburse all funds of the county in the name of the board on his signature as clerk."*

Also, in her letter, Finance Director Thomas states *"I am also asking for consideration of adding the Finance Director as a second signature on the bank accounts to make account transfers on behalf of the County. This is only needed when we on occasion need to transfer funds between investment accounts that we cannot do electronically."* As technology has developed, the Montgomery County Finance Director, under their sole authority, has transferred funds electronically.

Please review and issue an opinion by Noon, Wednesday, November 27, 2019, as to whether the Deputy Administrator should be the authorized signature on Montgomery

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5-3

MEMORANDUM
Thomas T. Gallion, III
November 26, 2019
Page 2

County Commission checking accounts and whether the Finance Director should be added as a second signature on bank accounts to make account transfers on behalf of the County.

Yesterday, I talked to Examiner Teresa Dekle who is the Examiners of Public Accounts Audit Manager over Montgomery County Commission audits. She considered the requests for the Deputy Administrator to be the authorized signature on Montgomery County Commission checking accounts and for the Finance Director to be added as a second signature on bank accounts to make account transfers on behalf of the County to be acceptable.

As always, thank you for your assistance.

DLM/tn

cc: Teresa Dekle, Examiner of Public Accounts

Act No. 332

S. 528—Cater

AN ACT

Relating to the salaries of the officers of the Juvenile and Court of Domestic Relations—Montgomery County, Alabama, to fix the salary of the Clerk of the Juvenile and Court of Domestic Relations—Montgomery County Alabama, and to fix the maximum amount of the respective salaries to be received by the Probation Officers of said Juvenile and Court of Domestic Relations—Montgomery County, Alabama.

Be It Enacted by the Legislature of Alabama:

Section 1. The salary of the Clerk of the Juvenile and Court of Domestic Relations—Montgomery County, Alabama, shall be \$2,220.00 per annum payable in twelve equal monthly installments out of the general fund of Montgomery County, Alabama.

Section 2. The Chief Probation Officer of the Juvenile and Court of Domestic Relations—Montgomery County, Alabama, shall receive a salary of not exceeding \$2,220.00 per year, and the Deputy Probation Officer of said Juvenile and Court of Domestic Relations—Montgomery County, Alabama shall receive a salary of not exceeding \$2,220.00 per year, the amount of the respective salaries to be received by said Probation Officers within the said limits shall be fixed and regulated as occasion may require by the Judge of the Juvenile and Court of Domestic Relations—Montgomery County, Alabama, which said respective salaries shall be payable monthly out of the general funds of said County.

Section 3. All laws and parts of laws in conflict with the provisions of this Act be and the same are hereby expressly repealed, but only to the extent of such conflict.

Section 4. This Act shall become effective upon its passage and approval by the Governor.

Approved August 4, 1949.
Time 11:42 A. M.

Act No. 333

S. 529—Cater

AN ACT

To provide for the appointment of a Clerk of the Montgomery County Board of Revenue; to prescribe his duties; to authorize the Montgomery County Board of Revenue to fix his compensation, the same to be payable out of the general fund of the county; and to provide for his official bond.

Be It Enacted by the Legislature of Alabama:

Section 1. That the Montgomery County Board of Revenue shall appoint a Clerk of said board, who shall perform the duties herein prescribed, under the direction of said board.

Section 2. That the duties of the Clerk of the Montgomery County Board of Revenue shall be as follows:

A. He shall attend all meetings of the board and shall keep a record of the proceedings and actions of the board.

B. He shall safely keep all records and documents of the board.

C. He shall prepare and present to the board all data pertaining to the responsibility of the board and all matters of business which come to his attention.

D. He shall install, maintain, and keep all accounting and reporting records required by law.

E. He shall prepare and present to the board for approval, not later than the second Monday of August of each year, an estimate of the revenues anticipated and of the required expenses for the several divisions of the county government for the next succeeding fiscal year.

F. Upon the adoption of a budget for the county by the board, he shall be responsible for the execution of the same and insure that all expenditures of county funds are made in strict compliance therewith.

G. He shall have direct control of, and responsibility for, all property of the county over which the board has authority; shall maintain and keep such property in repair; shall maintain in a permanent record a perpetual inventory of such property; and shall insure all of such property as the board may direct.

H. He shall have authority to employ and discharge all employees in the office of the board and all employees of the county who maintain, repair, or perform janitor service in the courthouse, jail, and other county-owned buildings; but such employment shall be only to positions authorized by the board and at salaries set by the board.

I. He shall keep a permanent record of all retired employees of the county as the law may direct.

J. He shall receive and safely keep all funds of the county in their proper accounts in a depository designated by the board, and shall disburse all funds of the county in the name of the board on his signature as clerk.

K. In the handling of the funds of the county, he shall be governed by all general laws pertaining to a county treasurer which are not in conflict with the provisions of this Act.

L. He shall act as purchasing agent for the county in regard to all purchases authorized by law to be made by the board, approving requisitions for purchases from the several divisions of the county government, and issuing purchase orders thereon, unless the board, by resolution or order, may provide otherwise.

M. He shall be charged with the safekeeping of all securities and investments of the county under the jurisdiction of the board, and shall have the authority to rent, at the expense of the county, ample and safe bank storage space to insure the safekeeping of such securities and investments.

N. He shall, when he deems proper or when directed by the

board, examine or cause to be examined the accounts and records of any and all county offices from which revenue is derived; demand and receive all monies due the county from any such office; and institute proceedings for the recovery of money due the county against any defaulters.

O. He shall, when he deems proper or when directed by the board, examine or cause to be examined the accounts and records of any division of county government disbursing or using county funds.

P. He shall perform such other duties as may be lawfully delegated to him by the board.

Section 3. That the Montgomery County Board of Revenue shall fix the compensation to be paid to said clerk, which compensation shall be paid out of the general fund of the county as the compensation of other employees of the county is paid.

Section 4. That the Clerk of the Montgomery County Board of Revenue, before entering upon the discharge of his duties, must give bond in the sum of fifty thousand dollars or such higher sum as may be determined by the board, such bond to be payable to the county and conditioned as prescribed by law, to be fixed and approved by the board, and to be filed and recorded in the office of the judge of probate. The premium on such bond shall be paid out of the general fund of the county.

Section 5. That all laws or parts of laws, general, special, or local, in conflict herewith be and the same are hereby expressly repealed.

Section 6. That the provisions of this Act are hereby declared to be severable and, should any part hereof be declared unconstitutional by a court of competent jurisdiction, such declaration shall not affect the remainder.

Section 7. That this Act shall become effective immediately upon its passage and approval by the Governor or its otherwise becoming a law.

Approved August 4, 1949.
Time 11:44 A. M.

DEC - 2 2019

November 6, 2019

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Holly Leverette 
Director of Risk Management

SUBJECT: Public Risk Management Association (PRIMA) Membership Dues

I would like to request your approval for payment of PRIMA membership dues. The cost of membership dues for government members is \$385 for the period of January 1, 2020 – December 31, 2020.

This organization has many members only resources including, but not limited to, sample policies, as well as national trends and regulations affecting our industry that can help strengthen our Risk Management program. There are also several opportunities available to network, share ideas, and exchange information with other Risk Management practitioners nationwide

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

Enclosure

Cc: Florence Cauthen, Deputy Administrator

Member Categories & Pricing

Join Now!

PRIMA offers several categories of membership, based on the make up of your entity or organization. The categories include:

- **Government**
 - Government (voting)
 - Associate (non-voting)
- **Affiliate**
 - Corporate affiliate
 - Corporate associate
 - Organizational affiliate
 - Individual affiliate
 - Transitional
 - Student
 - Faculty

For more information, contact PRIMA's membership department via email or by phone at 703.253.1270.

Government

A. Government (voting)

State agencies, local governments and intergovernmental risk sharing pool administrators join PRIMA as regular voting members. Additional benefits include subscriptions to *Public Risk*, access to members-only area of the Web site, program announcements, discounted registration fees for all PRIMA seminars, conference and publications and all access to the PRIMA Cybrary. State agencies, local governments and intergovernmental risk sharing pool administrators must have a government membership to qualify for an associate membership.

Each Government Member will be entitled to up to three votes in the affairs of the Association to be cast by its designated representative(s), provided the entity pays government membership dues for each designated representative.

Membership: \$385 per year.

B. Associate (non-voting)

Additional individuals from government member state agencies, local governments and intergovernmental risk sharing pool staff that already have a PRIMA government membership can join PRIMA as associate members.

<https://primacentral.org/content.cfm?sectionid=228>

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Regional offices that specialize in the same sector as the government membership may also join as associate members. An associate membership only covers one individual and not an entire entity/organization. This membership is meant to further personalize a PRIMA membership. Associate members receive all membership benefits including a subscription to *Public Risk* and program announcements, plus discounts on PRIMA seminars, conferences and publications. Additional benefits include receiving PRIMA emails as well as access to members-only area of Web site and access to the PRIMA Cybrary. Associate members do not receive voting rights in the association.

Membership: \$220 per year.

Affiliate (non-voting)

These members receive individual subscriptions to *Public Risk*, access to the members-only area of Web site and program announcements, access to the PRIMA Cybrary, plus discounts on PRIMA seminars, conferences and publications. Service providers, non-profit organizations, educators, students and nongovernmental organizations or individuals join PRIMA in one of three affiliate membership categories:

1. Corporate Affiliate (non-voting)

Private sector organizations. Corporate Affiliate members do not have voting rights and may not hold office.

Membership: \$770 per year.

1B. Corporate Associate (non-voting)

Regional, local and satellite offices of private sector organizations whose corporate headquarters is a Corporate Affiliate member. Corporate Associate members do not have voting rights and may not hold office.

Membership: \$374 per year.

2. Organizational Affiliate (non-voting)

Non-profit organizations, private universities, associations and other community organizations. Organizational Affiliate members do not have voting rights and may not hold office. Please complete the organization application form and submit to PRIMA's membership department at membership@primacentral.org.

Membership: \$374 per year.

3. Individual Affiliate (non-voting)

Educators, retired public risk management professionals and federal employees. Individual Affiliate members do not have voting rights and may not hold office.

Membership: \$220 per year. Please complete the individual member application form and submit to PRIMA's membership department at membership@primacentral.org.

4. Transitional (non-voting)

Public sector risk management professionals who are currently unemployed and actively seeking employment in the public sector within the year. This membership type is non-renewable.

Membership: \$25 from the time of unemployment up to one year.

Please complete the individual member application form and submit to PRIMA's membership department at membership@primacentral.org.

<https://primacentral.org/content.cfm?sectionId=228>

5. Student (non-voting)

This category is for full-time students pursuing a undergraduate or graduate degree in risk management, occupational safety, public administration, insurance or a related field.

Membership: \$65 per year

Please complete the individual member application form and submit to PRIMA's membership department at membership@primacentral.org.

6. Faculty (non-voting)

This category is for risk management and insurance faculty members in public colleges or universities and is renewable at the appropriate individual or organizational member rate.

Membership: 1st year complimentary.

Please complete the individual member application form and submit to PRIMA's membership department at membership@primacentral.org.

Public Risk Management Association

700 S. Washington St., Suite 218

Alexandria, VA 22314

T: 703.528.7701 F: 703.739.0200

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Contact Us

DEC - 2 2019



Office of Public Affairs
P.O. Box 1667
Montgomery, AL 36102
(334) 832-1270

Thursday, November 14, 2019

MEMORANDUM

TO: Donald Mims
County Administrator

FROM: Hannah Hawk 
Manager of Public Affairs

SUBJECT: AUM Chancellor's Business Breakfast

Please find a letter attached from Auburn University at Montgomery requesting Montgomery County Commission continue its support of the Business Breakfast Series. Previously, the Commission was a Community Sponsor. For the AUM Chancellor's Business Breakfast 2019-2020 series, a Community Sponsor costs \$1,500 and includes a table for eight at the Montgomery Breakfast Series (three breakfasts total), recognition in the program for each breakfast and verbal recognition at each breakfast.

The first breakfast starting in January will be held at Wylankes Golf and Country Club and will feature Kevin Harrington who is the inventor of the Infomercial, Original Shark on "Shark Tank" and As Seen on TV Pioneer.

November 8, 2019



Greetings Montgomery County Commission Chairman Elton Dean,

Auburn University at Montgomery (AUM) Chancellor and the Office of Collaborative Partnerships and Distance Education would like to thank your office for its previous support of our Business Breakfast series and for your representatives attending our October 2019 Morning Coffee with the Chancellor event. For more than 30 years, AUM has helped connect River Region leaders from industry, government, academia, and the military for valuable networking and conversation.

Our **new AUM Chancellor's Business Breakfast Series** will now occur on a calendar year schedule and commence in January each year. AUM remains committed to offering attendees professional development and opportunities to build relationships, presentations from national, state, and local speakers on cutting-edge topics relevant to our community, and enhancements for your organization's business operations.

Your support of our series through sponsorship will enable us to continue to give you and your colleagues a chance to network with movers and shakers in the River Region, a platform to gain new business clients, and provide a pathway to bring new opportunities to our students, you, and your employees. Information on the various sponsorship levels and associated registration forms accompany this message. Please contact us if you have questions or if we can provide any other information. For sponsorship support, please contact Ms. Sherry Stearns-Boles, (sherry.boles@aum.edu; 334-244-3018).

Thank you again for your past support of the Business Breakfast. We look forward to seeing you at our first breakfast on **January 30, 2020 at Wynlakes Golf and Country Club** featuring renowned speaker Mr. Kevin Harrington – Inventor of the Infomercial, Original Shark on "Shark Tank" and As Seen on TV Pioneer – one of the most successful entrepreneurs of our time.

Sincerely,

Dr. Shanta Goswami Varma

Special Advisor to the Chancellor for Collaborative Partnerships and Distance Education
Auburn University at Montgomery

**AUBURN UNIVERSITY AT MONTGOMERY | OFFICE OF COLLABORATIVE PARTNERSHIPS AND
DISTANCE EDUCATION**

P.O. Box 244023 | Montgomery, AL 36124-4023 | Telephone: 334-244-3018 | sherry.boles@aum.edu | www.aum.edu/OCP

7.2

DEC - 2 2019

Small 2. Minor 12/24/19
Administrator Date

AGENDA

DEC - 2 2019

10-1

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 12/2/19 - CODE: 001-59320.450											
Contract Number	Organization	Description of Program	Joint	Infrastructure	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			0	168,267	62,500	300	59,291	35,360	5,330	331,048	
DR-C-2020-18	Have a Heart 4 Children, Inc.	Annual Christmas Party for Special Needs Children			2,000					2,000	
			0	0	2,000	0	0	0	0	2,000	
		Total Appropriations 12/2/19	0	168,267	60,500	300	59,291	35,360	5,330	329,048	
		APPROPRIATED BUDGET BALANCE									
	<i>S. Z. Williams</i>										
	Administrator	Date									
		12/2/19									

November 13, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen 
Deputy Administrator

SUBJECT: Bid Award for Annex I Second Floor Renovations

Per the recommendation of PH&J, I recommend that the bid for Annex I Second Floor Renovations submitted by Holley-Henley Builders, Inc., be accepted and request that the bid award to Holley-Henley Builders, Inc., and related construction contract in the amount of \$5,369,800 be placed on a future agenda.



Founded 1957 ♦ Pearson, Humphries, & Jones Architects

Patrick T. Addison, AIA

Harrell G. Gandy, AIA

E. Griffin Harris, AIA

Renis Jones III, AIA

Brian J. Klinkhammer, AIA

Steven R. Hall, AIA

Friday, November 1, 2019

Mr. Donnie Mims, Administrator
Montgomery County Commission
Post office Box 1667
Montgomery, Alabama 36102-1667

Re: New Tenant Improvements for the Montgomery County Courthouse –
Annex I – Second Floor Renovations
PH&J Number: 1714-GV

Mr. Mims:

Bids were received on this project on Thursday, October 31, 2019 at 2:00 pm (Central Time) with Two bidders submitting sealed proposals:

The amounts listed are for Base Bid price, plus Alternates 1 through 4:

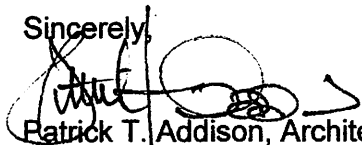
1. Holley-Henley Builders, Inc.	\$5,369,800.00
2. WK Upchurch Co. Inc.	\$5,403,000.00

Included with the certified bid tab sheet is a bid discrepancy sheet listing any irregularities with the bidder's proposals.

It is our recommendation, that the project be awarded to Holley-Henley Builders, Inc. and enter into a construction contract for the amount of \$5,369,800.00, the amount of their bid (Base Bid + Alternates 1 through 4).

If you have any questions, please call.

Sincerely,



Patrick T. Addison, Architect
Principal

Attachments: Project's Certified Bid Tabulation Sheet, Original Contractor Bid Proposals

Cc: Griff Harris, Chevette Culver, File

807 South McDonough Street ♦ Montgomery, AL 36104-5080 ♦ P.O. Box 215-36101
334-265-8781 ♦ www.phjarchitects.com ♦ phj@phjarch.com

PHJ architects inc.

Founded 1957 Pearson, Humphries, & Jones Architects
P.O. Box 215 Montgomery, Alabama 36101
807 S. McDonough Street Montgomery, Alabama 36104
Telephone (334) 265-8781 Fax (334) 265-9208

PH&J #1714GV

Project: Montgomery County Annex 1, 2nd Floor Renovations
for Montgomery County Commission

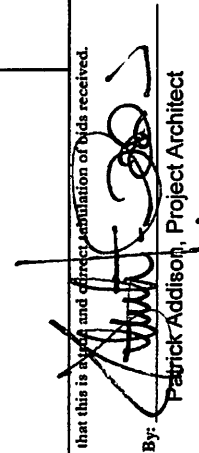
TABULATION OF BIDS

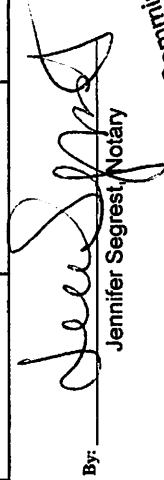
Time & Date: October 31, 2019 @ 2:00 pm

Place: 101 S. Lawrence St. Montg Co Courthouse Annex 3, Comm Conf Rm

CONTRACTOR	BASE BID	Alternate #1 Work Between Column Lines D & G	Alternate #2 Existing Elevator Rehab & Upgrades	Alternate #3 Floor North Wing-LVT Flooring	Alternate #4 Floor Misc Wrok	TOTAL
Holley-Henley Builders, Inc.	\$3,599,000.00	\$949,100.00	\$689,700.00	\$52,000.00	\$80,000.00	\$5,369,800.00
Upchurch Construction, LLC	\$3,756,000.00	\$915,000.00	\$627,000.00	\$41,500.00	\$63,500.00	\$5,403,000.00

We certify that this is a true and correct tabulation of bids received.

By: 
Patrick Addison, Project Architect

By: 
Jennifer Segrest, Notary

My Commission Expires:
March 7, 2020

Montgomery County Annex 1, 2nd Floor Renovations
for Montgomery County Commission
2:00 PM (local prevailing time), October 31, 2019
PH&J#1714GV

Bid Discrepancies

Holley-Henley Builders, Inc.	None
Upchurch Construction, LLC	None

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 9

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 11/18/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 11/18/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Forestry Commission	001-51950.290	12,150	18,728	30,878
In House Misc. Appropriations	001-59310.498	61,875	(6,715)	55,160
Fund Balance	001.35900		(12,013)	(12,013)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 74,025	\$ 0	\$ 74,025

JUSTIFICATION: To budget for funding to the Alabama Forestry Commission for the purchase of a new truck. The AFC did not use their 2019 budget and are carrying that over for towards the truck.

Request Number: 11

County Commission Appropriations

Elected Official/Dept. Head	Date
-----------------------------	------

Finance Director Date

Agenda

Administrator	Date
---------------	------

[illegible]

JUSTIFICATION: To budget for the Datacenter renovation and video storage equipment for the Information Systems department as part of the Annex I renovation project.

MEMORANDUM

November 7, 2019

TO: Montgomery County Commissioners

FR: Carmen Douglas, Personnel Director

RE: College Intern Pay

The Personnel Department conducted a market survey on college intern pay. Please find attached, our recommendation for the compensation for college interns. Interns can provide departments with the opportunity to complete special projects and other routine task. This allows more time for employees to perform more essential duties. Additionally for our harder to fill positions, it provides the interns an opportunity to gain experience and for us to showcase the benefits of working in the public sector.

In most circumstances, it is the recommendation of the Personnel Department to pay interns. In some situations it is appropriate to not compensate the interns if they are receiving college credits.

Thank you for your consideration.

**Montgomery City-County Personnel Department
Intern Salary Compensation
Market Study 2019**

This is a review of the current internship classifications (column 1) and salary compensation (column 2), which are currently listed in our pay plan, with the addition of the Skilled Trade Interns. The figures in column 3, are an average market hourly rate of pay for both the public and private sector. Most public sectors are in line with the private sector in relationship to the compensation of interns, but it's usually paid in the form of a 'stipend' based on a 20 hour work week; which when broken down, equates to the rate of pay listed in that column. Column 4 shows the current rate of pay (hourly) for equivalent classifications once hired by the Airport, City or County of Montgomery.

Classification	Current Pay Plan Intern Hourly Rate	Intern (Market) Average Hourly Rate	Current Pay Plan Hourly Rate (Equivalent Classification)
Public Admin/Service Intern	(A01) \$9.92 – \$14.82	\$10.00 – \$16.45	Various
Civil Engineering Intern	(A01) \$9.92 – \$14.82	\$11.84 - \$20.75	(A08) \$21.85 - \$32.64
Planning Intern	(A01) \$9.92 – \$14.82	\$13.50 - \$18.83	(A07) \$19.55 - \$29.21
Student Law Clerk	(≅A03) \$12.00 – \$18.00	\$12.38 - \$20.00	(A10) \$36.13 – \$53.98
Skilled Trade Intern*	Unestablished	\$12.00 – \$17.00	(S09) \$16.39 - \$24.50

Recommended Pay for Interns

Classification	Recommended Pay
Public Admin/Service Intern	(A02) \$11.02 - \$16.46
Civil Engineering Intern	(A03) \$12.32 - \$18.41
Planning Intern	(A03) \$12.32 - \$18.41
Student Law Clerk Intern	(A04) \$13.83 - \$20.66
Skilled Trade Intern*	(S01) \$11.23 - \$16.78

* Included are the following Skilled Trades – Auto Mechanics (All), Bricklayer, Carpenter, Electrician, HVAC Mechanics, Maintenance Mechanics, Painter, Plumber and Welder. (Please note this list is not exhaustive.)

DEC - 2 2019

ADMINISTRATOR, COUNTY COMMISSION

0165

11/1/19

FLSA: Exempt
Pay Grade: A16

NATURE OF WORK: The fundamental reason the position exists is to serve as the manager for the county's administrative departments (Finance, Purchasing, Tax & Audit, Risk Management, Recreation Department, Support Services and Public Affairs) and coordinates administrative functions for other county and state offices (Sheriff's Office, Probate Judge's Office, Revenue Commissioner's Office, Engineering Department, Information Systems, District Attorney's Office, and Presiding Circuit Judge's Office of the Fifteenth Judicial Circuit). The Administrator reports directly to the Montgomery County Commission and assists the Commission in developing policy and directing its implementation and the delivery of services to the community. Major work responsibilities include serving as the administrator to the County Commission, managing the overall county budget, assists the Commission in developing short and long range plans, supervising personnel, receiving and handling complaints or requests, coordinating legal matters with the County Attorneys and informing the County Commissioners regarding compliance with the Alabama Ethics Law, and performing other administrative duties as needed.

WORK RESPONSIBILITIES:

WR1. Serves as the administrator to the County Commission in order to ensure that the Commission is informed of county business and to carry out the business of the Commission.

WR2. Develops, manages and monitors the entire County budget for the County Commission to ensure appropriate expenditure of funds.

WR3. Directs the county's financial, material and human resources for the County Commission to include overseeing financial reporting, risk management and employee benefits, purchasing, long term debt, investments, , contracting functions, land acquisitions, facilities construction and maintenance, and personnel in order to ensure the efficient and proper use of all county resources.

WR4. Manages various projects for the County Commission in areas such as economic development, land use, and property development by scheduling and monitoring progress in order to ensure that projects are completed in a timely, cost efficient manner and to ensure that projects are in compliance with federal and state regulations.

WR5. Assists the Commission in developing short and long range plans for overall direction of the county to include developing, implementing and monitoring policies and procedures in accordance with current professional standards.

WR6. Supervises the Deputy Administrator, Finance Director, and Director of Risk Management to include defining job duties, setting performance standards, evaluating performance, and recommending hiring, promotions, and disciplinary actions to the Commission in order to ensure the effective performance of employees, efficient operations, and the consistent application of all policies and procedures.

WR7. Receives and handles complaints or requests from the public and establishes and maintains an effective working relationship with citizens, elected officials, division and department heads and the media.

WR8. Coordinates all legal matters of the County with the County Attorneys in order to ensure compliance with federal and state laws

WR9. Assists the Commission in complying with state ethics laws to include researching and working with the County Attorneys in explaining these laws.

WR10. Performs other administrative duties to include coordinating county activities, recommending policy and procedures and working with all division and departments in order to carry out the instructions of the Commission.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of practices and procedures of public administration in a local government setting.

Knowledge of administrative principles, including goal setting, program development, implementation and evaluation and the management of employees.

Knowledge of local, state and federal laws, regulations, principles and procedures relating to governmental budgeting.

Knowledge of contract management to include establishing timelines and contract requirements as needed to ensure compliance.

Knowledge of procurement procedures to include knowledge of bid requirements, etc.

Knowledge of the organization and functions of local government to include inventory control, personnel management, capital acquisition, etc. as needed to review programs, provide technical assistance, and ensure that various groups are following procedures.

Knowledge of employee benefit programs as needed to administer programs, to identify cost containment measures, to evaluate the effectiveness of programs, etc.

Knowledge of local, state and federal laws, regulations and requirements regarding employee benefit programs and personnel issues or matters to include, but limited to, Personnel Rules and Regulations, Title VII, Fair Labor Standards Act, and Family Medical Leave Act.

Knowledge and awareness of trends as needed to determine long and short range needs for county and to coordinate requests between divisions.

Knowledge of administrative research methods and procedures as needed to make recommendations regarding manpower, space or facility utilization, general operations, or to coordinate resources.

Knowledge of ethics laws as needed to ensure compliance.

Knowledge of accounting principles as applied to county government setting as needed to ensure the county is fiscally responsible in financial reporting and audit compliance.

Knowledge of grant resources as needed to identify possible funding sources and to apply for those funds.

Ability to communicate ideas in writing to include organizing thoughts in a logical manner, clarity, conciseness, adapting style to the reader, and using proper spelling, punctuation, and grammar as needed to compose narrative summaries, reports, and correspondence and to review and edit the work of others.

Ability to communicate one-on-one to include relating to people of diversity and actively listening as needed to provide instruction to employees, supervise employees, and provide information to and coordinate projects.

Ability to prepare and make oral presentations to include researching subject, preparing an outline, preparing the text, preparing handouts and visual aids, anticipating questions, speaking to the audience, and answering questions as needed to conduct presentations.

Ability to establish and maintain effective working relations with employees, division heads, citizens, and elected officials.

Ability to solicit and utilize input received from divisions when making decisions regarding programs, policies or operations.

Ability to interpret local, state and federal laws, rules and regulations for division heads, employees or citizens and to apply them appropriately to specific situations or circumstances.

Ability to plan, both long and short range, in order to coordinate and direct county operations.

Ability to modify existing policies, strategies and/or methods or operations to meet unusual or changing conditions within the context of existing management principles.

Ability to formulate and recommend policy and procedure based laws, trends, and historic perspective.

Ability to analyze and evaluate data and information in order to make a decision or to develop recommendations for the County Commission based on organizational needs, benefits and costs.

Ability to balance competing interest and to make decisions which will benefit the county.

Ability to supervise employees to include assigning and reviewing work, following up, providing feedback and recommending and implementing discipline as needed to accomplish the mission and goals of the county.

Ability to effectively coordinate human resources, equipment and other resources and to handle numerous tasks and projects simultaneously.

Ability to plan and manage highly complex projects as needed to ensure that projects are completed on time and according to established standards.

MINIMUM QUALIFICATIONS: Master's Degree in Public or Business Administration, Juris Doctorate, or Certified Public Accountant and a minimum of ten (10) years senior executive-level experience in administration, finance, accounting or personnel administration. Experience in a county or municipal environment is preferred.

ACKNOWLEDGMENTS:	
_____ Administrator, County Commission	_____ Date
_____ Chairman, County Commission (with concurrence of Commission)	_____ Date

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

DEC - 2 2019

DEPARTMENT: County Commission - Administration
DEPARTMENT HEAD: County Commission
SUPERVISOR: County Commission

POSITION INFORMATION:

Position Title County Administrator
Position Number 200165011
Pay Grade A16 Pay Range \$99,360-\$148,455
Proposed Effective Date January 1, 2020
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Department Head Date _____

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/31/2019
Employee Benefit Manager

Sherrill Thomas Date 10/31/2019
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

DEC - 2 2019

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Correction Officer Trainee
 Position Number 500419139 Replace of L. Bennett
 Pay Grade PCT Pay Range \$31,299
 Proposed Effective Date December 16, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 11/22/2019
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 11/25/2019
 Employee Benefit Manager

Sherrill Thomas Date 11/26/2019
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

POSITION FILL REQUEST - BUDGETED VACANCY

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

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee

Position Number 500419143 (Replace P Hopkins)

Pay Grade PCT Pay Range \$31,299

Proposed Effective Date December 16, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date November 14, 2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 11/18/2019

Employee Benefit Manager

Sherrill Thomas Date 11/18/2019

Finance Director

ADMINISTRATIVE APPROVAL:

_____ Date _____

County Administrator

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

DEC - 2 2019

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Corporal
Position Number 500425014 Replace C. Cotton
Pay Grade PC2 Pay Range \$35,097-\$52,440
Proposed Effective Date December 16, 2019
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham
Department Head Date 11/22/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring
Employee Benefit Manager Date 11/25/2019

Sherrill Thomas
Finance Director Date 11/26/2019

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

DEC - 2 2019

DEPARTMENT: Probate
DEPARTMENT HEAD: Judge J C Love, III
SUPERVISOR: Judge J C Love, III

POSITION INFORMATION:

Position Title Probate Staff Attorney
Position Number 750034001
Pay Grade A12 Pay Range \$69,237-\$103,445
Proposed Effective Date December 9, 2019
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Judge J C Love

Department Head

Date 11/22/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 11/25/2019

Sherrill Thomas

Finance Director

Date 11/25/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: PROBATE

DEPARTMENT HEAD: JUDGE J C LOVE, III

SUPERVISOR: JAMYL A PHILYAW

POSITION INFORMATION:

Position Title Assistant Tag & License Supervisor

Position Number 750053012

Pay Grade A05 Pay Range \$32,318-48,286

Proposed Effective Date December 30, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Judge J C Love, III Date 11/25/2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 11/26/2019

Employee Benefit Manager

Sherrill Thomas Date 11/26/2019

Finance Director

ADMINISTRATIVE APPROVAL:

_____ Date _____

County Administrator

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

DEC - 2 2019

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Trainee

Position Number 550430051 (Replace L. Pritchett)

Pay Grade PST Pay Range \$38,236

Proposed Effective Date December 16, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 11/20/2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 11/21/2019

Employee Benefit Manager

Sherrill Thomas Date 11/25/2019

Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

DEC - 2 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Corporal

Position Number 550429143 (Replace K Moran)

Pay Grade PS2 Pay Range 45,754 - 54,816

Proposed Effective Date December 16, 2019

Type of Hire (☐) New (☒) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 11/25/2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 11/25/2019

Employee Benefit Manager

Sherrill Thomas Date 11/25/2019

Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval
Request # 1

AGENDA

DEC - 2 2019

Date: November 19, 2019
To: Donald L. Mims, Administrator
From: Judge JC Love III
Re: Approval for the following travel:

Destination: Birmingham, Alabama
Departure Date: January 13, 2020 Return Date: January 15, 2020
Conference Leave (Days / Hours): 3 days
Purpose of Travel: To attend the APJA 2020 Winter Conference

Traveler (s) Name: 1. JC Love III 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,331.72 Advance Registration Required: \$500.00
Department Name: Probate Fund Name: 001-51300-265
Additional Comments: Meals: \$75 x 3 = \$225 Registration \$500
Mileage: \$106.72
Hotel: \$275 X 2 = \$500

To: Judge JC Love III
From: Donald L. Mims, Administrator

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$1,331.72 and advance registration of \$500.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51300.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$17,000.00</u>
Approved Requests:	<u>\$1,465.98</u>
Budget Available:	<u>\$15,534.02</u>
Current Requests:	<u>\$1,331.72</u>
Budget Balance:	<u>\$14,202.30</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/25/2019
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

DEC - 2 2019

Date: November 15, 2019
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Montgomery, AL
Departure Date: January 19, 2020 Return Date: January 22, 2020
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend 2020 ASA Winter Training Conference

Traveler (s) Name: 1. Sheriff Cunningham 4. Deputy 3
2. Deputy 1 5. Deputy 4
3. Deputy 2 6. Deputy 5

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

Total (est.) Cost: \$1,750.00 Advance Registration Required: \$1,750.00

Department Name: Montgomery Co. Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$1,750.00 and advance registration of \$1,750.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$13,845.00</u>
Budget Available:	<u>\$26,155.00</u>
Current Requests:	<u>\$1,750.00</u>
Budget Balance:	<u>\$24,405.00</u>

Donald L. Mims, Administrator

Reviewed by: S Thomas

Date: 11/18/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 1

AGENDA

DEC - 2 2019

Date: November 19, 2019
To: Donald L. Mims, Administrator
From: Ray Williams/lp, Chief Probation Officer
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: February 19, 2020 Return Date: February 21, 2020
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Attend the Alabama Conference of Social Work

Traveler (s) Name: 1. Preston Frazier 4. Patricia Strickland
2. Kim Parham 5. _____
3. Jimmy Rogers 6. _____

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

Total (est.) Cost: \$2,500.00 Advance Registration Required: \$600.00
Department Name: Youth Facility Juvenile Court Fund Name: 001-52601.265
Additional Comments: _____

To: Ray Williams/lp, Chief Probation Officer
From: Donald L. Mims, Administrator

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$2,500.00 and advance registration of \$600.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52601.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$0.00</u>
Budget Available:	<u>\$5,000.00</u>
Current Requests:	<u>\$2,500.00</u>
Budget Balance:	<u>\$2,500.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/20/2019
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

DEC - 2 2019

Date: November 20, 2019
To: Donald L. Mims, Administrator
From: George Speake
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: April 17, 2020 Return Date: April 23, 2020
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: Attend NACE Conference including Conference set up.

Traveler (s) Name: 1. Kevin Boone 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐
Private Vehicle ☒

Commercial Air ☐
Other (Specify) ☐

Total (est.) Cost: \$2,838.00 Advance Registration Required: \$645.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265
Additional Comments: _____

To: George Speake
From: Donald L. Mims, Administrator

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$2,838.00 and advance registration of \$645.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$19,000.00</u>	
Approved Requests:	<u>\$1,085.00</u>	
Budget Available:	<u>\$17,915.00</u>	
Current Requests:	<u>\$2,838.00</u>	
Budget Balance:	<u>\$15,077.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/25/2019
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Request # 3

AGENDA

DEC - 2 2019

Date: November 20, 2019
To: Donald L. Mims, Administrator
From: George Speake
Re: Approval for the following travel:

Destination: Renaissance Hotel, Montgomery, Alabama
Departure Date: February 11, 2020 Return Date: February 12, 2020
Conference Leave (Days / Hours): 2 days
Purpose of Travel: Attend 63rd Annual Transportation Conference

Traveler (s) Name: 1. Kevin Boone 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$225.00 Advance Registration Required: \$225.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265
Additional Comments: _____

To: George Speake
From: Donald L. Mims, Administrator

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$225.00 and advance registration of \$225.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$19,000.00</u>	
Approved Requests:	<u>\$1,085.00</u>	
Budget Available:	<u>\$17,915.00</u>	
Current Requests:	<u>\$3,063.00</u>	
Budget Balance:	<u>\$14,852.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/25/2019
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

DEC - 2 2019

Date: November 26, 2019
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Approval for the following travel:

Destination: Alpharetta, GA
Departure Date: December 10, 2019 Return Date: December 11, 2019
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Training for New E-Ring Software

Traveler (s) Name: 1. Clay Henley 4. Mark Sims
2. Pam Trammer 5. _____
3. Shamari Cooke 6. _____

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

Total (est.) Cost: \$1,170.00 Advance Registration Required: \$0.00
Department Name: Appraisal Fund Name: Reappraisal
Additional Comments: Mileage: \$220.00 Meals: \$300.00 Lodging: \$650.00
Registration: \$0.00
TOTAL EST. COST: \$1,170.00

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

The above request is app. 12/2/19 reimbursement of actual and necessary expenses in the
approximate amount of \$1,170.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>120-51985.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$30,000.00</u>
Approved Requests:	<u>\$10,798.40</u>
Budget Available:	<u>\$19,201.60</u>
Current Requests:	<u>\$1,170.00</u>
Budget Balance:	<u>\$18,031.60</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/26/2019
cc: Finance Director / Buyer

MEMORANDUM

To: Montgomery County Commission

From: Darryl Parker, Director of Elections

Subject: Resolution with Approval of relocation of Polling Place 106 located at Peter Crump Elementary School to City of Refuge Church in Montgomery County Commission District One Represented by County Commissioner Daniel Harris Jr.,

The purpose of this memorandum is to facilitate the relocation of voting precinct 106 in County Commission District One from its current location at Peter Crump Elementary School, 3510 Woodley Road 36116; Montgomery, Alabama; and move precinct 106 to City Of Refuge Church at 3820 Woodley Road, Montgomery, Alabama 36116.

This move will expedite the cessation of election related activities at the Peter Crump Elementary School. This move will result in a precinct that is wheelchair accessible. This will make the precinct more convenient to voters by reducing parking congestion and will allow more space for voters and equipment. The precinct will be more accessible for voters because it is located away from the school and is easier to provide direct security for. City of Refuge Church is centrally located and allows for more available parking in a private parking area provided by the City of Refuge Church. City of Refuge Church is centrally located within County Commission District One. County Commission District One is represented by County Commissioner Daniel Harris Jr.

The Election Center is requesting that the Montgomery County Commission expeditiously approve this move and provide a resolution authorizing this proposed move.

**RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN
MONTGOMERY COUNTY COMMISSION DISTRICT ONE
REPRESENTED BY
COUNTY COMMISSIONER DANIEL HARRIS JR.,**

WHEREAS, *Code of Alabama 1975, §17-6-2(a)*, provides that: “The governing body of each county shall establish precincts, define the territorial limits for which each precinct is established, prescribe their boundaries using the most recent federal decennial census tract and block map, and designate the precincts. The governing body of each county shall, by resolution, adopt the establishment and boundaries of each precinct...”

WHEREAS, the polling place of Precinct 106 located at Peter Crump Elementary School, 3510 Woodley Road, Montgomery, AL 36116 needs to be relocated per the request of The Montgomery County Commission. City Of Refuge Church, has agreed to become the new polling location for Precinct 106 in their church located at 3820 Woodley Road, Montgomery, AL 36116.

NOW, THEREFORE, BE IT RESOLVED, after careful consideration of the matter, the Montgomery County Commission does hereby authorize the relocation of the polling place in Precinct 106 from Peter Crump Elementary School at 3510 Woodley Road, to City Of Refuge Church at 3820 Woodley Road; Montgomery, Alabama 36116 effective December 2, 2019.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this the 2nd of December 2019.

Elton N. Dean, Sr., Chairman
District Two

Ronda M. Walker, Vice Chair
District Three

Daniel Harris, Jr., Commissioner
District One

Isaiah Sankey, Commissioner
District Four

Doug Singleton, Commissioner
District Five

MEMORANDUM

To: Montgomery County Commission

From: Darryl Parker, Director of Elections

Subject: Resolution with Approval of relocation of Polling Place 205 located at Southlawn Elementary School to Southlawn Baptist Church in Montgomery County Commission District Two Represented by County Commission Chair Elton N. Dean Sr.,

The purpose of this memorandum is to facilitate the relocation of voting precinct 205 in County Commission District Two from its current location at Southlawn Elementary School, 5225 Patricia Lane 36108; Montgomery, Alabama; and move precinct 205 to Southlawn Baptist Church at 5340 Mobile Highway, Montgomery, Alabama 36108.

This move will expedite the cessation of election related activities at the Southlawn Elementary School. This move will result in a precinct that is wheelchair accessible. This will make the precinct more convenient to voters by reducing parking congestion and will allow more space for voters and equipment. The precinct will be more accessible for voters because it is located away from the school and is easier to provide direct security for. Southlawn Baptist Church is centrally located and allows for more available parking in a private parking area provided by the Southlawn Baptist Church. Southlawn Baptist Church is centrally located within County Commission District Two. County Commission District Two is represented by County Commission Chair Elton N. Dean Sr.

The Election Center is requesting that the Montgomery County Commission expeditiously approve this move and provide a resolution authorizing this proposed move.

**RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN
MONTGOMERY COUNTY COMMISSION DISTRICT TWO
REPRESENTED BY
COUNTY COMMISSIONER ELTON N. DEAN SR.,**

WHEREAS, *Code of Alabama 1975, §17-6-2(a)*, provides that: “The governing body of each county shall establish precincts, define the territorial limits for which each precinct is established, prescribe their boundaries using the most recent federal decennial census tract and block map, and designate the precincts. The governing body of each county shall, by resolution, adopt the establishment and boundaries of each precinct...”

WHEREAS, the polling place of Precinct 205 located at Southlawn Elementary School, 5225 Patricia Lane, Montgomery, AL 36108 needs to be relocated per the request of The Montgomery County Commission. Southlawn Baptist Church, has agreed to become the new polling location for Precinct 205 in their church located at 5340 Mobile Highway, Montgomery, AL 36108.

NOW, THEREFORE, BE IT RESOLVED, after careful consideration of the matter, the Montgomery County Commission does hereby authorize the relocation of the polling place in Precinct 205 from Southlawn Elementary School at 5225 Patricia Lane, to Southlawn Baptist Church at 5340 Mobile Highway effective December 2, 2019.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this the 2nd of December 2019.

Elton N. Dean, Sr., Chairman
District Two

Ronda M. Walker, Vice Chair
District Three

Daniel Harris, Jr., Commissioner
District One

Isaiah Sankey, Commissioner
District Four

Doug Singleton, Commissioner
District Five

MEMORANDUM

To: Montgomery County Commission

From: Darryl Parker, Director of Elections

Subject: Resolution with Approval of relocation of Polling Place 505 located at Fitzpatrick Elementary School to Covenant Ministries International Inc., in Montgomery County Commission District Five Represented by County Commissioner Doug Singleton.

The purpose of this memorandum is to facilitate the relocation of voting precinct 505 in County Commission District Five from its current location at Fitzpatrick Elementary School, 4550 Fitzpatrick Road, Montgomery, Alabama; and move precinct 505 to Covenant Ministries International Inc. Church, 4870 Woodley Rd., Montgomery, Alabama.

This move will expedite the cessation of election related activities at the Fitzpatrick Elementary school. This move will result in a precinct that is wheelchair accessible. This will make the precinct more convenient to voters by reducing parking congestion and will allow more space for voters and equipment. The precinct will be more accessible for voters because it is located away from the school and is easier to provide direct security for. The Church is centrally located and allows for more available parking in a private parking area provided by Covenant Ministries International Church. Covenant Ministries International Church is centrally located within County Commission District Five. County Commission District Five is represented by County Commissioner Doug Singleton.

The Election Center is requesting that the Montgomery County Commission expeditiously approve this move and provide a resolution authorizing this proposed move.

**RESOLUTION APPROVING RELOCATION OF POLLING PLACE IN
MONTGOMERY COUNTY COMMISSION DISTRICT FIVE
REPRESENTED BY
COUNTY COMMISSIONER DOUG SINGLETON**

WHEREAS, *Code of Alabama 1975, §17-6-2(a)*, provides that: “The governing body of each county shall establish precincts, define the territorial limits for which each precinct is established, prescribe their boundaries using the most recent federal decennial census tract and block map, and designate the precincts. The governing body of each county shall, by resolution, adopt the establishment and boundaries of each precinct...”

WHEREAS, the polling place of Precinct 505 located at Fitzpatrick Elementary School, 4055 Fitzpatrick Rd, Montgomery, AL 36116 needs to be relocated per the request of The Montgomery County Commission. Covenant Ministries International Inc., has agreed to become the new polling location for Precinct 505 in their church located at 4870 Woodley Road, Montgomery, AL 36116.

NOW, THEREFORE, BE IT RESOLVED, after careful consideration of the matter, the Montgomery County Commission does hereby authorize the relocation of the polling place in Precinct 505 from Fitzpatrick Elementary School at 4055 Fitzpatrick Road, to Covenant Ministries International Church at 4870 Woodley Road, Montgomery, Alabama 36116, effective December 2, 2019.

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this the 2nd of December 2019.

Elton N. Dean, Sr., Chairman

Ronda M. Walker, Vice Chair

Daniel Harris, Jr., Commissioner

Isaiah Sankey, Commissioner

Doug Singleton, Commissioner

Resolution

WHEREAS, Ms. Ella B. Bell was born on March 25, 1948, in Montgomery, Alabama, to Alexander and Beatrice Bell; and

WHEREAS, she was a graduate of Tuskegee University, received her master's from Alabama State University in Educational Supervision and completed coursework towards her Doctorate at the University of Alabama; and

WHEREAS, she was a loving mother to her two children, Kahlia L. Bell and Thomas John Bell, III, beloved grandmother to her grandson, Ramen Flemming III, and a wonderful sister to her two siblings, Alexander Bell and Eolia Bell Cooper; and

WHEREAS, she was a lifelong member of Trinity Evangelical Lutheran Church; and

WHEREAS, raised during the civil rights movement, Ms. Bell was a strong advocate for equal rights and freedom for all people; and

WHEREAS, she had a servant's heart and followed her calling to help others by serving District 5 on the Alabama School Board of Education for 19 years from 2000-2019, representing Montgomery and the Black Belt; and

WHEREAS, Ms. Bell described her role as school board member saying, "it is my goal to work with each of my fellow board members to continue to raise standards based on valid measures of knowledge, skills, and competency. Education is a vehicle that helps children succeed. As public servants, it is our job to steer that vehicle to the best of our ability;" and

WHEREAS, her involvement within the community was extensive as she served as Vice-Chairperson for Women's Affairs for the Montgomery County Democratic Conference, Co-Chair of Board of Stewardship for Trinity Lutheran Church, Montgomery Board Member for Southern Christian Leadership Conference, Board member for the Montgomery Area United Way, and was a part of the Tuskegee University Alumni Association, SISTAS Inc., Delta Sigma Theta Inc. Sorority, Chamber of Commerce National Government Committee and Alabama Democratic Conference; and

WHEREAS, she received numerous awards and honors including Spirit of Freedom Award from the City of Mosses in Lowndes County, Three Citations from the Governor for State Combined United Way Campaign, Montgomery Area United Way Record Setting Fund Raiser for the Alabama Department of Mental Health and Mental Retardation, Certificate of Appreciation from United Way, Certificate of Appreciation from Day Street Baptist Church for Women's Day Observance, Outstanding Leadership Award from the Southern Christian Leadership Conference, Outstanding Leadership Award from the Montgomery Community Action Agency, Certificate of Appreciation from SISTAS Inc., Certificate of Appreciation from National Tots and Teens Inc., Certificate of Appreciation from Alabama Volunteers and Corrections, Leadership Award for serving as President of the PTA from Carver High School and Outstanding Leadership Award from Trinity Lutheran School; and

WHEREAS, prior to her serving on the State Board of Education, Ms. Bell was president of the Trinity Lutheran School's Board and Director of the Dropout Prevention Center at Alabama State University; and

WHEREAS, Ms. Bell transitioned from her earthly home into eternal joy and peace on November 3, 2019, at the age of 71.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby honor the memory of State School Board member Ella B. Bell, acknowledge her many contributions to Montgomery County and the State of Alabama, and express our condolences to her family.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 2nd day of December, 2019.

Resolution

WHEREAS, Mr. John Williams, Sr., who was affectionally known as “Big John,” was born on June 14, 1957, in Lowndes County, Alabama to the late Will and Melissa Williams; and

WHEREAS, he graduated from Calhoun High School in 1976; and

WHEREAS, he was a devoted husband to his beloved wife, Joann Williams, a loving father to his three children, Shanice Williams, John Williams, Jr. and JeMikel Rudolph, and a beloved grandfather to his two grandchildren, Jayland Williams and Jace Means; and

WHEREAS, Sheriff Williams always wanted to make a difference in his community and felt there was no better way to help his community than to protect and serve them in law enforcement; and

WHEREAS, in 1978, he volunteered as a reserve deputy under Sheriff John Hulett, from 1984 to 1987, he worked for the Hayneville Police Department, and in 1987, he began working full time for the Lowndes County Sheriff’s Office while continuing his employment with the Hayneville Police Department; and

WHEREAS, from 1987 to 1990, Sheriff Williams served as a Lowndes County Sheriff’s Office deputy and in 1990, he was appointed by Sheriff Hulett to Chief Deputy serving in that role until 2009; and

WHEREAS, in 2010, he ran for Lowndes County Sheriff and was elected by the people he had been serving his entire life and was re-elected in 2014 and 2018; and

WHEREAS, he was Sergeant at Arms for the Alabama Sheriff’s Association; and

WHEREAS, Sheriff Williams was an active presence in the local schools providing guidance and serving as a positive role model to the youth of Lowndes County and in 2015, was awarded Partner in Education of the Year Award by the Lowndes County Board of Education; and

WHEREAS, he devoted his life to law enforcement serving more than 40 years in public safety in his home county; and

WHEREAS, Sheriff Williams end of watch came on November 23, 2019, at the age of 62. He will forever be remembered as a pillar of his community.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby honor the memory of Sheriff John “Big John” Williams, acknowledge his many contributions to Lowndes County, Montgomery County and the entire State of Alabama, and express our condolences to his family.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 2nd day of December, 2019.

November 21, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator 

SUBJECT: Final Pay Application from David Jordan and Company, Inc.

Please find attached an application for final payment to David Jordan and Company, Inc., for selective demolition at the Perry Street parking deck. The final pay application in the amount of \$193,882 is the entire contract amount.

I respectfully request that the rules be waived and this item be placed on the December 2, 2019, agenda.

11/20/19 - Architect's Approval:

Carrie Day

Goodwyn Mills & Cowood, Inc.

GMC Project #:
AMGM170057

DAVID JORDAN AND COMPANY, INC.

DEMOLITION ENGINEERING - CONSULTANTS - CONTRACTORS

3698 US Highway 80 E Lowndesboro, AL 36752

Ph (334)284-4274 - Fax (334)284-4277 - Email Amanda@3698@att.net

PAY REQUEST NO: 1 Project No. AMGM 170057

TO: Montgomery County Commission P. O. Box 1667
Montgomery, Alabama 36102

DATE: 10-09-2019

For work complete and materials stored on (job):

Perry Street Parking Deck Renovation-Selective Demolition

For period: 08-19-2019 to: 09-25-2019

A. Original Contract Amount	\$ 193,882.00
B. Change Order (Total)	\$ 0.00
C. Total Contract Amount	\$ 193,882.00
D. Total Work in Place to date on Original Contract	\$ 193,882.00
E. Total Work in Place to date on Original Order	\$ 193,882.00
F. Materials Stored on Job Site	\$ 0.00
G. Total Work in Place and Materials Stored on Job Site	\$ 193,882.00
H. Less 5% Retainage	\$ 0.00
I. SUB-TOTAL \$	\$ 193,882.00
J. Less Previous Payments	\$ 0.00
K. AMOUNT DUE CURRENT PERIOD	\$ 193,882.00 /cd

AFFIDAVIT AND WAIVER OF LIEN

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous certificates for Payment were issued and payments received from the Owner, and the current payment shown herein is now due.

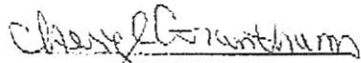
Furthermore, in consideration of the payments received, and upon receipt of the amount due the undersigned does hereby waive, release and relinquish all claim and right of lien which the undersigned may now have upon the premises above described.

Sworn and subscribed before me:

This 9th day of October

A.D. 2019

David Jordan & Co., Inc.
Company Name



NOTARY PUBLIC

Cheryl Grantham

My Commission expires: 07-24-2022



Official Title: Owner

Amanda Jordan

25.3

**NOTICE OF
COMPLETION**

In accordance with Chapter 1, Title 39, Code of Alabama, 1975, notice is hereby given that DAVID JORDAN & CO, INC., Contractor, has completed the Contract for PERRY STREET PARKING DECK RENOVATION-SELECTIVE DEMOLITION, located at 100 S PERRY STREET MONTGOMERY ALABAMA 36104 for the MONTGOMERY COUNTY COMMISSION, Owner(s), and have made request for final settlement of said Contract. All persons having any claim for labor, materials, or otherwise in connection with the project should immediately notify MONTGOMERY COUNTY COMMISSION PO BOX 1667 MONTGOMERY, AL 36102. (Mont. Ind., October 17, 24, 31 & November 7, 2019)

**THE MONTGOMERY
Independent**

STATE OF ALABAMA

MONTGOMERY COUNTY

Before me, a notary public in and for the county and state listed above, personally appeared Jeff A. Martin, who, by me duly sworn, deposes and says that:

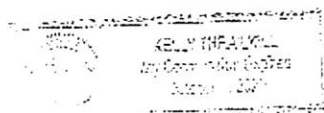
"My name is Jeff A. Martin. I am the Publisher of The Montgomery Independent newspaper.

The Newspaper published the attached legal notice in the issue(s) of: 10/17/19, 10/24/19, 10/21/19 & 11/7/19

The sum charged for publication was \$ 114.00. The sum charged by The Montgomery Independent for said publication does not exceed the lowest classified rate paid by commercial customers for an advertisement of similar size and frequency in the same newspaper(s) in which the public notice(s) appeared.

There are no agreements between The Montgomery Independent and the officer or attorney charged with the duty of placing the attached legal advertising notices where by any advantage, gain or profit accrued to said officer or attorney.

Sworn and subscribed this 17th day of November, 2019.



25-4

FINAL RELEASE OF LIEN

STATE OF ALABAMA

SUBJECT: PROJECT No. AMGM 170057

Montgomery COUNTY MATERIAL FURNISHED: demolition (no materials)

We, David Jordan & Co., Inc. do hereby and herewith through

Amanda Jordan President
(Name of person signing affidavit) (Title)
Amanda Jordan

declare that all labor, bills for materials for supplies, utilities and for all other things furnished or caused to be furnished by the above between

Montgomery County Commission David Jordan & Co., Inc.
(Name of Owner) (Name of contractor)

have been fully paid, that there are no unpaid claims or demands of Subcontractors, material, men mechanics, laborers or others resulting from or arising out of any work done or ordered to be done by said subcontractor under the above identified contracts, and declares that the Federal and State payroll taxes and contributions for unemployment insurance, old age pensions, annuities and retirement benefits imposed or assessed under any provision of any law, State or Federal, and measured by wages, salaries or other remuneration paid by said subcontractor to employees of his own Subcontractors engaged in said work or in any operation incidental thereto, have been paid.

NOW THEREFORE, KNOW YE, that we, the undersigned, do hereby waive and release any and all lien on said above described building and premises, arising under any by virtue of the General Labor and Mechanics Lien on account of Labor or materials or both, furnished or this may hereafter be furnished by the undersigned to or on account of the said

David Jordan & Co., Inc
(Name of contractor)

for said building or premises.

Subscribed and sworn to me David Jordan & Co., Inc
(Name of contractor)

On this 20th day of November, 2019

Cheryl Granthum
Cheryl Granthum

NOTARY PUBLIC

My commission expires: 07-24-2022
(Seal)

25-5

DEC -2 2019

DATE: 11/12/2019
 BARGANIER DAVIS WILLIAMS
 ARCHITECTS ASSOCIATED
 624 SOUTH MCDONOUGH STREET
 MONTGOMERY, ALABAMA 36104
 BDW Project Number: 2017-132
 TELEPHONE: (334) 834-2038

AS TABULATED BELOW, BIDS WERE RECEIVED:
 DATE: November 12, 2019 TIME: 2:00 PM
 PLACE: 101 South Lawrence Street
 Montgomery, Alabama 36104

CERTIFIED TABULATION OF BIDS

BIDS FOR: Montgomery County Courthouse
 Phelps-Price Justice Center
 Building Renovation for the
 Montgomery County Commission

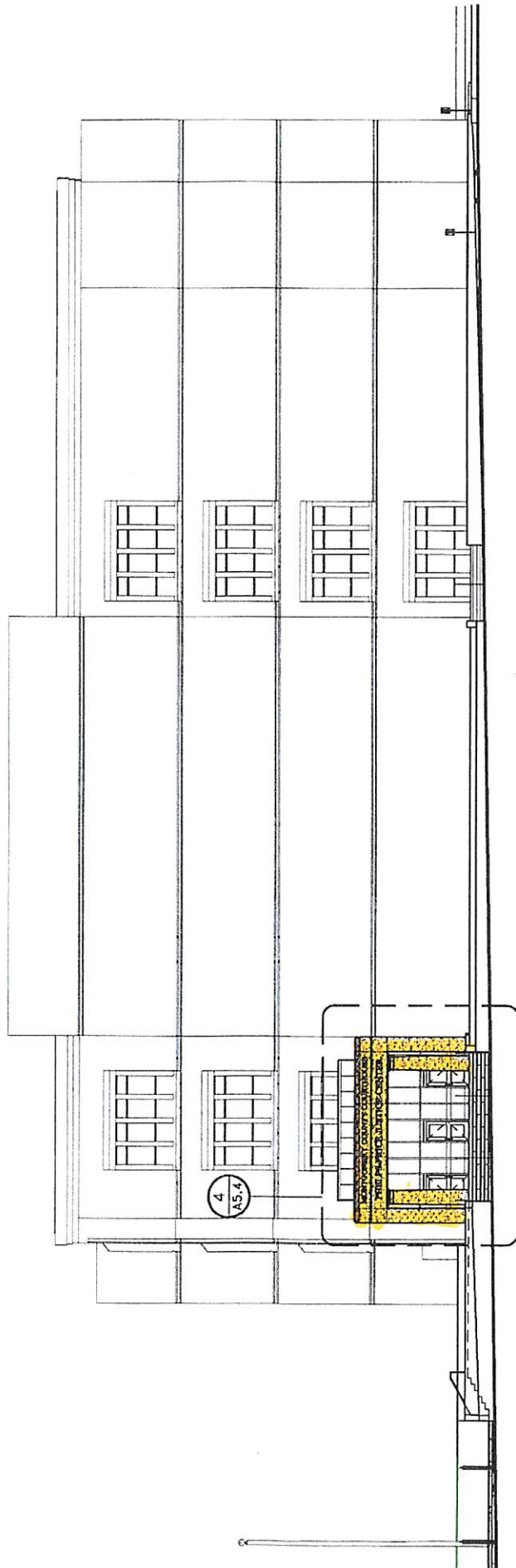
BIDDERS	SURETY	BASE BID	ALT. 1	ALT. 2	ALT. 3	ALT. 4	TOTAL
Bailey-Harris Construction Co., Inc. 1552 Bailey Harris Drive Auburn, AL 36830 E: friggs@baileyharris.com G.C. Lic. #11341	Western Surety	\$14,550,000 -788,300 13,761,700	\$13,761,700 +224,000 13,985,700	\$13,985,700 +241,800 14,227,500	\$14,227,500 +270,223 14,497,723	\$14,497,723 +726,000 15,263,746	\$15,263,746.00
Carmon Construction, Inc. 136 E. Main St. Albertville, AL 35950 256-891-3777 E: carmon@bellsouth.net G.C. Lic. #15352	Fidelity & Deposit	\$13,626,844	\$13,846,844 +220,000 13,846,844	\$13,846,844 +258,000 14,104,844	\$14,104,844 +235,000 14,339,844	\$14,339,844 +585,000 14,924,844	\$14,924,844.00
Bear Brothers, Inc. 220 Mendel Parkway W Montgomery, AL 36117 334-240-2021 E: estimating@bearbrothers.com G.C. Lic. # 54	Travelers Casualty	\$13,172,000 +22,000 13,194,000	\$13,194,000 +287,700 13,481,700	\$13,481,700 +306,300 13,788,000	\$13,788,000 +258,000 14,046,000	\$14,046,000 +672,500 14,718,500	\$14,718,500.00

I certify this to be a true and correct tabulation of all bids received for this project.
 day of _____ 2019

By Johnny B. Raines, III, Project Architect
 Barganier Davis Williams Architects Associated

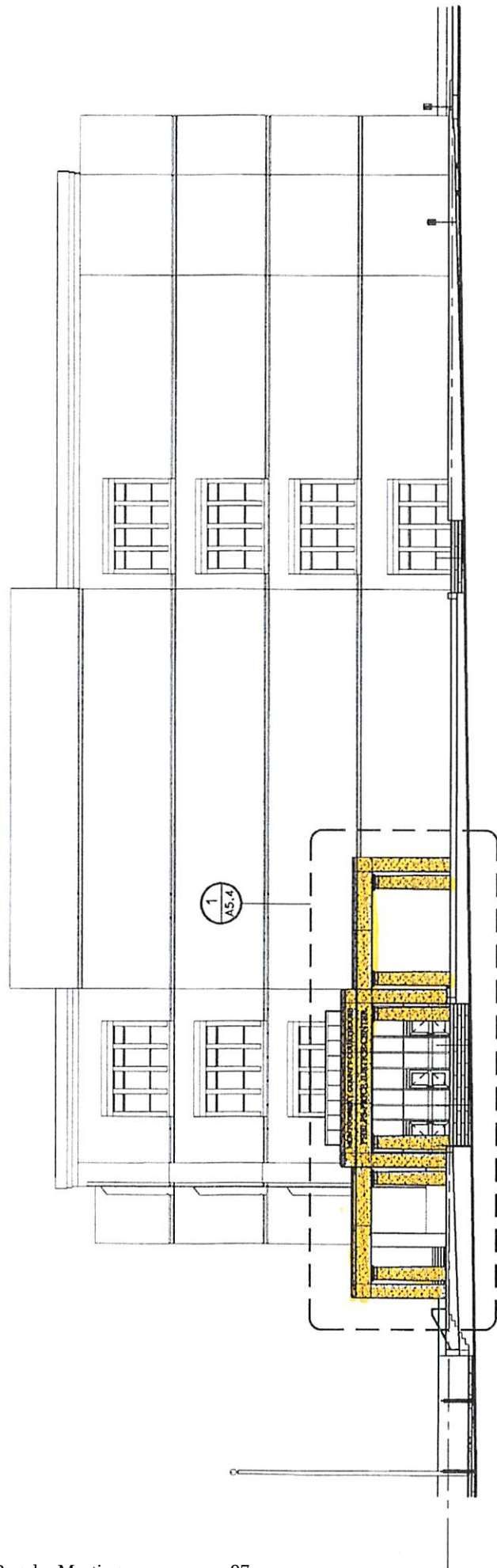
Notary Public _____ LS

Signature



5 COMPOSITE WEST ELEVATION (BASE BID)

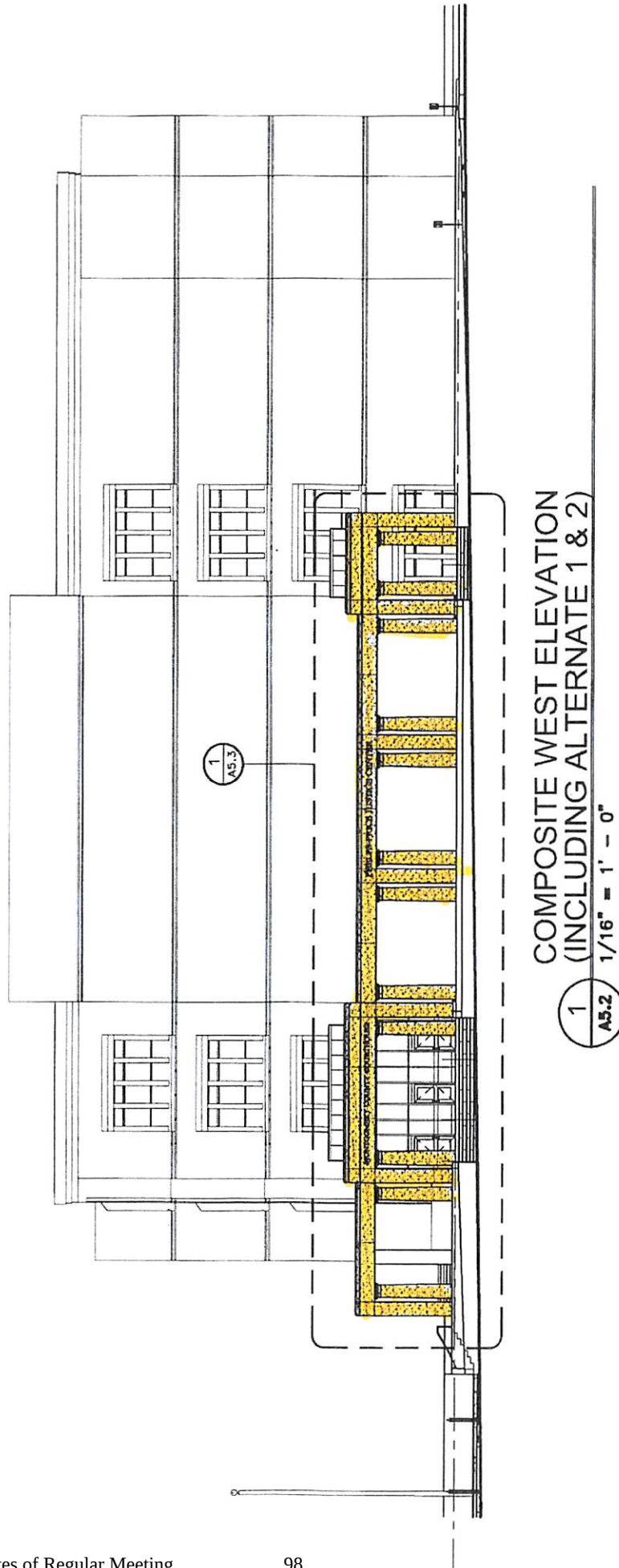
1/16" = 1' - 0"

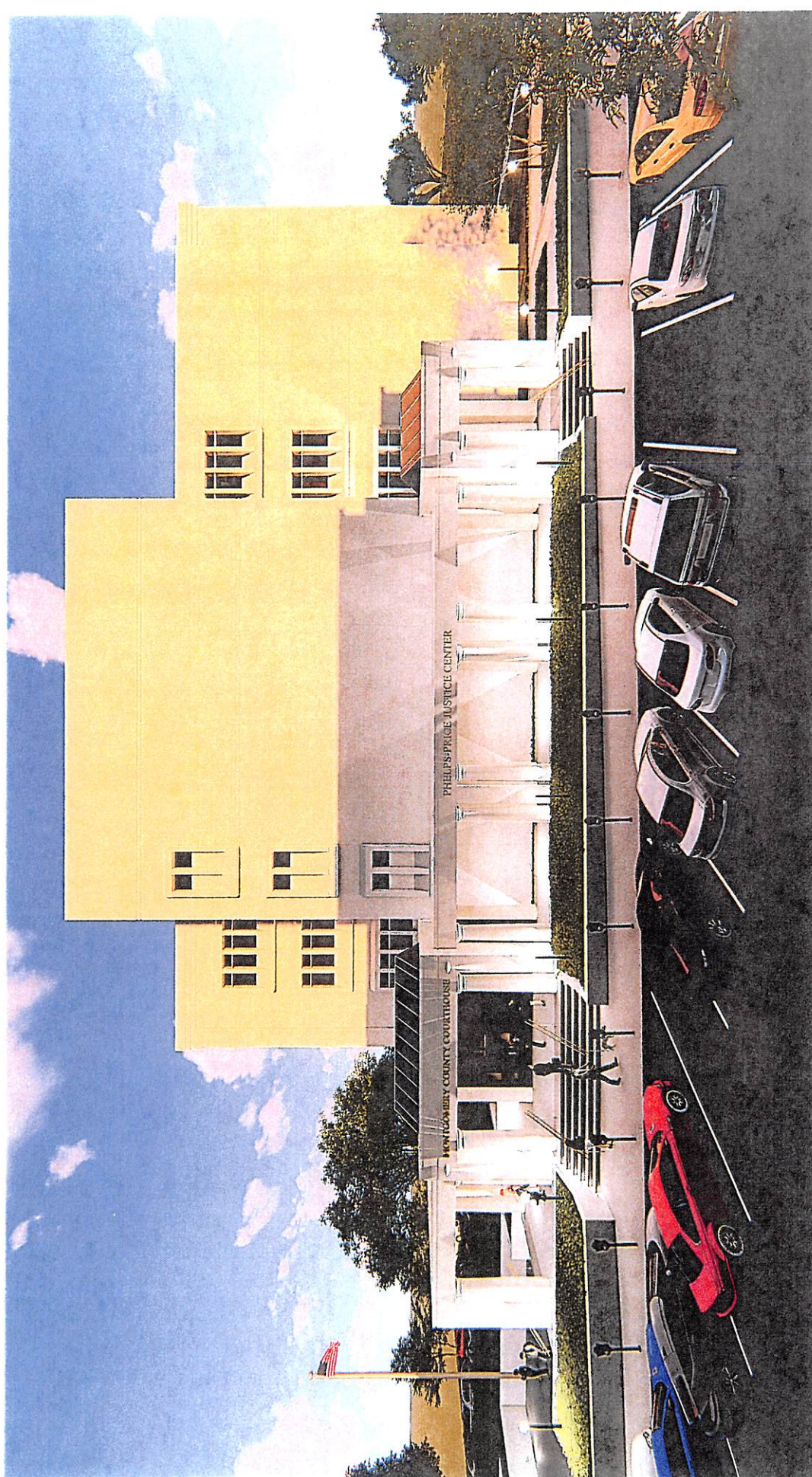


COMPOSITE WEST ELEVATION
(INCLUDING ALTERNATE 1)

4
A5.2

1/16" = 1' - 0"





26-5



Cost/Bid Comparisons

Items of Work	BDW Architects Estimate	Bear Brother Actual Bid Cost	Variance in Estimate/Bid
A. Construction Items (Courthouse)			
1. Contingency	\$ 500,000.00	\$ -	
a. Demolition and Building Access		\$ 483,604.00	\$ 186,000.00
2. General Conditions & Requirements	\$ 750,000.00	\$ 885,046.00	\$ 135,046.00
3. Contractor Fee	\$ 400,000.00	\$ 740,272.00	\$ 340,272.00
4. Escalation (1 year)	\$ 265,000.00	<i>included in bid</i>	
5. Allowances			
a. Audio Visual/Technology	\$ -	\$ 600,000.00	\$ 600,000.00
b. General Contingency	<i>included in above contingency</i>	\$ 500,000.00	\$ 500,000.00
b. Signage, special lighting, pews, jury chairs, etc.	\$ 315,300.00	\$ 446,000.00	\$ 130,700.00
6. Office Cubicals (Circuit Clerk)	\$ 140,000.00	\$ 140,000.00	
7. Plumbing/Mechanical/Electrical/Fire Protection	\$ 4,100,000.00	\$ 5,106,420.00	\$ 1,006,420.00
8. Exterior Improvements	\$ 100,000.00	\$ 307,717.00	\$ 207,717.00
9. Canopy (base bid)	\$ 300,000.00	\$ 254,925.00	
10. Phasing Cost	\$ 300,000.00	<i>included in bid</i>	
11. Building Renovations (lower level – 4th floor) including interior casework, toilet upgrades, courtroom upgrades, doors and hardware, added weather vestibule, workstation cubicals, moving jury room, plan modifications, all new finishes, KalWall system, etc.	\$ 2,932,212.00	\$ 3,730,016.00	\$ 797,804.00
TOTAL BASE BID	\$ 10,102,512.00	\$ 13,194,000.00	\$ 3,091,488.00

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Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

December 2, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *PLM*
County Administrator

SUBJECT: Potential Additional Funding for the Courthouse Renovation

If the County Commission desires to provide additional funding for the Courthouse renovation, the following analysis may be useful:

Potential Funding Sources

Proceeds from recent sale of land in the Montgomery Industrial Park	\$403,000
Sale of 42.4 Acres in the Montgomery Industrial Park to Industrial Partners (42.4 acres x \$30,000 per acre)	<u>\$1,272,000</u>
Subtotal	\$1,675,000
General Fund Balance	\$1,000,000
(On September 30, 2018, the fund balance of the General Fund and the Emergency Fund totaled in excess of \$31,900,000.) ($\$1,000,000 / \$31,900,000 = 3.2\%$)	
Road and Bridge Fund	\$758,263
(On September 30, 2018, the fund balance of the Road and Bridge Fund totaled in excess of \$6,537,000) ($\$758,263 / \$6,537,000 = 11.6\%$)	
TOTAL	<u><u>\$3,433,263</u></u>

DLM/tn

A COUNTY OLDER THAN THE STATE

Montgomery County Commission • 101 S. Lawrence Street • P.O. Box 1667 • Montgomery, AL 36102 • www.mc-ala.org
Phone 334.832.1210 • Fax 334.832.2533 • TDD 334.265.3568

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Total Cost of the Courthouse Renovation

Bear Brothers Bid	\$14,046,000
Less: Adjustment	<u><\$200,000></u>
Adjusted Bid Award	\$13,846,000
 Add: Elevator Modernization	 \$821,000
 Fees: Design Fee	 \$1,056,000
 Total Cost	 <u><u>\$15,723,000</u></u>

Funding for the Courthouse Renovation

Original Budget	\$12,289,737
 Add: Potential Additional Funding	 \$3,433,263
 Total Funding	 <u><u>\$15,723,000</u></u>

Q2 18
8/9/18

**Montgomery County Commission
2018 Construction Projects**

New Jail	1,000,000	1,174,315
Old Jail	4,000,000	4,375,000
Annex II	1,000,000	1,667,594
Greil Building	400,000	325,000
CareHere	120,000	648,000
350 Adams Avenue	175,000	105,140
Annex III	700,000	562,639
Carnegie	100,000	300,000
Courthouse	9,100,000	12,289,737
Scott Street Parking Deck	1,255,000	1,618,450
Annex I	<u>4,316,000</u>	<u>6,933,443</u>
Total	<u><u>22,166,000</u></u>	<u><u>29,999,318</u></u>

File: Construction Projects and Asset Purchases 1

**MONTGOMERY COUNTY COMMISSION
FUND BALANCE COMPARISON**

Fund	Fund Balance 9/30/2007	Fund Balance 9/30/2011	Fund Balance 9/30/2015	Fund Balance 9/30/2016	Fund Balance 9/30/2017	Fund Balance 9/30/2018
1 General Fund	19,653,403	6,943,542	15,284,534	16,880,909	19,729,166	21,902,908
1 General Fund						1,080,000
3 Emergency Fund	9,151,681	9,773,864	9,899,520	9,925,143	9,957,511	10,053,733
4 Workers Comp Ins	560,177	952,804	1,289,815	1,351,223	1,408,299	1,378,455
5 Employees Health Ins	1,206,112	282,931	1,371,927	1,133,699	2,266,526	3,247,889
5 R E Life Insurance	206,805	259,839	300,869	250,369	233,619	216,619
7 Liability Fund	4,174,579	4,342,601	4,085,884	3,954,513	3,746,871	3,834,757
1 Gasoline Tax Fund	3,291,183	258,249	284,114	101,850	54,794	138,506
2 Public Roads/Bridges	4,874,395	7,050,000	6,654,765	6,077,055	6,312,421	6,537,135
3 Public Hiway&Traffic	524,007	118,755	162,945	327,812	281,262	134,740
6 Capital Improvement	2,151,350	4,866,372	3,657,535	2,401,452	709,194	0
7 R.R.R. Gasoline Tax	2,311,682	4,441,045	4,910,037	6,286,448	5,423,247	5,162,531
9 Severed Material Tax	595,645	153,547	146,921	389,776	543,292	701,650
3 Personnel	380,445	21,365	111,561	100,846	166,365	160,545
6 Construction Projects	4,396,879	2,388,570	1,659,476	60,220	377,777	405,318
6 Construction Projects						2,024,192

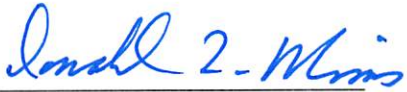
General Fund Reserves	37,494,669	24,144,410	32,285,878	33,312,769	36,335,154	38,767,022	Per County Financial Statement
General Fund Reserves- General and Emergency						31,956,641	As a percent of 2020 Proposed General Fund Budget \$78,058,774
						41%	

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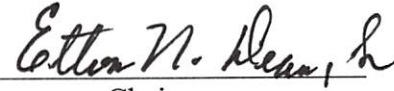
7/16/2019

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, December 16, 2019, at 8:00 in the morning.



Administrator



Chairman