

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

MARCH 10, 2020

AGENDA

INFORMATION SESSION

Call to Order and Welcome at 3:30 p.m.

Prayer

Reports from Staff

Comments from Scheduled Attendees

Recess to Formal Session

FORMAL SESSION

Welcome at 5:00 p.m.

Invocation by Chairman Dean

Pledge of Allegiance Led by Vice Chairman Walker

Call of Roll to Establish Quorum

Comments from Citizens

Presentation of the Minutes of the Regular Meeting of February 25, 2020

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

PUBLIC HEARING:

Public Hearing regarding Alcohol License Application for Special Events Retail to Rancho El Paraiso, LLC for Festival Latino located at 7625 Jesse Reid Lane, Montgomery, AL 36105

NEW BUSINESS:

1. Consider Authorization of Alcohol License Application for Special Events Retail to Rancho El Paraiso, LLC for Festival Latino located at 7625 Jesse Reid Lane, Montgomery, AL 36105, County Commission
2. Consider Authorization of Resolution to Change the Time and Location of the April 6, 2020, County Commission Meeting to Passion Church, 6825 Wares Ferry Road, Montgomery, Alabama. The information session will begin at 4:00 p.m. with the formal session at 5:30 p.m., County Commission
3. Consider Authorization of Board Member Reappointments, Pike Road Volunteer Fire Protection Authority
4. Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission
5. Consider Authorization of Miscellaneous Appropriations to Education, County Commission
6. Consider Authorization of Miscellaneous Appropriations from Designated Revenue, County Commission
7. Consider Authorization of Budget Change Request Number 1, Board of Registrars
8. Consider Authorization of Budget Change Request Number 16 in the Amount of \$22,500 for 2020 Montgomery County Sheriff's Office Community Program Events, County Commission Appropriations
9. Consider Authorization of Budget Change Request Number 2, Probate - Elections
10. Consider Authorization of Budget Change Request Number 1, Revenue Commissioner's Office
11. Consider Authorization of Unbudgeted Position Fill Request for Retired RSA Employee, Position Number To Be Determined, Risk Management
12. Consider Authorization of Position Fill Request – Sheriff's Office (1)
 - Deputy Sheriff Trainee, Position Number 550430073
13. Consider Authorization of Travel/Training Requests (8)

Reports from Staff:

County Attorney
County Engineer

Discussion Items by Commissioners

Adjourn

**MONTGOMERY COUNTY COMMISSION
MEETING DATE MARCH 10, 2020**

THE FOLLOWING WERE AUDITED AND ORDERED PAID

ACCOUNTS PAYABLE CHECKS DATED 2-21-20	
Check Numbers: 291840 – 291926	Total Checks Paid: \$ 804,340.82

ACCOUNTS PAYABLE CHECKS DATED 2-28-20	
Check Numbers: 291927 – 292069	Total Checks Paid: \$ 1,116,074.22

EFT's included in amounts

PAYROLL CHECKS DATED 2-28-20	
Check Numbers: 133902 – 133988	Total: \$ 115,547.32
Direct Deposits	Total: \$ 1,487,872.49
Federal Deposits	Total: \$ 312,826.31
Total Payroll Paid	Total: \$ 1,916,246.12

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

NOTICE

AGENDA

MAR 10 2020

Notice is hereby given that application has been made to the Montgomery County Commission, Montgomery, Alabama, for approval of an Alcohol License at this location, namely:

NAME: Festival Latino

ADDRESS: 7625 Jesse Reid Lane, Montgomery, AL 36105

AND THAT PUBLIC HEARING ON SAID APPLICATION HAS BEEN SET BEFORE
THE COUNTY COMMISSION AT:

5:00 P.M. February 25 , 2020
 (MONTH) (DAY) (YEAR)

in the Montgomery County Courthouse and Administration Building Annex III, 101 South Lawrence Street, 1st Floor, Commission Chambers, Montgomery, Alabama. Anyone desiring to be heard either for or against said application may appear in person at said time or may indicate his or her wishes in writing by communication addressed to the Montgomery County Commission, ATTN: Florence M. Cauthen, P.O. Box 1667, Montgomery, Alabama 36102-1667.

**Florence M. Cauthen, Interim County Administrator
Montgomery County Commission**

PUBLICATION MEDIA MONTGOMERY ADVERTISER

DATE OF PUBLICATION: On or Before February 18, 2020

PAYMENT FOR ABOVE INSERTION IS THE RESPONSIBILITY OF THE APPLICANT.

RUN ONE TIME



AGENDA

MAR 10 2020

STATE OF ALABAMA ALCOHOLIC BEVERAGE CONTROL BOARD ALCOHOL LICENSE APPLICATION



Confirmation Number: 20200109142736940

Type License: 140 - SPECIAL EVENTS RETAIL

State: \$150.00 County: \$150.00

Type License:

State: County:

Trade Name: FESTIVAL LATINO

Filing Fee: \$50.00

Applicant: RANCHO EL PARAISO LLC

Transfer Fee:

Location Address: 7625 JESSEE REID LANE MONTGOMERY, AL 36105

Mailing Address: 4025 TROY HWY MONTGOMERY, AL 36116

County: MONTGOMERY Tobacco sales: NO

Tobacco Vending Machines:

Type Ownership: LLC

Book, Page, or Document info: CORP 00375 PG 0957-0959

Date Incorporated: 09/04/2019 State incorporated: AL

County Incorporated: MONTGOMERY

Date of Authority: 09/04/2019

Alabama State Sales Tax ID: R010401541

Federal Tax ID: 84-3077162

Name:	Title:	Date and Place of Birth:	Residence Address:
JAMES MARTINEZ BROWN 8320099 - AL	OWNER	06/22/1988 DALLAS TEXAS	5108 SUGAR PINE DR MONTGOMERY, AL 36116

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES

Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? YES

Contact Person: JAMES M BROWN

Home Phone: 334-424-8812

Business Phone: 334-424-8812

Cell Phone:

Fax:

E-mail:

PREVIOUS LICENSE INFORMATION:

Previous License Number(s)

Trade Name:

License 1:

Applicant:

License 2:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20200109142736940

If applicant is leasing the property, is a copy of the lease agreement attached? **YES**
Name of Property owner/lessor and phone number: **EDGAR VALERIOS AVALOS 334-540-3824**
What is lessors primary business? **PROPERTY OWNER**
Is lessor involved in any way with the alcoholic beverage business? **NO**
Is there any further interest, or connection with, the licensee's business by the lessor? **NO**

Does the premise have a fully equipped kitchen? **NO**
Is the business used to habitually and principally provide food to the public? **NO**
Does the establishment have restroom facilities? **YES**
Is the premise equipped with services and facilities for on premises consumption of alcoholic beverages? **YES**

Will the business be operated primarily as a package store? **NO**
Building Dimensions Square Footage: **9999** Display Square Footage:
Building seating capacity: **9999** Does Licensed premises include a patio area? **NO**
License Structure: **ONE STORY** License covers: **OTHER**
Location is within: **COUNTY** Police protection: **COUNTY**

Has any person(s) with any interest, including manager, whether as sole applicant, officer, member, or partner been charged (whether convicted or not) of any law violation(s)?

Name:	Violation & Date:	Arresting Agency:	Disposition:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION

Confirmation Number: 20200109142736940



Private Clubs / Special Retail / or Special Events licenses ONLY

Private Club

Does the club charge and collect dues from elected members?

Number of paid up members:

Are meetings regularly held?

How often?

Is business conducted through officers regularly elected?

Are members admitted by written application, investigation, and ballot?

Has Agent verified membership applications for each member listed?

Has at least 10% of members listed been confirmed and highlighted?

Agent's Initials:

For what purpose is the club organized?

Does the property used, as well as the advantages, belong to all the members?

Do the operations of the club benefit any individual member(s), officer(s), director(s), agent(s), or employee(s) of the club rather than to benefit of the entire membership?

Special Retail

Is it for 30 days or less?

More than 30 days?

Franchisee or Concessionaire of above?

Other valid responsible organization:

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date: 03/21/2020 Ending Date: 03/22/2020

Special terms and conditions for special event/special retail:

EVENT WILL BE HELD SATURDAY, MARCH 21, 2020 AND SUNDAY MARCH 22, 2020 FROM 2:00PM - 12:00AM. NO ALCOHOL IS ALLOWED TO LEAVE THE LICENSE PREMISE. NO TO-GO SALES PERMITTED. THIS IS A NON-RENEWABLE LICENSE.

Other Explanations

Is the applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act?: JAMES BROWN OWNS OTHER ABC LICENSED LOCATIONS

License Covers: OUTSIDE AREA

Are there any special restrictions, instructions, and/or conditions for this license?:

EVENT WILL BE HELD SATURDAY, MARCH 21, 2020 AND SUNDAY MARCH 22, 2020 FROM 2:00PM - 12:00AM. NO ALCOHOL IS ALLOWED TO LEAVE THE LICENSE PREMISE. NO TO-GO SALES PERMITTED. THIS IS A NON-RENEWABLE LICENSE.



RESOLUTION

WHEREAS, the County Commission wishes to host a regular meeting in each commission district in 2020; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the April 6, 2020, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to Passion Church, 6825 Wares Ferry Road, Montgomery, Alabama 36117. The information session will begin at 4:00 p.m., followed by the formal session at 5:30 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby agree to change the meeting location and time, as stated above for the April 6, 2020, meeting from the Montgomery County Courthouse Administration Building, Annex III, to Passion Church.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 10th day of March 2020.

BY: _____
Chairman

ATTEST: _____
Interim County Administrator

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



ADMINISTRATOR
Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

MAR 10 2020

March 5, 2020

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen *FMC*
Interim County Administrator

SUBJECT: Pike Road Volunteer Fire Protection Authority Board Member Reappointments

The Montgomery County Commission, at its meeting on February 25, 2020, agreed to place on the next agenda the reappointments of Mr. Brian Shelton and Ms. Janet Roberts as members of the Pike Road Volunteer Fire Protection Authority.

I am requesting approval of these reappointments.

FMC/tn

Attachments

A COUNTY OLDER THAN THE STATE

3-1

**Pike Road Volunteer
Fire Protection Authority**

Members:

Term Expires:

David Livingston
13715 Old Pike Road
Mathews, AL 36052

3/1/2023

Jimmy Grubbs, Chairman
10608 Old Pike Road
Mathews, AL. 36052

3/1/2025

Colonel James "Jim" R. Miller
3255 Mathews Road
Mathews, AL 36052

3/1/2021

* Brian Shelton
811 Macon County Road
Cecil, AL 36013

3/1/2020

* Janet Roberts
1218 Foggy Hollow Trail
Fitzpatrick, Alabama 36029

3/1/2020

cc: Chris Weller (334) 241-8066
Capell and Howard P.C.

Term: 6 years

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 3/10/2020 - CODE: 001-59320.498									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			31,000	25,662	3,450	100	18,532	78,744	
C-2020-60	Dream Court, Inc.	Program Services to Include signage					300	300	
C-2020-61	Child Protect, Inc.	Service to Children of Abuse					1,000	1,000	
C-2020-62	Montgomery Area Chamber of Commerce	Small and Minority Business Development					1,000	1,000	
NC-2020-33	City of Montgomery, Neighborhood Svcs.	Halcyon Oaks HA					1,000	1,000	
		Total Appropriations 3/10/2020	0	0	0	0	3,300	3,300	
		APPROPRIATED BUDGET BALANCE	31,000	25,662	3,450	100	15,232	75,444	
	Interim Administrator	Date							

MAR 10 2020

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 3/10/2020 - CODE: 001-59320.494									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			39,600	65,000	58,000	23,000	54,000	239,600	
BOE-2020-44	Dalraida Elementary School	100 Mile Club			2,500			2,500	
BOE-2020-45	Montgomery Preparatory Academy for Career Technologies (MPACT)	Principal's Discretionary Fund for JAG Program					500	500	
			0	0	2,500	0	500	3,000	
	Total Appropriations 3/10/2020		39,600	65,000	55,500	23,000	53,500	236,600	
	APPROPRIATED BUDGET BALANCE								
	Interim Administrator	Date							

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 3/10/2020 - CODE: 001-59320.450										
Contract Number	Organization	Description of Program	Joint/Infra.	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			250,117	120,500	97,800	142,791	119,110	90,500	820,818	
**DR-C-2020-51	AUM Dixie Baseball & Softball League	Baseball and Softball Programs				-2,000		-2,000	-4,000	
DR-C-2020-58	Fountain of Renewal	Community Services Programs				5,000			5,000	
DR-C-2020-59	Caring for Citizens of Alabama	Community Services Programs		3,600					3,600	
DR-C-2020-60	Americare Financial Group	PEERS Program					4,000		4,000	
DR-C-2020-61	Alabama State University Foundation, Inc.	Violence Against Women Program		1,000					1,000	
DR-NC-2020-13	City of Montgomery	AUM Dixie Baseball & Softball League Equipment				2,000		2,000	4,000	
DR-NC-2020-14	Pike Road BOE, for Pike Road High School	Athletics Programs						10,000	10,000	
DR-NC-2020-15	City of Montg., Neighborhood Svcs.	Park Manor Neighborhood Assoc.					3,500		3,500	
			0	4,600	0	5,000	7,500	10,000	27,100	
	Total Appropriations 3/10/2020		250,117	115,900	97,800	137,791	111,610	80,500	793,718	
	APPROPRIATED BUDGET BALANCE									
	Interim Administrator	Date								

AGENDA

MAR 10 2020

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 1

AGENDA

MAR 10 2020

DEPARTMENT: Board of Registrars REQUESTED BY: Cindy Sahlie 2/20/20
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 2/24/20
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Overtime	001-51920.113	2,000	2,000	4,000
Extra Help	001-51920.115	5,000	(2,000)	3,000
Supplies	001-51920.211	2,600	1,650	4,250
Postage	001-51920.252	22,650	2,000	24,650
Equipment & furniture	001-51920.400	3,650	(3,650)	0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 35,900	\$ 0	\$ 35,900

JUSTIFICATION: To realign the budget to cover overtime, supplies and postage.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 16

AGENDA

MAR 10 2020

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Florence Cauthen 3/5/2020

Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 3/5/2020

Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

☐
☒

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Transfer to Sheriff's Fund	001-62100.62749	5,000	22,500	27,500
In House Misc. Appro.	001-59310.498	44,160	(22,500)	21,660
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 49,160	\$ 0	\$ 49,160

JUSTIFICATION: Budget for funding to the Montgomery County Sheriff's Department for Community events.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

MAR 10 2020

Request Number: 2

DEPARTMENT: Probate - Elections REQUESTED BY: Judge J C Love, III 2/24/20
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 2/24/20
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
 Agenda ☒

COUNTY COMMISSION APPROVAL: _____
 Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
				0
				0
				0
Other Misc. Supplies	001-51911.219	110,000	(1,500)	108,500
				0
Advertising	001-51911.253	60,000	1,500	61,500
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 170,000	\$ 0	\$ 170,000

JUSTIFICATION: To increase the advertising budget for the required public notices that must be published prior to the 2020 Primary Election.

AGENDA

MAR 10 2020

Date _____

Date _____

	✓

Date _____

JUSTIFICATION: Realign budget to cover cost of new electronic equipment needed in the office.

POSITION FILL REQUEST- UNBUDGETED

AGENDA

MAR 10 2020

DEPARTMENT: Risk Management
DEPARTMENT HEAD: Holly Leverette
SUPERVISOR: Holly Leverette

POSITION INFORMATION:

Position Title Retired RSA (Management level)
Position Number TBD
Pay Grade A07 Pay Range \$40,664 - \$60,755
Proposed Effective Date 03/16/2020
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☐) Permanent (☒) Temporary

JUSTIFICATION:

The temporary Risk Control Administrator position has a maximum time allowed for the position. Temporary assistance is still necessary to perform the day to day work of the department as well as help transition to the contracted third party claims administrator. The position will be unallocated once the Risk Control Administrator position is evaluated and filled.

Holly Leverette
Department Head

Date 02/12/2020

FINANCIAL IMPACT:

The cost of the RSA position is less than the budgeted amounts of the vacant Risk Control Administrator position so the financial impact will be positive. This position will be only be used while the Risk Control Administrator position is vacant.

Sherrill Thomas
Finance Director

Date 2/12/2020

ADMINISTRATIVE REVIEW/COMMENTS:

I recommend approval of this request as the position need is justified and covered in the current budget.

Florence M. Cauthen/tn
Interim County Administrator

Date 2/13/2020

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 Trainee

Position Number 550430073(Replace D. Carter)

Pay Grade PST Pay Range 38,236

Proposed Effective Date 3/16/20

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date March 2, 2020

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 03/03/2020

Employee Benefit Manager

Sherrill Thomas Date 3/3/2020

Finance Director

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn Date 3/3/2020

Interim County Administrator

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

MAR 10 2020

Date: 03/03/2020
To: Montgomery County Commission
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: 04/03/2020 Return Date: 04/03/2020

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ALTIST CRE Special Issues For Sales And Use Tax Examination Course.
Attendees Will Each Earn 8 CPE Hours That Will Apply Toward Their 2020 CRE
Certification Requirements.

Traveler (s) Name: 1. RoShonda Moultrie 4. _____
2. Te'Rea Smith 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$466.80 Advance Registration Required: \$400.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration \$400 Total. Lodging \$0. Meals \$30 Total. Mileage \$36.80 Total.
ALTIST CRE Program Course Sponsored by Auburn University
Government & Economic Development Institute.

To: Terri Henderson, Revenue Manager
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$466.80 and advance registration of \$400.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$12,850.00</u>	
Approved Requests:	<u>\$3,174.72</u>	
Budget Available:	<u>\$9,675.28</u>	
Current Requests:	<u>\$466.80</u>	
Budget Balance:	<u>\$9,208.48</u>	

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/4/2020
cc: Finance Director / Buyer

13-1

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

MAR 10 2020

Date: 03/03/2020
To: Montgomery County Commission
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Hoover, AL
Departure Date: 05/06/2020 Return Date: 05/08/2020

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: Attend ALTIST CRE II: Minimum Examination for Local Government Examiners.
Attendees Will Each Earn 20 CPE Hours That Will Apply Toward Their Initial
CRE Designation And Certification Requirements.

Traveler (s) Name: 1. Gail Ashurst 4. _____
2. Wade Watson 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,740.90 Advance Registration Required: \$660.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration \$660 Total. Lodging \$630. Meals \$260 Total.
Mileage \$190.90 Total. ALTIST CRE Program Course Sponsored by
Auburn University Government & Economic Development Institute.

To: Terri Henderson, Revenue Manager
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$1,740.90 and advance registration of \$660.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51800.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$12,850.00</u>
Approved Requests:	<u>\$3,174.72</u>
Budget Available:	<u>\$9,675.28</u>
Current Requests:	<u>\$2,207.70</u>
Budget Balance:	<u>\$7,467.58</u>

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/4/2020
cc: Finance Director / Buyer

13-2

Montgomery County Commission
Travel / Training Request Approval
Request # 8

AGENDA

MAR 10 2020

Date: 03/03/2020
To: Montgomery County Commission
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville AL (Marriott Legends Hotel and Conference Center at Capitol Hill)
Departure Date: 06/10/2020 Return Date: 06/11/2020

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: Attend CROAA: Safety For The County Revenue Officer Class.
Attendees Will Earn 12 CPE Hours That Will Apply Toward Their
Initial CCRO Designation And Certification Requirements.

Traveler (s) Name: 1. Barbara Brouillard 4. _____
2. Tiffany Hooks 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$443.60 Advance Registration Required: \$370.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration Fees \$370.00 Total. Mileage \$73.60 Total.
Meals \$0.00. Lodging \$0.00.
Sponsored By The ACCA CGEI.

To: Terri Henderson, Revenue Manager
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$443.60 and advance registration of \$370.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$12,850.00</u>	
Approved Requests:	<u>\$3,174.72</u>	
Budget Available:	<u>\$9,675.28</u>	
Current Requests:	<u>\$2,651.30</u>	
Budget Balance:	<u>\$7,023.98</u>	

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/4/2020
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Request # 12

AGENDA

MAR 10 2020

Date: February 27, 2020
To: Montgomery County Commission
From: Derrick Cunningham
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: April 8, 2020 Return Date: April 9, 2020
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend Personnel Administration Course

Traveler (s) Name: 1. Myrtle Singleton 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$185.00 Advance Registration Required: \$185.00
Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265
Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$185.00 and advance registration of \$185.00 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 and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$25,595.00</u>
Budget Available:	<u>\$14,405.00</u>
Current Requests:	<u>\$185.00</u>
Budget Balance:	<u>\$14,220.00</u>

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/2/2020
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 13

AGENDA

MAR 10 2020

Date: February 27, 2020
To: Montgomery County Commission
From: Derrick Cunningham
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: June 10, 2020 Return Date: June 11, 2020
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend Finance & Revenue Course

Traveler (s) Name: 1. Myrtle Singleton 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$185.00 Advance Registration Required: \$185.00

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

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$185.00 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$25,595.00</u>	
Budget Available:	<u>\$14,405.00</u>	
Current Requests:	<u>\$370.00</u>	
Budget Balance:	<u>\$14,035.00</u>	

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/2/2020
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

MAR 10 2020

Date: 2/26/20
To: Montgomery County Commission
From: Colonel Sonja Pritchett
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: March 25, 2020 Return Date: March 26, 2020
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy - Inmate Management

Traveler (s) Name: 1. Doretha Edwards 4. Marenda Gardner
2. Perez Hopkins 5.
3. Jessica Harvey 6.

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

Total (est.) Cost: \$300.00 Advance Registration Required: \$300.00
Department Name: Detention Facility Fund Name: General

Additional Comments:

To: Colonel Sonja Pritchett
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$300.00 and advance registration of \$300.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$30,000.00</u>	
Approved Requests:	<u>\$11,109.00</u>	
Budget Available:	<u>\$18,891.00</u>	
Current Requests:	<u>\$300.00</u>	
Budget Balance:	<u>\$18,591.00</u>	

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/2/2020
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 5

AGENDA

MAR 10 2020

Date: 2/21/2020
To: Montgomery County Commission
From: Holly Leverette
Re: Approval for the following travel:

Destination: Nashville, Tn
Departure Date: 6/14/2020 Return Date: 6/17/2020
Conference Leave (Days / Hours): 3 days
Purpose of Travel: To attend the Public Risk and Insurance Management Association Conference

Traveler (s) Name: 1. Holly Leverette 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,749.30 Advance Registration Required: \$625.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Registration-\$625; Mileage-\$324.30; Hotel-\$800

To: Holly Leverette

From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$1,749.30 and advance registration of \$625.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>007-51120.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$12,000.00</u>	
Approved Requests:	<u>\$1,518.52</u>	
Budget Available:	<u>\$10,481.48</u>	
Current Requests:	<u>\$1,749.30</u>	
Budget Balance:	<u>\$8,732.18</u>	

Montgomery County Commission

Reviewed by: S. Thomas

Date: 2/24/2020

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval
Request # 4

AGENDA

MAR 10 2020

Date: March 3, 2020
To: Montgomery County Commission
From: Judge J C Love, III
Re: Approval for the following travel:

Destination: Colorado Springs, CO
Departure Date: May 13, 2020 Return Date: May 16, 2020
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: To attend the National College of Probate Judges 2020 Spring Conference

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

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

Total (est.) Cost: \$2,190.00 Advance Registration Required: \$490.00

Department Name: Probate Fund Name: MV Training (783)

Additional Comments: Meals: \$75.00 x 4 = \$300.00 Registration \$490
Hotel: \$250.00 x 3 = \$750.00 Airfare \$650

To: Judge J C Love, III
From: Montgomery County Commission

The above request is app. 3/10/2020 reimbursement of actual and necessary expenses in the
approximate amount of \$2,190.00 and advance registration of \$490.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>783-51350.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$3,490.00</u>
Approved Requests:	<u>\$1,276.00</u>
Budget Available:	<u>\$2,214.00</u>
Current Requests:	<u>\$2,190.00</u>
Budget Balance:	<u>\$24.00</u>

Montgomery County Commission

Reviewed by: S. Thomas
Date: 3/4/2020
cc: Finance Director / Buyer

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