



AGENDA

County Commission - Formal Session Meeting

9:30 AM - September 21, 2020

Montgomery County Courthouse, Annex III

Page

WELCOME AT 9:30 A.M.

INVOCATION BY COMMISSIONER SANKEY

PLEDGE OF ALLEGIANCE LED BY COMMISSIONER SINGLETON

CALL OF ROLL TO ESTABLISH QUORUM

COMMENTS FROM CITIZENS

PRESENTATION OF THE MINUTES

1. Presentation of the Minutes of the Regular Meeting of September 8, 2020

CONSENT AGENDA

2. Consider Authorization of Accounts Payable Checks and Payroll Checks 5
[Accounts Payable and Payroll Checks 9-21-20](#)

NEW BUSINESS

3. Public Comment regarding Proposed 2020-2021 Operating Budget and Construction Programs Fund Budget
4. Consider Authorization of Proposed 2020-2021 Operating Budget, County Commission 6 - 22
[Agenda Item Memo - 20-044 - Pdf](#)
5. Consider Authorization of Proposed 2020-2021 Construction Programs Fund Budget, County Commission 23
[Agenda Item Memo - 20-045 - Pdf](#)
6. Consider Authorization of Resolution regarding GASB 54 Fund Balance Commitments, County Commission 24 - 25
[Agenda Item Memo - 20-041 - Pdf](#)
7. Consider Adoption of Resolution Declaring September 25, 2020 in Montgomery County as Disabled American Veterans Day, County Commission 26 - 27
[Agenda Item Memo - 20-046 - Pdf](#)

8. Consider Authorization of Service Agreement Renewal with ICS MedTech for Cybersecurity Monitoring and Services, Information Systems 28 - 29
[Agenda Item Memo - 20-035 - Pdf](#)
9. Consider Authorization of Memorandum of Agreement (MOA) among the District Attorney's Office, the Montgomery County Commission, the City of Montgomery and the Montgomery Public Schools for the Helping Montgomery Families Initiative (HMFII), District Attorney's Office 30 - 37
[Agenda Item Memo - 20-040 - Pdf](#)
10. Consider Authorization of HRA Plan and FSA Administrative Fees for the 2020-2021 Plan Year Through Alliance Insurance Group, Risk Management 38 - 41
[Agenda Item Memo - 20-048 - Pdf](#)
11. Consider Authorization of Property Insurance Renewal with Affiliated FM Insurance Company, Secured through Assured Partners, Risk Management 42
[Agenda Item Memo - 20-049 - Pdf](#)
12. Consider Authorization of 2021 Membership Dues in the Amount of \$175 to Leadership Alabama for Vice Chairman Ronda M. Walker, County Commission 43
[Leadership Alabama Dues for VC Walker](#)
13. Consider Authorization to Ratify the Adoption and Approval of Montgomery Industrial Park Plat No. 4-A, County Commission 44 - 45
[Agenda Item Memo - 20-037 - Pdf](#)
14. Consider Authorization of Amendment Number 1 to Contract with Foley Products Company regarding a One (1) Year Extension Beginning October 7, 2020 and Ending on October 6, 2021 and a 5% Price Increase for Concrete Pipe, Engineering Department 46 - 47
[Amendment No 1 for Concrete Pipe](#)
15. Consider Authorization of Amendment Number 1 to Contract with Pro Movers and Storage regarding an Extension Beginning September 21, 2020 and Ending March 15, 2021 for Delivery of Election Equipment, Probate Judge's Office (Elections Center) 48 - 49
[Amendment No. 1 Contract No. 51910-17B-017- Pro Movers, Memo](#)
[Amendment No. 1 to Contract 51910-17B-017 - Pro Movers](#)
16. Consider Authorization of Amendment Number 1 to Contract with Bob Barker Company regarding a One (1) Year Extension Beginning October 21, 2020 and Ending on October 20, 2021 and a 5% Price Increase for Hygiene Products, Detention Facility 50 - 51
[Amendment No 1 for Hygiene Products](#)
17. Consider Authorization of Amendment Number 2 to Contract with Patriot Services Group regarding a One (1) Year Extension Beginning October 1, 2020 and Ending on September 30, 2021 and a 5% Price Increase for Inmate 52 - 53

Security, Detention Facility

[Amendment No 2 to Inmate Security](#)

- | | | |
|-----|---|---------|
| 18. | Consider Authorization of Board Member Reappointments to the Joint Public Charity Hospital Board, County Commission | 54 - 55 |
| | Agenda Item Memo - 20-058 - Pdf | |
| 19. | Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission | 56 |
| | 9-21-2020 Agencies Appropriations | |
| 20. | Consider Authorization of Miscellaneous Appropriations to Education, County Commission | 57 |
| | 9-21-2020 BOE Appropriations | |
| 21. | Consider Authorization of Miscellaneous Appropriations from Designated Revenue, County Commission | 58 |
| | 9-21-2020 Designated Revenue Appropriations | |
| 22. | Consider Authorization of Budget Change Request Number 2, County Commission | 59 |
| | Presenter: Sherrill Thomas | |
| | County Commission - 2020.2 | |
| 23. | Consider Authorization of Budget Change Request Number 1, Support Services | 60 |
| | Presenter: Sherrill Thomas | |
| | Support Services 2020-1 | |
| 24. | Consider Authorization of Budget Change Request Numbers 21, 22, 23 and 24, County Commission Appropriations | 61 - 65 |
| | Presenter: Sherrill Thomas | |
| | County Commission Appropriations 2020-21 | |
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| | County Commission Appropriations 2020-24 | |
| 25. | Consider Authorization of Position Fill Request(s) - Detention Facility | 66 |
| | 1. Corrections Officer Trainee - Position Number 500419214 | |
| | PFR - COT - 500419214 | |
| 26. | Consider Authorization of Unbudgeted Position Fill Request for Retired RSA Employee, Engineering Department | 67 - 68 |
| | Presenter: George Speake | |
| | Agenda Item Memo - 20-056 - Pdf | |

27. Consider Authorization of Position Fill Request(s) - Sheriff's Office 69
1. Deputy Sheriff - Part Time, Position Number 550431197
[DS - Part-time - 550431197](#)
28. Consider Authorization of Travel/Training Request(s) 70 - 72
[Travel - Detention Facility 2020-8](#)
[Travel - Public Affairs 2020-2](#)
[Travel - Youth Facility Court 2020-7](#)

REPORTS FROM STAFF

County Attorney
County Engineer

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

**MONTGOMERY COUNTY COMMISSION
MEETING DATE SEPTEMBER 21, 2020**

THE FOLLOWING WERE AUDITED AND ORDERED PAID

ACCOUNTS PAYABLE CHECKS DATED 8-28-2020	
Check Numbers: 295797 – 295912	Total Checks Paid: \$ 935,999.67

EFT's included in amounts

ACCOUNTS PAYABLE CHECKS DATED 9-4-2020	
Check Numbers: 295914 – 296030	Total Checks Paid: \$ 783,046.69

EFT's included in amounts

PAYROLL CHECKS DATED 9-11-2020	
Check Numbers: 135002 – 135075	Total: \$ 93,143.61
Direct Deposits	Total: \$ 1,434,746.23
Federal Deposits	Total: \$ 289,666.13
Total Payroll Paid	Total: \$ 1,817,555.97

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

**Proposed Annual Budget
Montgomery County Commission
Montgomery, Alabama
Fiscal Year
October 1, 2020 to September 30, 2021**

Presented September 8, 2020

**Elton N. Dean, Sr., Chairman
Ronda M. Walker, Vice Chairman
Daniel Harris, Jr., Member
Isaiah Sankey, Member
Doug Singleton, Member**

**Compiled by
Florence M. Cauthen, Administrator
Sherrill R. Thomas, CPA, Finance Director**

ANNUAL BUDGET 2020-2021

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

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

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

	ESTIMATED	
	REVENUES	APPROPRIATIONS
General Fund	\$ 75,906,235	\$ 75,906,235
Emergency Fund	10,000	-
Workers' Compensation Fund	339,000	339,000
Health Trust Fund	13,365,000	13,365,000
R.E. Life Ins. Fund	120,000	120,000
Liability Fund	432,000	432,000
Gasoline Tax Fund	9,701,893	9,701,893
Public Buildings/Roads/Bridges Fund	6,902,000	8,061,536
Public Highways & Traffic Fund	452,000	500,000
Capital Improvement	931,000	931,000
RRR Gasoline Tax Fund	1,943,000	3,695,000
Severed Material Tax Fund	150,500	150,500
Appraisal Fund	2,939,634	2,939,634
Merit System Fund	1,073,185	1,073,185
Community Corrections	803,212	803,212
Grant Fund	914,032	914,032
County Rebuild Alabama Fund	2,039,965	1,614,972
Federal Aid Exchange Fund	400,000	800,000
G.O. Warrants - 2015/2017 Fund	3,832,725	3,832,725
G.O. Warrants - 2010 Fund	1,333,875	1,333,875
Less: Fund transfer elimination	<u>(14,355,712)</u>	<u>(14,355,712)</u>
TOTAL	\$ 109,233,544	\$ 112,158,087
ADD: BUDGETARY FUND BALANCE		
Emergency Fund	(10,000)	
Public Buildings/Roads/Bridges Fund	1,159,536	
Public Highway and Traffic Fund	48,000	
RRR Gasoline Tax Fund	1,752,000	
County Rebuild Alabama Fund	(424,993)	
Federal Aid Exchange Fund	400,000	
TOTAL BUDGETARY FUND BALANCE	2,924,543	
TOTAL PROPOSED BUDGET	\$ 112,158,087	\$ 112,158,087

Funds included in budget:

General Fund
Special Revenue Funds
Debt Service Funds

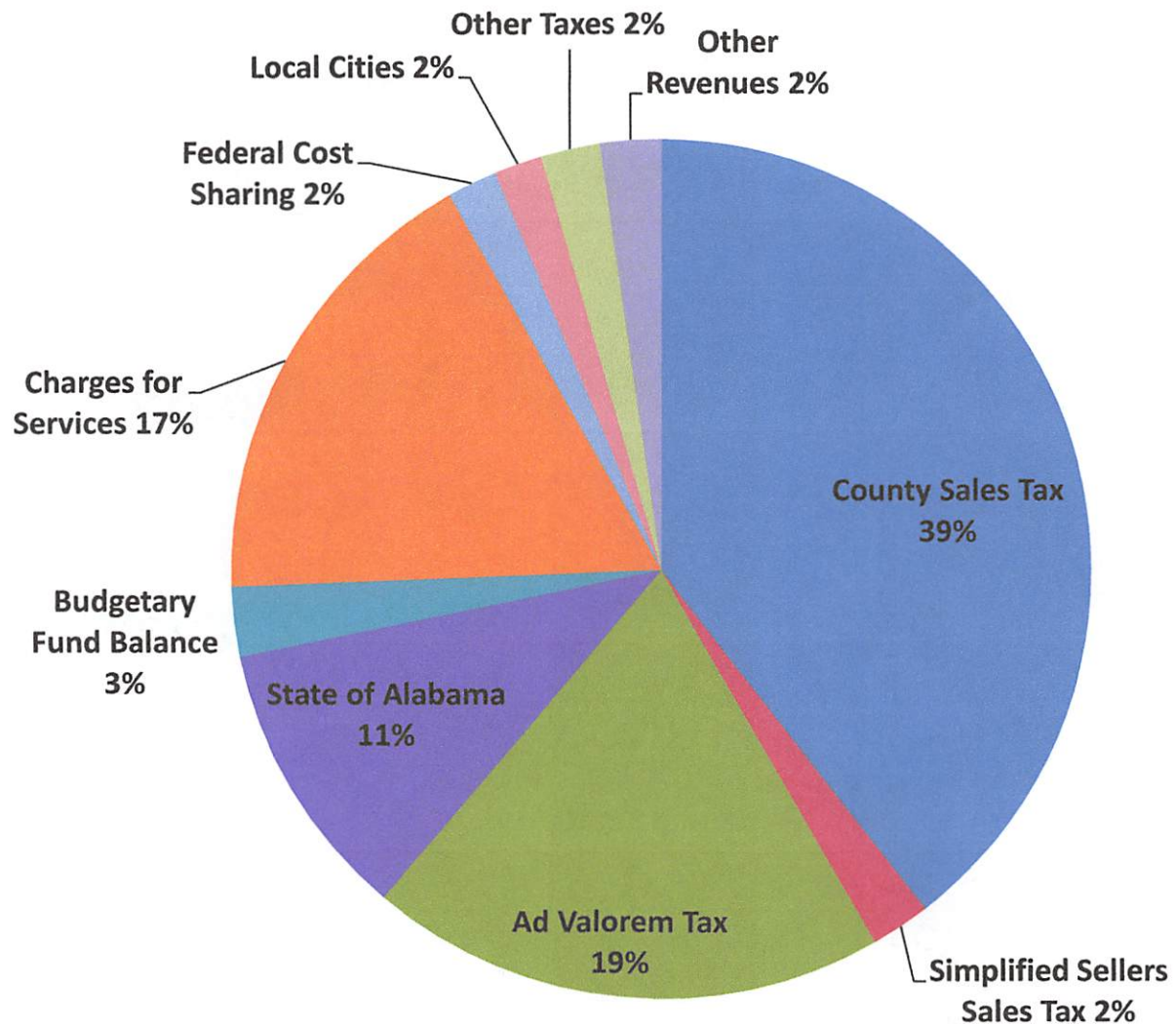
**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

FUNDS NOT INCLUDED IN OPERATING BUDGET

Construction Program Fund
Fiduciary Fund
Law Library Fund
Sheriff's Fund
Revenue Commissioner Special Fund
Solicitor's Fund
Worthless Check Fund
Child Support Fund
Recreation Board Fund
Judge of Probate Special Fund
Manufactured Home Trust Fund
Motor Vehicle Special Training
Emergency Management Communication District Board
MV Registration and Titling Technology Fund

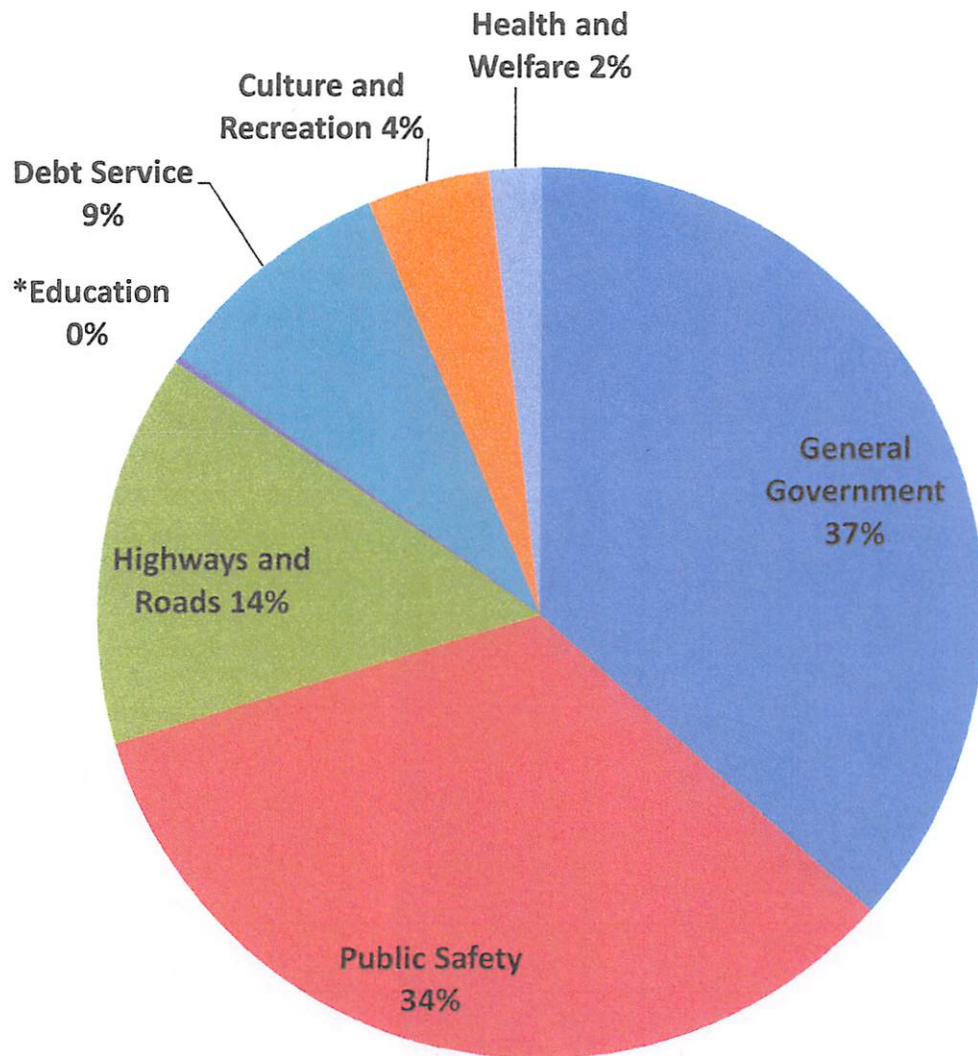
Montgomery County Commission
Estimated Revenues and Budgetary Fund Balance
2020-2021

Type	Percentage	Total
County Sales Tax	39%	\$ 44,280,000
Simplified Sellers Sales Tax	2%	2,500,000
Ad Valorem Tax	19%	21,810,578
State of Alabama	11%	11,926,996
Budgetary Fund Balance	3%	2,924,543
Charges for Services	17%	19,523,200
Federal Cost Sharing	2%	2,091,566
Local Cities	2%	2,048,840
Other Taxes	2%	2,465,000
Other Revenues	2%	2,587,364
Miscellaneous		1,319,120
Interest		83,000
Licenses and Permits		538,800
Board of Education		611,444
Fines and Forfeitures		35,000
	100%	\$ 112,158,087



**Montgomery County Commission
Appropriations
2020-2021**

Type	Percentage	Total
General Government	37%	\$ 40,998,606
Public Safety	34%	37,884,084
Highways and Roads	14%	15,962,365
Education	0%	268,510
Debt Service	9%	9,880,937
Culture and Recreation	4%	5,004,550
Health and Welfare	2%	<u>2,159,035</u>
	100%	\$ 112,158,087



*Additional \$27.2 million provided for Education by the 1% County Sales tax for Public Education

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

**Summaries of
DEPARTMENTAL
and
FUND BUDGETS**

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET
GENERAL FUND**

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$ 14,000,000
County Sales Tax	46,780,000
Salaries for Revenue Commissioner	218,000
County Beer and Wine Tax	125,000
Lodging Tax	1,580,000
Other Tax	760,000
TOTAL TAXES	<u>63,463,000</u>

LICENSE & PERMITS

463,800

INTERGOVERNMENTAL

State Shared Revenue	1,801,890
State Cost Sharing Revenue	1,455,800
Federal Cost Sharing	1,432,925
Local Government Cost Sharing	135,000
TOTAL INTERGOVERNMENTAL	<u>4,825,615</u>

CHARGES FOR SERVICES

Court Fees	754,300
Fees & Commissions - Public Officials	4,352,800
Other Fees & Charges	91,100
TOTAL CHARGES FOR SERVICES	<u>5,198,200</u>

FINES AND FORFEITURES

35,000

MISCELLANEOUS

Interest	6,500
Sales & Rentals	601,120
Other	613,000
TOTAL MISCELLANEOUS	<u>1,220,620</u>

TRANSFERS IN FROM OTHER FUNDS

700,000

TOTAL ESTIMATED REVENUES

\$ 75,906,235

MONTGOMERY COUNTY COMMISSION**2020 - 2021 BUDGET****GENERAL FUND****APPROPRIATIONS****GENERAL GOVERNMENT**

County Commission	\$	952,120
Risk Management		181,590
Public Affairs		95,645
Finance Department		506,982
Judges		442,195
District/Circuit/Domestic Relations Court		3,970
Circuit Clerk		32,665
District Attorney		3,184,236
Pre-Trial/District Attorney		689,274
Court Reporters		166,581
Probate Judge's Office		3,945,164
Revenue Commissioner		1,394,672
Tax and Audit Division		874,362
Support Services		3,020,343
Purchasing		216,631
Building Permits		40,300
Election Operating		296,049
Election Administration		368,315
Board of Registrars		300,905
Tax Equalization Board		5,804
Veterans Service Office		1,000
Forestry Commission		6,517
Industrial Park Utilities/Maintenance		43,527
Industrial Development		104,830
Information Systems		2,235,305
Fleet Maintenance		274,996
Contingent		22,500
Unemployment Compensation		15,000
TOTAL GENERAL GOVERNMENT	\$	<u>19,421,478</u>

PUBLIC SAFETY

Sheriff's Office	\$	15,185,020
Montgomery County Detention Facility		16,899,248
Montgomery City-County Emergency Management Agency		150,000
Coroner's Office		117,280
Youth Facility Net of City Funding		3,359,177
Youth Facility - DYS Subsidy		147,786
Youth Facility - DYS Boot Camp		341,000
Crimestoppers		5,000
Fire Hydrant Fees		27,720
Montgomery County Association of Volunteer Fire Departments		190,000
TOTAL PUBLIC SAFETY	\$	<u>36,422,231</u>

SANITATION- Transfer Station & Storm Water Permit	\$	<u>151,916</u>
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**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

GENERAL FUND

HEALTH

Health Department	\$ 450,414
Montgomery Area Mental Health Authority	189,200
Family Sunshine Center	31,700
VOCAL	5,000
Animal Shelter	500,000
Aletheia Research and Management Inc.	37,500
Council on Substance Abuse - NCADD	11,700
Mosquito Control	57,336
Sickle Cell Foundation	15,750
Red Cross	15,000
TOTAL HEALTH	\$ 1,313,600

WELFARE

Transfer of Insane	\$ 7,101
Restor	5,000
Child Protect	3,750
Brantwood Children's Home	12,500
Montgomery Community Action Agency	32,500
Central Alabama Aging Consortium	15,000
Montgomery Area Council on Aging	32,500
Montgomery Area Food Bank	3,750
Pauper Burial	5,000
Joint Public Charity Hospital Board	94,000
Indigent Hospitalization Program	52,500
Student Worker Programs	146,777
City of Montgomery (BONDS)	7,750
Department of Human Resources	20,000
TOTAL WELFARE	\$ 438,128

CULTURE & RECREATION

City - County Library	\$ 2,149,032
Pike Road Library net of Town of Pike Road funding	187,621
Montgomery Museum of Fine Arts	1,659,448
Montgomery County Recreation Board	748,449
Boys & Girls Clubs	12,500
The United Community Improvement	12,500
Unified YMCA	30,000
ECHO	5,000
Alabama Shakespeare Festival	200,000
TOTAL CULTURE & RECREATION	\$ 5,004,550

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

GENERAL FUND

APPROPRIATIONS

EDUCATION

Montgomery Education Foundation	\$ 45,000
Auburn Extension Service	117,970
Montgomery Internal Medicine Residency Program	22,500
Thelma Morris After School Program	25,000
Latchkey	28,040
YMCA Childcare Program	30,000
TOTAL EDUCATION	\$ 268,510

CLASSIFIED BY CHARACTER ONLY

In-House Appropriations- General Government Category	\$ 1,359,805
In-House Appropriations-Retiree Health & Life Insurance	2,771,880
Reclassification Reserve	(1,494,131)
Montgomery Co Building Authority 2012-2018 Capital Lease Obligation	5,283,710
Montgomery Co Public Education Cooperative District Series 2015 Bonds	1,061,500
Education Debt Service Funding	(1,061,500)
Montgomery Energy Conservation Project 2012 G.O. Warrants	398,587
Montgomery Energy Conservation Project 2014 G.O. Warrants	389,540
Agency Appropriations-General Government Category	670,755
TOTAL CLASSIFIED BY CHARACTER ONLY	\$ 9,380,146

TOTAL APPROPRIATIONS **\$ 72,400,559**

TRANSFERS

To Community Corrections Fund	383,212
To Merit Fund	244,364
To General Obligation Warrant Debt Service Funds	5,166,600
Education Debt Service Funding	(2,288,500)
TOTAL TRANSFERS	\$ 3,505,676

TOTAL APPROPRIATIONS & TRANSFERS **\$ 75,906,235**

EMERGENCY FUND

ESTIMATED REVENUES

MISCELLANEOUS

Interest	\$ 10,000
TOTAL ESTIMATED REVENUES	\$ 10,000

APPROPRIATIONS

GENERAL GOVERNMENT-Miscellaneous Expenditures	\$ -
BUDGETARY FUND BALANCE	\$ 10,000

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

WORKERS' COMPENSATION FUND

ESTIMATED REVENUES

Workers Compensation Contributions	\$ 325,000
Other reimbursements	5,000
Interest	9,000
TOTAL ESTIMATED REVENUES	\$ <u>339,000</u>

APPROPRIATIONS

Workers' Compensation Expenditures	\$ 339,000
TOTAL APPROPRIATIONS	\$ <u>339,000</u>

HEALTH INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 13,345,000
Interest	20,000
TOTAL ESTIMATED REVENUES	\$ <u>13,365,000</u>

APPROPRIATIONS

Health Care Costs	\$ 13,365,000
TOTAL APPROPRIATIONS	\$ <u>13,365,000</u>

RETIRED EMPLOYEE LIFE INSURANCE FUND

ESTIMATED REVENUES

Premiums	\$ 120,000
TOTAL ESTIMATED REVENUES	\$ <u>120,000</u>

APPROPRIATIONS

Death Benefit Payments	\$ 120,000
TOTAL APPROPRIATIONS	\$ <u>120,000</u>

LIABILITY FUND

ESTIMATED REVENUES

Premiums	\$ 400,000
Interest	32,000
TOTAL ESTIMATED REVENUES	\$ <u>432,000</u>

APPROPRIATIONS

Liability Ins. Costs	\$ 432,000
TOTAL APPROPRIATIONS	\$ <u>432,000</u>

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

State Gasoline Tax	\$ 1,600,000
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STATE COST SHARING REVENUE

Engineer's & Assistant Engineer's Salary reimbursement	135,357
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MISCELLANEOUS

Other	<u>105,000</u>
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TOTAL ESTIMATED REVENUES

\$ <u>1,840,357</u>

TRANSFERS

From Public Highway & Traffic Fund	500,000
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From Public Building/Roads/Bridges	<u>7,361,536</u>
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TOTAL TRANSFERS

<u>7,861,536</u>

TOTAL ESTIMATED REVENUES AND TRANSFERS

\$ <u><u>9,701,893</u></u>

APPROPRIATIONS

HIGHWAYS & ROADS

Construction	\$ 1,757,303
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District I	1,705,956
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District II	1,764,566
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District III	1,981,738
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County Engineer's Office	1,431,947
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County Shop	607,163
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Bridge Maintenance	448,220
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Environmental Cleanup	<u>5,000</u>
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TOTAL APPROPRIATIONS

\$ <u>9,701,893</u>

TOTAL APPROPRIATIONS & TRANSFERS

\$ <u><u>9,701,893</u></u>

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

PUBLIC BUILDING/ROADS/BRIDGES FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$	6,900,000
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MISCELLANEOUS

Interest		2,000
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TOTAL ESTIMATED REVENUES	\$	<u>6,902,000</u>
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Budgetary Fund Balance		<u>1,159,536</u>
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>8,061,536</u></u>
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APPROPRIATIONS

TRANSFERS

To General Fund	\$	700,000
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To Gasoline Tax Fund		7,361,536
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TOTAL TRANSFERS		<u>8,061,536</u>
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TOTAL APPROPRIATIONS & TRANSFERS	\$	<u><u>8,061,536</u></u>
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PUBLIC HIGHWAY & TRAFFIC FUND

ESTIMATED REVENUES

License & Permits	\$	75,000
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State Shared Revenue		317,000
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Charges for Services		60,000
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TOTAL ESTIMATED REVENUES	\$	<u>452,000</u>
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Budgetary Fund Balance		48,000
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>500,000</u></u>
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TRANSFERS

Transfer to Gasoline Tax Fund	\$	500,000
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TOTAL TRANSFERS	\$	<u><u>500,000</u></u>
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CAPITAL IMPROVEMENT FUND

ESTIMATED REVENUES

State Shared Revenue	\$	931,000
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$	<u><u>931,000</u></u>
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APPROPRIATIONS

Debt Service	\$	<u>931,000</u>
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TOTAL APPROPRIATIONS	\$	<u><u>931,000</u></u>
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MONTGOMERY COUNTY COMMISSION

2020 - 2021 BUDGET

RRR GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUES

Motor Vehicle License - Act 84-186	\$	450,000
Petroleum Inspection Fee - Act 84-185		110,000
4 cent Gasoline Tax		900,000
5 cent Gasoline Tax		450,000
Additional excise tax		30,000
TOTAL STATE SHARED REVENUES	\$	<u>1,940,000</u>

MISCELLANEOUS

Interest	\$	<u>3,000</u>
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TOTAL ESTIMATED REVENUES

\$ 1,943,000

Budgetary Fund Balance

1,752,000

TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE

\$ 3,695,000

APPROPRIATIONS

Restriping & Resigning		115,000
Resurfacing		3,580,000
TOTAL APPROPRIATIONS	\$	<u><u>3,695,000</u></u>

SEVERED MATERIAL TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

\$ 150,000

Interest Income

500

TOTAL ESTIMATED REVENUES

\$ 150,500

APPROPRIATIONS

Road Bldg Materials and Supplies

\$ 150,500

TOTAL APPROPRIATIONS

\$ 150,500

APPRAISAL FUND

ESTIMATED REVENUES

COST SHARING

State of Alabama	\$	550,593
Montgomery County		692,578
Board of Education		611,444
Local Cities		1,085,019
TOTAL ESTIMATED REVENUES	\$	<u><u>2,939,634</u></u>

APPROPRIATIONS

General Government

\$ 2,939,634

TOTAL APPROPRIATIONS

\$ 2,939,634

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

MERIT SYSTEM FUND

ESTIMATED REVENUES	
City of Montgomery	\$ 828,821
TRANSFERS	
Transfer from General Fund	<u>244,364</u>
TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	\$ <u><u>1,073,185</u></u>

APPROPRIATIONS	
General Government	\$ <u>1,073,185</u>
TOTAL APPROPRIATIONS	\$ <u><u>1,073,185</u></u>

COMMUNITY CORRECTIONS FUND

ESTIMATED REVENUES	
Alabama Department of Corrections	\$ 350,000
Client Fees	70,000
TOTAL ESTIMATED REVENUES	\$ <u>420,000</u>
TRANSFERS	
Transfer From General Fund	383,212
TOTAL ESTIMATED REVENUES	\$ <u><u>803,212</u></u>
APPROPRIATIONS	
Public Safety	\$ <u>803,212</u>
TOTAL APPROPRIATIONS	\$ <u><u>803,212</u></u>

GRANT FUND

ESTIMATED REVENUES	
Federal and State Grants	\$ <u>914,032</u>
TOTAL ESTIMATED REVENUES	\$ <u><u>914,032</u></u>
APPROPRIATIONS	
Grant Appropriations	\$ 914,032
TOTAL APPROPRIATIONS	\$ <u><u>914,032</u></u>

**MONTGOMERY COUNTY COMMISSION
2020 - 2021 BUDGET**

COUNTY REBUILD ALABAMA FUND

ESTIMATED REVENUES

State Shared Revenue	\$	2,039,965
TOTAL ESTIMATED REVENUES	\$	<u>2,039,965</u>

APPROPRIATIONS

Road Construction	\$	1,614,972
Budgetary Fund Balance		<u>424,993</u>

TOTAL APPROPRIATIONS AND BUDGETARY FUND BALANCE	\$	<u>2,039,965</u>
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FEDERAL AID EXCHANGE FUND

ESTIMATED REVENUES

State Shared Revenue	\$	400,000
Budgetary Fund Balance		<u>400,000</u>

TOTAL ESTIMATED REVENUES AND BUDGETARY BALANCE	\$	<u>800,000</u>
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APPROPRIATIONS

Road Construction	\$	800,000
TOTAL APPROPRIATIONS	\$	<u>800,000</u>

GENERAL OBLIGATION WARRANTS 2015/2017 DEBT SERVICE FUND

TRANSFERS

Transfer from General Fund	\$	<u>3,832,725</u>
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TOTAL TRANSFERS	\$	<u>3,832,725</u>
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APPROPRIATIONS

Principal	\$	2,925,000
Interest		<u>907,725</u>
TOTAL APPROPRIATIONS	\$	<u>3,832,725</u>

GENERAL OBLIGATION WARRANTS 2010-A DEBT SERVICE FUND

REVENUE AND TRANSFERS

Transfer from General Fund	\$	<u>1,333,875</u>
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TOTAL REVENUE AND TRANSFERS	\$	<u>1,333,875</u>
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APPROPRIATIONS

Principal	\$	1,065,000
Interest		<u>268,875</u>
TOTAL APPROPRIATIONS	\$	<u>1,333,875</u>

Montgomery County Commission

Construction Programs Fund

Account Number	Account Description	2020 Proposed Budget
REVENUE		
	Budgetary Fund Balance	\$ <u>800,000</u>
	TOTAL REVENUE AND BUDGETARY FUND BALANCE	\$ <u><u>800,000</u></u>
EXPENSES		
Department:	51107 - Other Construction Projects	
231	Repair & Maintenance Bldgs/Impr	<u>800,000</u>
	TOTAL APPROPRIATIONS	\$ <u><u>800,000</u></u>



Agenda Item Memo

Re: GASB 54
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Sherrill Thomas, Finance Director

BACKGROUND INFORMATION:

The Governmental Accounting Standards Board (GASB) adopted a new standard (GASB 54) for governmental fund balance reporting that was effective in 2011. This standard requires that the County Commission annually approve a resolution committing applicable fund balances.

Attached is a resolution for County Commission approval to comply with the GASB 54 requirements for fiscal year 2020.

ATTACHED:

[2020 Commitments GASB 54 - Montgomery County Commitments Resolution](#)

GASB 54

Fund Balance Commitments

Resolution

WHEREAS, the Montgomery County Commission is the elected representative of the citizens of Montgomery County, responsible for maintaining the financial records of the County in accordance with Governmental Accounting Standards; and

WHEREAS, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years beginning after June 15, 2010, and

WHEREAS, the Montgomery County Commission desires to commit certain fund balance reserves in compliance with GASB 54 requirements, and to apply such requirements to its financial statements ending September 30, 2020; and

NOW BE IT RESOLVED that Montgomery County Commission commits the following portions of its September 30, 2020, Fund Balances, as follows:

GENERAL FUND:

- \$500,000 committed for F35 Entry Control Point Gate Project
- DHR Rent is committed for DHR Building expenses.
- Workers Compensation Self Insured Account is committed to Workers Compensation Expense and Claims
- Employee Health Insurance Trust Account is committed for Employee/Retiree Health Insurance Plan Costs
- Retiree Life Insurance Account is committed for Retiree Death benefits
- Liability Account is committed for Liability Insurance, claims and related legal expense

DONE THIS THE _____ **day of** _____ **2020.**



Agenda Item Memo

Re: Request to declare Friday, September 25, 2020 in Montgomery County as Disabled American Veterans Day

Date: County Commission - Information Session - Sep 08 2020

To: Montgomery County Commission

From: Hannah Hawk, Manager of Public Affairs

BACKGROUND INFORMATION:

DAV (Disabled American Veterans) is a nonprofit veteran's service organization composed of more than 1 million wartime service-disabled veterans that is dedicated to a single purpose: empowering veterans to lead high-quality lives with respect and dignity.

On September 25, 2020, DAV will celebrate 100 years of service to the nation's service-disabled veterans, their families and survivors. In honor of this occasion, I am asking the Montgomery County Commission to pass a resolution declaring September 25, 2020, as Disabled American Veterans Day.

RECOMMENDATION:

Pass Resolution declaring September 25, 2020 in Montgomery County as Disabled American Veterans Day.

ATTACHED:

[Resolution declaring Sep 25 20 as DAV Day](#)

Resolution

WHEREAS, Disabled American Veterans (DAV) was founded by World War I veterans on September 25, 1920, and was chartered by an Act of Congress on June 17, 1932; and

WHEREAS, in 2020, DAV celebrates 100 years of serving veterans of the Armed Forces, their families and survivors, and communities; and

WHEREAS, DAV is dedicated to a single purpose: empowering veterans to lead high-quality lives with respect and dignity; and

WHEREAS, DAV accomplishes this by ensuring veterans and their families have access to the full range of benefits available to them, by fighting for the interests of America's injured heroes, and by educating the public about the needs of veterans transitioning back to civilian life; and

WHEREAS, DAV provides free, professional assistance to veterans and their families in obtaining benefits and services provided by the United States Department of Veterans Affairs and other agencies; and

WHEREAS, DAV also provides outreach concerning its programs and services to the American people generally, and to disabled veterans and their families specifically; and

WHEREAS, DAV represents the interests of disabled veterans, their families, their widowed spouses and their orphans before the federal government, as well as state and local governments; and

WHEREAS, DAV has fought tirelessly for equal access to critical VA caregiver benefits and services for several disabled veterans of all generations, resulting in legislation to expand eligibility to those injured prior to September 11, 2001, as part of the VA MISSION Act; and

WHEREAS, DAV co-presents the National Disabled Veterans Winter Sports Clinic and National Disabled Veterans TEE Tournament; has organized the nationwide DAV Transportation Network to provide free transportation for veterans to VA medical appointments; operates an active Charitable Service Trust funding the needs of local providers assisting at-risk local veterans; has built an active volunteer corps offering thousands of hours of service to our veterans and communities; offers veterans, transitioning military members and spouses access to employers through its nationwide job fair program; provides emergency assistance to veterans in need through the DAV Disaster Relief Program; and operates the Jesse Brown Memorial Youth Scholarship program to contribute to the lives of young Americans; and

WHEREAS, Chapter 12, J. Paul Pitts of the DAV Department of Alabama demonstrates unending commitment to ill and injured veterans of all generations and conflicts; and

WHEREAS, Montgomery County is proud to honor the members of the Disabled American Veterans.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby proclaim Friday, September 25, 2020 in Montgomery County, Alabama as

Disabled American Veterans Day.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 21st day of September, 2020.



Agenda Item Memo

Re: Service Agreement Renewal with ICS MedTech
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Rodney Smith, Interim Director of Information Systems

BACKGROUND INFORMATION:

In October 2017, ICS MedTech was hired to provide cybersecurity services and network monitoring for the County after the ransomware attack in September 2017. Please see attached PDF document that contains the previous contract that was approved in October 2017 for reference. The renewal contains the new three-year service agreement with ICS MedTech starting in October 2020.

FINANCIAL IMPACT:

There is no increase in the cost of the services provided by ICS MedTech. This request is already in the Information Systems budget for 2021.

RECOMMENDATION:

I would like to request that the County renew this valuable service with ICS MedTech for another three years.

ATTACHED:

[ICSMedtech CyberSecurityServicesContract 2020](#)

[FullyExecutedICSMedtechCyberSecurityServicesContract2017](#)

Customer Information

Legal Name: Montgomery County Commission Contact Name: Rodney Smith
 Business Address: 100 S Lawrence St City: Montgomery State: Al Zip: 36104
 Telephone: 334-832-1305 E-mail: RODNEYSMITH@mc-ala.org

Service Order

☒ Inside | Out Breach Monitoring and Alerting:

- ☒ 3 Year - Monthly Price \$ 3,000.00
☐ 1 Year - Monthly Price + Install \$ _____

☒ Multiple Locations Num:

Per Site Monthly \$ _____

☒ INSIDE | OUT Enforcer:

☒ Multiple Locations Num:

☒ Security Assessment and Management:

- ☒ Audit Consulting Hours Included \$ _____
☐ Audit Consulting Hours Excluded \$ _____

☐ Multiple Locations Num: _____

Per Site Monthly \$ _____

Quote Number: MCC081720

Total Monthly Price \$ 3000.00

Terms and Conditions

Customer Requirements - The Cyber Security Audit Readiness services provided by ICS Medtech meet the current requirements of OCR, Centers for Medicare & Medicaid Services (CMR), and the Office of Health and Human Services. Technology scanning and analysis is a requirement to meet stated compliance standards. ICS Medtech requires sufficient physical access to perform the standard compliance scan process. Completion of the online surveys is required within 60 days of the contract date below.

Payment Schedule - The monthly charge will begin within 30 days from installation. If all data collection and customer surveys are completed as scheduled the Cyber Security Assessment process will complete within 60 days. Contract will be automatically extended at term end unless otherwise stated in writing.

Contract Termination - Montgomery County Commission "Customer" may terminate this Agreement effective upon delivery of written notice to ICS Medtech "Service Provider" on the occurrence of any non-performance of the "INSIDE|OUT Services" listed in quote MCC081720 from ICS Medtech.

Request for Electronic Documentation - ICS Medtech will maintain all documentation and analysis in the managed cloud storage service and will provide the complete documentation available to any CMS or other regulatory approved audit agency inquiry with the written approval by the customer.

Representation - ICS Medtech makes no representation that compliance services will stop all breaches or that there will be no findings by OCR or other audit investigators in the event of an audit. The analysis is based on the accuracy and completeness of all information provided by the client and the regulations published at the time of the service. ICS Medtech will cooperate with all audit agencies approved by OCR and provide all available documentation and analysis as requested.

Client

Sign: _____

Name: _____

Title: _____

Date: _____

ICS Medtech LLC.

Sign: _____

Name: _____

Title: _____

Date: _____



Agenda Item Memo

Re: Memorandum of Agreement regarding the Helping Montgomery Families Initiative (HMFI)
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Tim Anderson, HMFI Director

BACKGROUND INFORMATION:

Annual MOU concerning HMFI

FINANCIAL IMPACT:

\$100,000 provided for HMFI by the Montgomery County Commission

RECOMMENDATION:

Request approval of memorandum of agreement and funding authorization

ATTACHED:

[MEMORANDUM OF AGREEMENT 2020](#)

MEMORANDUM OF AGREEMENT

Among

MONTGOMERY COUNTY PUBLIC SCHOOLS

CITY OF MONTGOMERY

MONTGOMERY COUNTY COMMISSION

MONTGOMERY COUNTY DISTRICT ATTORNEY

PURPOSE

We, the Undersigned, believe that education of young people is of the utmost importance in the safety and development of our community and further that the student drop-out rate needs to decrease to enhance education. We recognize that suspension and truancy have a direct correlation to the drop-out rate. For over nine years, Montgomery County Public Schools (MPS), City of Montgomery CITY), and Montgomery County Commission (COUNTY) have partnered with the Montgomery County District Attorney's (DA)- Helping Montgomery Families Initiative (HMFI) to address issues of student behavior and attendance. Desiring to continue and expand our efforts and pursuant to the laws of the State of Alabama, especially Section 16-28-12 of the Code of Alabama, we hereby desire and determine to enter into this agreement to more efficiently and effectively utilize our resources to that end.

TERMS

This Agreement shall be for one year commencing October 1, 2020 and ending September 30, 2021. This Agreement may be terminated by either party providing thirty (30) days written notice or at any time by mutual written consent of all parties.

The MPS, CITY, COUNTY, has agreed to support and provide some funding to the DA to continue the existing HMFI programs. Monies will be utilized solely to pay HMFI expenses such as staff salaries and benefits, travel (reimbursed at the federal reimbursement rate) and materials including office supplies, postage, radio/cell phones and printing.

The DA will employ staff to perform activities and duties as described under roles and responsibilities in this document. The staff will be employees of the DA's HMFI program under the direction of the Executive Director. The HMFI Director will work in partnership with the Associate Superintendent of Student Services and other school officials as designated by the MPS Superintendent to ensure action steps identified within the body of this Agreement are executed. The DA shall be totally responsible for, and shall have exclusive control over, the management and disbursement of all such monies received under this Agreement.

ROLES AND RESPONSIBILITIES

The Helping Montgomery Families Initiative (HMFI) serves youth enrolled in school identified in the Alabama Mandatory Attendance law as being required to attend school. HMFI is designed to be a short-term intervention/prevention program that focuses on early identification and intervention with youth exhibiting behavior concerns in a learning environment or are at risk of being truant. HMFI utilizes a comprehensive assessment process, multidisciplinary approach and team to identify the underlying needs of a student which may hinder their ability to behave appropriately in a learning environment or attend school regularly. The assessment process is holistic and includes the student and family. To this end, HMFI will utilize attendance reports sent by MPS to send attendance alert letters; additionally, HMFI will use suspension reports sent by MPS to identify suspended students for disciplinary infractions. An initial letter of concern/warning will be sent to the parent(s)/guardian(s) at the 1st out of school suspension. An assessment letter will be sent for a subsequent suspension for disciplinary infraction. Identified infractions are codes B, C and D per the MPS Student Conduct Manual. HMFI will also assist MPS families that contact the program directly for assistance and those who are referred by MPS. HMFI staff will schedule and make home visits to complete assessments with families that can be contacted. The North Carolina Assessment Scale-G, a nationally recognized instrument will be utilized to complete an assessment. The assessment and other information gathered will result in an Individualized Intervention Plan (IIP) which prescribes specific services that may address the needs of the student and family.

HMFI and MPS will work collaboratively on data reports through CSV files by assigning designated data fields to include demographic, disciplinary/attendance information, and contact info.

The overall goal is to improve the behavior that prevents a student from behaving inappropriately in a learning environment or attending school regularly as required by the Code of Alabama Section 16-28-12. Thereby, to this end the following steps will occur with the focus of keeping youth in school and out of the justice system.

Description of MPS Student Conduct Manual Offenses:

Class B: Code 8: Criminal Mischief/Pranks/Vandalism; Code 9: Defiance, Disrespect and Opposition to Authority Code 10: Disobedience/ Persistent/ Willful Code 19- Gambling, Code 20: Bullying; Code 20.1 Harassment, Code 30(A): Sexual Offense; Code 30.1 Obscenity; Code 30.2 Sexual Misconduct, Code: 31 Threats/Intimidation; Code 31(1) Includes toward a school employee; Code 31.2 Include gang affiliation; Code 35: Trespassing.

Class C: Code 11: Disorderly Conduct/Disruption of School; Code 12: Disruptive Demonstration Involving Five or More Students or Code 22: Incite Others to Create a Disruption of School; Code 17: Fighting Among Students; Code 29: Sexual Harassment; Code 49: Replica of a Weapon; Code 4- Arson, Code 18 False Fire Alarm.

Class D: Code 01: Purchase, Possession or Code 02: Sale, Delivery or Distribution or Code 03: Use of Alcoholic Beverages; Code 13: Purchase, Possession or; Code 14: Sale, Delivery or Distribution or; Code 15: Use of Marijuana, Narcotics, Stimulants, and Any Other Unauthorized or illegal Substances or Drug Paraphernalia; Inappropriate Use of Medications, Purchase, Possession, Sale, Delivery, Distribution, or Use of other Intoxicants

DA agrees to:

General:

- Support and fund HMFI in the amount of \$50,000
- Provide oversight of all HMFI staff

Anti-bullying Program

- The DA will send the text reporting incidents of alleged bullying to HMFI upon receipt
- HMFI will attempt to contact the reporter that sent the text to ascertain information needed related to the specific incidents; Contact information for the parent(s)/guardian(s) if not the reporter; Name(s) of the person(s) that is alleged to be involved in the bullying
- Advise the parent(s)/guardians(s) on how to report bullying in accordance with MPS policies.
- Assist the parent/guardian in completing the MPS Bullying complaint form and forward it to MPS Student Social Services office or advise the parent to complete the MPS Bullying complaint form and deliver it to the school Principal or Principal Designee
- Provide information to parent(s)/guardian(s) regarding community/school-based resources
- Send the written bullying reporting form by the next business day to MPS for investigation and to assess when safety plans are needed
- Parents/Guardians will be advised to contact law enforcement and file reports when needed
- The DA's Office will immediately notify the school administrator when a threat of suicide or homicide is presented during the bullying interview.

Suspension

- Review all B, C and D violations to identify students who may warrant an initial letter of concern/warning sent to the guardian(s)/parent(s) or an assessment letter for a second disciplinary infraction
- Send initial letters of concern/warning weekly to parent(s)/guardian(s) of students identified as being suspended after receiving their 1st-disciplinary infraction
- Monitor students' behavior weekly through suspension reports to identify students suspended for a 2nd subsequent suspension for a disciplinary infraction
- Request profiles from MPS STI-INOW System to review description of infractions and contact information for parent(s)/guardian(s) who contact HMFI directly for assistance
- Send assessment letters to parent(s)/guardian(s) of students suspended for a 2nd disciplinary Infraction
- Generate letters and attempt to make telephone contact with guardians/parents of youth to schedule assessments

- Conduct home visits with families to complete comprehensive assessments utilizing the North Carolina Family Assessment Scale-G version (NCFAS-G) a nationally recognized evidence- based instrument
- Request profiles for MPS student siblings as part of the assessment.
- Conduct school visit to gather information needed for the target child of an assessment
- Present family assessments to the Multi-Disciplinary Team (MDT) for interagency information sharing, accessing services and the development of an Individualized Intervention Plan (IIP) for each new case to include siblings attending MPS public schools and to link parents/guardians to services that may address their specific needs
- Develop and send IIPs weekly for all new cases to parent(s)/guardian(s), the IIP will include recommended services, provider names and contact information
- Referrals will be made during MDT for students and their families to services within the community and MPS
- HMFI staff will monitor the students and guardians/parent's compliance with services through a minimum of bi-weekly contact with the guardians/parents and provider agencies
- Attendance and behavior of students in open cases will be monitored through contact with the guardian(s)/parent(s), MPS attendance/suspension reports and contact with school personnel.
- HMFI staff will complete a Post NCFAS-G with families of students when significant progress has been made (i.e. improved behavior, reduction in out of school suspensions, improved attendance)
- Seek assistance from MPS to contact non-compliant families as needed.
- Prepare summaries of efforts for court involved cases as needed

Truancy:

- Work closely with the Division of Student Services.
- Generate the DA/TIP Alert Letter and mail to guardian(s)/parent(s) of students after the 2nd unexcused absence contingent upon the schools having sent the initial written notification of the Alabama Compulsory School Attendance Law Letter
- Assist with coordinating Early Warning (EW) meetings with Juvenile Court and MPS Student Support Services

MPS agrees to:

General

- Support and fund HMFI in an amount of \$100,000
- Pay postage costs/mail all letters to MPS guardians/parents
- Send attendance and suspension reports weekly through CSV files.
- Send complete profiles to include the following information (i.e. demographic, guardian/parent contact, attendance, disciplinary infractions, special education code, and grades).
- Designate representatives to serve on HMFI's Multi-Disciplinary Team (MDT) from MPS.
- Monitor discipline issues and suspension rates

Bullying Program

- Send a monthly report with the dispositions for bullying reports received from HMFI staff

Truancy

- Require schools to generate through INOW System and mail the initial letter to notify guardians/parents of the Alabama Compulsory Attendance Law at the first unexcused absence
- Provide HMFI with weekly CSV files containing a list of all students with unexcused absences for the preceding week and a list of students receiving a compulsory attendance letter
- Monitor unexcused absence rates
- Monitor and spot check attendance data to make sure it is in alignment with MPS policies
- Utilize school messenger to alert parent(s)/guardian(s) of the child's absence from school to include language that informs parent(s)/guardians(s) of the three-day window to submit an excuse upon a student's return to school
- Identify students who meet the criteria for truancy
- Make home visits to parent(s)/guardian(s) of truant students
- Serve parent(s)/guardians of truant students with the written notification of the Alabama Compulsory Attendance Law
- Assist with coordinating Early Warning Meetings
- Mail Early Warning Meeting Notices to parent(s)/guardian(s)
- File affidavits with Juvenile Court as necessary
- Attend all court hearings as necessary and required

THE CITY AGREES TO:

- Provide funding for HMFI in the amount of \$125,000

THE COUNTY AGREES TO:

- Provide funding for HMFI in the amount of \$100,000

Outcomes

- (1) Improved community awareness of importance of school attendance & behavior
- (2) Improved attendance and decreased numbers of suspensions for students successfully completing HMFI's program

Reporting

The HMFI Executive Director will provide to the Associate Superintendent Student Services an end of the semester report in (January & June) which will include the following information:

- Number of assessments administered with the North Carolina Family Assessment Scale-G (NCFAS-G)
- Number of students referred to MPS services and partner agencies
- Number of new IIPs developed

- Number of cases closed – categorized by reason of closure: completion, non-compliance, or falls under another jurisdiction
- Number of Direct Referrals (School-based and/or Parent referrals)
- Number of Denied Referrals with associated reasons

HMFI will provide weekly updates in response to the MPS weekly suspension report identifying students who are accepted into the assessment process.

GENERAL

Confidentiality

All parties will maintain the confidentiality of student and family information in accordance with the Federal Education Rights Privacy Act (FERPA), Health Insurance Portability and Accountability (HIPAA), and other regulations governing privacy and juveniles and only share said information as agreed upon by all parties involved.

The DA acknowledges the need to protect personal identifying information and other information of MPS students. MPS will ensure that its employees and all persons providing services hereunder will protect all such information from disclosure without the written consent of students and parent(s)/guardian(s) and will comply with all federal and state laws and regulations pertaining to protection of student information.

More specifically, MPS acknowledges that it has designated HMFI as a “school official” with legitimate education interests “in the information of students whose records are being shared under the terms of this Agreement, for purposes of the Family Educational Rights and Privacy Act (FERPA) and other applicable federal law and regulations. Nothing in this Agreement is to be constructed as establishing an agency relationship between the HMFI and MPS for any purpose other than as set out in this paragraph. HMFI agrees that it will not use or allow anyone to obtain access to personally identifiable information from education records except in strict accordance with the MPS’s FERPA policy contained in the MPS Student Conduct Manual. HMFI acknowledges that it has contained and reviewed a copy of this Policy and understands the language set forth therein.

Compliance with Applicable Laws

The parties will comply with the requirements of applicable laws, rules, and regulations of all government authorities.

Independent Contractor/No Agency. It is mutually agreed and understood by the parties to the Agreement that, except as provided in the FERPA Compliance paragraph,

- a. The services of the HMFI are retained on an independent contractor basis.
- b. MPS asserts no control or reserved right of control over the activities of the HMFI or the officers, directors, employees, agents, or subcontractors of The DA.
- c. All officers, directors, employees, agents, and subcontractors of HMFI are selected, employed and terminated exclusively by the DA, shall not be Agents or employees of MPS and shall not make a claim for any benefit that is
 Is
 Conferred upon an employee of MPS including, but not limited to, status under the Students First Act

- d. Neither party is authorized to act as an agent for, or legal representative of, the other party and
- e. Neither party shall have the authorized to assume or create any obligation on behalf of, or in the name of, or binding upon, the other party

Criminal Background Check

Each person employed by the DA under this Agreement shall pass a criminal background check. The DA will be responsible for the criminal background clearances for HMFI staff.

In witness thereof, the parties have executed this Memorandum of Agreement on the dates indicated below in the City of Montgomery, County of Montgomery and State of Alabama.

MONTGOMERY COUNTY DISTRICT ATTORNEY

BY: _____ Date: _____

DARYL D. BAILEY

District Attorney

100 S. Lawrence Street, Montgomery, Al 36104

MONTGOMERY PUBLIC SCHOOLS

BY: _____ Date: _____

ANN R. MOORE

Superintendent

307 S. Decatur Street, Montgomery, Al 36104

CITY OF MONTGOMERY

BY: _____ Date: _____

STEVEN REED

Mayor

103 N. Perry Street, Montgomery, Al 36104

MONTGOMERY COUNTY COMMISSION

By: _____ Date: _____

ELTON N. DEAN, SR.

Chairperson

101 S. Lawrence Street, Montgomery, Al 36104



Agenda Item Memo

Re: HRA Plan and FSA Administrative Fees
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Holly Leverette, Director of Risk Management

BACKGROUND INFORMATION:

There are no changes to the plan or rate increases in administrative fees for the 2020-2021 plan year. The current administrative fees are \$4.50 per participant with a monthly minimum administrative fee of \$200.

RECOMMENDATION:

I am requesting authorization for the HRA plan and FSA administrative fees be placed on the next agenda for approval.

ATTACHED:

[HRA Plan and FSA Administrative Fees](#)



Alliance Insurance Group
Employee Benefit Consultants

Montgomery County Commission Flexible Spending Account Renewal Checklist

New Plan Year Dates: **January 1, 2021 – December 31, 2021**

- ☐ Do you offer the 2 ½ month grace period? No
- ☐ Do you allow the provision to "Carryover" a maximum of \$550 from the prior plan year to the new plan year? Yes
- ☐ What is the number of days after the plan year ends do you allow a participant to file outstanding claims? 30 days
- ☐ How long do you allow your employees to file a claim if they terminate? 30 days
- ☐ What is your FSA **MINIMUM** annual election? \$100.00
- ☐ What is your FSA **MAXIMUM** annual election? (2020 IRS Annual Maximum=\$2,750.00) \$2,750.00
- ☐ Dependent Care **MAXIMUM** annual election: \$5,000.00

What is your Pay Cycle Schedule/Date of First Plan Year Deduction?

- ☐ Weekly _____
 ☐ Bi-Weekly (24) X
☐ Bi-Weekly (26) _____
☐ Semi-Monthly (24) _____
 ☐ Monthly _____
 ☐ Other _____

Date first paycheck is received by employee: 12/31/2020

Please provide your payroll schedule / date of deduction for each pay cycle you may have. If you have multiple payroll schedules, please provide an employee census with the designated payroll cycle that applies.

How will you be submitting your data? ☒ Excel ☐ Paper Enrollment

When can we expect to have your enrollment data for data entry? You all have access through Navigator.

Do you need enrollment materials? (If so, please indicate how many you would like to receive)

____ Brochures ____ Enrollment Forms ____ Claim Forms / ____ Hard Copy or ____ Email Format

Do you have a benefits fair/open enrollment meeting scheduled? ____ Yes ____ No

If so, when: Meetings in Sept. Open Enrollment Oct.

Current Administration Fees:	Renewal Administration Fees:
Monthly Per Participant: <u>\$4.50</u>	Monthly Per Participant: <u>\$4.50</u>
Monthly Minimum Admin Fee: <u>\$200.00</u>	Monthly Minimum Admin Fee: <u>\$200.00</u>

☐ Not Renewing*

*Please provide an explanation on company letterhead if you are not renewing the plan. Please indicate an explanation for non-renewal and the final termination date for the plan with processing end dates.

Please sign and return this form

Signature _____

Date _____

Print Name _____

Title _____

ALLIANCE INSURANCE GROUP, LLC
 6730 Taylor Court
 Montgomery, AL 36117
 Toll Free 866-396-3967
 Fax (334) 396-7767
www.allianceinsgroup.com

Montgomery County Commission

HRA PLAN

What is an HRA?

A Health Reimbursement Arrangement (HRA) allows your employer to set aside money to help you pay for out-of-pocket healthcare expenses. You do not make any contributions to a HRA and you don't pay taxes on the HRA money you receive.

What services are covered with my employer's plan design?

- Major Medical Expenses
- Medical Plan Deductible
- Mental Health & Substance Abuse
- Dental Expenses
- Vision Expenses
- Physician Co-payments
- Chiropractic Services
- Ambulance Services
- Out-Patient Surgeries
- Out-Patient Diagnostic Test
- In-Patient Co-insurance
- Emergency Room Care
- Prescription Co-payments
- Charges above "Reasonable & Customary"
- FSA Eligible Expenses

Request for Reimbursement

If you do not use the provided HRA card, you must file for reimbursement with the Claim Statements/Explanation of Benefits (EoB) from your health insurance carrier or the itemized receipt. Reimbursements will be made directly to the employee by direct deposit only. (No payments are made to third parties.) You must submit **ALL** pages of the Claim Statement/Explanation of Benefit (EoB)/Receipt with the HRA Claim Form in order to be considered for processing. A HRA Claim Form and Direct Deposit Form can be found at www.allianceinsgroup.com. A request for reimbursement can also be uploaded through your HRA online access.

HRA PLAN CALENDAR YEAR MAXIMUM

Your employer has indicated the calendar year contribution maximum amount of HRA benefit provided will be as follows:

Single Coverage: **\$750.00***

Family Coverage: **\$1,500.00***

*Your plan does include a Rollover feature which allows any unused funds to carryover to the next plan year up to the maximum contributed allowed amount.



Alliance Insurance Group
Employee Benefit Consultants

Health Reimbursement Account Renewal Checklist

Client Name: **Montgomery County Commission**

Renewal Plan Year Dates: **January 1, 2021 – December 31, 2021**

Thank you for giving us the opportunity to provide this beneficial benefit to your employees. It is time for renewal on the current plan. Please indicate if the plan will be renewed and any changes that you would like to make, if applicable.

**Please provide an enrollment census to include Employee name, address, social and type of medical coverage (single or family)*

☒ Renew the plan with the current plan design
Single: \$750.00 Family: \$1,500.00

*see attached HRA Overview

-Current Health Insurance Carrier: Blue Cross Blue Shield of Alabama

-100% of unused funds will carry-over to the new plan year up to the plan maximum

☐ Renew the plan with the following changes:

☐ Not Renewing

Reason:

Please sign and return this form

Signature

Printed Name

Date



Agenda Item Memo

Re: Property Insurance Renewal
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Holly Leverette, Director of Risk Management

BACKGROUND INFORMATION:

I met with Junie Pierce of Assured Partners regarding our property insurance renewal with Affiliated FM. The underwriters have provided an indication of a .07 average account rate (current rate - .061) which equates to about a 15% overall property premium increase for 2020-2021 (total annual premium \$164,078). An additional cause of the rate increase is a substantial increase in the value of Annex II by approximately \$3.2M. As a contingency to them renewing the policy effective 10/1/2020 our deductible for property insurance will have to go from \$10,000 to \$25,000. Most insurance companies writing municipal/public entities require a \$50,000 deductible.

RECOMMENDATION:

I am requesting authorization for this renewal be placed on the next agenda for approval.



August 26, 2020

Valued Member, Leadership Alabama

2020 – 2021 MEMBERSHIP DUES AND CONTRIBUTION

<i>Annual Membership Dues</i>	<u><i>\$175</i></u>
<i>Annual Membership Dues</i> + Matching \$175 Gift	<u><i>\$350</i></u>
<i>Annual Membership Dues</i> + Gift	\$ _____
Gold Circle Donor (<i>Annual Membership Dues</i> + \$325 Gift)	<u><i>\$500</i></u>

Your membership dues and any contribution you make are tax deductible. You may mail your check to Leadership Alabama or you may pay online. Visit www.leadershipal.org and hover over the “Members” tab on the top right side of the page. Scroll down to click “Pay Online.”

Thank you for supporting Leadership Alabama!

Leadership Alabama
P.O. Box 131394
Birmingham, AL 35213

Did your email address change? Please let us know!

New Email Address

Leadership Alabama is a 501(c)(3) organization, Tax ID #63-1007967. In accordance with the Internal Revenue Code requirements for substantiation of charitable contributions, we certify that Leadership Alabama, Inc. provided no goods or services in exchange for this contribution.



Agenda Item Memo

Re: Plat and Map of the Montgomery Industrial Park Plat No. 4-A
Date: County Commission - Information Session - Sep 08 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

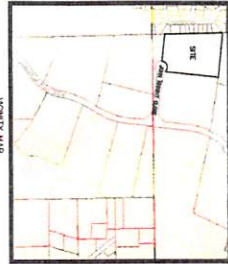
Montgomery Industrial Plat No. 4 was replatted to include previously unplatted property for the expansion of an existing structure owned by Industrial Partners, LLC.

RECOMMENDATION:

Consider authorization to ratify the adoption and approval of Montgomery Industrial Park Plat No. 4-A.

ATTACHED:

[9-8-20 Ratify MIP Map & Plat](#)



COUNTY MAP
NO. 10-2004

MONTGOMERY COUNTY COMMISSION
(FILED 2161, PG 485)

MONTGOMERY COUNTY COMMISSION
(FILED 2161, PG 485)

LOT 4-A
21.622 ACRES ±
941,860 SQ. FT. ±

LOT 4, MONTGOMERY
INDUSTRIAL PARTNERS, LLC
INDUSTRIAL PARTNERS, LLC
RUPV 3289, PG 243

LOT 14
MONTGOMERY INDUSTRIAL
PARK PLAT 7
(PG 52, PG 156)

Industrial Park Boulevard
(60' ROW)

John Knight Close
(60' ROW)

NOTES:
1. The County Commission hereby approves the plat of the property shown on this plat, subject to the following conditions:
a. The property shall be used for the purposes shown on this plat, and no other use shall be permitted.
b. The property shall be used in accordance with the zoning regulations of the County of Montgomery.
c. The property shall be used in accordance with the subdivision regulations of the County of Montgomery.
d. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
e. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
f. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
g. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
h. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
i. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
j. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
k. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
l. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
m. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
n. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
o. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
p. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
q. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
r. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
s. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
t. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
u. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
v. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
w. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
x. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
y. The property shall be used in accordance with the rules and regulations of the County of Montgomery.
z. The property shall be used in accordance with the rules and regulations of the County of Montgomery.

MONTGOMERY INDUSTRIAL PARK PLAT NO. 4-A

Goodwyn, Mills & Crawford, Inc.
Engineers - Architects - Planners - Surveyors

Table with 2 columns: Description, Amount. Rows include Survey, Plat, and other fees.

NOTES: ALL PROPERTY OWNERS MUST SIGN THIS PLAT AND SUBMIT IT TO THE COUNTY COMMISSION FOR APPROVAL. THE PLAT MUST BE SUBMITTED TO THE COUNTY COMMISSION WITHIN 30 DAYS OF THE DATE OF THE PLAT.

STATE OF ALABAMA

The undersigned, Industrial Park, LLC, as Alabama limited liability company, owner of Lot 4 of the property shown on this plat, do hereby certify that the plat is a true and correct copy of the original plat on file with the County of Montgomery.

Industrial Park, LLC
By: [Signature]
Manager

STATE OF ALABAMA

The undersigned, Montgomery County Commission, as Alabama political subdivision, owner of the property shown on this plat, do hereby certify that the plat is a true and correct copy of the original plat on file with the County of Montgomery.

Montgomery County Commission
By: [Signature]
Secretary

STATE OF ALABAMA

The undersigned, John Knight Close, as Alabama political subdivision, owner of the property shown on this plat, do hereby certify that the plat is a true and correct copy of the original plat on file with the County of Montgomery.

John Knight Close
By: [Signature]
Secretary

STATE OF ALABAMA

The undersigned, Montgomery County Commission, as Alabama political subdivision, owner of the property shown on this plat, do hereby certify that the plat is a true and correct copy of the original plat on file with the County of Montgomery.

MEMORANDUM

TO: Florence Cauthen, County Administrator

FROM: Tammy Turner, Buyer II 

DATE: August 14, 2020

RE: Contract No. 53000-19B-027
Concrete Pipe

I request that the attached Amendment No. 1 to Foley Products Company contract to furnish concrete pipe, Class III and Class IV be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning October 7, 2020 and ending on October 6, 2021.

Foley Products Company would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with George Speake, County Engineer.

Attachment

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

Amendment
To
Contract # 53000-19B-027

Amendment No. 1

Contract with Foley Products Company for concrete pipe, Class III and Class IV for Engineering, is hereby extended for one (1) year, beginning October 7, 2020 and ending October 6, 2021.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

FOLEY PRODUCTS COMPANY

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

To: Florence M. Cauthen, County Administrator

From: Khristie Davis, Buyer

Date: September 3, 2020

RE: Contract No. 51910-17B-017
Delivery of Election Equipment

I request that the attached Amendment No. 1 to Pro Movers and Storage for the delivery of election equipment be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended beginning September 21, 2020 and ending March 15, 2021.

All other provisions will remain the same.

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

Amendment
To
Contract # 51910-17B-017

Amendment No. 1

Contract with Pro Movers and Storage to deliver election equipment, is hereby extended beginning September 21, 2020 and ending March 15, 2021.

There will be no price increase during this period.

All other provisions of the contract will remain the same.

WITNESS:

PRO MOVERS AND STORAGE

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

TO: Florence Cauthen, County Administrator

FROM: Tammy Turner, Buyer II 

DATE: August 21, 2020

RE: Contract No. 52110-19B-028
Hygiene Products

I request that the attached Amendment No. 1 to Bob Barker Company contract to furnish hygiene products be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning October 21, 2020 and ending on October 20, 2021.

Bob Barker Company would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff and Brandi Alexander, Juvenile Detention Director.

Attachment

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

**Amendment
To
Contract # 52110-19B-028**

Amendment No. 1

Contract with Bob Barker Company for hygiene products, is hereby extended for one (1) year, beginning October 21, 2020 and ending October 20, 2021.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

BOB BARKER COMPANY

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MEMORANDUM

TO: Florence Cauthen, County Administrator

FROM: Tammy Turner. Buyer II TT

DATE: August 14, 2020

RE: Contract No. 52200-18B-028
Inmate Security

I request that the attached Amendment No. 2 to Patriot Services Group contract for inmate security be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2020 and ending on September 30, 2021.

Patriot Services Group would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff.

Attachment

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

Amendment
To
Contract # 52200-18B-028

Amendment No. 2

Contract with Patriot Service Group, Inc. for Inmate Security is hereby extended for one (1) year, beginning October 1, 2020 and ending September 30, 2021.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

PATRIOT SERVICES GROUP, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Agenda Item Memo

Re: Joint Public Charity Hospital Board Reappointments
Date: County Commission - Formal Session - Sep 21 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

The Montgomery County Commission, at its meeting on September 8, 2020, agreed to place on the next agenda the reappointments of Dr. Albert Holloway and Mr. Robert Steindorff to the Joint Public Charity Hospital Board for terms expiring October 5, 2023.

I am requesting approval of these reappointments.

ATTACHED:

[Joint Public Charity Hospital Board 19 Address only](#)

Joint Public Charity Hospital Board

Members:

Term Expires:

Carey L. Owens, Jr.
Montgomery, AL 36117

10/5/2022

Henry A. Frazer
Montgomery, AL 36117

10/5/2022

Dr. Albert Holloway, Chairman
Pike Road, AL 36

10/5/2020

Robert H. Steindorff
Pike Road, Alabama 36064

10/5/2020

Mary B. Weidler
Montgomery, AL 36106

10/5/2021

Dr. James Armstrong
Montgomery AL 36111

10/5/2021

Richard Burleson (293-6400)
Administrator
Montgomery County Health Department
3060 Mobile Hwy
Montgomery, AL 36108

Permanent

Term: 3 years

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 9/21/2020 - CODE: 001-59320.498								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			15,000	10,662	0	0	0	25,662
C-2020-81	Alabama Dance Theatre	Program Expenses	5,000					5,000
C-2020-82	Alabama Shakespeare Festival	For Operations	5,000					5,000
C-2020-83	Empowering Communities Helping Ourselves (ECHO)	Program Services	5,000					5,000
	Total Appropriations 9/21/2020		15,000	0	0	0	0	15,000
	APPROPRIATED BUDGET BALANCE		0	10,662	0	0	0	10,662
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 9/21/2020 - CODE: 001-59320.494								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			5,950	0	40,900	0	26,860	73,710
BOE-2020-92	Park Crossing High School	Athletics Department					5,860	5,860
BOE-2020-93	Park Crossing High School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-94	Blount Elementary School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-95	Dunbar-Ramer School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-96	Fitzpatrick Elementary School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-97	Halcyon Elementary School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-98	Johnnie Carr Middle School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-99	Wilson Elementary School	Principal's Discretionary Fund					3,000	3,000
BOE-2020-100	Morningview Elementary School	Girls on the Run			2,400			2,400
BOE-2020-101	Thelma Smiley Morris Elementary School	Girls on the Run			2,400			2,400
BOE-2020-102	Vaughn Road Elementary School	Principal's Discretionary Fund	1,000					1,000
BOE-2020-103	Dannelly Elementary School	Principal's Discretionary Fund	1,000					1,000
BOE-2020-104	Peter Crump Elementary School	Principal's Discretionary Fund	1,000					1,000
BOE-2020-105	Brewbaker Technology Magnet High School	Principal's Discretionary Fund	1,500					1,500
BOE-2020-106	Montgomery Preparatory Academy for Career Technologies (MPACT)	Principal's Discretionary Fund	1,450					1,450
BOE-2020-107	Dalraida Elementary School	Principal's Discretionary Fund			5,000			5,000
BOE-2020-108	Flowers Elementary School	Principal's Discretionary Fund			5,000			5,000
BOE-2020-109	Garrett Elementary School	Principal's Discretionary Fund			5,000			5,000
BOE-2020-110	Dozier Elementary School	Principal's Discretionary Fund			5,000			5,000
BOE-2020-111	Robert E. Lee High School	Principal's Discretionary Fund			5,000			5,000
BOE-2020-112	Children's Center School	Principal's Discretionary Fund			10,000			10,000
	Total Appropriations 9/21/2020		5,950	0	39,800	0	26,860	72,610
	APPROPRIATED BUDGET BALANCE		0	0	1,100	0	0	1,100
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 9/21/2020 - CODE: 001-59320.450									
Contract Number	Organization	Description of Program	Joint/Infra.	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			51,037	93,400	85,800	84,791	66,610	60,900	442,538
DR-C-2020-92	Brantwood Children's Home	Food, Clothing and Activities for Neglected and Abused Children of Montgomery County						1,000	1,000
DR-C-2020-93	Montgomery Area Chamber of Commerce	Economic Dev. Opportunities Program						1,000	1,000
DR-C-2020-94	Montgomery YMCA	Cleveland Ave. - Operational Expenses		1,500					1,500
DR-NC-2020-43	City of Montgomery, Neighborhood Svcs.	Knollwood N.A. - Front Entrance Beautification						1,000	1,000
	Total Appropriations 9/21/2020		0	1,500	0	0	0	3,000	4,500
	APPROPRIATED BUDGET BALANCE		51,037	91,900	85,800	84,791	66,610	57,900	438,038
	County Administrator	Date							

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

Request Number: _____

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

Finance Director	Date
------------------	------

Briefing Memo
Agenda

Administrator Date

TOTAL

Page 63 of 72

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

DEPARTMENT HEAD:

SUPERVISOR:

POSITION INFORMATION:

Position Title

Position Number

Pay Grade

_____ Pay Range _____

Proposed Effective Date

Type of Hire

() New

() Promotional

Type of Appointment

() Permanent

() Temporary

DEPARTMENT APPROVAL:

Department Head

Date _____

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Employee Benefit Manager

Date _____

Finance Director

Date _____

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____



Agenda Item Memo

Re: Retired RSA Employee / Professional
Date: County Commission - Formal Session - Sep 21 2020
To: Montgomery County Commission
From: George Speake, County Engineer

BACKGROUND INFORMATION:

This temporary Retired RSA Employee / Professional employee position is critically needed to expedite filling a large personnel void at the Engineering Department's Vehicle and Equipment Maintenance Shop resulting from the current hiring freeze; the unexpected death of the Fleet Maintenance Superintendent; recent retirements of a Fuel Transport Operator and a Welder; and resignation of the Service Manager.

FINANCIAL IMPACT:

This Retired RSA Employee position would result in a \$55,086 per year savings in comparison to the currently vacant Fleet Maintenance Superintendent position.

RECOMMENDATION:

Recommend approval.

ATTACHED:

[Engineering Unbudgeted fill request RSA](#)

POSITION FILL REQUEST- UNBUDGETED

DEPARTMENT:

DEPARTMENT HEAD:

SUPERVISOR:

POSITION INFORMATION:

Position Title

Position Number

Pay Grade

Pay Range

Proposed Effective Date

Type of Hire

() New

() Promotional

Type of Appointment

() Permanent

() Temporary

JUSTIFICATION:

Department Head

Date _____

FINANCIAL IMPACT:

Finance Director

Date _____

ADMINISTRATIVE REVIEW/COMMENTS:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

DEPARTMENT HEAD:

SUPERVISOR:

POSITION INFORMATION:

Position Title

Position Number

Pay Grade

_____ Pay Range _____

Proposed Effective Date

Type of Hire

() New

() Promotional

Type of Appointment

() Permanent

() Temporary

DEPARTMENT APPROVAL:

Department Head

Date _____

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Employee Benefit Manager

Date _____

Finance Director

Date _____

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____
To: Montgomery County Commission
From: _____
Re: Approval for the following travel:

Destination: _____
Departure Date: _____ Return Date: _____
Conference Leave (Days / Hours): _____
Purpose of Travel: _____

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

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

Total (est.) Cost: _____ Advance Registration Required: _____

Department Name: _____ Fund Name: _____

Additional Comments: _____

To: _____
From: Montgomery County Commission

The above request is _____ reimbursement of actual and necessary expenses in the
approximate amount of _____ and advance registration of _____ is authorized.

To be completed by the Finance Department

Fund Code: _____ (ex: 000-00000-000)
Description: _____
Current Budget: _____
Approved Requests: _____
Budget Available: _____
Current Requests: _____
Budget Balance: _____

Montgomery County Commission



Reviewed by: _____
Date: _____
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____
To: Montgomery County Commission
From: _____
Re: Approval for the following travel:

Destination: _____
Departure Date: _____ Return Date: _____
Conference Leave (Days / Hours): _____
Purpose of Travel: _____

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

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

Total (est.) Cost: _____ Advance Registration Required: _____

Department Name: _____ Fund Name: _____

Additional Comments: _____

To: _____
From: Montgomery County Commission

The above request is _____ reimbursement of actual and necessary expenses in the
approximate amount of _____ and advance registration of _____ is authorized.

To be completed by the Finance Department

Fund Code: _____ (ex: 000-00000-000)
Description: _____
Current Budget: _____
Approved Requests: _____
Budget Available: _____
Current Requests: _____
Budget Balance: _____

Montgomery County Commission



Reviewed by: _____
Date: _____
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

To: Montgomery County Commission

From: _____

Re: Approval for the following travel:

Destination: _____

Departure Date: _____ Return Date: _____

Conference Leave (Days / Hours): _____

Purpose of Travel: _____

Traveler (s) Name: 1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____

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

Total (est.) Cost: _____ Advance Registration Required: _____

Department Name: _____ Fund Name: _____

Additional Comments: _____

To: _____

From: Montgomery County Commission

The above request is _____ reimbursement of actual and necessary expenses in the
approximate amount of _____ and advance registration of _____ is authorized.

To be completed by the Finance Department

Fund Code: _____ (ex: 000-00000-000)

Description: _____

Current Budget: _____

Approved Requests: _____

Budget Available: _____

Current Requests: _____

Budget Balance: _____

Montgomery County Commission



Reviewed by: _____

Date: _____

cc: Finance Director / Buyer