



INFORMATION SESSION

8:30 AM - December 7, 2020

Montgomery County Courthouse, Annex III

Page

CALL TO ORDER AND WELCOME AT 8:30 A.M.

PRAYER

SCHEDULED ATTENDEES

1. Report from City/County Emergency Management Agency
2. Derrick Cunningham, Sheriff
3. Phil Bryant, Executive Director, Community Corrections
4. Hannah Hawk, Manager of Public Affairs
5. Holly Leverette, Director of Risk Management
6. Cedric Campbell and Richard Painter, Goodwyn, Mills and Cawood
7. Cassandra Crosby and Ron Drinkard, Crosby Drinkard Group, LLC
8. George Speake, County Engineer
9. Rev. Al Dixon, Jr.
10. Michelle Browder, Executive Director of I Am More Than

BRIEFING OF AGENDA BY ADMINISTRATOR CAUTHEN

WAIVED RULES ITEMS

1. Consider Authorization to Hire an Administrative Assistant at Pay Grade A05, Step 7 (\$39,162), Community Corrections 4
Presenter: Phil Bryant
[Agenda Item Memo - 20-172 - Pdf](#)
2. Consider Adoption of Resolution Honoring Mary Louise Briers on her Retirement from the Montgomery County Board of Education 5
Presenter: Hannah Hawk
[Mary Briers Retirement Resolution](#)

FUTURE AGENDA ITEMS

3. Consider Authorization to Sell a 2006 Chevy Tahoe to the Perry County Sheriff's Office at a Price to be Negotiated by Sheriff Cunningham, Sheriff's Office 6 - 7
Presenter: Derrick Cunningham

[Agenda Item Memo - 20-179 - Pdf](#)

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| 4. | Consider Authorization for the Retirement Drug Subsidy Program Services Agreement through RDS Services, LLC | 8 |
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Presenter: Holly Leverette

[Agenda Item Memo - 20-177 - Pdf](#)

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| 5. | Consider Authorization of Amendment Number 1 to Contract with Eagle Cleaning Service, Inc. for Janitorial Services, County Commission | 9 - 10 |
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| 6. | Consider Authorization of Award for Invitation to Bid No. 51910-21B-005 to Marvel Automotive LLC dba Southfork Chrysler Dodge Jeep Ram for an Election Center Van | 11 - 12 |
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| 7. | Consider Authorization of Bid Award to Stallings and Sons, Inc., for the Perry Street Parking Deck Restoration, County Commission | 13 - 18 |
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[Bid Award to Stallings and Sons for Perry St Parking Deck Resoration](#)

PERSONNEL ACTION ITEMS

- | | | |
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| 8. | Consider Authorization of Establishment and Allocation of a Vehicle Electronic Systems Technician (CO0474), at Pay Grade S09 (\$34,109 - \$50,965), and Related Position Fill Request, Sheriff's Office | 19 - 24 |
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Presenter: Derrick Cunningham

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GENERAL INFORMATION ITEMS

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| 9. | Memorandum from Crosby Drinkard Group, LLC regarding the 2021 Legislative Timeline | 25 - 30 |
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Presenter: Cassandra Crosby

[2021 Legislative memo](#)

[2021 Timeline](#)

[Proposed Legislation for Probate Judge](#)

- | | | |
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| 10. | Governmental Affairs Contract | 31 - 32 |
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Presenter: Cassandra Crosby

[Contract Agreement for 2020](#)

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| 11. | Montgomery County Parks and Recreation Board Appointment | 33 - 34 |
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| 12. | Central Alabama Regional Planning and Development Commission (CARPDC) Board Appointments | 35 - 36 |
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13. Board Member Appointment to the Montgomery Area Wellness Coalition 37 - 38
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RECESS TO FORMAL SESSION

RECESS TO EXECUTIVE SESSION

14. Letter from Director of Retention Jessica G. Horsley with the Chamber of Commerce regarding an Executive Session concerning a Commerce or Trade Matter 39
[Executive Session 12.7.20](#)



Memo

Re: Above the Minimum Salary
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Phil Bryant, Executive Director

BACKGROUND INFORMATION:

Please place on the next scheduled County Commission meeting my request for the Commission to consider a prospective Administrative Assistant hire at Step 7 in Pay Grade A05. This person will be filling a position that has been vacant since July 2020 and can start her employment on December 14, 2020. I am respectfully requesting that the Commission consider waving the rules and approving the proposed hire at Step 7 in pay grade A05. Community Corrections' current budget would allow for a salary offer up to step 14.

I have reviewed the current Roster of candidates and interviewed several prospective candidates for Administrative Assistant. The individual who is considered the best suited for the position is Ta Shonna Gable. Ms. Gable has over twelve (12) years of Administrative Assistant experience, including working for the Montgomery County Airport Authority. The candidate has served in several different Administrative Assistant roles. She currently serves as the HR/Payroll and Benefits Administrator, where she earns \$39,162 annually. I am requesting that Ms. Gable be hired at the same rate of pay as her current salary because of her experience.

Thank you for your consideration of this matter.

RESOLUTION

WHEREAS, having been actively involved in education for decades, Mrs. Mary Louise Briers made a lasting impact on hundreds of students and their families through her service in both the classroom and as a member of the Montgomery County Board of Education; and

WHEREAS, she completed her Master's Degree in Guidance and Counseling from Alabama State University; and

WHEREAS, she was a classroom teacher and counselor in Montgomery Public Schools for 25 years; and

WHEREAS, she became one of the first two African American women elected to the Montgomery County Board of Education in 2004 and served as a member of the board for 16 years; and

WHEREAS, Mrs. Briers consistently pursued bettering Montgomery Public Schools by creating new policies and programs for students, families, and educators alike while serving on the Board of Education; and

WHEREAS, she was President of the Montgomery County Board of Education as well as President and Vice President of the Montgomery County Education Association; and

WHEREAS, she also developed personal relationships with many students of Montgomery County Public Schools serving as a speedball, volleyball, and basketball coach for the Parks and Recreation Department; and

WHEREAS, Mrs. Briers has pursued excellence by always striving to be better, displayed both in her work in the classroom as well as her work on the Board of Education; and

WHEREAS, her involvement within the community is extensive as she was the national President of the Peter Claver Ladies Auxiliary for six years, was a parliamentarian for the National Council of Catholic Women for four years, is a registered parliamentarian with the National Association of Parliamentarians, and is a member of the Alabama Education Association, the National Education Association, the Delta Kappa Gamma International Society, the Capital City Parliamentarians Unit, Alpha Kappa Alpha Sorority, and St. Jude and Resurrection Catholic Churches; and

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby recognize, honor and thank Mrs. Mary Louise Briers for her years of service to students, parents, teachers, employees, and the community and congratulate her on her retirement.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 7th day of December, 2020.



Memo

Re: Request to Sale Vehicle# 6455, 2006 Chevy Tahoe to Sheriff Billy Jones, Perry County

Date: County Commission - Information Session - Dec 07 2020

To: Montgomery County Commission

From: Derrick Cunningham, Sheriff

BACKGROUND INFORMATION:

Sheriff Cunningham is in receipt of a letter from Perry County, Sheriff Billy Jones, whereby he his requesting to purchase the listed decommissioned vehicle for official use. Please let me know if you have any questions.

DC/wr

ATTACHED:

[Perry County, Bill Jones, 6455, 2006 Tahoe](#)

Wesley Richerson

From: mslreed79@gmail.com
Sent: Tuesday, December 1, 2020 11:27 AM
To: Wesley Richerson
Subject: Sheriff Billy Jones Vehicle interest

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

11/25/2020

From : Sheriff Billy Jones
Perry County S.O.

To: Sheriff Derrick Cunningham
Montgomery Co S.O.

I am interested in purchasing vehicle #6455, 2006 Chevy Tahoe, white in color, for The Perry County Sheriff's Office.

Thank You,
Sheriff Billy Jones



Memo

Re: Retirement Drug Subsidy Program Services Agreement
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Holly Leverette, Director of Risk Management

BACKGROUND INFORMATION:

In order to continue in the Centers for Medicare & Medicaid Services (CMS) Retiree Drug Subsidy Program the County needs to enter into an agreement with RDS Services, LLC to continue assisting the County in applying for and processing the data for the drug subsidy.

RECOMMENDATION:

I am requesting authorization for the Retiree Drug Subsidy Program Services agreement be placed on the next agenda for approval subject to agreement approval by the County Attorney at a fee of \$7.50 per eligible member per month or approximately \$22,500 per year.



Memo

Re: Contract Amendment for Janitorial Services
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Tammy Turner, Buyer II

BACKGROUND INFORMATION:

I request that the attached Amendment No. 1 to Eagle Cleaning Service, Inc. contract to furnish Janitorial Service be considered for approval on a future agenda.

Amendment 1 will allow the contract to be extended for one (1) year, beginning March 1, 2021 and ending on February 28, 2022.

Eagle Cleaning Service, Inc. 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 Florence Cauthen, County Administrator.

ATTACHED:

[Amendment 1 Janitorial Services](#)

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

Amendment
To
Contract # 51901-20B-005

Amendment No. 1

Contract with Eagle Cleaning Service, Inc. for janitorial service is hereby extended for one (1) year, beginning March 1, 2021 and ending February 28, 2022.

Eagle Cleaning Service, Inc. would like to increase prices in accordance with the terms of the contract.

All other provisions of the contract remain the same.

WITNESS:	EAGLE CLEANING SERVICE, INC.
_____	BY: _____
	TITLE: _____

WITNESS:	MONTGOMERY COUNTY COMMISSION
_____	BY: _____
	TITLE: _____



Memo

Re: Invitation to Bid No. 51910-21B-005 Election Center Van
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Khristie Davis, Buyer I

BACKGROUND INFORMATION:

Request that approval of award on the above referenced Invitation to Bid to the second lowest bid, Manvel Automotive, LLC dba Southfork Chrysler Dodge Jeep Ram in the amount of \$42,620.00 for a 2020 Ram ProMaster 3500 High Roof 159 WB EXT Extended Cargo Van be placed on a future agenda. Stivers Brothers Automotive of Alabama, Inc., was the low bid, however their quoted price did not meet the specifications needed for the Election Center. (copy of spread sheet attached)

Coordination of award made with Probate Judge J C Love III and Elections Director Darryl Parker.

ATTACHED:

[Bid Tabulation 51910-21B-005 Election Center Van](#)

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 51910-21B-005				Stivers Brothers Automotive of Alabama, Inc. 2209 Cobbs Ford Road Prattville, AL 36066 butchadkins57@aol.com Minority Owned Yes No		Manvel Automotive LLC dba Southfork Chrysler Dodge Jeep Ram 17725 South Freeway Manvel, TX 77578 pbultermansouthforkcdjr.com Minority Owned Yes No X		Cooper Motor Company 305 East Main Street Clinton, SC 29325 sissy@coopertrades.com Minority Owned Yes No					
DATE ISSUED: November 10, 2020													
DATE OPENED: November 30, 2020													
REQUESTING DEPARTMENT: Elections													
TERMS OF PAYMENT / DISCOUNT:													
DELIVERY DATE:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
1	2020 Ram ProMaster 3500 High Roof 159	ea.	1	\$35,978.50	\$35,978.50	\$42,620.00	\$42,620.00	\$49,192.00	\$49,192.00				
	WB EXT Extended Cargo Van or												
	Approved Equal												
37 Bids Emailed													
TOTAL BID AMOUNTS					\$35,978.50		\$42,620.00		\$49,192.00				



Goodwyn Mills Cawood

PO Box 242128
Montgomery, AL 36124

T (334) 271-3200
F (334) 272-1566

www.gmcnetwork.com

November 13, 2020

Florence Cauthen, County Administrator
MONTGOMERY COUNTY COMMISSION
101 South Lawrence Street
Montgomery, AL 36104

REFERENCE: CERTIFIED BID TABULATION

**PROJECT: PERRY STREET PARKING DECK RESTORATION
MONTGOMERY, ALABAMA
GMC PROJECT NO. AMGM170057-1B**

Dear Ms. Cauthen,

Bids were received for the above referenced project on Thursday, November 12, 2020 at 2:00 p.m. in Montgomery, Alabama. We have reviewed the bids and are forwarding the Certified Bid Tabulation to you with this letter.

The apparent low bid was submitted by Stallings and Sons, Inc. from Montgomery, Alabama, in the total amount of \$2,331,333.00.

Stallings and Sons, Inc. has complied with the terms and conditions of the Advertisement for Bid and the Bid Documents.

We recommend that the Construction Contract be awarded to Stallings and Sons, Inc. for a total amount of \$2,331,333.00.

Thank you again for the opportunity to serve The Montgomery County Commission. Please do not hesitate to call if you have any questions.

Sincerely,



GOODWYN MILLS AND CAWOOD, INC.
D. Richard Painter
Project Manager

DRP/jn

Attachments

PERRY STREET PARKING STRUCTURE

Renovation Option



Item	Description	Quantity	Unit	Unit Cost	Cost
PHASE 1 - Selective Demolition Package					
1.	Selective Demolition				
1	Remove Concrete Islands	1 C.Y.		1,313.14	1,313.14
2	Remove Entry Canopy	60 S.F.		3.36	201.60
3	Remove Canopy Level 5 @ Elevator	90 S.F.		3.36	302.40
4	Door demolition, exterior doors	11 Ea.		21.00	231.00
5	Remove metal panel	330 S.F.		0.81	267.30
6	Demolish Stair Towers, footings associated with towers	6594 S.F.		14.98	98,819.95
7	Remove passenger elevator, cab, and controls complete	1 Ea.		33,274.82	33,274.82
8	Dumpster	8 Week		619.24	4,953.92
9	Electrical Demolition	240 Hours		51.55	12,372.00
Sub-Total Item 1					151,736.13
	Contingency (Selective Demolition)		10%		15,173.61
	General Conditions & Requirements		12%		18,208.00
	General Contractor Fee		4%		6,069.45
	Escalation for one year		5%		7,586.81
PHASE 1 - Selective Demolition Package Cost					198,774.00



Item	Description	Quantity	Unit	Unit Cost	Cost
PHASE 2 - Restoration & New Construction Package					
2.	Restoration				
	1 Parking gates, barrier gate	2 Ea.		6,363.23	12,726.46
	2 Clean metal handrail	20 L.F.		13.78	275.50
	3 Remove Existing Paint and Rust	100750 S.F.		3.27	329,452.50
	4 Patch and paint steel	100750 S.F.		1.01	101,757.50
	5 Clean & Repair Light Fixtures	1 L.S.		9,212.92	9,212.92
	6 Lightning Protection	20650 S.F.		0.25	5,162.50
	7 Replace Light Fixtures (LED fixtures)	39 Ea.		1,600.00	62,400.00
	8 Remove & Replace Traffic Coating	100750 S.F.		2.61	262,957.43
	9 Remove Debris & Clean Drains	1 L.S.		6,463.60	6,463.60
	10 Structural Steel Repairs (90 locations)	1800 L.F.		36.12	65,016.00
	11 Gate Arm & Controls	1 L.S.		5,500.00	5,500.00
	12 Card Access System	1 L.S.		2,500.00	2,500.00
	13 Miscellaneous Repairs	1 L.S.		25,000.00	25,000.00
Sub-Total Item 2					888,424.41
3.	New Stairs & CMU Wall				
	1 Steel Stairs, with picket railing	160 Riser		1,275.64	204,102.40
	2 Stair landing	160 S.F.		103.38	16,540.80
	3 Wall mounted railing	190 L.F.		192.37	36,550.30
	4 Concrete to stairs & landing	6 C.Y.		173.36	1,040.16
	5 Concrete block, exterior wall, includes mortar and horizontal joint reinforcing	11705 S.F.		22.47	263,011.35
	6 Paint to CMU walls	23410 S.F.		0.85	19,898.50
	7 TPO Roofing at stair towers	13.12 Sq.		157.85	2,071.00
	8 Roof deck insulation	1312 S.F.		1.89	2,480.00
	9 Concrete to roof deck	17 C.Y.		183.73	3,123.41
	10 New Doors, Frames & Hardware	16 Ea.		2,437.45	38,999.20
	11 New Canopy at Elevator	64 S.F.		40.00	2,560.00
	12 Electrical to Stair Towers	1 L.S.		57,992.00	57,992.00
	13 Fire Alarm System for Stair Towers	1312 S.F.		3.00	3,936.00
	14 Security System	1312 S.F.		2.00	2,624.00
	15 Elevator Base Unit, 5 stop, per specifications	1 Ea.		220,000.00	220,000.00
	16 Elevator Pit	1 Ea.		7,500.00	7,500.00
	17 Shallow Foundations for Stair Tower	1312 S.F.		9.00	11,808.00
	18 Slab on Grade for Stair Towers	27 C.Y.		191.48	5,170.00
	19 Reinforcing to Slab	13.12 C.S.F.		58.18	763.32
	20 Structural Steel to Elevator Shaft	1.5 Ton		5,443.15	8,164.72
	21 Heat Pump System for Elevator Equipment	1 Ea.		7,500.00	7,500.00
Sub-Total Item 3					915,835.16
PHASE 2 - Restoration & New Construction Package Sub-Total					1,804,259.57
	Contingency (Restoration & New)	10%			180,425.96
	General Conditions & Requirements	12%			216,511.15
	General Contractor Fee	4%			72,170.38
	Escalation for one year	5%			90,212.98
PHASE 2 - Restoration & New Construction Package Cost					2,363,580.04
PHASE 1 Package + PHASE 2 Package Subtotal					2,562,354.04
	Design Fees	5.88%			150,666.40
PROJECT TOTAL					2,713,020.44

RESTORATION OF PERRY STREET
PARKING DECK FOR THE
MONTGOMERY COUNTY
COMMISSION
MONTGOMERY, AL
GMC PROJ. NO. AMGM170057-1B

BID DATE: November 12, 2020

2:00 PM

Page 1 of 2

BASE BID:

ALTERNATE NO. 1:

Drop/Waive AISC Requirements

TOTAL:

Bullard-Cook	Grout, Inc.	Holley- Henley Builders	JJ Morley Enterprises
624 S. Perry Street	8782 County Road 26	438A Twain Curve	1325 3rd Ave. South
Montgomery, AL 36104	Hope Hull, AL 36043	Montgomery, AL 36117	Birmingham, AL 35233
AL LICENSE NO.: 19830 BID BOND BY: Travelers Casulaty & Surety Co. NOTATIONS: None	AL LICENSE NO.: BID BOND BY: NOTATIONS: No Bid Received	AL LICENSE NO.: 8465 BID BOND BY: FCCI Insurance Co. NOTATIONS: Add \$40,000 to Base Bid	AL LICENSE NO.: 20730 BID BOND BY: Harco National Insurance Co. NOTATIONS: None
<u>ITEMS RECEIVED</u>	<u>ITEMS RECEIVED</u>	<u>ITEMS RECEIVED</u>	<u>ITEMS RECEIVED</u>
☒ PROPOSAL FORM	☐ PROPOSAL FORM	☒ PROPOSAL FORM	☒ PROPOSAL FORM
☒ BID BOND	☐ BID BOND	☒ BID BOND	☒ BID BOND
☒ ATTACHMENT A	☒ ATTACHMENT A	☒ ATTACHMENT A	☒ ATTACHMENT A
☒ ATTACHMENT B	☒ ATTACHMENT B	☒ ATTACHMENT B	☒ ATTACHMENT B
☒ ATTACHMENT C	☒ ATTACHMENT C	☒ ATTACHMENT C	☒ ATTACHMENT C
☒ E-VERIFY	☒ E-VERIFY	☒ E-VERIFY	☒ E-VERIFY
☒ ACKNOWLEDGED ADDENDA 1-2	☒ ACKNOWLEDGED ADDENDA 1-2	☒ ACKNOWLEDGED ADDENDA 1-2	☒ ACKNOWLEDGED ADDENDA 1-2
BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS
\$ 3,020,000		\$ 2,598,700	\$ 3,627,717
\$3,020,000		\$40,000 \$2,638,700	\$3,627,717
No Bid		(\$37,900)	No Bid
\$0		\$2,600,800	\$0
\$3,020,000	NO BID RECEIVED	\$2,600,800	\$3,627,717

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


Gregory P. (Chuck) Jones
Alabama Registration No. 3693

Sworn before me this 12th day of November, 2020


Jill Nelson
My commission expires July 21, 2021



RESTORATION OF PERRY STREET
PARKING DECK FOR THE MONTGOMERY
COUNTY COMMISSION
MONGTOMERY, AL
GMC PROJ. NO. AMGM170057-1B

Page 2 of 2

BASE BID:

ALTERNATE NO. 1:

Drop/Waive AISC Requirements

TOTAL:

Stallings and Sons	WK Upchurch Construction Co.		
PO Box 70040	1001 Monticello Ct		
Montgomery, AL 36107	Montgomery, AL 36117		
AL LICENSE NO.: 12809 BID BOND BY: Western Surety Co. NOTATIONS: Deduct \$22,000 from Base Bid <u>ITEMS RECEIVED</u> ☒ PROPOSAL FORM ☒ BID BOND ☒ ATTACHMENT A ☒ ATTACHMENT B ☒ ATTACHMENT C ☒ E-VERIFY ☒ ACKNOWLEDGED ADDENDA 1-2	AL LICENSE NO.: BID BOND BY: NOTATIONS: No Bid Received <u>ITEMS RECEIVED</u> ☐ PROPOSAL FORM ☐ BID BOND ☒ ATTACHMENT A ☐ ATTACHMENT B ☐ ATTACHMENT C ☐ E-VERIFY ☐ ACKNOWLEDGED ADDENDA 1-2	AL LICENSE NO.: BID BOND BY: NOTATIONS: <u>ITEMS RECEIVED</u> ☐ PROPOSAL FORM ☐ BID BOND ☒ ATTACHMENT A ☐ ATTACHMENT B ☐ ATTACHMENT C ☐ E-VERIFY ☐ ACKNOWLEDGED ADDENDA 1-2	AL LICENSE NO.: BID BOND BY: NOTATIONS: <u>ITEMS RECEIVED</u> ☐ PROPOSAL FORM ☐ BID BOND ☒ ATTACHMENT A ☐ ATTACHMENT B ☐ ATTACHMENT C ☐ E-VERIFY ☐ ACKNOWLEDGED ADDENDA 1-2
BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS	BIDS NOTATIONS SUB-TOTALS
\$ 2,353,333			
(\$22,000) \$2,331,333			
No Bid			
\$0			
\$2,331,333	NO BID RECEIVED		



Memo

Re: Establishment of New Classification Vehicle Electronic Systems Technician (CO0474)

Date: County Commission - Information Session - Dec 07 2020

To: Montgomery County Commission

From: Derrick Cunningham, Sheriff

BACKGROUND INFORMATION:

After having conversations with my staff in reference to our Vehicle Equipment Installation Facility on Day Street, it was brought to my attention that our technician that builds all of our vehicles is on extended medical leave due to having ankle surgery. With this taking place, we have been put on backlog status. I've had this conversation with the Commission about adding a person because of reasons such as this, not thinking it would come this soon. I am requesting that the county allow me to hire a person to work with our personnel so that in the event of anything happening like this in the future, we will be prepared for it. We have been working with several counties and other county entities such as Community Corrections, the District Attorney's Office and Engineering to equip their vehicles with emergency lighting. As you are aware, we are doing all of the vehicles for Lowndes County and Butler County and they are on hold waiting to get their vehicles done. We are having conversations with other counties as well. So you can see this position will not go unnoticed. Any and all funding that comes in from this process is turned over to the Commission. As most commissions always say during commission that we don't need to put all of our eggs in one basket. I fully understand that concept now. Anything you all can do to make this request possible will be greatly appreciated.

ATTACHED:

[New Classification - Vehicle Electronic Systems Technician](#)



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

To: Sheriff Derrick Cunningham

From: Colonel Jon Briggs

Subject: Request for Personnel

Date: November 24, 2020

At the present time, the Sheriff's Office Vehicle Equipment Installation Facility is staffed by one Technician that is qualified to install and maintain law enforcement vehicular equipment. This technician is responsible for installing and maintaining Lighting, Safety, Communications and Security equipment into each new vehicle purchased by the Sheriff's Office. As a result of building each unit in house, the County has been able to reduce the annual cost of upfitting our vehicles significantly. Recently however, our one and only trained Technician has been out on extended leave due to medical issues which has caused a backlog of work hampering the Sheriff's operations. Due to the lack of depth in our staffing, we are limited in our ability to complete the remainder of our new vehicle fleet and cannot provide the services for other agencies that have contracted or will be contracted with us in the future. To ensure a consistent flow of work from our production line, we feel that the time has arrived for a second Technician to be added. This additional Technician will allow us more flexibility in controlling the flow of work within the facility and reduce the amount of time needed in completing the build process. The Montgomery City-County Personnel Board has completed a job analysis for a "Vehicle Electronic Systems Technician" based upon the duties needed by the Sheriff's Office to install and maintain our vehicular fleet. Based upon the current and future needs of our facility, it is my recommendation that a new position be added to ensure that all emergency vehicles can be equipped properly and placed into service in an efficient and timely manner.

JGB

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

www.MontgomerySheriff.com

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

VEHICLE ELECTRONIC SYSTEMS TECHNICIAN

Pay Grade: S09
FLSA: Non-exempt

CO#0474
7/16/2020

NATURE OF WORK: The fundamental reason this position exists is to perform skilled work in the installation and/or removal of communications, audio visual, electronic equipment, and various other vehicular components related to Law Enforcement for the Montgomery County Sheriff's Office vehicle fleet. Components include, but are not limited to, radio communication equipment, Automatic Vehicle Locator (AVL) equipment, in-car video and audio recording devices, computer network interfacing for in-car computer systems, vehicular light bars and emergency lighting devices, brush guards, partitions, and gun-racks, along with the electronic control feature installation for each, and other equipment as designated by the Sheriff. Incumbents may also install electronic equipment for other County Departments and public safety entities at the direction of the Sheriff. Primary work responsibilities may include: assembling, installing, servicing, and repairing stationary and mobile equipment; testing equipment; performing preventative maintenance; driving to off-site locations to address malfunctions; and completing miscellaneous duties. Work is performed with considerable independence in judgement and action. This classification reports to the Support Services Supervisor, who provides general supervision.

WORK RESPONSIBILITIES: The following list was developed through a job analysis; however, it is not exhaustive and other duties may be required and assigned.

Assembles, installs, services, and repairs mobile subscriber two-way radio transmitting and receiving equipment, antennae, and related equipment using a variety of power and hand tools.

Assembles, installs, services, and repairs Public Address (PA) Systems, Vehicular Siren Equipment, Vehicle and Body Worn Digital Video Camera Systems, Public Safety Radar Gun, Mobile Radar Sign Equipment, and related equipment using a variety of power and hand tools.

Assembles, installs and services equipment such as computers, Mobile Data Terminal (MDT) equipment, computer network components, automatic vehicle locator (AVL) equipment, computer docking stations, Harris BDACS and P25 Trunked Simulcast and Multi-site equipment, and mounting equipment.

Assembles, installs and services equipment such as vehicular light bars and emergency lighting devices, brush guards, partitions, and gun-racks along with the electronic control feature components for equipment.

Tests equipment to ensure proper installation and operation, to troubleshoot, to determine reason(s) for malfunctions, and repair any anomalies found during the testing.

Performs the preventive maintenance procedures of equipment.

Drives to other work site locations in a County vehicle in non-emergency mode in response to

emergency and non-emergency calls as needed to investigate or correct a problem with equipment.

Completes miscellaneous duties such as documenting work activities, maintaining records of equipment removals (strip outs), installations, and minor service or repairs, and maintaining accurate inventory.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of the operations of power equipment such as drills presses, grinders and other power or hand tools.

Knowledge of 12-volt DC power systems and electrical connections in automotive equipment.

Knowledge of radio system schematics, blueprints, and current manuals.

Ability to use standard hand tools and equipment used in the installation, removal fabrication, maintenance and testing of automotive electronics equipment.

Ability to install electronic equipment in vehicles with emphasis on a neat and functional appearance.

Ability to perform technical work to meet quality control standards.

Ability to read and comprehend various manuals or other technical information.

Ability to utilize information obtained from various testing equipment as needed to assist in diagnosing problems with communications systems and equipment.

Ability to service various communications systems and equipment such as two-way radios, sirens, radar equipment, digital video equipment, Public Address systems and equipment, and/or vehicular battery maintaining equipment.

Ability to understand and follow oral and written instructions.

Ability to assemble/install equipment such as communications equipment, consoles, and sound systems.

Ability to complete repair tickets and parts requests accurately and timely.

Ability to communicate orally with supervisors and co-workers as needed to discuss, schedule or complete assigned work tasks.

Ability to manage one's own time in order to complete tasks in an efficient manner with minimal supervision to meet work deadlines.

Ability to work effectively with others as needed to perform and assist in performing required work activities.

Ability to utilize manual dexterity in performing physical installation and maintenance work on various communications systems and equipment.

Ability to utilize basic math computations.

Ability to climb a height of 15 feet in order to repair or install communication equipment.

Ability to stoop and bend in order to repair or install communication equipment

Ability to work in confined places in order to repair or install communication equipment.

Ability to lift up to fifty (50) pounds in order to move equipment and supplies.

SPECIAL REQUIREMENTS: Must have and maintain a valid Alabama Driver's License and insurable driving record. Must submit to criminal background check. May be required to work nights, weekends, and holidays for emergencies and special events.

MINIMUM QUALIFICATIONS: High school diploma or GED and 1 year of experience in the installation, diagnosis, and/or repair of communications, sound, security and/or navigation

equipment in vehicles. Applicable education (technical training in electronics, auto mechanics or related field) may be substituted for experience on a month-to-month ratio.

ELECTRONIC SYSTEMS TECHNICIAN

APPROVALS:	
Supervisor	Date
Division Head	Date
Department Head	Date

Crosby Drinkard Group, LLC
PO BOX 5167
Montgomery, AL 36104

=====

TO: Montgomery County Commissioners

FROM: Crosby Drinkard Group, LLC

RE: 2021 Legislative Agenda

Date: December 1, 2020

With the 2021 Legislative session year convening on February 2nd, the Crosby Drinkard Group, LLC, has maintained on-going conversations and meetings regarding the Legislative agenda of elected officials under the Montgomery County Commission of Montgomery County, AL.

Current Proposed Agenda items include:

- Probate Judge – Legislation to offer requirements to hold the office of Probate Judge (See Attached draft)
- Revenue Commissioner – Legislation for Tax Sale Location Change
- District Attorney – Meeting rescheduled by DA
- Sheriff – In communication

- Montgomery County Commissioner’s Annual Legislative Breakfast
 - Suggested possible dates: Tuesday, January 5 or 12

Crosby Drinkard Group, LLC

MEMORANDUM

November 9, 2020

TO: Chairman Elton N. Dean, Sr.
Montgomery County Commission

FROM: Crosby Drinkard Group, LLC

RE: 2021 Legislative Timeline

In anticipation of the 2021 Legislative Session, the Crosby Drinkard Group provides the following proposed scheduled timeline...

- Ongoing Meetings with County Commissioners
- October – December Meet with county elected officials (Sherriff, Probate Judge, Revenue Comm and DA)
- Dec _____ Present 2021 Legislative agenda
- Dec _____ County Commission approve 2021 agenda
- **Jan 2nd** Advertisement begins
- January _____ Delegation annual breakfast invitation letter
- [January _____](#) [Delegation Annual Breakfast hosted by County](#)
- February 4, 2020 Session Convenes

CROSBY DRINKARD GROUP PROGRESS REPORT

2006	Court Reporters Supplemental		
2007	Commissioner Expense Allowance		
	County Holiday		
	Commission Health Insurance		
	Community Corrections Arrest		
2008	County Employees Retirement (RSA) 4 th yr saved \$3million		
2009	Greater Montgomery Act		
	I-65 Corridor		
	Pre-Trial Diversion Fee	(Revenue generator)	
	Solicitor's Bill		
	Probate Judge appt ability		
2010	Commission Retirement Failed --- see 2018		
	Revenue Comm Supernumerary		
	Community Corrections Work Release		
2011	Booking Fee	(Revenue generator)	
	Finger Print Fee \$25	(Revenue generator)	
2012	IDB 2 appointments		
	Index Bill		
2013	Airport Failed		
2014	Revenue Comm transfer duties to Probate		
	Service Paper Fee \$30	(Revenue generator)	
2015	Sheriff Compensation		
2016	Paper fee revenue update 2016 - \$474,632	2017-\$483,641	
	2018- \$481,808		
2017	Airport – Pulled request per Commission		
2018	County Commissioners Retirement		
2019	County Commission Expense Allowance		
2020	Sheriff Requirements		
	Assisted with Passage of County adv for MPS		

SYNOPSIS: This bill would propose an amendment to the Constitution of Alabama of 1901, to provide that the Judge of Probate of Montgomery County would be required to be an attorney licensed in this state.

Also, under existing law, the circuit courts of the state have jurisdiction over equitable matter.

This bill would propose an amendment to the Constitution of Alabama of 1901, which would allow the Judge of Probate of Montgomery County to exercise equity jurisdiction concurrent with that of the circuit court in cases originally filed in the Probate Court of Montgomery County if the judge of probate is an attorney licensed to practice law in the State of Alabama.

A BILL
TO BE ENTITLED
AN ACT

1 To propose an amendment to the Constitution of
2 Alabama of 1901, to provide that the Judge of Probate of
3 Shelby County would be required to be an attorney licensed in
4 this state and to authorize the Judge of Probate of Montgomery
5 County to exercise equity jurisdiction concurrent with that of
6 the circuit court in cases originally filed in the Probate
7 Court of Montgomery County if the judge of probate is an
8 attorney licensed to practice law in the State of Alabama.

9 BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:

10 Section 1. The following amendment to the
11 Constitution of Alabama of 1901, is proposed and shall become
12 valid as a part of the Constitution when all requirements of
13 this act are fulfilled:

14 PROPOSED AMENDMENT

15 (a) The Judge of Probate of Montgomery County shall
16 be an attorney licensed to practice law in this state
17 effective upon the election or appointment of any judge of
18 probate after the ratification of the amendment.

19 (b) The Judge of Probate of Montgomery County may
20 exercise equity jurisdiction concurrent with that of the
21 circuit court in cases originally filed in the Probate Court
22 of Montgomery County if the judge of probate is an attorney
23 licensed to practice law in the State of Alabama. In any case
24 subject to this amendment, the judge of probate shall possess
25 the power and authority of a circuit court judge trying the
26 case and the case shall be treated in all respects in the same
27 manner as a case filed in circuit court. The Alabama Rules of

1 Civil Procedure shall apply in the cases except as otherwise
2 specifically provided by law. This amendment is
3 self-executing, but the Legislature may enact additional laws
4 to implement this amendment if needed.

5 Section 2. The appropriate election official shall
6 assign a ballot number for the proposed constitutional
7 amendment on the election ballot and shall set forth the
8 following description of the substance or subject matter of
9 the proposed constitutional amendment:

10 "Relating to Montgomery County, proposing an
11 amendment to the Constitution of Alabama of 1901, to provide
12 that the Judge of Probate of Montgomery County would be
13 required to be an attorney licensed in this state and to
14 authorize the Judge of Probate of Montgomery County to
15 exercise equity jurisdiction concurrent with that of the
16 circuit court in cases originally filed in the Probate Court
17 of Montgomery County if the Judge of Probate is an attorney
18 licensed to practice law in the State of Alabama.

19 "Proposed by Act _____"

20 This description shall be followed by the following
21 language:

22 "Yes () No ()."

CONTRACT AGREEMENT

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

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

WITNESS:

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

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

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

IN WITNESS WHEREOF, the parties hereto cause this instrument to be duly executed on the 20th day of December, 2019.

Crosby Drinkard Group, LLC

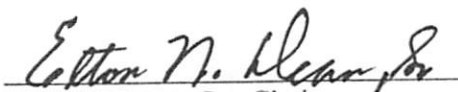
Montgomery County Commission



Cassandra Crosby



Ron Drinkard



Elton N. Dean, Sr., Chairman



Agenda Item Memo

Re: Montgomery County Parks and Recreation Board Member Appointment
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

On December 4, 2020, the term of Charles Powe will expire as a board member of the Montgomery County Parks and Recreation Board.

We will be discussing this appointment at Monday's Commission meeting.

ATTACHED:

[Montgomery County Parks & Recreation Board Members](#)

Montgomery County Parks and Recreation Board

Members:

Term Expires:

Andre' Howard
Montgomery, AL 36104

12/4/2021

Mark Salter
Montgomery, AL 36104

12/4/2024

Jennifer "Jenny" Roth
Montgomery, AL 36111

12/4/2023

Charles Powe
Pike Road, AL 36064

12/4/2020

Kevin Bradley
Montgomery, AL 36106

12/4/2022

Term: 5 years



Agenda Item Memo

Re: Central Alabama Regional Planning and Development Commission (CARPDC) Board Appointments
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

On November 17, 2020, the term of office of the Central Alabama Regional Planning and Development Commission (CARPDC) board members will expire. This term runs concurrently with the office of the County Commission.

We will be discussing these appointments at Monday's Commission meeting.

ATTACHED:

[CARPDC 2020](#)

Central Alabama Regional Planning
And Development Commission Board

Members:

Term Expires:

Commissioner Isaiah Sankey
Montgomery County Commission, District 4
Montgomery, AL 36102-1667

11/17/2020

VACANT
(previously Jiles Williams, Jr.)

11/17/2020

Florence M. Cauthen
County Administrator

11/17/2020

Vacant
Deputy County Administrator

11/17/2020

James Williams
Montgomery County Parks and Recreation Department

11/17/2020

Kevin Boone
Montgomery County Engineering Department

11/17/2020

THE TERM OF OFFICE OF THE CARPDC BOARD MEMBERS RUNS
CONCURRENTLY WITH THE OFFICE OF THE COUNTY COMMISSION

Term: 4 years



Memo

Re: Montgomery Area Wellness Coalition Board Appointment
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

Former CITO Lou Ialacci has represented Montgomery County on the Montgomery Wellness Coalition Board and has been selected to serve as a member-at-large. The Commission needs to appoint a replacement.

The Wellness Coalition facilitates a coordinated, community-wide system to improve the health and wellness of people with limited or no health insurance through collaboration, services and education. It is located in the Montgomery County Health Department building on Mobile Highway.

We will be discussing this issue at Monday's Commission meeting.

ATTACHED:

[Montgomery Area Wellness Coalition Board Members](#)

Fiscal Year 2020-21 Board Members

Connie King

AL Department of Public Health East Central District

Tommy McKinnon

Baptist Health

Michael Briddell

City of Montgomery

Immediate Past Chairperson

Donna Cooper

Community-at-Large Representative

Jessica Hudson

Community-at-Large Representative

Katherine Webb

Community-at-Large Representative

Vacant

Community-at-Large Representative

Kara Watts

Community Care Network

Jennie Rhinehart

Community Hospital – Tallassee, AL

Gilbert Darrington

Health Services, Inc.

Chairperson

Hannah Chadee

Jackson Hospital

Mary Weidler

Joint Public Charity Hospital Board

Chairperson-elect

Sarah Hunter Frazer, CRNP

Medical Outreach Ministries

Lydia Pickett

Mid-Alabama Coalition for the Homeless

Treasurer

Pam Hall

Montgomery Area Mental Health Authority

Lou Ialacci

Montgomery County

Melanie Boggan

Montgomery County Health Department

Secretary

MONTGOMERY
AREA CHAMBER OF COMMERCE

November 19, 2020

Members of the Montgomery County Commission
Attn: Florence Cauthen
101 S. Lawrence Street
Montgomery, AL 36104

Re: Opinion on Applicability of Executive Session

Dear Montgomery County Commission Members:

The Montgomery Area Chamber of Commerce is requesting to appear before the Montgomery County Commission on Monday, December 7, 2020 in executive session. I have reviewed the commerce or trade matter which the Montgomery County Commission proposes to discuss in executive session. It is my opinion that an executive session is authorized for this discussion under Section 7(a)(7) of Act No. 2005-40, and an open meeting will have a detrimental effect upon the competitive position of the Montgomery County Commission.

Pursuant to Section 7(a)(7) of Act No. 2005-40, a copy of this letter should be attached to the minutes of the County Commission meeting wherein the body considers a motion to convene an executive session to discuss this matter.

Sincerely,



Jessica G. Horsley
Director, Retention
Montgomery Area Chamber of Commerce

