



AGENDA

County Commission - Formal Session Meeting

10:00 AM - February 2, 2021

Montgomery County Courthouse, Annex III

Page

WELCOME AT 10:00 A.M.

INVOCATION BY COMMISSIONER WALKER

PLEDGE OF ALLEGIANCE LED BY COMMISSIONER SANKEY

CALL OF ROLL TO ESTABLISH QUORUM

COMMENTS FROM CITIZENS

PUBLIC HEARING

1. Public Hearing regarding Alcohol License Application for Special Events Retail to Rancho El Paraiso, LLC located at 7625 Jessie Reid Lane for February 13, 2021 Event, Montgomery, AL 36105 4

[Newspaper Legal Notice Form - Festival Latino - Feb 13 2021 Event](#)

PRESENTATION OF THE MINUTES

2. Consider Minutes of the Regular Meeting of January 19, 2021, County Commission

CONSENT AGENDA

3. Consider Accounts Payable Checks and Payroll Checks 5

[Accounts Payable and Payroll Checks 02-02-2021](#)

NEW BUSINESS

4. Consider Alcohol License Application for Special Events Retail to Rancho El Paraiso, LLC located at 7625 Jessie Reid Lane for the February 13-14, 2021 Event, Montgomery, AL 36105, County Commission 6 - 9

[Rancho El Paraiso Special Events Retail Alcohol Lic App](#)

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[Resolution re 2021 Refunding Obligation](#)

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in Juvenile Court, County Commission

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15. Consider Position Fill Request(s) - Engineering Department 26 - 27
 1. Shop Welder, Position Number 650568003
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[PFR-CREO III-3008](#)
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 1. Deputy Sheriff Trainee, Position Number 550430123
 2. Deputy Sheriff Part-Time, Position Number 550431199[PFR-DST-0123](#)
[PFR-DS Part-time-1199](#)

- | | | |
|-----|--|---------|
| 18. | Consider Position Fill Request(s) - Youth Facility Detention | 31 - 32 |
| | 1. Youth Detention Officer, Position Number 910300001 | |
| | 2. Youth Detention Officer, Position Number 910300010 | |
| | <u>PFR-JuvDetOfc Relief-0001</u> | |
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| | <u>Travel-Finance-5</u> | |
| | <u>Travel-Risk Mgmt-1</u> | |
| | <u>Travel-Comm Corr-1</u> | |

REPORTS FROM STAFF

County Attorney
County Engineer

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

LEGAL INSERTION FOR ALCOHOLIC BEVERAGE PERMIT APPROVAL

NOTICE

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

NAME: Rancho El Paraiso, LLC

ADDRESS: 7625 Jessie Reid Lane, Montgomery, AL 36105

AND THAT PUBLIC HEARING ON SAID APPLICATION HAS BEEN SET BEFORE

THE COUNTY COMMISSION AT:

10:00 A.M. FEBRUARY 2 , 2021
(MONTH) (DAY) (YEAR)

in the Montgomery County Courthouse and Administration Building Annex III, 101 South Lawrence Street, 1st Floor, Commission Chambers, Montgomery, Alabama.

Anyone desiring to be heard either for or against said application may appear in person at said time or may indicate his or her wishes in writing by communication addressed to the Montgomery County Commission, ATTN: Florence M. Cauthen, P.O. Box 1667, Montgomery, Alabama 36102-1667.

Florence M. Cauthen, County Administrator
Montgomery County Commission

PUBLICATION MEDIA MONTGOMERY ADVERTISER

DATE OF PUBLICATION: On or Before January 26, 2021

PAYMENT FOR ABOVE INSERTION IS THE RESPONSIBILITY OF THE APPLICANT.

RUN ONE TIME

**MONTGOMERY COUNTY COMMISSION
MEETING DATE FEBRUARY 2, 2021**

THE FOLLOWING WERE AUDITED AND ORDERED PAID

ACCOUNTS PAYABLE CHECKS DATED 1-15-2021	
Check Numbers: 299476 – 299606	Total Checks Paid: \$ 683,889.25

299475 – Poll Worker \$150.00

EFT's included in amounts

ACCOUNTS PAYABLE CHECKS DATED 1-22-2021	
Check Numbers: 299607 – 299700	Total Checks Paid: \$ 1,861,855.37

EFT's included in amounts

PAYROLL CHECKS DATED 1-29-2021	
Check Numbers: 135726 – 135781	Total: \$ 67,570.98
Direct Deposits	Total: \$ 1,237,552.03
Federal Deposits	Total: \$ 314,488.06
Total Payroll Paid	Total: \$ 1,619,611.07

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



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20210107154002699

Type License: 140 - SPECIAL EVENTS RETAIL **State:** \$150.00 **County:** \$150.00

Type License: **State:** **County:**

Trade Name: RANCHO EL PARAISO LLC AN INDIVIDUAL PROTECTED SERIES OF VALERIOS PROMOTIONS A SERIES LLC **Filing Fee:** \$50.00

Applicant: RANCHO EL PARAISO LLC AN INDIVIDUAL PROTECTED SERIES OF VALERIOS PROMOTIONS A SERIES LLC **Transfer Fee:**

Location Address: 7625 JESSIE REID LANE MONTGOMERY, AL 36105

Mailing Address: 4025 TROY HIGHWAY MONTGOMERY, AL 36116

County: MONTGOMERY **Tobacco sales:** NO **Tobacco Vending Machines:**

Product Type: **Type Ownership:** LLC

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

Do you sell Draft Beer?:

Date Incorporated: 09/04/2019 **State incorporated:** AL **County Incorporated:** MONTGOMERY

Date of Authority: 09/04/2019

Federal Tax ID: 85-3557925

Alabama State Sales Tax ID: R010401541

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

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

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

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

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

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

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

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

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

Contact Person: JAMES M BROWN

Business Phone: 334-424-8812

Fax:

Home Phone: 334-424-8812

Cell Phone:

E-mail:

PREVIOUS LICENSE INFORMATION:

Trade Name: FESTIVAL LATINO

Applicant: RANCHO EL PARAISO LLC AN INDIVIDUAL PROTECTED SERIES OF VALERIOS

Previous License Number(s)

License 1: 011446351

License 2:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20210107154002699

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

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

Will the business be operated primarily as a package store? **NO**
Building Dimensions Square Footage: **9999** Display Square Footage:
Building seating capacity: **9999** Does Licensed premises include a patio area? **NO**
License Structure: **ONE STORY** License covers: **OTHER**
Number of licenses in the vicinity: Nearest:
Nearest school: **0 blocks** Nearest church: **0 blocks** Nearest residence: **0 blocks**
Location is within: **COUNTY** Police protection: **COUNTY**

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

Name:	Violation & Date:	Arresting Agency:	Disposition:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20210107154002699

Private Clubs / Special Retail / or Special Events licenses ONLY

Private Club

Does the club charge and collect dues from elected members?

Number of paid up members:

Are meetings regularly held?

How often?

Is business conducted through officers regularly elected?

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

Has Agent verified membership applications for each member listed?

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

Agent's Initials:

For what purpose is the club organized?

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

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

Special Retail

Is it for 30 days or less?

More than 30 days?

Franchisee or Concessionaire of above?

Other valid responsible organization:

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date: 02/13/2021 Ending Date: 02/14/2020

Special terms and conditions for special event/special retail:

EVENT WILL BE HELD ON FEB 13, 2021 AND FEB 14, 2021. NO ALCOHOL IS ALLOWED TO LEAVE THE LICENSE PREMISE. NO TO-GO SALES PERMITTED. THIS IS A NON-RENEWABLE LICENSE.

Other Explanations

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

License Covers: OUTSIDE AREA

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

EVENT WILL BE HELD ON FEB 13, 2021 AND FEB 14, 2021. NO ALCOHOL IS ALLOWED TO LEAVE THE LICENSE PREMISE. NO TO-GO SALES PERMITTED. THIS IS A NON-RENEWABLE LICENSE.



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION

Confirmation Number: 20210107154002699



Initial each

JB

In reference to law violations, I attest to the truthfulness of the responses given within the application.

JB

In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application.

JB

In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application.

JB

In reference to Special Retail or Special Events retail license, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application.

JB

In reference to the Club Application information, I attest to the truthfulness of the responses given within the application.

JB

In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement.

JB

In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record.

JB

The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages.

The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board.

JB

I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.

Applicant Name (print): *James M. Brown*

Signature of Applicant: *James M. Brown*

Notary Name (print): *Alesia Miles*

Notary Signature: *Alesia Miles*

Commission expires: *5/11/2024*

Application Taken: *JB* App. Inv. Completed:

Submitted to Local Government:

Forwarded to District Office:

Received from Local Government:

Received in District Office:

Reviewed by Supervisor:

Forwarded to Central Office:

**A RESOLUTION AND ORDER AUTHORIZING CERTAIN ACTION
WITH RESPECT TO GENERAL OBLIGATION WARRANTS,
SERIES 2021, OF MONTGOMERY COUNTY, ALABAMA**

BE IT RESOLVED AND ORDERED BY THE COUNTY COMMISSION (the "Commission") OF MONTGOMERY COUNTY, ALABAMA (the "County"), as follows:

Section 1. The Commission has found and determined, and does hereby find, determine and declare, as follows:

(a) It is in the best interests of the County to consider the refunding of all, or some portion, of the following outstanding obligations in order to generate interest savings for the County:

- (1) General Obligation Refunding Warrants, Series 2010-A;
- (2) General Obligation Refunding Warrants, Series 2015;
- (3) Revenue Refunding Warrants (Montgomery County Facilities Project), Series 2012, issued by The Montgomery County Public Building Authority for the benefit of the County;
- (4) Revenue Refunding Warrants (Montgomery County Facilities Project), Series 2014, issued by The Montgomery County Public Building Authority for the benefit of the County;
- (5) Revenue Refunding Warrants (Montgomery County Facilities Project), Series 2015, issued by The Montgomery County Public Building Authority for the benefit of the County; and

(b) The selection of the outstanding bonds and warrants to be refunded will be determined based upon market conditions at the time of sale and the resulting benefit to the County, and will be subject to the approval of the Commission.

(c) It is necessary and desirable for the County to authorize the structure and offering to the public market of its General Obligation Warrants, Series 2021 (the "Series 2021 Warrants"), on a taxable and tax-exempt basis for the foregoing purposes. The tax-exempt series of warrants shall be designated the "Series 2021-A Warrants", and the taxable series of warrants shall be designated the "Series 2021-B Warrants".

Section 2. The Commission does hereby approve, adopt, authorize, direct, ratify and confirm:

(a) the engagement of Stifel, Nicolaus & Company, Incorporated, and Liberty Bank (the “Underwriters”) to provide all investment banking services and underwriting services with respect to the offering, sale and issuance of the Series 2021 Warrants;

(b) the engagement of Gilpin Givhan, P.C., as bond counsel, for the preparation of the financing and disclosure documents for the Series 2021 Warrants;

(c) the terms, and distribution by the Underwriters, of a preliminary official statement with respect to the Series 2021 Warrants, on behalf of the Commission, upon completion by the County; and

(d) the preparation of the terms and provisions of a warrant purchase agreement with respect to each of the Series 2021-A Warrants and the Series 2021-B Warrants (the “Warrant Purchase Agreements”), by the County and the Underwriters.

Section 3. Subject to Section 4 hereof, the Chairman of the Commission of the County is hereby authorized and directed to execute and deliver the Warrant Purchase Agreements with respect to the Series 2021 Warrants for and in the name of the County.

Section 4. The issuance and sale of the Series 2021 Warrants by the County shall be subject to:

(a) the final approval and authorization thereof by the Commission, including without limitation the purposes, use of proceeds, principal amounts, terms of maturity and payment dates, interest rates, offering prices and redemption prices and terms, and costs of issuance and credit enhancement, if any; and

(b) the approving legal opinion of Gilpin Givhan, P.C., as bond counsel.

Section 5. All actions heretofore taken, and all agreements, documents, instruments and notices heretofore executed, delivered or made, by any of the officers of the County with respect to any matters referenced herein are hereby ratified and confirmed.

Section 6. All resolutions, or parts thereof, of the Commission in conflict or inconsistent with any provision of this resolution hereby are, to the extent of such conflict or inconsistency, repealed.

Section 7. This Resolution and Order shall take effect immediately.

The above Resolution and Order is duly adopted this ____ day of _____, 20__.

Chairman

S E A L

Attest: _____
County Administrator

STATE OF ALABAMA)

MONTGOMERY COUNTY)

CERTIFICATE OF COUNTY ADMINISTRATOR

The undersigned duly elected, qualified and acting County Administrator of the Montgomery County Commission as governing body of Montgomery County, Alabama, does hereby certify that the above and foregoing pages constitute a complete, verbatim and compared copy of a resolution and order duly introduced and adopted by the Commission at a regular meeting thereof on _____, 20__, and said resolution and order has not been repealed, amended, or changed and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand as County Administrator of the Commission and have affixed the official seal of the County, this ____ day of _____, 20__.

County Administrator

S E A L



Memo

Re: Juvenile Court Full-Time Referee
Date: County Commission - Formal Session - Feb 02 2021
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

At the request of Presiding Judge Johnny Hardwick, Administrative Office of the Courts (AOC) has agreed to create a position for a Court Referee I for the Juvenile Court in Montgomery County and to fund the benefits associated with the position if the Commission will fund the salary.

Pursuant to a Memorandum of Understanding with AOC, Montgomery County Commission currently reimburses AOC \$55,000 annually for a part-time referee. The starting salary for a Court Referee I is \$47,805.60. AOC is requesting that the referee receive a two step (5%) salary increase to \$50,195.88 following a successful six month probationary period.

AOC will provide an MOU that documents the above agreement for a one year period for approval by the Commission to replace the current MOU.

ATTACHED:

[JudgeHardwick12.30.2020](#)
[Court Referee January FY21](#)



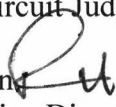
ADMINISTRATIVE OFFICE OF COURTS
300 Dexter Avenue
Montgomery, Alabama 36104
(334) 954-5000

Tom Parker
Chief Justice

Rich Hobson
Administrative Director of Courts

MEMORANDUM

TO: Judge Johnny Hardwick
Presiding Circuit Judge, 15th Judicial Circuit

FROM: Rich Hobson 
Administrative Director of Courts

DATE: December 30, 2020

RE: Full-time Court Referee I

It was good talking with you and Florence Cauthen recently about the possibility of hiring a full-time court referee, though a partnership with the Administrative Office of Courts (AOC) and the Montgomery County Commission. Our conversation included a proposal that the Montgomery County Commission would continue to pay the salary portion for the position through a Memorandum of Understanding (MOU) and that the AOC would provide the benefits, taxes, and other administrative requirements for the position. In sum, the new position would be for a State employee and the AOC would take care of implementation of the hiring process, evaluations, and other benefit/payroll management details as it relates to this position. This position is slotted to be hired at Step 1 of the Court Referee I classification and the Montgomery County Commission will be billed quarterly for its portion of the payment.

I believe the position is needed in terms of case management in the Juvenile Justice and Family Court area to provide assistance to the judges of the 15th Judicial Circuit.

Thank you for your leadership of the 15th Judicial Circuit. We will draft an MOU between the two entities when we receive the word to proceed. In the meantime, please do not hesitate to contact me if you have any questions.

c: Florence Cauthen, Montgomery County Administrator
Vonda Sanders, HR Director, AOC



MEMORANDUM OF UNDERSTANDING

Between the Administrative Office of Courts and The Montgomery County Commission

I. This Memorandum of Understanding (“MOU”) is hereby entered into by and between the State of Alabama (hereinafter referred to as the “State”), acting through the Administrative Office of Courts of the Unified Judicial System of Alabama (hereinafter referred to as the “AOC”), and the Montgomery County Commission (hereinafter referred to as the “Commission”) for the public purpose of reimbursing the AOC for the position of a Court Referee I of the Fifteenth Judicial Circuit. The Montgomery County Commission will pay \$36,666.67 (\$55,000.00 prorated to \$4,583.33 per month for the remaining 8 months of this fiscal year) to AOC during the terms of this agreement toward funding this full-time position with the AOC being responsible for fringe benefits. The Court Referee hired for this position shall preside over juvenile court hearings, except for juvenile transfer hearings and termination-of-parental rights hearings, in the Montgomery County Family Court. This MOU is effective for the period beginning February 1, 2021 and ending September 30, 2021.

II. AOC and the Commission agree that this transfer of funds in no way obligates the Commission to provide permanent or additional funding for this position in future months or years beyond the period stated. Should AOC receive additional state funding for this referee position, AOC shall refund the Commission any unused portion of the funding provided by the Commission.

III. AOC will invoice the Commission at the end of each quarter in FY 2021 for all salary paid to an employee in this position. Any inquiries made to the AOC may be directed to Jennifer Mooror, AOC Accountant. Checks shall be written to the order of the Administrative Office of Courts addressed to the attention: Jennifer Mooror, Administrative Office of Courts, 300 Dexter Avenue, Montgomery, AL 36104-3741.

IV. The AOC, and/or Commission may terminate this MOU without penalty by providing all parties fourteen (14) days written notice. This MOU replaces any MOU approved prior to the effective date of this document.

APPROVED:

Rich Hobson, Administrative Director of Courts
Administrative Office of Courts

Date

Elton N. Dean, Sr., Chairperson
Montgomery County Commission

Date

REVIEWED AS TO FORM BY:

Todd Russell, AOC Legal Division

Date



Memo

Re: Painting Floors in Detention Facility (Jail 1)
Date: County Commission - Formal Session - Feb 02 2021
To: Montgomery County Commission
From: Derrick Cunningham, Sheriff

BACKGROUND INFORMATION:

As you will recall, you and I as well as Commissioner Singleton recently did a walk thru of Jail 1, floors three and four of the Detention Facility. It was evident that both floors need to be repainted as their condition is horrible. Originally, the painting of both floors was included in the pricing of the jail painting project; however, due to financial issues, finishing of the said floors was removed from the project. Furthermore, PH&J Architects were the original architects and are very familiar with our Detention Facility; for this reason, I would like to reengage PH&J to complete the painting of the said floors as well as upgrade the lighting on those floors to LED lights. There are also major plumbing issues being experienced causing pipes to break on a weekly basis, ceiling tiles to deteriorate and other major issues are occurring within those two floors. I look forward to hearing from you regarding this matter.



Memo

Re: 2021 County Employee Blood Drives
Date: County Commission - Formal Session - Feb 02 2021
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

Historically, the Montgomery County Commission has sponsored two employee blood drives annually. I am requesting the county continue this tradition by sponsoring two blood drives in 2021.

I am also requesting that the Commission allow elected officials and department heads, at their discretion, to give employees who donate blood four hours of paid administrative leave. This time off must be scheduled in advance with the department head or supervisor.

I am requesting that this item be placed on the February 2nd meeting agenda. Thank you.

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 2/2/2021 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			46,500	50,500	9,700	44,400	43,200	194,300
C-2021-41	Fountain of Renewal	Community Service Programs			1,000			1,000
C-2021-42	Americare Financial Group	PEERS Program				2,500		2,500
C-2021-43	Riley Relief Foundation, Inc.	Missing & Exploited Individual Awareness Prog.				500		500
C-2021-44	Dutchess Divas and Gents Youth Club, Inc.	Youth Programs				1,000		1,000
NC-2021-9	City of Montgomery, Neighborhood Svcs.	Park Manor Neighborhood Association				2,500		2,500
NC-2021-10	Pike Road BOE, for Pike Road High School	Athletics Programs					10,000	10,000
NC-2021-11	City of Montgomery, Neighborhood Svcs.	Wynhurst HOA for Flock Cameras					1,125	1,125
	Total Appropriations 2/2/2021		0	0	1,000	6,500	11,125	18,625
	APPROPRIATED BUDGET BALANCE		46,500	50,500	8,700	37,900	32,075	175,675
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 2/2/2021 - CODE: 001-59320.494								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			58,526	75,000	63,700	75,000	59,500	331,726
	Total Appropriations 2/2/2021		0	0	0	0	0	0
	APPROPRIATED BUDGET BALANCE		58,526	75,000	63,700	75,000	59,500	331,726
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 2/2/2021 - CODE: 001-59320.450									
Contract Number	Organization	Description of Program	Joint/Infra.	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			5,537	49,900	49,800	85,791	66,610	56,400	314,038
DR-C-2021-17	Montgomery Area Council on Aging (MACOA)	Community Services Programs to Include Frozen Meal Program						5,000	5,000
	Total Appropriations 2/2/2021		0	0	0	0	0	5,000	5,000
	APPROPRIATED BUDGET BALANCE		5,537	49,900	49,800	85,791	66,610	51,400	309,038
	County Administrator	Date							

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 _____

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 _____

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

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

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 _____

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

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() 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 _____

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

DEPARTMENT HEAD:

SUPERVISOR:

POSITION INFORMATION:

Position Title

Position Number

Pay Grade

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Proposed Effective Date

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() 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

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

DEPARTMENT HEAD:

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Position Number

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_____ Pay Range _____

Proposed Effective Date

Type of Hire

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() 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: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____ Return Date: _____

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: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director Date _____

Commission Approval:

County Administrator Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____

Return Date: _____

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: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

Commission Approval:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____ Return Date: _____

Purpose of Travel: _____

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Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

Commission Approval:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

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Private Vehicle Other (Specify) _____

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Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director Date _____

Commission Approval:

County Administrator Date _____