

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
SEPTEMBER 14, 2009

AGENDA
INFORMATION SESSION

Call to Order, Welcome at 8:00 a.m.

Prayer Led by Commissioner Williams

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
County Engineer

Comments from Scheduled Attendees:

Community Corrections Executive Director Paul Brown
Chief Appraiser Jane Mardis and E-911 Rural Addressing Coordinator Jane Reed

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Williams

Pledge of Allegiance Led By Commissioner Wilson

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of August 24, 2009

PRESENTATION:

Presentation by Presiding Circuit Court Judge Charles Price and Juvenile Court Administrator Bruce R. Howell Regarding Condemnation of Montgomery County

CONSENT AGENDA:

Consider Approval of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Presentation of Proposed 2009-2010 Operating Budget, Construction Programs Budget and Emergency Management Communications District Board Budget for Review and Comments
2. Consider Adoption of Resolution Regarding Compensation of Supernumerary Revenue Commissioner
3. Consider Approval of Appointment of Board Member to Montgomery Symphony Orchestra, County Commission
4. Consider Approval of Renewal of Services Contract with Renaissance, Inc., for Residential Services for Community Corrections Offenders, Community Corrections
5. Consider Approval of Professional Services Contract with Harmony Wellness and Rehab for Substance Abuse Treatment Services for Montgomery County Drug Court Participants, Community Corrections
6. Consider Approval of Amended Agreement with Cameron Associates, LLC Regarding Authorization to Collect Sales Tax on Delinquent Accounts, County Commission
7. Consider Approval to Recognize and Deny Claim Filed by Robin Patterson Bradley
8. Consider Approval of Miscellaneous Appropriations Reprogramming Requests, County Commission
9. Consider Approval of Bid Award for Repairs to a 2008 Sterling Tandem Dump Truck, Bid Number 53600-09B-019, Engineering Department
10. Consider Approval of Budget Change Request Number 39, County Commission Appropriations
11. Consider Approval to Establish a New Classification of Community Corrections Officer (0359), Pay Grade A06, Community Corrections
12. Consider Approval to abolish the following Classifications; Detention Facility Population Specialist (0370), Community Service Coordinator (0358), Prison & Jail Diversion Program Case Manager (0355) and County Probation Officer (0350), Community Corrections
13. Consider Approval of Travel/Training Requests (8)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Special Call Meeting of the Montgomery County Emergency
Management Communications District Board

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Assistant Personnel Director Karen B. Cason
Juvenile Court Administrator Bruce R. Howell
Probate Judge Reese McKinney, Jr. and Director of Elections Trey Granger
Risk Manager Scott Kramer

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

SEPTEMBER 14, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

SEPTEMBER 28, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

OCTOBER 12, 2009

County Holiday – Columbus Day / American Indian
Heritage Day

OCTOBER 13, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

OCTOBER 26, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

PERSONNEL ACTIONS

Fill action continues for 1 Clerk Typist II – County Commission Office
Fill action continues for 1 Deputy Finance Director – Finance Department
Fill action continues for 1 Grant Specialist – Public Affairs Department
Fill action continues for 4 Customer Service Clerks – Probate Judge's Office
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 1 Probate Court Clerk – Probate Judge's Office
Fill action continues for 1 Clerk III – Revenue Commissioner's Office
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 Program Analyst I – Information Systems Department
Fill action continues for 1 Identification Officer – Sheriff's Office
Fill action continues for 2 Fingerprint Classifier II's – Sheriff's Office
Fill action continues for 1 Deputy Sheriff Lieutenant – Sheriff's Office
Fill action continues for 1 Corrections Officer Trainee/Correction Officer – Detention Facility
Fill action continues for 4 Corrections Officer Sergeants – Detention Facility
Fill action continues for 12 Clerk II's – Detention Facility
Fill action continues for 1 Relief Juvenile Detention Officer – Youth Facility
Fill action continues for 1 County Road Equipment Operator I – Engineering Department
Fill action continues for 1 County Road Equipment Operator II – Engineering Department
Fill action continues for 1 Civil Engineer Tech I – Engineering Department
Fill action continues for 1 Worthless Check Director – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk IV – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk II – District Attorney's Worthless Check Unit
Fill action continues for 1 Case Manager I – District Attorney's Child Support Unit

September 14, 2009

09-14-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-21-09

Check Number	To	Check Number
201848		201872
Total Checks Paid		\$257,809.51

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

Agenda

SEP 14 2009

09-14-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-28-09

Check Number	To	Check Number
201873		201941
Total Checks Paid		\$137,858.84

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

09-14-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-28-09

Check Number	To	Check Number
201942		202045
Total Checks Paid		\$400,509.38

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

09-14-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-04-09

Check Number	To	Check Number
202048		202115
Total Checks Paid		\$176,978.22

CHECK #	PAYEE	AMOUNT	DATE
202046	Williams Consulting Services	\$ 682.50	08/28/09
202047	Crawford & Company	\$ 1,197.58	08/28/09

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

09-14-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-04-09

Check Number	To	Check Number
202116		202199
Total Checks Paid		\$303,168.75

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

09/14/09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
08/28/09

Agenda

SEP 14 2009

Payroll Check Number	59676	To	Payroll Check Number	59847	\$ 139,776.72
Direct Deposits					\$ 740,393.46
Payroll Check Number	59848	To	Payroll Check Number	59875	\$ 67,236.12
Direct Deposits					\$ 767,502.30
Federal Deposits					\$ 316,612.92
Total Payroll Paid					\$ 2,031,521.52

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

MONTGOMERY COUNTY COMMISSION

09/14/09 Meeting

Agenda

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

SEP 14 2009

CHECKS ARE DATED
09/11/09

Payroll Check Number	59877	To	Payroll Check Number	60049	\$ 139,661.35
Direct Deposits					\$ 737,167.63
Payroll Check Number	60050	To	Payroll Check Number	60080	\$ 74,164.41
Direct Deposits					\$ 365,866.90
Federal Deposits					\$ 311,084.07
Total Payroll Paid					\$ 1,627,944.36

CHECK #

59876

PAYEE

Edward Ham Wilson, Jr.

AMOUNT

\$ 889.36

DATE

08/28/09

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

**Proposed Annual Budget
Montgomery County, Alabama
Fiscal Year
October 1, 2009 to September 30, 2010**

Presented September 14, 2009

**Elton N. Dean, Sr., Chairman
Reed Ingram, Vice Chairman
Dimitri Polizos, Member
Jiles Williams, Jr., Member
Ham Wilson, Jr., Member**

**Compiled by
Donald L. Mims, CPA, Administrator
Sherrill R. Thomas, CPA, Finance Director**

ANNUAL BUDGET 2009-2010

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.

**Donald L. Mims
Administrator
Montgomery County Commission
Montgomery, Alabama**

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

	ESTIMATED	
	REVENUES	APPROPRIATIONS
General Fund	\$ 65,197,797	\$ 63,690,453
Emergency Fund	90,000	90,000
Workers' Compensation Fund	333,500	333,500
Health Trust Fund	8,328,500	8,328,500
R.E. Life Ins. Fund	60,000	60,000
Liability Fund	541,000	541,000
Gasoline Tax Fund	2,013,510	9,002,280
Public Buildings/Roads/Bridges Fund	6,350,000	-
Public Highways & Traffic Fund	500,000	-
Capital Improvement	467,500	483,000
RRR Gasoline Tax Fund	1,935,000	2,320,000
Severed Material Tax Fund	202,000	511,334
Appraisal Fund	2,842,431	2,842,431
Merit System Fund	1,042,976	1,303,720
Community Corrections	566,640	971,716
Grant Fund	2,246,464	2,446,464
Special Index Fund	237,000	322,716
G.O. Warrants - 2002 Fund	-	1,745,252
G.O. Warrants - 2007 Fund		3,545,140
 TOTAL	 \$ 92,954,318	 \$ 98,537,506
 ADD: BUDGETARY FUND BALANCE		
General Fund	4,388,124	
Gasoline Tax Fund	138,770	
Capital Improvement	15,500	
RRR Gasoline Tax Fund	385,000	
Severed Material Tax Fund	309,334	
Merit System Fund	260,744	
Special Index Fund	85,716	
 TOTAL BUDGETARY FUND BALANCE	 5,583,188	
 PROPOSED BUDGET	 \$ 98,537,506	 \$ 98,537,506

Funds included in budget:

General Fund
Special Revenue Funds
Debt Service Funds
Special Index Fund

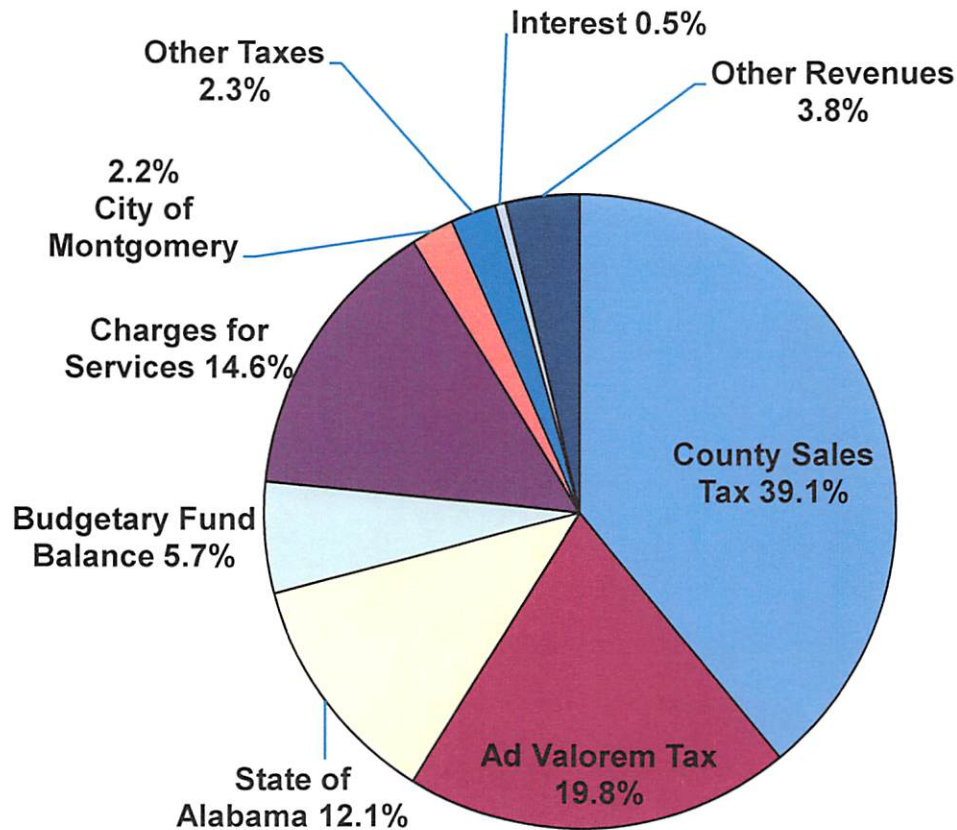
**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

FUNDS NOT INCLUDED IN OPERATING BUDGET

Construction Program Fund
Employees' Withholding Tax Fund - State
Supernumerary 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
Manufactured Home Trust Fund
School Tax Fund
Motor Vehicle Special Training
Emergency Management Communication District Board

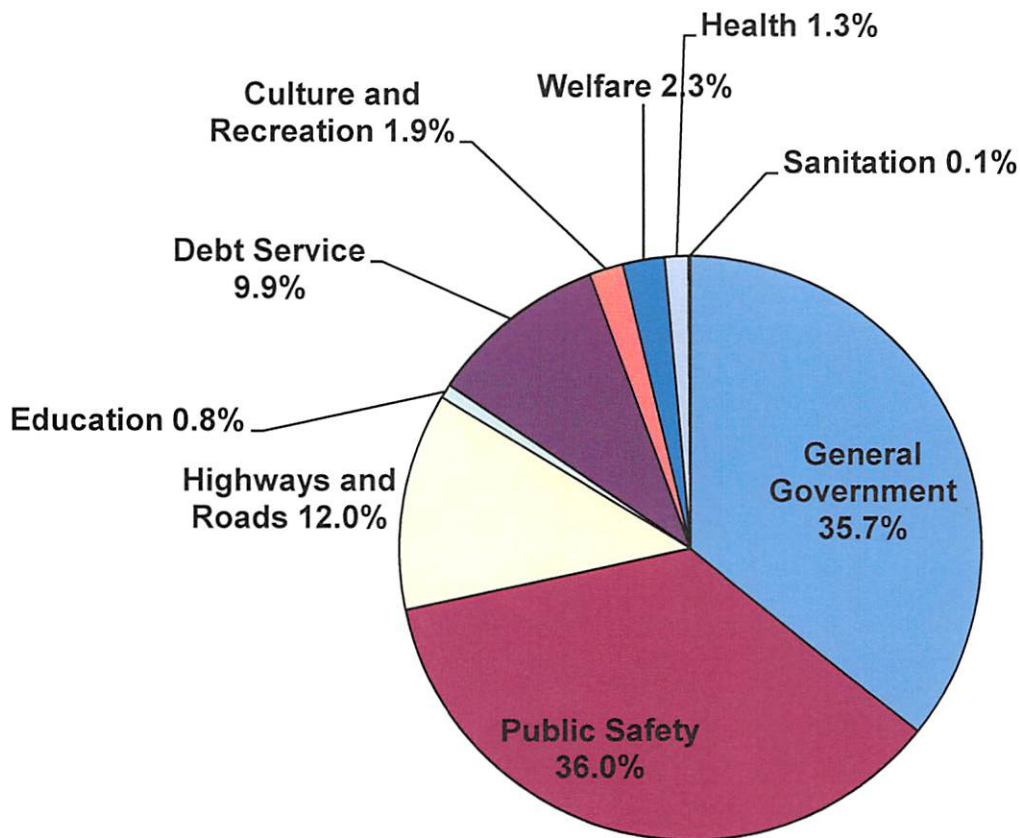
Montgomery County Commission
Estimated Revenues and Budgetary Fund Balance
2009-2010

Type	Percentage	Total
County Sales Tax	39.1%	\$ 38,500,000
Ad Valorem Tax	19.8%	19,500,000
State of Alabama	12.1%	11,874,677
Budgetary Fund Balance	5.7%	5,583,188
Charges for Services	14.6%	14,371,440
City of Montgomery	2.2%	2,158,914
Other Taxes	2.3%	2,274,200
Interest	0.5%	528,000
Other Revenues	3.8%	3,747,087
Miscellaneous		2,168,139
Licenses and Permits		505,200
Board of Education		667,643
Transfers In		360,000
Fines and Forfeitures		23,000
Federal Cost Sharing		23,105
	100.00%	\$ 98,537,506



**Montgomery County Commission
Appropriations
2009-2010**

Type	Percentage	Total
General Government	35.7%	\$ 35,171,597
Public Safety	36.0%	35,470,098
Highways and Roads	12.0%	11,833,614
Education	0.8%	775,329
Debt Service	9.9%	9,762,284
Culture and Recreation	1.9%	1,847,300
Welfare	2.3%	2,280,752
Health	1.3%	1,290,130
Sanitation	0.1%	<u>106,402</u>
	100.00%	\$ 98,537,506



**Summaries of
DEPARTMENTAL
and
FUND BUDGETS**

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

GENERAL FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$	13,200,000
County Sales Tax		38,500,000
Salaries for Revenue Commissioner		129,700
County Beer Tax		200,000
County Wine Tax		4,500
Lodging Tax		1,150,000
Other Tax		790,000
TOTAL TAXES		<u>53,974,200</u>

LICENSE & PERMITS

410,200

INTERGOVERNMENTAL

State Shared Revenue	1,558,320
State Cost Sharing Revenue	2,565,752
Federal Cost Sharing	23,105
City Cost Sharing	150,000
TOTAL INTERGOVERNMENTAL	<u>4,297,177</u>

CHARGES FOR SERVICES

Court Fees	546,800
Fees & Commissions - Public Officials	4,082,500
Miscellaneous Fees & Charges	68,500
TOTAL CHARGES FOR SERVICES	<u>4,697,800</u>

FINES AND FORFEITURES

23,000

MISCELLANEOUS

Interest	227,500
Sales & Rentals	570,214
Other	637,706
TOTAL MISCELLANEOUS	<u>1,435,420</u>

TRANSFERS IN FROM OTHER FUNDS

360,000

TOTAL ESTIMATED REVENUES

65,197,797

BUDGETARY FUND BALANCE

4,388,124

TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE

\$ 69,585,921

MONTGOMERY COUNTY COMMISSION

2009 - 2010 BUDGET

GENERAL FUND

APPROPRIATIONS

GENERAL GOVERNMENT

County Commission	\$	797,747
Risk Management		179,703
Public Affairs		106,049
Finance Department		498,100
Judges		444,703
Domestic Relations Court		3,000
Circuit Clerk		30,341
District Clerk		2,000
District Attorney		2,521,083
Pre-Trial/District Attorney		697,482
Court Reporters		205,900
Court Administrators		700
Probate Judge's Office		3,251,150
Revenue Commissioner		1,268,553
Tax and Audit Division		606,607
Support Services		3,470,787
Building Permits		34,892
Election Operating		697,417
Election Administration		425,000
Board of Registrars		267,710
Tax Equalization Board		5,815
Veterans Service Office		1,000
Forestry Commission		24,300
Central Alabama Opportunities Industrialization Center, Inc.		17,500
Envision 2020		22,500
Industrial Park Utilities/Maintenance		57,900
Industrial Development		82,650
Information Systems		1,828,094
Contingent		25,000
Unemployment Compensation		7,500
TOTAL GENERAL GOVERNMENT	\$	17,581,183

PUBLIC SAFETY

Sheriff's Office		12,369,967
Montgomery County Detention Facility		14,397,444
Montgomery City-County Emergency Management Agency		113,200
Coroner's Office		138,780
Youth Facility		5,104,275
Youth Facility - DYS Subsidy		758,785
Youth Facility - DYS Boot Camp		699,967
Crimestoppers		7,500
Montgomery County Association of Volunteer Fire Departments		190,000
TOTAL PUBLIC SAFETY	\$	33,779,918

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

GENERAL FUND

APPROPRIATIONS

SANITATION- Transfer Station & Storm Water Permit \$ 106,402

HEALTH

Health Department	460,797
Montgomery Area Mental Health Authority	130,000
Family Sunshine Center	47,400
VOCAL	7,500
Animal Shelter	450,000
Chemical Addictions Program, Inc.	37,500
Lighthouse Counseling Center, Inc.	28,700
Council on Substance Abuse - NCADD	20,000
Mosquito Control	51,233
Sickle Cell Foundation	15,750
Community Care Network	26,250
Red Cross	15,000

TOTAL HEALTH \$ 1,290,130

WELFARE

Transfer of Insane	8,600
Group Homes	190,000
Restor	10,000
Child Protect	5,000
Brantwood Children's Home	18,750
Montgomery Community Action Agency	48,750
Central Alabama Aging Consortium	31,600
Montgomery Area Council on Aging	48,750
Montgomery Area Food Bank	5,000
Pauper Burial	3,200
Joint Public Charity Hospital Board	85,000
Indigent Hospitalization Program	108,063
The Volunteer and Information Center, Inc.	3,750
School to Work	45,000
Department of Human Resources	131,289
Kid One Transportation	10,000

TOTAL WELFARE \$ 752,752

CULTURE & RECREATION

City - County Jointly Funded	988,496
Pike Road Library	172,350
Montgomery County Recreation Board	453,329
Boys & Girls Clubs	18,750
Boys & Girls Club - South Central Alabama	18,750
The United Community Improvement	9,375
Unified YMCA	100,000
Nat King Cole Foundation	3,750
ECHO	7,500
Alabama Shakespeare Festival	75,000

TOTAL CULTURE & RECREATION \$ 1,847,300

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

GENERAL FUND

APPROPRIATIONS

EDUCATION

City/County School Bonds	\$ 406,124
Montgomery Education Foundation	67,500
Auburn Extension Service	120,955
Montgomery Internal Medicine Residency Program (UAB)	22,500
Thelma Morris After School Program	37,500
Latchkey	42,000
YMCA Childcare Program	45,000
Partners in Education	3,750
Character @ Heart	30,000
TOTAL EDUCATION	<u>775,329</u>

CLASSIFIED BY CHARACTER ONLY

In-House Appropriations (A General Government Category)	1,049,000
In-House Appropriations-Retiree Health & Life Insurance	1,075,000
Montgomery Building Authority 2006 Capital Lease Obligation	4,471,892
Agency Appropriations (A General Government Category)	961,547
TOTAL CLASSIFIED BY CHARACTER ONLY	<u>7,557,439</u>

TOTAL APPROPRIATIONS	\$ 63,690,453
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TRANSFERS

To Community Corrections Fund	405,076
To Grant Fund	200,000
To General Obligation Warrants, 2007 Fund	3,545,140
To General Obligation Warrants, 2002 Fund	1,745,252
TOTAL TRANSFERS	<u>5,895,468</u>

TOTAL APPROPRIATIONS & TRANSFERS	\$ <u>69,585,921</u>
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EMERGENCY FUND

ESTIMATED REVENUES

MISCELLANEOUS

Interest	\$ 90,000
TOTAL ESTIMATED REVENUES	\$ <u>90,000</u>

APPROPRIATIONS

GENERAL GOVERNMENT-Miscellaneous Expenditures	\$ 90,000
	\$ <u>90,000</u>

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

WORKERS' COMPENSATION FUND

ESTIMATED REVENUES

Workers Compensation Contributions	\$	313,000
Other reimbursements		10,000
Interest		10,500
TOTAL ESTIMATED REVENUES	\$	<u>333,500</u>

APPROPRIATIONS

Workers' Compensation Expenditures	\$	333,500
TOTAL APPROPRIATIONS	\$	<u>333,500</u>

HEALTH INSURANCE

ESTIMATED REVENUES

Premiums	\$	8,318,000
Interest		10,500
TOTAL ESTIMATED REVENUES	\$	<u>8,328,500</u>

APPROPRIATIONS

Health Care Costs	\$	8,328,500
TOTAL APPROPRIATIONS	\$	<u>8,328,500</u>

RETIRED EMPLOYEE LIFE INSURANCE

ESTIMATED REVENUES

Premiums	\$	56,000
Interest		4,000
TOTAL ESTIMATED REVENUES	\$	<u>60,000</u>

APPROPRIATIONS

Death Benefit Payments	\$	60,000
TOTAL APPROPRIATIONS	\$	<u>60,000</u>

LIABILITY

ESTIMATED REVENUES

Premiums	\$	450,000
Interest		91,000
TOTAL ESTIMATED REVENUES	\$	<u>541,000</u>

APPROPRIATIONS

Liability Ins. Costs	\$	541,000
TOTAL APPROPRIATIONS	\$	<u>541,000</u>

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

State Gasoline Tax	\$ 1,601,900
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STATE COST SHARING REVENUE

Engineer's Salary & Assistant Engineer	106,610
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MISCELLANEOUS

Interest	5,000
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Other	300,000
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TOTAL MISCELLANEOUS	305,000
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TOTAL ESTIMATED REVENUES	2,013,510
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TRANSFERS

From Public Highway & Traffic Fund	500,000
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From Public Building/Roads/Bridges	6,350,000
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TOTAL TRANSFERS	6,850,000
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Budgetary Fund Balance	138,770
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TOTAL ESTIMATED REVENUES, BUDGETARY FUND BALANCE & TRANSFERS	\$ 9,002,280
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APPROPRIATIONS

HIGHWAYS & ROADS

Construction	\$ 1,673,917
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District I	1,533,840
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District II	1,680,124
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District III	1,948,073
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County Engineer's Office	1,000,598
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County Shop	676,171
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Bridge Maintenance	484,557
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Environmental Cleanup	5,000
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TOTAL APPROPRIATIONS	\$ 9,002,280
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**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

PUBLIC BUILDING/ROADS/BRIDGES FUND

ESTIMATED REVENUES

TAXES

Ad Valorem Tax	\$	6,300,000
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MISCELLANEOUS

Interest		<u>50,000</u>
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TOTAL ESTIMATED REVENUES

\$	<u><u>6,350,000</u></u>
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APPROPRIATIONS

TRANSFERS

To Gasoline Tax Fund	\$	<u>6,350,000</u>
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TOTAL TRANSFERS

\$	<u>6,350,000</u>
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TOTAL APPROPRIATIONS & TRANSFERS

\$	<u><u>6,350,000</u></u>
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PUBLIC HIGHWAY & TRAFFIC FUND

ESTIMATED REVENUES

License & Permits	\$	95,000
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State Shared Revenue		300,000
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Charges for Services		100,000
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Interest		<u>5,000</u>
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TOTAL ESTIMATED REVENUES

\$	<u><u>500,000</u></u>
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TRANSFERS

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

\$	<u><u>500,000</u></u>
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**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

RRR GASOLINE TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUES

Motor Vehicle License - Act 84-186	\$ 400,000
Petroleum Inspection Fee - Act 84-185	115,000
4 cent Gasoline Tax	930,000
5 cent Gasoline Tax	455,000
Additional excise tax	30,000
TOTAL STATE SHARED REVENUES	\$ 1,930,000

MISCELLANEOUS

Interest	\$ 5,000
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TOTAL ESTIMATED REVENUES

Budgetary Fund Balance	\$ 1,935,000
	385,000
TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	\$ 2,320,000

APPROPRIATIONS

Restriping & Resigning	115,000
Resurfacing	2,205,000

TOTAL APPROPRIATIONS

\$ 2,320,000

SEVERED MATERIAL TAX FUND

ESTIMATED REVENUES

STATE SHARED REVENUE

Interest	\$ 200,000
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	2,000
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TOTAL ESTIMATED REVENUES

Budgetary Fund Balance	\$ 202,000
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	309,334
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE

\$ 511,334

APPROPRIATIONS

Road Bldg Materials and Supplies	\$ 511,334
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TOTAL APPROPRIATIONS	\$ 511,334
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CAPITAL IMPROVEMENT FUND

ESTIMATED REVENUES

STATE SHARED REVENUES

Interest	\$ 447,000
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	20,500
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TOTAL ESTIMATED REVENUES	\$ 467,500
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Budgetary Fund Balance	15,500
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TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE	\$ 483,000
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APPROPRIATIONS

General Government	\$ 483,000
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TOTAL APPROPRIATIONS

\$ 483,000

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

APPRAISAL UPDATE

ESTIMATED REVENUES

COST SHARING

State of Alabama	\$	548,631
Montgomery County		660,219
Board of Education		667,643
City of Montgomery		965,938
TOTAL COST SHARING	\$	<u>2,842,431</u>

TOTAL ESTIMATED REVENUES	\$	<u><u>2,842,431</u></u>
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APPROPRIATIONS

General Government	\$	<u>2,842,431</u>
TOTAL APPROPRIATIONS	\$	<u><u>2,842,431</u></u>

MERIT SYSTEM FUND

ESTIMATED REVENUES

City of Montgomery	\$	<u>1,042,976</u>
TOTAL ESTIMATED REVENUES	\$	<u>1,042,976</u>

BUDGETARY FUND BALANCE (County Funds)	\$	<u>260,744</u>
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TOTAL ESTIMATED REVENUES & TRANSFERS	\$	<u><u>1,303,720</u></u>
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APPROPRIATIONS

General Government	\$	<u>1,303,720</u>
TOTAL APPROPRIATIONS	\$	<u><u>1,303,720</u></u>

**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

COMMUNITY CORRECTIONS FUND

ESTIMATED REVENUES

Alabama Department of Corrections	\$ 370,000
Client Fees	196,640

TOTAL ESTIMATED REVENUES	\$ <u>566,640</u>
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TRANSFERS

Transfer From General Fund	405,076
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TOTAL ESTIMATED REVENUES	\$ <u><u>971,716</u></u>
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APPROPRIATIONS

Public Safety	\$ <u>971,716</u>
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TOTAL APPROPRIATIONS	\$ <u><u>971,716</u></u>
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GRANT FUND

TRANSFERS

Transfer from General Fund	\$ 200,000
Federal and State Grants	<u>2,246,464</u>

TOTAL TRANSFERS	\$ <u><u>2,446,464</u></u>
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APPROPRIATIONS

Grant Appropriations	\$ <u>2,446,464</u>
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TOTAL APPROPRIATIONS	\$ <u><u>2,446,464</u></u>
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SPECIAL INDEX FUND

ESTIMATED REVENUES

Charges for Service	\$ 230,000
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MISCELLANEOUS

Interest	<u>7,000</u>
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TOTAL ESTIMATED REVENUES	\$ <u>237,000</u>
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Budgetary Fund Balance	<u>85,716</u>
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TOTAL ESTIMATED REVENUES & BUDGETARY FUND BALANCE	\$ <u><u>322,716</u></u>
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APPROPRIATIONS

General Government	\$ <u>322,716</u>
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TOTAL APPROPRIATIONS	\$ <u><u>322,716</u></u>
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**MONTGOMERY COUNTY COMMISSION
2009 - 2010 BUDGET**

GENERAL OBLIGATION WARRANTS 2002

TRANSFERS

Transfer from General Fund	\$	<u>1,745,252</u>
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TOTAL TRANSFERS	\$	<u><u>1,745,252</u></u>
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APPROPRIATIONS

Principal	\$	1,120,000
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Interest		<u>625,252</u>
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TOTAL APPROPRIATIONS	\$	<u><u>1,745,252</u></u>
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GENERAL OBLIGATION WARRANTS 2007

TRANSFERS

Transfer from General Fund	\$	<u>3,545,140</u>
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TOTAL TRANSFERS	\$	<u><u>3,545,140</u></u>
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APPROPRIATIONS

Principal	\$	1,610,000
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Interest		<u>1,935,140</u>
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TOTAL APPROPRIATIONS	\$	<u><u>3,545,140</u></u>
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**Montgomery County Commission
CONSTRUCTION PROGRAMS
2009-2010 BUDGET**

Fund: 206 - Construction Programs Fund

Expenditures

Department: 51101 - Annex I Projects

591	Other Equipment Purchases	50,000.00
	Department Total: 51101 - Annex I Projects	\$50,000.00

Department: 51102 - Annex II Projects

231	Repair & Maintenance Bldgs/Impr	126,000.00
	Department Total: 51102 - Annex II Projects	\$126,000.00

Department: 51104 - Courthouse Projects

231	Repair & Maintenance Bldgs/Impr	51,000.00
	Department Total: 51104 - Courthouse Projects	\$51,000.00

Department: 51107 - Other Construction Projects

231	Repair & Maintenance Bldgs/Impr	23,000.00
531	Improvements other than Bldgs	250,000.00
	Department Total: 51107 - Other Construction Projects	\$273,000.00

	Expenditures Total	\$500,000.00
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Fund Expenditure	Total: 206 - Construction Programs Fund	\$500,000.00
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Montgomery County Commission
EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD
2009-2010 BUDGET

Fund: 784 - Emergency Mgmt Comm Dist Bd

Expenditures

Department: 51986 - Emergency Managment Comm Dist Bd

171	Dues and Membership Fees	1,000.00
211	Office Supplies/Minor Equipment	500.00
231	Repair & Maintenance Bldgs/Impr	2,000.00
234	Repair & Maintenance Motor Vehic	0.00
265	Travel - Registration & Training	7,000.00
307	Professional Services	7,500.00
410	Grant Match	3,000.00
541	Equipment	2,500.00
581	Central Processing Units	0.00
584	Display Stations/Data Entry Term	0.00
586	Software	6,500.00
592	Law Enforcement Equipment	0.00

Department Total: 51986 - Emergency Managment Dist Bd \$30,000.00

Expenditures Total \$30,000.00

RESOLUTION

WHEREAS, Alabama Code (1975), Title 40, Chapter 6, permits the Revenue Commissioner in the various counties of the State of Alabama having a population of less than 600,000 inhabitants to elect to become a Supernumerary Revenue Commissioner; and

WHEREAS, the Revenue Commissioner of Montgomery County is eligible to participate in the supernumerary program established by Title 40, Chapter 6; and

WHEREAS, pursuant to Alabama Code (1975), 40-6-3(4), a supernumerary official who has served for eighteen (18) or more years, as a general rule, shall not receive more than \$49,600 per year, unless the county governing body by majority vote of the membership elects to increase or remove this monetary limitation to compensation for any person who assumes supernumerary status after August 1, 2000; and

WHEREAS, in recognition of the outstanding services performed by the Montgomery County Revenue Commissioner, the Montgomery County Commission by majority vote elected pursuant to Alabama Code (1975), 40-6-3(4) to remove this monetary limitation on compensation;

NOW, THEREFORE, BE IT RESOLVED that

By majority vote of the Montgomery County Commission, pursuant to Alabama Code (1975), 40-6-3(4), the limitation on compensation for a supernumerary official who has served for eighteen (18) or more years and who assumes supernumerary status after August 1, 2000, as of \$49,600 per year is hereby removed.

ADOPTED this ____ day of September, 2009

STATE OF ALABAMA

COUNTY OF MONTGOMERY

I, Donald Mims, Administrator of the Montgomery County Commission, hereby certify that the forgoing is a true and correct copy of the resolution adopted by the Montgomery County Commission in a regular meeting convened the ____ day of September, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand on the official seal of the Montgomery County Commission on this ____ day of September, 2009.

Donald Mims
Montgomery County Administrator



Tommie L. Miller, ACA, CGRPA, Chief Appraiser

John D. Ashmore, Jr., Chief Clerk

August 18, 2009

Services Honorable County Commissioners
Provided by your 101 S. Lawrence St
Revenue Montgomery, Alabama
Commissioner's Dear Commissioners:
Office

Ad Valorem Tax
Appraisals
Assessments

On May 9, 2000, the Alabama Legislature amended Section 40-6-3, Code of Alabama relating to the compensation of supernumerary tax officials. The change restored the benefits for tax officials serving 18 or more years to 75% of the average compensation providing "the county governing body may, by majority vote of the members, elect to increase or remove this monetary limitation on compensation for any person who assumes supernumerary status after the effective date of this amendatory act." (Act 2000-696)

Classifications
Sales & Use Tax
Motor Fuels Tax
Real & Personal

To give you a little background, until the recent referendum in Montgomery county which allows for the county commission and other county officials to join the state retirement system, the only retirement available to state and county tax officials was under Section 40-6-3 of the 1975 Code of Alabama. This section sets up the amount of payment tax officials must pay into the county general fund monthly (7%) to be on the Supernumerary program. Since 1991 I have paid into the supernumerary program.

Property
Current Use
Application &
Issuance

The original Act set up a benefit to be paid upon assuming Supernumerary status, based on years of service, from 12 years (50%) to 18 or more years (75%). This was changed in 1990 to remove the 75% at 18 or more years. Act 2000-696 restores the benefit, with the approval of the county commission.

Exemptions

On April 3, 1991 I was appointed to Tax Collector to fill the unexpired term of Bill Lyerly by Governor Guy Hunt. I started contributing 7% of my salary for Supernumerary retirement. The state, county, city and schools all pay for my retirement.

Manufactured
Home Decal
Applications &
Issuance

I am writing to respectfully request that the County Commission pass a resolution to allow the Montgomery County Revenue Commissioner to receive 75% of their average compensation upon retirement as granted by Act 2000-696. This is to be in effect after the appointment to Supernumerary status by the Governor.

Redemption of Real Property

Yours truly,

Property

Sarah G. Spear



Haskell|Slaughter

attorneys at law

MONTGOMERY OFFICE

305 South Lawrence Street • Montgomery, Alabama 36104

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T T G

MEMORANDUM

August 20, 2009

TO: Donnie Mims
FROM: Tommy Gallion
RE: Supernumerary Program

I have reviewed the August 18, 2009 letter to the Montgomery County Commissioners from Revenue Commissioner Sarah G. Spear. In this letter, Mrs. Spear outlines various code sections, including § 40-6-3 of the Code of Alabama and Legislative Act No. 2000-696. In reviewing the above code sections and act, I agree with Mrs. Spear as to her statements as to how she would qualify to receive 75% of her average compensation upon retirement. This, of course, will take place after the appointment to the supernumerary status of Mrs. Spear by the governor of the state of Alabama.

I have also reviewed the resolution pertaining to this matter and find the resolution to be legal and proper. Therefore, I am of the legal opinion that if a majority members of the Montgomery County Commission pass this resolution and Sarah Spear is appointed to supernumerary status then she would be entitled to the enumeration as described above.

50051-317
3268094_1

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
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DEPUTY ADMINISTRATOR
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Agenda

SEP 14 2009

September 10, 2009

MEMORANDUM

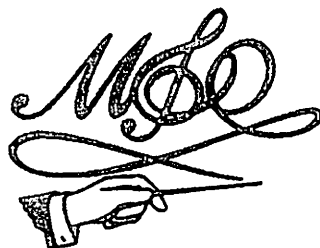
TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery Symphony Orchestra Board Member Appointment

During the August 24, 2009, County Commission Meeting, we discussed the appointment to the Montgomery Symphony's Board of Directors. Commissioner Ham Wilson, Jr., expressed a desire to serve on this board and I am requesting that he be appointed.

DLM/tn



MONTGOMERY SYMPHONY ORCHESTRA

Thomas Hinds, Music Director & Conductor

May 21, 2009

Commissioner Elton Dean
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Commissioner Dean,

I am writing in hopes you will appoint a new representative from the County Commission to the Montgomery Symphony's Board of Directors.

The County has had a representative on our Board for many years. Most recently, Mr. Strange has served in that capacity, and before him, Mr. Bill Joseph served for a number of years. You may also want to consider a member of the community to represent the Commission. Whomever you gentlemen send us, we will welcome.

This person would serve at the Commission's pleasure and would be the liaison between the commissioners and the Symphony's officers. He or she would be asked to attend five lunch meetings each season, attend the Symphony's concerts, be an advocate in the community for the organization's many programs, and give a contribution to the Orchestra's General Fund.

I hope the County Commission will give this matter some thought and send us someone who will serve the Commission and the Symphony well. I look forward to hearing from you. Please do not hesitate to contact me with any questions or comments you have.

Sincerely,

Helen Steineker
Virginia and Robert S. Weil Executive Director's Chair

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

Agenda

SEP 14 2009

DATE: September 8, 2009

TO: Donnie Mims
Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Agenda Item – Request for Commission Review and Approval of a Request from Renaissance, Inc. to renew its contract with the County Commission for Residential Therapeutic Community Beds

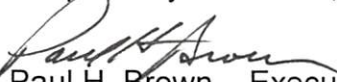
Mr. Mims:

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed a proposed renewal Contract for Services with Renaissance, Inc. and unanimously voted to recommend to the Commission that the contract be renewed retroactively to May 1st, 2009 (The date that the previous contract expired).

Renaissance, Inc. provides greatly needed residential services for individuals on Community Corrections, particularly in situations where the offender is homeless or facing the loss of an adequate safe and secure living environment. Renaissance, Inc. operates its program as a "Therapeutic Community" model, utilizing peer influence to teach clients how to not only be personally accountable but to also hold others accountable for "right living" who reside in the facility. Individuals are supported under this contract for very brief periods until they secure work. Once the individual secures a job, the individual is responsible to pay for all residential services. Costs for these services in the past have been paid from the Contract Services line item of the Community Corrections Department budget and would continue to be funded under this line item. This contract does not increase the operating budget of the Community Corrections Department or the Commission.

I respectfully request that this matter be placed on the Agenda for the Commission meeting scheduled for Monday, September 14, 2009, to review and consider the request of Renaissance, Inc. to renew its contract with the County Commission for Residential Therapeutic Community Beds. In as much as Renaissance has continued to provide valuable services since the original contract expired, I ask that the Commission consider making the contract renewal for a period of one year, retroactive to May 1, 2009.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

PAUL BROWN, EXECUTIVE DIRECTOR

(334) 832-7730 • FAX (334) 832-7176

SERVICES CONTRACT

THIS AGREEMENT executed on this the 1st day of September, 2009, but agreed to be effective from and after September 1, 2009, by and between Montgomery County Commission (hereinafter "Employer"), and Renaissance, Inc., (hereinafter "Contractor").

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and agreements contained herein, Employer hires Contractor, and Contractor agrees to work for Employer under the terms and conditions hereby agreed upon by the parties:

SECTION 1- WORK TO BE PERFORMED

- 1.1 **Term.** Employer agrees to hire Contractor, to perform the services and work as stated in section 1.2 of this agreement.
- 1.2 **Duties.** Based upon bed availability and qualified applicants. Contractor agrees to perform work for the Employer on the terms and conditions set forth in this agreement as follows: Room and board, access to substance abuse counseling, to include assessment, group and follow-up. In addition staff will coordinate services for individual who need medical care, remedial education and/or special services and provide transportation to educational activities when other transportation is not available for a period of 1 year from the contracts start date.

SECTION 2 – COMPENSATION

- 2.1 In consideration of all services to be rendered by contractor to the Employer, the Employer will pay the contractor the sum of \$125.00 per week per resident. Said compensation will be paid on a monthly basis for each resident until the resident finds employment. At this time the resident will become responsible for fees.
- 2.2 Contractor is an independent contractor and is responsible for his own income taxes and other employment taxes.

SECTION 3 – INDEPENDENT CONTRACTOR

- 3.1 Contractor acknowledges that he is an independent contractor and not an agent, partner, joint venture, nor employee of the Employer.

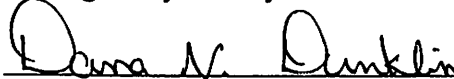
SECTION 4: MISCELLINEOUS PROVISIONS

- 4.1 The provisions of this Agreement shall be binding upon the benefit of the heirs, personal representatives, successors and assigns of the parties. In the event of a default under this Agreement, the defaulting party shall reimburse the non-defaulting party for all cost and expenses reasonably incurred by the non-defaulting party or parties in connection with the default including without limitations attorney fees.

- 4.2 Agreement shall be governed by, and shall be construed in accordance with the laws of the state of Alabama. This Agreement constitutes the whole agreement between the parties pertaining to its subject matter and it supersedes all prior contemporaneous agreements, representation and understandings of the parties. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by all parties.
- 4.3 **Dispute Resolution.** If as dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any form of binding dispute resolution. If parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the state of Alabama between Montgomery County Commission and Renaissance, Inc.
- 4.4 **Cancellation Clause.** Montgomery County Commission and Renaissance Inc., shall the right to cancel this contract with a thirty (30) day written certified notice, at any time during the contract period.

WITNESS OUR SIGNATURES, this the _____ day of _____, 2009

Montgomery County Commission



Renaissance Inc.

Dana N. Dunklin, Executive Director



Haskell|Slaughter

attorneys at law

MONTGOMERY OFFICE

305 South Lawrence Street • Montgomery, Alabama 36104

Post Office Box 4660 • Montgomery, Alabama 36103-4660

f. 334.264.7945 • t. 334.265.8573

www.hsy.com

MEMORANDUM

May 13, 2008

TT6

TO: Donnie Mims
FROM: Tommy Gallion
RE: Renascence, Inc.
Services Contract

I have reviewed your May 12, 2008 memorandum and the Services Contract by and between Montgomery County Commission and Renascence, Inc. The compensation is based on \$125 per week per Montgomery County qualified resident requiring the care and services offered by Renascence, Inc. Care and services include room and board, access to substance abuse counseling, to include assessment, group and follow-up, coordination of medical care, remedial education and/or special services and provide transportation to educational activities when other transportation is not available. Services contracts are not required by law to be bid and I find this contract to be legal and binding upon the parties.

I am of the opinion that the services provided for in this services contract are in the best interest of the public health, safety, morals, security, prosperity, contentment and the general welfare of the citizens of Montgomery County. I therefore see no reason why this services contract should not be executed if it is the desire of the Commissioners.

50051-317
#33,299

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

Agenda

SEP 14 2009

DATE: September 8, 2009

TO: Donnie Mims
Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Agenda Item - Request for Commission Review and Approval of a
Request from Judge McCooey to Contract With Harmony Wellness
and Rehab for Substance Abuse Treatment Services

Mr. Mims:

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed a proposed Contract for Services with Harmony Wellness and Rehab and unanimously voted to recommend to the Montgomery County Commission that the contract be considered for approval.

At the behest of Drug Court Judge, Tracey McCooey, I contacted a number of local providers to assess their interest in working with the Drug Court to provide specified client substance abuse services under a grant provided by the Alabama Administrative Office of the Courts. Harmony Wellness and Rehab was the only local (Montgomery County) provider that responded and met the specifications outlined by the Drug Court (Licensed or Certified to perform the service, Insured, etc.) The fee of \$50.00 per session (maximum 4 sessions) is considered to be a reduced competitive rate for these services and will be limited to the funds available through an existing grant. These proposed services do not impact any Community Corrections budget line item or the County Commission's appropriations. Referrals to Harmony Wellness and Rehab would be coordinated by the Drug Court Coordinator, a Community Corrections Department Employee, on behalf of the Drug Court.

I respectfully request that this matter be placed on the Agenda for the Commission meeting scheduled for Monday, September 14, 2009 to review and consider the request of Judge McCooey and her Drug Court to approve a contract with Harmony Wellness and Rehab for substance abuse services, funded from an existing Drug Court Grant.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

PAUL BROWN, EXECUTIVE DIRECTOR

(334) 832-7730 • FAX (334) 832-7176

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Harmony Wellness and Rehab (a Montgomery County based entity) to provide substance abuse addiction treatment services for the Montgomery County Drug Court participants. These services shall be funded by a Drug Court Grant award provided by the Alabama Administrative Office of the Courts and administered by the Montgomery County Community Corrections Department.

Harmony Wellness and Rehab agrees to work with the Montgomery County Commission, the Montgomery County Drug Court and the Montgomery County Community Corrections Department to provide specialized offender addiction/rehabilitation treatment services to individual Drug Court participants referred to Harmony Wellness and Rehab by the Drug Court or the Drug Court Coordinator.

The Montgomery County Commission agrees to pay to Harmony Wellness and Rehab a fee, not to exceed the amount of \$50.00 per individual session for the professional client addiction/rehabilitation services, up to four (4) sessions total per individual referred for services. Any subsequent sessions (beyond 4 sessions) provided to any individual Drug Court participant shall be at the expense of the participant at a rate to be determined by the participant and Harmony Wellness and Rehab. Referrals for said services shall be made by the Court and participants shall be referred on a voluntary basis and will not be compelled to participate by Order of the Court. The Community Corrections Department Drug Court Coordinator will make every reasonable effort to only refer those participants who appear motivated and express a commitment to complete the minimum 4 session treatment regimen to maximize the potential benefits of the treatment protocol.

The contract period shall be for one year and shall commence the date of signing of this contract by both parties. This contract may terminate before the end of one year upon the completion of services rendered for a total of fifteen (15) individual participant referrals or upon notification of the Montgomery County Community Corrections Department that all available grant funds have been exhausted. Harmony Wellness and Rehabilitation and the Montgomery County Commission shall have the right to terminate the contract with the other party provided 30 days written notice is provided to the other party.

Harmony Wellness and Rehab shall furnish to the County, a monthly invoice for services rendered during the previous month. Said invoice shall not identify individual clients by name, but shall include a unique client identifier number which shall be provided to Harmony Wellness and Rehab by the Drug Court Coordinator with each referral.

Harmony Wellness and Rehab shall, for the entire term of this Agreement, carry professional malpractice liability insurance in the amount of at least one million dollars (\$1,000,000) covering acts and omissions and other torts resulting from the provision of the services noted in this Agreement. Harmony Wellness and Rehab shall cause their professional insurance carrier to name the Montgomery County Commission and the Montgomery County Drug Court as additional insured for the services provided in this Agreement.

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party and with the American Arbitration Association, the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Harmony Wellness and Rehab.

Dated this 13 Day of August, 2009.

Harmony Wellness and Rehab

BY: [Signature]

TITLE: Partner

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

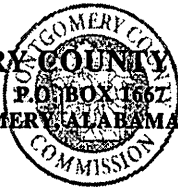
DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1818



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
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TDD (334) 265-3568
www.mc-ala.org

Agenda

SEP 14 2009

September 8, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr. 
Deputy Administrator

SUBJECT: Amended Agreement for Cameron Associates, LLC

Attached is an amended agreement between the Montgomery County Commission and Cameron Associates, LLC. This amendment will authorize Cameron Associates to begin collecting sales tax on delinquent accounts. This agreement was discussed at the previous Commission meeting on August 24, 2009.

I ask the Commission to approve this amended agreement at the next Commission meeting on September 14, 2009.

JAM/rw

Attachment

STATE OF ALABAMA}

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2009
between The MONTGOMERY COUNTY COMMISSION ("COUNTY") AND CAMERON
ASSOCIATES, LLC ("CAMERON")

WITNESSETH:

WHEREAS, The COUNTY is in need of an agent capable of performing certain tax compliance and enforcement services and

WHEREAS, CAMERON Associates LLC has met, as of the above date, the requirements under the "The Local Tax Procedures Act of 1998"; and

WHEREAS, The COUNTY and CAMERON Associates desire to enter into Agreement under which CAMERON shall provide such services for the COUNTY as are set forth herein and in accordance with the Code of Alabama "Local Tax Procedures Act of 1998".

NOW, THEREFORE, in consideration of the foregoing premises and the covenants of the parties hereinafter set forth, The COUNTY and CAMERON hereby agree as follows.

1. Services/Scope.

During the term of this Agreement, CAMERON agrees to perform the following tax compliance and enforcement services for the COUNTY:

CAMERON Associates will provide auditing and collection services for a designated portion of businesses within the Montgomery County Tax & Audit Department universe of non-property taxpayers as assigned or approved by the COUNTY Revenue Manager. Taxes included in that universe include Sales, Consumers Use, Lodgings, Gasoline, and Fuel taxes. Such compliance and enforcement services will be in conformance with the Alabama Taxpayers' Bill of Rights Act and Uniform Revenue Procedures Act codified as Title 40, Chapter 2A, Code of Alabama 1975, as amended. The tax audit plans for the various taxes will be determined in compliance with the rules and regulations that govern each of the respective taxes. Audit services will include all preparation of an audit, any research or statistical analysis performed in relation to the audit, examination of books and records of the taxpayer, an audit report with supporting schedules, preliminary and final assessment (if applicable) of the amount due (if any), and all services related to closing an audit. Collection services will be performed on those taxpayer accounts identified and assigned by the COUNTY Revenue Manager. Montgomery County will provide letters of authorization and introduction of CAMERON Associates as a representative of the COUNTY. CAMERON Associates must receive a signed authorization from Montgomery County prior to conducting an audit on a taxpayer.

All tax payer information is confidential and may not be used by CAMERON outside the scope and performance of this contract. All working papers, reports and supporting schedules produced under this contract are the property of the COUNTY and each such document shall be given to the COUNTY Revenue Manager with the completion of each audit/assignment. All such documents may be shared with other tax jurisdictions with an Information Sharing Agreement with the COUNTY.

Conditions of Work.

It is understood that CAMERON may employ an appropriate range of means, methods, and conditions of work so long as such remain consistent with established and acceptable business practices for professional auditors and collectors. CAMERON Associates will perform compliance audit and collection services as

designated by the COUNTY Revenue Manager. The lodgings tax audit periods will begin with the effective date of the enacted tax, April 2006, or a subsequent date, if applicable. Any sales, consumers use, or other such tax will be assigned a standard three year audit period. However, if criterion is present to extend the audit period, an additional three years shall be included in the examination period. All applicable penalties will be assessed unless otherwise approved by the COUNTY.

3. Fee for Services.

(a) As a fee for services to be rendered hereunder, The COUNTY shall pay CAMERON at the maximum rate of \$35.00 per audit hour. CAMERON Associates personnel who have attained status as Certified Revenue Examiners (CRE) or Certified Public Accountants (CPA) shall be paid at \$35.00 per hour; audit assistants who are not certified, but require the oversight of one of the CRE/CPAs, shall be paid at a \$25.00 per hour rate. Collections personnel will be paid at the same \$25 per hour rate as the audit assistants.

(b) It is understood that CAMERON shall pay all local travel and other expenses incurred in the performance of all compliance and enforcement services performed by CAMERON or anyone in its employment. If any overnight travel outside the State is required, CAMERON may request payment for applicable travel costs. It is further understood that CAMERON shall be paid a per diem rate and mileage rate as and when allowed under §40-2A-6(d) for the COUNTY to assess and collect from the tax payer.

(c) All revenue generated by compliance and enforcement service activities shall be received by CAMERON in the form of a check made payable to the *Montgomery County Commission* and shall be forwarded, along with appropriate and applicable audit paperwork, as directed by the COUNTY Revenue Manager, to the COUNTY as soon as possible. All audits that confirm a taxpayer owes tax(es) to the COUNTY which were erroneously paid to another COUNTY, as described in §40-23-2.1, shall be considered complete and billable once the erroneous amount has been established and the taxpayer has been notified. An audit is also considered complete and billable once the COUNTY renders a decision that validates an audit and/or concludes the audit work.

(d) CAMERON shall submit invoices with applicable supporting documents to the COUNTY Revenue Manager. Payment shall be due within thirty (30) days of receipt of such invoice.

(e) CAMERON shall not begin work on a project until it has received written authorization to do so from the COUNTY.

4. Term. The term of this Agreement shall commence on the date hereof and shall continue in effect for thirty-six (36) months or until canceled by either the COUNTY or CAMERON Associates upon sixty (60) days prior written notice of cancellation.

5. Assignment. CAMERON may not assign its rights or obligations under this agreement without the prior written consent of the COUNTY. Further, use of any auditor or individual other than those listed in the CAMERON proposal must have prior approval from the COUNTY Revenue Manager.

6. Governing Law. This agreement shall be governed by, construed and enforced in accordance with the laws of the State of Alabama.

7. Indemnity. To the extent allowed by law, the COUNTY will agree to hold CAMERON harmless from any claims and against all costs, expenses, damages, claims and liabilities, relating to the determination of taxes due from the taxpayers, the collection thereof and any refunding related thereto.

8. Initial Dispute Resolution

If a dispute arises of or relates to the contract between CAMERON Associates and the Montgomery COUNTY Commission, or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions and negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party and with the American Arbitration Association, the parties agree to commence such mediation with thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution.

9. Final Dispute Resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery COUNTY, Alabama between the COUNTY and CAMERON Associates.

10. Entire Agreement. This agreement contains the entire understanding of the parties and supersedes all previous verbal and written agreements and may only be modified, altered, or amended in writing signed by the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first set forth above.

MONTGOMERY COUNTY COMMISSION

By: _____

Elton N. Dean, Sr.

Title: Chairman

Date: _____

CAMERON ASSOCIATES, LLC

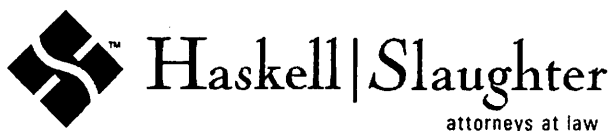
By: _____

Michael Atkins

Title: Owner

Date: _____

SEP 14 2009



MONTGOMERY OFFICE
305 South Lawrence Street • Montgomery, Alabama 36104
Post Office Box 4660 • Montgomery, Alabama 36103-4660
f. 334.264.7945 • t. 334.265.8573
www.hsy.com

MEMORANDUM
September 3, 2009

TTG

TO: Donnie Mims
FROM: Tommy Gallion
RE: Robin Patterson Bradley
Statement of Claim

I have reviewed your September 2, 2009 memorandum, the September 1, 2009 memorandum from Scott Kramer to you, the August 25, 2009 letter from Scott McArdle, the attorney for Robin Bradley, which I perceive to be the statement of claim, and the June 4, 2009 report from Consulting Engineer Robert Tolbert.

It is my recommendation that the County recognize and deny this claim at its September 14, 2009 Commission meeting.

50051-317
#3289905

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

September 1, 2009

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer *SK*
Risk Manager

SUBJECT: Robin Patterson Bradley
Date of Loss – April 17, 2009

Yesterday, I received a letter from Scott McArdle with McArdle & Whitman, Attorney at Law representing Robin Patterson Bradley for a motorcycle accident that occurred on April 17, 2009. The accident, according to the letter occurred as a result of "the design, construction and / or maintenance defect in the road" near the intersection of Alabama River Parkway and Northern Blvd.

The letter also included an opinion from a consulting engineer who performed a visual inspection and concluded the sole cause of the accident resulted from a failure to maintain this road in a safe condition.

The police report identified the prime contributing circumstance to be code 27 – Driver Not in Control. My recommendation is that this claim be forwarded to Thomas Gallion for his opinion to recognize and deny this claim. I have attached the respective documents that had been previously sent to me.

cc: John Mitchell, Sr., Deputy Administrator

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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Agenda

SEP 14 2009

September 14, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator *DLM*

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-499 (Agency, Miscellaneous Appropriations) to:

- C-2009-113: Hospice of Montgomery, Inc., for Indigent Patient Care - \$500; (Wilson)
- C-2009-114: Montgomery Area Council on Aging (MACOA), for Meals on Wheels Program for Homebound Seniors - \$1,000; (Wilson)
- C-2009-115: Montgomery Symphony Orchestra, for Music Education and Musical Enrichment Programs for All Ages - \$1,500; (Wilson)
- C-2009-116: Central Alabama Community Foundation, to be used by Bridge Builders for the Youth Leadership Program - \$1,000; (Wilson)
- C-2009-117: Air University Foundation at Maxwell Air Force Base, for Improving Educational Opportunities for Enlisted People - \$500; (Wilson)
- C-2009-118: AUM Dixie Baseball and Softball League, for Expenses Associated in Attending and Playing in the World Series - \$300; (Ingram)
- NC-2009-105: BOE, Bear Exploration Center for Mathematics, Science and Technology, for Principal's Discretionary Fund - \$1,000; (Wilson)
- NC-2009-106: BOE, Dannelly Elementary School, for Principal's Discretionary Fund - \$1,000; (Wilson)

MEMORANDUM
Montgomery County Commission
September 14, 2009
Page 2

NC-2009-107: BOE, Vaughn Road Elementary School, for Principal's Discretionary Fund - \$1,000; (Wilson)

NC-2009-108: BOE, Jefferson Davis High School, Principal's Discretionary Fund - \$1,000; (Wilson)

NC-2009-109: BOE, Forest Avenue Academic Magnet School, for Principal's Discretionary Fund - \$1,000; (Wilson)

Please note that \$2,000.00 from Commissioner Wilson's Discretionary Account be transferred to Commissioner Jiles Williams Discretionary Account

DLM/tll

SEP 14 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director *pe*
Support Services

DATE: September 10, 2009

SUBJECT: Bid No. 53600-09B-019, Repairs to a 2008
Sterling Tandem Dump Truck

Request approval of award on the above referenced Invitation to Bid to Four Star Freightliner in the amount of \$21,389.41, be placed on the agenda for the County Commission meeting on September 14, 2009.

Coordination of award made with Mr. George Speake, County Engineer.

Your help with this matter is appreciated.

Attachment

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 39

DEPARTMENT:	County Commission Appropriations	REVIEWED:	S. Thomas	8/31/2009
	8/31/2009		Finance Director	Date
REQUESTED BY:	Donald L. Mims, Administrator	APPROVED:		
	Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery Area Chamber of Commerce	001-59320-408	773,000	7,500	780,500
Project Incentives	001-59310-308	6,500	-6,500	0
In-House Misc Appropriations	001-59310-499	62,140	-1,000	61,140
TOTAL		841,640	0	841,640

JUSTIFICATION:

To provide funding for tourism development.

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

301 ADAMS AVENUE P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

Agenda

SEP 14 2009

DATE: September 8, 2009

TO: Donnie Mims
Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Agenda Item - Request for Commission Review and Approval to Consolidate Multiple Position Descriptions into one Community Corrections Officer Position and Abolish four Position Descriptions

Mr. Mims:

In February of this year, I met with you regarding the possibility of consolidating a number of Community Corrections Department Job Descriptions into one all-inclusive job description. During my first few months in my position, I had the opportunity to review the functions and job descriptions of the various staff positions of the Montgomery County Community Corrections Department. I came to the conclusion that several of the job descriptions were essentially the same and the essential job functions performed by these staff positions were so similar as to make many of the positions interchangeable as it relates to daily activities. Since our discussion in February, I have worked with City-County Personnel Board staff to review the positions and to work on a single job description that would consolidate the position descriptions into one job description.

The specific job descriptions and functions that I and the City County Personnel Board Staff have found to be very similar in nature (and of the same pay grade) were:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

In discussing my observations with Robbie Estes of the City/County Personnel Board, I was advised that there was a previous effort in 2006 to consolidate Position Descriptions, however, the initiative was never completed. Robbie Estes and I have further discussed the fact that a consolidated position statement would permit the Community Corrections Department to utilize staff in appropriate roles to optimize productivity and avoid the tendency to assign staff to narrowly defined responsibilities. Another substantial advantage to consolidating the position descriptions for these four job titles is that when a position becomes available through either attrition or by the creation of a new position, a single hiring roster could be used instead of the four rosters now required (one each of the four described descriptions). This advantage

PAUL BROWN, EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • PRE-TRIAL RELEASE

11-

alone could save the County substantial advertising costs and recruitment time with the ability to recruit from one roster.

In March of this year, Karen Cason of the City-County Personnel Board responded to a request to review the four positions and, in their response, attached a job description for the proposed consolidated position. Each of the four positions that are proposed to be consolidated are designated as Pay Grade A06 and the resulting position is also recommended to be designated Pay Grade A06.

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed the proposed consolidated Position Job Description and unanimously voted to accept the consolidated Position Job Description. It was further decided to refer their recommendation for adoption of new Position Job Description to the Commission for their review and approval.

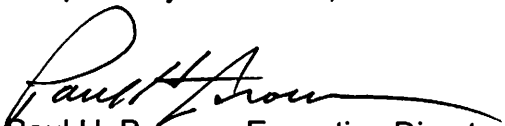
I respectfully request that two items related to this matter be placed on the Agenda for consideration at the Commission meeting scheduled for Monday, September 14, 2009 as follows:

- 1) Review and Consider adopting one consolidated Community Corrections Department Position Description titled "Community Corrections Officer" (0359), pay grade A06, in place of the four job positions titled a) Detention Facility Population Specialist; b) Community Service Coordinator; c) Prison and Jail Diversion Program Case Manager; and d) County Probation Officer (all pay grade A06)

And then,

- 2) Review and Consider Abolishing four Community Corrections Department job descriptions titled: a) Detention Facility Population Specialist (0370); b) Community Service Coordinator (0358); c) Prison and Jail Diversion Program Case Manager (0355); and d) County Probation Officer (0350)

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

**CITY - COUNTY OF MONTGOMERY
PERSONNEL DEPARTMENT**

PERSONNEL BOARD
BENITA FROEMMING, CHAIRMAN
CHARLES B. PATERSON
JOHN L. BAKER

27 Madison Avenue
Montgomery, Alabama 36104

BARBARA M. MONTOYA
PERSONNEL DIRECTOR
KAREN B. CASON
ASSISTANT PERSONNEL DIRECTOR
TELEPHONE: 334-241-2675
FAX: 334-241-2219

March 4, 2009

MEMORANDUM

TO: Donald Mims
County Administrator

FROM: Karen Cason *KBC*
Assistant Personnel Director

RE: Consolidation of Job Descriptions for Community Corrections

Per your request on February 23, 2009, we have developed a combined job description consolidating four Grade 6 positions in the Community Corrections Department into one position titled Community Corrections Officer (0359). We recommend that this position be designated Pay Grade 6. Attached is a copy of the job description. It combines the following four positions which will be abolished:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

The current employees in the four positions being combined will be reallocated to the new position of Community Corrections Officer. These actions will be placed on the Personnel Boards agenda pending approval of the County Commission. If you have any questions, please contact me.

COMMUNITY CORRECTIONS OFFICER

0359

3/4/09

FLSA: Non-exempt

NATURE OF WORK: The fundamental reason this job exists is to identify and monitor offenders placed into community corrections programs, monitor and track the population of the Montgomery County Detention Facility and to secure alternative releases for targeted populations. The essential functions of this job include researching and initiating alternative releases for targeted populations; preparing reports, provide monitoring of program participant of court ordered conditions, maintain accurate and timely monitoring notes, conducting limited and narrowly defined law enforcement duties and managing the expedited docket. The Population Specialist reports directly to the Executive Director of Community Corrections.

ESSENTIAL FUNCTIONS: The following list was developed through a job analysis; however, it is not exhaustive and other duties may be required and assigned. A person with a disability which is covered by the ADA must be able to perform the essential functions of the job unaided or with the assistance of a reasonable accommodation. The list of essential functions is to be used as a starting point to determine essential functions for a specific position at a specific location at a specific time. The ADA was intended to be applied on a case-by-case basis with the understanding that one position may differ from another similar position. The performance of "non-essential functions" is not optional for employees not covered under the ADA.

ESSENTIAL FUNCTIONS: Researches possible alternative releases such as bond reduction, release on Pre-trial Program, Community service, release on own recognizance, and/or electronic monitors for post trial offenders using a computer in order to reduce the number of individuals incarcerated in the County Detention Facility in order to reduce the number of individuals detained in the County Detention Facility.

Initiates possible alternative releases for targeted populations by working with judges and making recommendations regarding the status and disposition of offenders.

Interviews potential candidates in order to make an assessment for alternative release.

Determines if offender/inmate meets criteria for community corrections programs.

Contacts detention facility to get an update of which offenders have been released or admitted.

Reviews offender/inmate files and other pertinent information/resources to identify potential candidates for alternative release programs.

Determines if bond amount is within the range set by the Rules of the Court.

Determines the inmate's financial status, position in the community, job status, etc. in order to make an assessment regarding the potential for alternative release programs such as bond reduction or release on own recognizance.

Constructs new case files; files and retrieves documents; prepares documents for storage, maintains current records, and maintains an organized filing system and work area.

Reviews and informs courts, attorneys, and probation officers of inmate commitment status.

Prepares a report or summary for the judge regarding each candidate for alternative release making recommendations based on research and findings.

Appears in court at all hearings for alternative release recommendations to provide information as needed.

Assesses offenders for appropriate placement in order to identify participants for community service projects and makes recommendations to the court.

COMMUNITY CORRECTIONS OFFICER

Page 2

ESSENTIAL FUNCTIONS: Supervises/Monitors misdemeanor and felony offenders, Pre-trial population individuals participating in community corrections programs using phones, hand-held portable two-way radios, court documents, county vehicles, personal restraint devices, PCs and department forms and reports following court orders and the Adult Interstate Compact in order to supervise offenders and manage caseloads, ensure court-ordered conditions of release are complied with and assist offenders with problems including drug and alcohol abuse, financial, marriage, employer employment issues, education, and legal problems in order to assist in the supervision of clients.

- Monitors the status of current community corrections projects.

- Performs risk needs assessment of new offenders.

- Designs, implements, and modifies case plans for offenders.

- Handles crisis situations concerning clients/offenders or their families.

- Consults with and refers offenders to social services.

- Facilitates and/or co-facilitates educational treatment groups.

- Approves client travel outside district boundaries and complies with the Adult Interstate Compact provisions for out of state travel.

- Instructs offenders regarding the rules, regulations and purpose of probation.

- Supervises misdemeanor cases (e.g., traffic probation, domestic violence, restitution, NWN-bad checks) on probation for the District Court in order to ensure compliance with court-ordered probation.

- Supervises felony cases (e.g., domestic violence, target cases, weapons charges) on probation for the District or Circuit Court in order to ensure compliance with court-ordered probation.

- Administers drug tests to probationers, and other community corrections offenders, and others referred to the Community Corrections Department to determine suitability for placement and to check for compliance with court orders.

- Identifies appropriate services and makes referrals to with outside agencies to include residential and outpatient drug and alcohol treatment, education, job training, and employment.

- Meets with pre-release individuals in order to obtain signatures on proper paperwork, verify conditions of release are being met, and remind them of court dates.

- Contacts and/or transports individuals to the court if court hearings are not attended.

- Serves court papers such as warrants and subpoenas.

- Makes field/home contacts to include verifying employment and residence by contacting relatives, employers and others in order to ensure compliance with court-ordered programs and the Adult Interstate Compact.

ESSENTIAL FUNCTIONS: Reports progress of offenders and provides offender information concerning court-ordered community service projects and procedures in order to ensure the Courts and Community Correction Director are informed of community service participant's progress and provide the client information concerning court-ordered activities and procedures.

- Writes violation, post-sentencing, and court reports and modification orders.

- Notifies court of probation violations.

- Recommends sanctions due to violations.

COMMUNITY CORRECTIONS OFFICER

Page 3

Coordinates with courts to determine the types of non-compliance that are grounds for executing an arrest.

Notifies court authorities of violations.

Reports Community Corrections project status to court and other community corrections personnel including the Director, Case Managers, and other Community Corrections employees.

Reports violations of court conditions to the appropriate court.

ESSENTIAL FUNCTIONS: Performs administrative duties associated with community service programs using personal computers, court orders, and county forms in order to ensure accurate record keeping and fee collection, coordinate public relations activities with the community regarding community service programs and ensure proper forms completion.

Constructs new case management files, files and retrieves documents, prepares documents for storage, maintains current records, maintains an organized filing system, and maintains current computer files.

Conducts staff training.

Monitors and/or collects court-ordered monies such as restitution payments, supervision fees, court costs, and/or child support.

Completes administrative forms such as leave, travel, vouchers and statistical forms to document activities.

Prepares documents for microfilming.

Monitors and collects restitution payments, program supervision fees, court costs, child support, or other court-ordered monies.

Completes administrative forms such as leave, travel and vouchers.

Prepares reports and maintains statistics on community service projects.

Makes presentations to local, private and government agencies on community service programs in order to encourage participation in community service projects.

Contacts local government and private agencies and organizations to develop community service projects.

Develops rules, procedures and documentation methods for all community service assignments, assessments, monitoring, and developing of projects.

Works with offenders assigned to Community Corrections to secure employment.

Assesses/evaluates community corrections programs to determine if the needs of the program are being met and if participants are fulfilling their requirements.

ESSENTIAL FUNCTIONS: Performs law enforcement duties in conjunction with monitoring offender activities in order to investigate, document, and alter client case plan, if necessary.

Communicates and cooperates with law enforcement agencies in investigating new or continuing criminal activity.

Investigates supervision violations.

Checks resources, such as NCIC, LET'S and AOC for criminal activity.

Makes field arrests when violations are committed that require arrest warrants.

Conducts searches of persons and property and secures evidence.

COMMUNITY CORRECTIONS OFFICER

Page 4

- Conducts limited surveillance activities and requests warrants.
- Observes and/or restricts personal associations of offenders.
- Checks residences, community resources and other areas to establish offender's' activities.
- Serves court papers such as warrants and subpoenas.

ESSENTIAL FUNCTIONS: Prepares reports and documentation for the Executive Director, County Administrator, County Commission, and/or County Sheriff in order to report the status of the program and provide statistical data regarding facility population.

- Completes reports for the Executive Director regarding the number of offenders released on reduced bonds, Pre-trial Release, and electronic monitor using information gathered during research and the results of court hearings.

- Completes report for the Executive Director regarding the number of offenders considered and interviewed for the program using information gathered during research.

- Completes report for the Executive Director regarding all non-adjudicated offenders incarcerated in excess of 90 days, the charge, the status, and the reason for the delay using information gathered during research and from the County Detention Facility.

- Completes reports for the Executive Director regarding the number of defendants seen, their compliance with program requirements, and their status.

- Completes field contact reports and enters information into PC.

- Completes incident/offense reports to document activities which may lead to an arrest.

- Completes violation reports to document violations.

WB7. Manages the expedited docket using court dockets, case files, and PCs in order to expedite those cases that can be resolved quickly and ensure the Detention Facility population is decreased or kept at a more stable level.

- Schedules matters to appear before the court in compliance with legal codes and court policies.

- Prepares Court calendars (dockets) for expedited dockets.

- Reviews dockets and/or case files and makes necessary corrections and entries to ensure proper completion.

- Prepares case files for Court sessions ensuring appropriate documentation.

- Advises and maintains contact with prosecutors, attorneys and law enforcement personnel concerning case status.

- Operates a computer to enter dockets and other court proceedings and retrieve information as needed by the court.

- Attends all sessions on the docket.

COMMUNITY CORRECTIONS OFFICER

Page 5

KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of community service agencies in the local area as needed to match offender populations with programs designed to meet community needs.

Knowledge of alternative sentencing such as community service, bond reduction, release on own recognizance, and electronic monitoring as needed to match appropriate alternatives with specific case histories, ensure alternative sentences are determined and carried out properly and to reduce the number of incarcerated offenders in the Montgomery County Detention Facility.

Knowledge of legal terminology as needed to conduct research, interact with judges, officers of the court, offenders, etc. and complete reports.

Knowledge of specific charges and corresponding court (i.e., district, circuit, juvenile, and domestic relations) handling type of charge in order to complete reports and research court dates.

Knowledge of the Interstate Compact for Adult Offenders as needed to ensure compliance with laws pertaining to transport of offenders across state lines.

Knowledge of State of Alabama Criminal Code Title 13A and Title 15-18-170 to include degrees of charges, amount of bond associated with charges, charge codes, maximum sentence times, definition of "time" and accepted interpretation as needed to explain charges and bonds to offenders, inform other law enforcement officials of code-related information, and assist offenders when interacting with court officials.

Knowledge of the classification of crimes such as felonies, misdemeanors, and violations as needed to conduct research for possible alternative releases.

Knowledge of intermediate punishment options as needed to provide alternatives to jail incarceration.

Knowledge of caseload management procedures as needed to supervise and monitor offenders.

Knowledge of the geography of the City and County of Montgomery as needed to travel to locations, conduct field contacts, and provide probationers with directions to various locations.

Knowledge of other city municipalities and law enforcement agencies and their functions as needed to obtain assistance in supervising probationers.

Knowledge of the operation of Court and court processing activity as needed to prepare and manage the expedited docket.

Knowledge of arrest procedures as need to effect arrests on violators.

Ability to match offenders assigned to Montgomery County Community Corrections to appropriate community service projects based on the participant's history, charges, and capabilities.

Ability to assess individuals in the court system for their ability to work on community service projects as needed to identify those offenders for community service projects.

Ability to operate standard office equipment including personal computers, typewriters, adding machines, calculators, dictaphones, copiers and/or transcribers.

Ability to evaluate community service projects as needed to ensure projects are meeting the established requirements and the needs of the local organization.

Ability to exhibit the appropriate level of firmness in dealing with offenders.

Ability to interact with others to include courtesy, tact and diplomacy as needed to provide/gather information, assign and follow up on work duties, and establish effective working relationships.

COMMUNITY CORRECTIONS OFFICER

Page 6

Ability to interact with individuals from varying socio-economic and cultural backgrounds to include the ability to recognize commonly used slang terms as needed to explain information to offenders or the general public and encourage or enforce offender compliance with procedures.

Ability to add and subtract as needed to process restitution and supervision fees and calculate the number of offenders and prepare reports for the Executive Director, process and calculate community service project statistics, and prepare reports.

Ability to establish priorities, set deadlines, and develop work schedules and guidelines for completion of projects.

Ability to promote positive relations with local, private and government entities as needed to identify and develop community service programs, encourage and persuade local organizations to identify and participate in community service projects.

Ability to organize workload of multiple community corrections program participants and projects operating at various stages in progress as needed to maintain the status of all programs, document and report the status of projects.

Ability to research and develop community corrections programs to identify and develop projects for the community that can be performed by Montgomery County Community Corrections offenders.

Ability to establish priorities, set deadlines, and develop work schedules and guidelines for completion of projects.

Ability to perform database management of case file records as needed to create, document and update case management information into databases.

Ability to utilize computer software to include developing spreadsheets and utilizing word processing packages.

Ability to operate standard office equipment including word processors, computer terminals, typewriters, adding machines, calculators, dictaphones, copiers and transcribers

Ability to include the proper amount of detail in documentation as needed to ensure that all necessary information is provided to reader.

Ability to serve court papers as needed to ensure proper procedures are followed.

Ability to supervise and monitor Pre-trial individuals as needed to ensure they individuals comply with court-ordered conditions and ensure they individuals remain out of the court system.

Ability to remain current on POST Certification requirements.

Ability to operate standard office equipment including word processors computer terminals, typewriters, telephones, printers, adding machines, calculators, dictaphones, copiers and transcribers.

Ability to follow written and oral instructions from supervisors and judges.

Ability to state and explain policies, procedures and problems in such a way as to enlist support, compliance and acceptance by offenders.

Ability to include the proper amount of detail in documentation as needed to ensure that all necessary information is provided to reader.

Ability to organize facts and present them in the most appropriate and logical order, consistent with the purpose of the written document.

Ability to identify and choose appropriate decisions from a variety of alternate choices as needed to prioritize work duties and determine appropriate actions to take in situations.

COMMUNITY CORRECTIONS OFFICER

Page 7

Ability to determine whether sufficient facts are presented to support a recommended action.

Ability to analyze situations thoroughly, identify potential problems, and find effective solutions.

Ability to collect, evaluate, and analyze data and information as needed to conduct research and make determinations regarding the potential for alternative release.

Ability to extract and summarize information from laws, ordinances, correspondence, etc. as needed to understand assignments and changes in policy and perform new procedures.

Ability to obtain facts and information by using interviewing skills and techniques.

Ability to communicate in writing so that information flows logically and conveys the appropriate message as needed to provide information to the court regarding the progress of offenders.

Ability to communicate verbally so that information flows logically and conveys the appropriate message for the target audience as needed to provide guidance to clients and participating agencies, share information with the court and community corrections co-workers and supervisors, communicate technical concepts and information in non-technical/lay terms and ensure the listener's attention and understanding.

Ability to read and comprehend legal documents such as memos, laws, correspondence, and written orders, subpoenas, affidavits, bond information, indictments, extradition papers, tax assessment sheets, custody papers, and transcripts to include the ability to recognize criminal charges, legal terminology, and the intent of the document as needed to explain and process legal documents, ensure work activities are accomplished according to policy and procedure and exchange or acquire information.

SPECIAL REQUIREMENTS: Must have a valid Alabama Driver's License. Some positions must be able to remain current on POST Certification requirements.

MINIMUM QUALIFICATIONS: Bachelor's degree in business administration, public administration, criminal justice, or a closely related field. One year of experience working in an attorney's, judge's office or sheriff's office, correctional facility or other qualifying court-related experience or an equivalent combination of education and experience.

NOTE: Some positions in this job class require current Certification as a Police Officer by the Alabama Peace Officers Standards and Training Commission (APOSTC).

APPROVALS:	
Supervisor	Date
Division Head	Date
Department Head	Date
Appointing Authority	Date

SEP 14 2009

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

DATE: September 8, 2009

TO: Donnie Mims
Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Agenda Item - Request for Commission Review and Approval to Consolidate Multiple Position Descriptions into one Community Corrections Officer Position and Abolish four Position Descriptions

Mr. Mims:

In February of this year, I met with you regarding the possibility of consolidating a number of Community Corrections Department Job Descriptions into one all-inclusive job description. During my first few months in my position, I had the opportunity to review the functions and job descriptions of the various staff positions of the Montgomery County Community Corrections Department. I came to the conclusion that several of the job descriptions were essentially the same and the essential job functions performed by these staff positions were so similar as to make many of the positions interchangeable as it relates to daily activities. Since our discussion in February, I have worked with City-County Personnel Board staff to review the positions and to work on a single job description that would consolidate the position descriptions into one job description.

The specific job descriptions and functions that I and the City County Personnel Board Staff have found to be very similar in nature (and of the same pay grade) were:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

In discussing my observations with Robbie Estes of the City/County Personnel Board, I was advised that there was a previous effort in 2006 to consolidate Position Descriptions, however, the initiative was never completed. Robbie Estes and I have further discussed the fact that a consolidated position statement would permit the Community Corrections Department to utilize staff in appropriate roles to optimize productivity and avoid the tendency to assign staff to narrowly defined responsibilities. Another substantial advantage to consolidating the position descriptions for these four job titles is that when a position becomes available through either attrition or by the creation of a new position, a single hiring roster could be used instead of the four rosters now required (one each of the four described descriptions). This advantage

PAUL BROWN, EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

alone could save the County substantial advertising costs and recruitment time with the ability to recruit from one roster.

In March of this year, Karen Cason of the City-County Personnel Board responded to a request to review the four positions and, in their response, attached a job description for the proposed consolidated position. Each of the four positions that are proposed to be consolidated are designated as Pay Grade A06 and the resulting position is also recommended to be designated Pay Grade A06.

On Tuesday, August 11, 2009, the Montgomery County Community Punishment and Corrections Authority Board met and reviewed the proposed consolidated Position Job Description and unanimously voted to accept the consolidated Position Job Description. It was further decided to refer their recommendation for adoption of new Position Job Description to the Commission for their review and approval.

I respectfully request that two items related to this matter be placed on the Agenda for consideration at the Commission meeting scheduled for Monday, September 14, 2009 as follows:

- 1) Review and Consider adopting one consolidated Community Corrections Department Position Description titled "Community Corrections Officer" (0359), pay grade A06, in place of the four job positions titled a) Detention Facility Population Specialist; b) Community Service Coordinator; c) Prison and Jail Diversion Program Case Manager; and d) County Probation Officer (all pay grade A06)

And then,

- 2) Review and Consider Abolishing four Community Corrections Department job descriptions titled: a) Detention Facility Population Specialist (0370); b) Community Service Coordinator (0358); c) Prison and Jail Diversion Program Case Manager (0355); and d) County Probation Officer (0350)

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

**CITY - COUNTY OF MONTGOMERY
PERSONNEL DEPARTMENT**

PERSONNEL BOARD
BENITA FROEMMING, CHAIRMAN
CHARLES B. PATERSON
JOHN L. BAKER

27 Madison Avenue
Montgomery, Alabama 36104

BARBARA M. MONTOYA
PERSONNEL DIRECTOR
KAREN B. CASON
ASSISTANT PERSONNEL DIRECTOR
TELEPHONE: 334-241-2675
FAX: 334-241-2219

March 4, 2009

MEMORANDUM

TO: Donald Mims
County Administrator

FROM: Karen Cason *KBC*
Assistant Personnel Director

RE: Consolidation of Job Descriptions for Community Corrections

Per your request on February 23, 2009, we have developed a combined job description consolidating four Grade 6 positions in the Community Corrections Department into one position titled Community Corrections Officer (0359). We recommend that this position be designated Pay Grade 6. Attached is a copy of the job description. It combines the following four positions which will be abolished:

1. Detention Facility Population Specialist (0370)
2. Community Service Coordinator (0358)
3. Prison and Jail Diversion Program Case Manager (0355)
4. County Probation Officer (0350)

The current employees in the four positions being combined will be reallocated to the new position of Community Corrections Officer. These actions will be placed on the Personnel Boards agenda pending approval of the County Commission. If you have any questions, please contact me.

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 5

Date: August 31, 2009
To: Donald L. Mims, Administrator
From: Sherrill Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama

Departure Date: September 24, 2009 Return Date: September 24, 2009

Conference Leave (Days / Hours): 4 hours

Purpose of Travel: Attend Balch & Bingham 2009 CPA & Financial Planner Seminar
Counts toward 40 hours of CPE required annually for CPA license.

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

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

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00

Department Name: Finance Fund Name: General

Additional Comments: _____

To: Sherrill Thomas, Finance Director

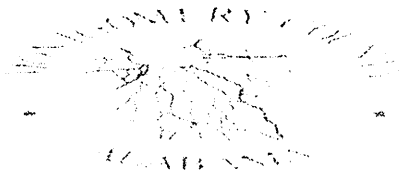
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51110-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$6,000.00</u>	
Approved Requests:	<u>\$450.00</u>	
Budget Available:	<u>\$5,550.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$5,550.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/31/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 5

Date: September 2, 2009
To: Donald L. Mims, Administrator
From: DiDi Henry, Public Affairs Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: September 22, 2009

Return Date: September 23, 2009

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend training: Adobe Photoshop CS4 at AUM with Advanced Training Group

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

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

Total (est.) Cost: \$529.00 Advance Registration Required: \$529.00

Department Name: Public Relations Fund Name: General

Additional Comments: Registration - 529.00

To: DiDi Henry, Public Affairs Manager

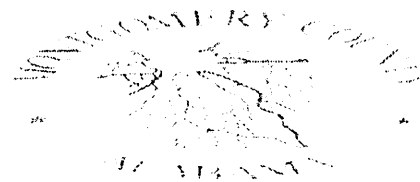
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$529.00 and advance registration of \$529.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51130-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$8,000.00</u>	
Approved Requests:	<u>\$668.70</u>	
Budget Available:	<u>\$7,331.30</u>	
Current Requests:	<u>\$529.00</u>	
Budget Balance:	<u>\$6,802.30</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/2/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 20

Date: September 3, 2009
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Santa Cruz, Ca.
Departure Date: September 28, 2009 Return Date: October 1, 2009
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Site visit for Juvenile detention Alternatives Initiative (JDAI) to a national model
Site

Traveler (s) Name: 1. Judge Anita L. Kelly 4. Beverly Riddle Wise
2. Tim Tyler 5.
3. J.R. Gaines 6.

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

Total (est.) Cost: \$6,700.00 Advance Registration Required:

Department Name: Youth Facility Fund Name: 001-52604-265

Additional Comments: This site visit is to provide peer to peer learning. These funds are provided by the
Casey Foundation through AOC to Montgomery County for technical assistance.
Total cost will be reimbursed by the Casey Grant.

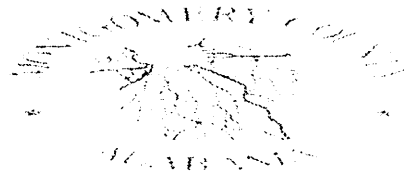
To: Bruce R. Howell
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$6,700.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52604-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$1,645.00</u>	
Budget Available:	<u>\$8,355.00</u>	
Current Requests:	<u>\$6,700.00</u>	
Budget Balance:	<u>\$1,655.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/3/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 12

Date: August 20, 2009
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Embassy Suites Hotel, Montgomery, AL
Departure Date: October 14, 2009 Return Date: October 16, 2009
Conference Leave (Days / Hours): 24 hrs.
Purpose of Travel: Attend 43rd Annual Surveying & Mapping Conference presented by
Alabama Society of Professional Land Surveyors

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

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

Total (est.) Cost: \$375.00 Advance Registration Required: \$375.00

Department Name: Engineering Fund Name: Gasoline Tax 111-53600-265

Additional Comments: Seminar #3 - Alabama Standards of Practice
Seminar #5 - Easements & Rights of Ways
Seminar #10 - Thinking Beyond Technology

To: George C. Speake, County Engineer

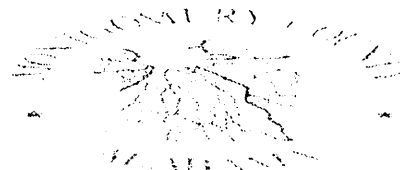
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$375.00 and advance registration of \$375.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>111-53600-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$5,000.00</u>	
Approved Requests:	<u>\$1,725.00</u>	
Budget Available:	<u>\$3,275.00</u>	
Current Requests:	<u>\$375.00</u>	
Budget Balance:	<u>\$2,900.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/21/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 13

Date: September 2, 2009
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: ALDOT 6th Division, Montgomery, AL
Departure Date: November 16, 2009 Return Date: November 17, 2009
Conference Leave (Days / Hours): 16 hrs.
Purpose of Travel: Attend ALDOT Radiation Safety Training Course

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

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

Total (est.) Cost: \$250.00 Advance Registration Required: \$250.00

Department Name: Engineering Fund Name: Gasoline Tax 111-53600-265

Additional Comments: _____

To: George C. Speake, County Engineer

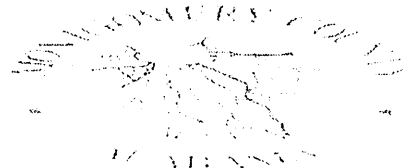
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$250.00 and advance registration of \$250.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>111-53600-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$5,000.00</u>	
Approved Requests:	<u>\$2,100.00</u>	
Budget Available:	<u>\$2,900.00</u>	
Current Requests:	<u>\$250.00</u>	
Budget Balance:	<u>\$2,650.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/2/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

SEP 14 2009

Request # 13

Date: August 28, 2009
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 27200 Peridido Beach Resort, Orange Beach, AL 36561
Departure Date: November 3, 2009 Return Date: November 6, 2009
Conference Leave (Days / Hours): four days
Purpose of Travel: To attend the Court Referral/Community Corrections Joint Conference & Annual In-Service Seminar

Traveler (s) Name: 1. ReBecca Johnson 4. _____
2. Paul Brown 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,900.00 Advance Registration Required: \$330.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____
Registration fee will be paid from 2009 budget.

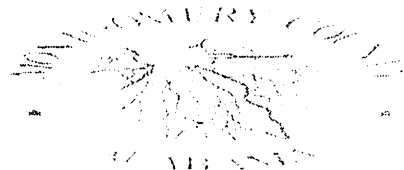
To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$1,900.00 and advance registration of \$330.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>124-57202-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$9,810.00</u>	
Approved Requests:	<u>\$5,028.00</u>	
Budget Available:	<u>\$4,782.00</u>	
Current Requests:	<u>\$330.00</u>	
Budget Balance:	<u>\$4,452.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/28/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 28

Agenda

SEP 14 2009

Date: September 4, 2009
To: Donald L. Mims, Administrator
From: Judge Reese McKinney, Jr.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: AUM Techna Center
Departure Date: Various Return Date: Various
Conference Leave (Days / Hours): Various
Purpose of Travel: Attend classes at AUM

Anita Holley - 1/14-15/2010

Traveler (s) Name: 1. Connie Sadler 11/23-24/&12/2/09 4. Virginia Davis 12/2&1/14-15
2. Elizabeth Talley 1/28-29/2010 5. Kim Brown 9/30&11/5-6
3. Brenda Robinson 12/2&1/14-15 6. Melissa Harville 9/30&10/5-6

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

Total (est.) Cost: \$2,400.00 Advance Registration Required: \$2,400.00
Department Name: Probate Fund Name: 783-51350.265

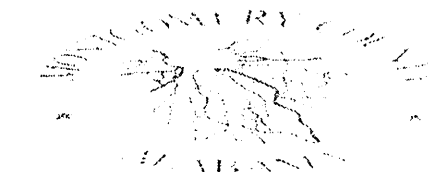
Additional Comments: _____

To: Judge Reese McKinney, Jr.
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$2,400.00 and advance registration of \$2,400.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>783-51350.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,000.00</u>
Approved Requests:	<u>\$224.00</u>
Budget Available:	<u>\$2,776.00</u>
Current Requests:	<u>\$2,400.00</u>
Budget Balance:	<u>\$376.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 9/4/2009
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 29

Agenda

SEP 14 2009

Date: September 4, 2009
To: Donald L. Mims, Administrator
From: Judge Reese McKinney, Jr.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: AUM Techna Center
Departure Date: See below Return Date: See below
Conference Leave (Days / Hours): _____
Purpose of Travel: Attend classes at AUM

Traveler (s) Name: 1. Anita Holley - 12/2/09 4. _____
2. Brenda Robinson 12/14-15/2009 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$352.00 Advance Registration Required: _____
Department Name: Probate Fund Name: 783-51350.265

Additional Comments: _____

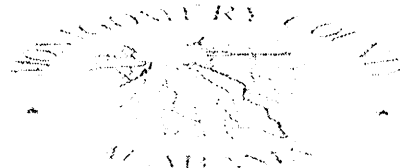
To: Judge Reese McKinney, Jr.
From: Donald L. Mims, Administrator

The above request is app. 09/14/09 reimbursement of actual and necessary expenses in the
approximate amount of \$352.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>783-51350.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,000.00</u>	
Approved Requests:	<u>\$224.00</u>	
Budget Available:	<u>\$2,776.00</u>	
Current Requests:	<u>\$2,752.00</u>	
Budget Balance:	<u>\$24.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/8/2009

cc: Finance Director / Buyer

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SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT: APPRAISAL REVIEWED: S. Thomas 9/9/2009
 REQUESTED BY: Jane S. Mardis 9/9/09 APPROVED: *J2 Morris* 9/14/09
Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
GIS System Development	120-51985-312	2,734,956	-6,000	2,728,956
Printers	120-51983-583	0	6,000	6,000
TOTAL		2,734,956	0	2,734,956

JUSTIFICATION:

To replace obsolete and malfunctioning printers.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

DEPARTMENT:	Board of Registrars	REVIEWED:	S. Thomas	8/28/2009
REQUESTED BY:	George Noblin	APPROVED:	<i>D. J. M. M.</i>	9/14/09
Elected Official/Dept. Head	Date August 25, 2009	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Advertising	001 51920 253	11,000	-4,350	6,650
Office Equipment Furniture	001 51920 540	0	2,050	2,050
Display Stations Data Entry	001 51920 584	0	2,300	2,300
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		11,000	0	11,000

Funds needed to refurbish conference table and eight chairs (by Alabama Correctional Industries) and to replace two computers, as per recommendation of IS department.

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REVISED 9/09/2009

REQUEST NUMBER 3

DEPARTMENT: Detention Facility REVIEWED: S. Thomas 8/9/2009
 Finance Director
 REQUESTED BY: Gina Savage, Director APPROVED: *D2 Mins* 9/14/09
 Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
OTHER RENTALS	001-52200-229	45,287	(7,500)	37,787
REPAIR & MAINTENANCE OFFICE EQUIPMENT	001-52200-233	1,000	(1,000)	0
POSTAGE	001-52200-252	50	(50)	0
SURETY BONDS	001-52200-273	200	(135)	65
INSURANCE -INMATE/EMP CLAIMS	001-52200-278	500	(500)	0
BEDDING	001-52200-349	42,512	(81)	42,431
MEDICAL AND DENTAL SERVICES	001-52000-158	1,851,354	274	1,851,628
OFFICE SUPPLIES	001-52200-211	28,538	2,592	31,130
CLEANING & JANITORIAL SUPPLIES	001-52200-216	15,000	4,500	19,500
COPY MACHINE RENTAL	001-52200-223	5,500	1,400	6,900
HOUSEHOLD GOODS	001-52200-339	103,294	4,000	107,294
UNIFORMS, CLOTHING & FOOTWEAR	001-52200-203	95,000	(3,500)	91,500
				0
				0
TOTAL		2,188,235	0	2,188,235

JUSTIFICATION:

COST OF HOUSEHOLD GOODS (TOWELS, SHEETS, SPORKS, PVC SANDALS AND ETC.), CLEANING SUPPLIES, AND COVER COST OF NEGATIVE BALANCES IN OFFICE SUPPLIES, COPY MACHINE RENTAL, AND MEDICAL & DENTAL SERVICES

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 9

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Sup/Minor Off Equip	001-51261-211	7,000	2,400	9,400
Fuels & Lubricants	001-51261-212	18,000	-3,900	14,100
Repair & Maint Motor Veh	001-51261-234	2,500	500	3,000
Postage	001-51261-252	8,035	2,000	10,035
Cellular Service	001-51261-255	28,170	-1,000	27,170
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		63,705	0	63,705

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 10

DEPARTMENT:	District Attorney	REVIEWED:	S. Thomas	8/31/2009
DATE:	8/28/2009	Finance Director		Date
REQUESTED BY:	Ellen Brooks	APPROVED:	<i>02 M. [Signature]</i>	9/14/09
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Sup/Minor Off Equip	762-51264-211	25,000	-50	24,950
Advertising	762-51264-253	1,000	50	1,050
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		26,000	0	26,000

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 11

DEPARTMENT: District Attorney REVIEWED: S. Thomas 8/31/2009
 DATE: 8/28/2009 Finance Director Date
 REQUESTED BY: Ellen Brooks APPROVED: *D. Thomas* 9/14/09
 Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Copy Machine Rental	761-51262-223	2,150	300	2,450
Travel & Registration	761-51262-265	3,000	-300	2,700
				0
				0
				0
				0
				0
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				0
				0
TOTAL		5,150	0	5,150

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 12

DEPARTMENT:	District Attorney	REVIEWED:	S. Thomas	8/31/2009
DATE:	8/28/2009	Finance Director		Date
REQUESTED BY:	Ellen Brooks	APPROVED:	<i>[Signature]</i>	9/14/09
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Drug Testing Services	001-51263-156	5,000	-1,000	4,000
Off Sup/Minor Off Equip	001-51263-211	4,795	1,570	6,365
Other Misc Supplies	001-51263-219	1,665	-80	1,585
Copy Machine Rental	001-51263-223	2,500	110	2,610
Telephone	001-51263-251	1,000	-600	400
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		14,960	0	14,960

JUSTIFICATION:

To Cover Increase In Expenses

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 26

DEPARTMENT: Engineering REVIEWED: S. Thomas 9/3/09
Finance Director
REQUESTED BY: George C. Speake APPROVED: *D2 M. Min* 9/14/09
Elected Official/Dept. Head 9/3/2009 Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fuel & Lubricants	111-53400-212	210,000	(30,000)	180,000
Repair & Maint. Const. Equip.	111-53400-232	80,000	30,000	110,000
TOTAL		290,000	0	290,000

JUSTIFICATION:

Internal transfer to cover cost to repair wrecked dump truck in District III - Accident Report #3

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER # 6

DEPARTMENT: Personnel REVIEWED: S. Thomas 8/25/2009
 DATE: 8/12/2009 Finance Director Date
 REQUESTED BY: Barbara M. Montoya APPROVED: *Sz Min* 9/14/09 Date
 Elected Official/Dept. Head Administrator

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Copy Machine Rental	123-51961-223	17,500	2,000	19,500
Training Materials	123-51961-170	2,375	-500	1,875
Testing Material	123-51961-210	9,163	-500	8,663
Office Supplies	123-51961-211	12,600	-1,000	11,600
				0
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				0
				0
TOTAL		41,638	0	41,638

JUSTIFICATION:

To Cover Budget Shortfall in Copy Machine Rental

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Agenda

REQUEST NUMBER 18

SEP 14 2009

DEPARTMENT:	PROBATE	REVIEWED:	S. Thomas	9/11/2009
	9/10/2009		Finance Director	Date
REQUESTED BY:	TG for RM	APPROVED:	<i>J. M. [Signature]</i>	9/14/09
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fixed Auto	001-51300-112	2,400	-1,800	600
Telephone	001-51300-251	50,000	-12,000	38,000
Travel	001-51300-260	9,050	-2,500	6,550
Insurance	001-51300-274	5,500	-500	5,000
Insurance	001-51300-275	1,412	-1,000	412
Repair Buildings	001-51300-231	6,518	-6,500	18
Contract Services	001-51300-304	200,960	27,800	228,760
Copy Machine Rental	001-51300-223	15,240	-2,000	13,240
Travel - Registration/Training	001-51300-265	7,250	-1,500	5,750
				0
				0
				0
TOTAL		298,330	0	298,330

JUSTIFICATION: To Adjust Negative Balance Accounts and Budget Realignment.

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER #1

DEPARTMENT: Public Affairs REVIEWED: S. Thomas 8/27/2009
 DATE: 8/27/2009 Finance Director
 REQUESTED BY: DiDi Henry APPROVED: *D L Thomas* 9/14/09
 Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Contract Services	001-51130-304	11,425	-3,000	8,425
Software	001-51130-588	0	2,500	2,500
Office Supplies	001-51130-211	4,360	500	4,860
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		15,785	0	15,785

JUSTIFICATION:

Request to move funds from Contract Services to a newly created line item, Software and to Office Supplies, so that I can purchase software to enhance our website and other activities in the public affairs department. This software, in the amount of \$2,415, was suggested by I.S., and will be ordered by them, if approved. I would like to also move \$500 into office supplies to purchase some paper and notebooks. Thanks.

14-11

SEP 14 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 3

DEPARTMENT:	Revenue Commissioner	REVIEWED:	S. Thomas	9/4/2009
DATE:	9-4-09		Finance Director	Date
REQUESTED BY:	Sarah G. Spear	APPROVED:	<i>02/11/09</i>	9/14/09
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Copy machine rental	001-51500-223	6,985	-132	6,833
Building rentals	001-51500-221	10,692	132	10,824
TOTAL		17,657	0	17,657

JUSTIFICATION:

Needed to over shortfall in rent for East office

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT: Revenue Commissioner REVIEWED: S. Thomas 9/8/2009
DATE: 9-8-09 Finance Director
REQUESTED BY: Sarah G. Spear APPROVED: *S. Thomas* 9/14/09
Elected Official/Dept. Head Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Salaries	001-51500-110	659,812	34,938	694,750
Overtime	001-51500-113	90	-90	0
Extra help	001-51500-115	6,000	-2,369	3,631
Health insurance	001-51500-122	103,230	11,490	114,720
Life insurance	001-51500-123	1,748	-90	1,656
Social security	001-51500-124	57,727	200	57,927
Workers compensation	001-51500-125	8,036	300	8,336
Janitorial & cleaning	001-51500-152	3,700	80	3,780
Copy machine rental	001-51500-223	8,833	-1,966	4,867
Repair & maintenance bld	001-51500-231	1,200	-1,200	0
Repair & maintenance office	001-51500-233	900	-900	0
Electricity	001-51500-244	1,800	1,600	3,400
Natural gas	001-51500-245	700	-140	560
Water & sewage	001-51500-246	350	50	400
Telephone	001-51500-251	11,000	-2,100	8,900
Travel registration & training	001-51500-265	3,400	-53	3,347
Insurance liability	001-51500-274	184	-184	0
Insurance bond	001-51500-275	4,574	-2,568	2,006
Dues	001-51500-303	650	-50	600
Contract services	001-51500-304	7,048	-4,816	2,232
Printers	001-51500-583	1,200	-1,200	0
Display stations	001-51500-584	1,400	-1,400	0
Other Reimbursements/Rev	001-40000.47908		-29,532	-29,532
TOTAL		881,580	0	881,580

JUSTIFICATION:

The additional Revenue is cumulative interest, copies, advertising, tax sale lists and bad check fees which was deposited to the General Fund in August. The other budget revisions were made to clean up the categories for the end of the year expenses.

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
REQUEST NUMBER 4

DEPARTMENT:	Tax & Audit	REVIEWED:	S. Thomas	9/2/2009
DATE:	9/1/2009	Finance Director		Date
REQUESTED BY:	Larry R. Curvin	APPROVED:	<i>DJ Mciner</i>	9/14/09
Elected Official/Dapt. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Extra Help	001-51800-115	8,000	-5,514	2,486
Office Supplies/Minor Equip.	001-51800-211	8,000	-1,200	6,800
Copy Machine Rental	001-51800-223	2,500	-500	2,000
Telephone	001-51800-251	3,600	-150	3,450
Postage	001-51800-252	6,550	-4,000	2,550
Travel- Mileage	001-51800-260	6,000	-3,500	2,500
Dues	001-51800-303	120	-40	80
Contract Services	001-51800-304	147,500	8,400	155,900
Professional Services	001-51800-307	3,960	-300	3,660
Refund Prior Year Revenue	001-51800-335	34,934	32,465	67,399
In House Misc Appropriations	001-59310-499	61,140	-25,661	35,479
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		282,304	0	282,304

Please transfer a total of \$32,465 from the listed Tax & Audit budget line item accounts and the General Fund Account to accommodate the County portion of refund payments to taxpayers for preFY2009 amounts received by Montgomery County. The \$32,465 transfer to the 335 account will accommodate the unbudgeted/scheduled preFY2009 refund payments through the end of FY2009. Likewise, the \$ 8,400 transfer to the 304 account will accommodate the remaining FY2009 external audit, ADOR Online Filing and Armored Car service payments .

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY** **Agenda**

301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

AUG 24 2009

DATE: August 28, 2009

TO: Donnie Mims
Montgomery County Commission

FROM: Paul H. Brown – Executive Director

SUBJECT: Alabama Department of Corrections – Contract for Jail/Prison Diversion
Programming for Fiscal Year 2010 (October 1, 2009 through September 30,
2010)

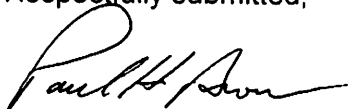
Mr. Mims:

On July 27, 2009, the Montgomery County Commission reviewed and accepted the Montgomery County Community Punishment and Corrections Authority's recommendation to accept the annual (2009-2010) Community Corrections Plan as written and adopted by the MCCPCA Board. The Commission did approve the plan as written and this plan was subsequently forwarded to the Alabama Department of Corrections – Division of Community Corrections for their review and approval.

One component of the required plan as submitted was a proposed annual Fiscal Year Budget. In the budget that was provided in the plan (and endorsed by the MCCPCA Board and approved by the Commission) was an estimate that the total revenue anticipated from the Alabama Department of Corrections to fund the Jail/Prison Diversion Program for the Montgomery County Community Corrections Department was \$375,000. I am pleased to report that in the Contract that we received this date (attached in duplicate) the Alabama Department of Corrections proposes to fully fund this anticipated amount. Please note that this amount reflects an increase of anticipated funds from the ADOC of more than \$134,000 over last year's contract (copy of last year's Contract attached for reference). All funding provided by the ADOC is contingent on Legislative appropriations and availability of funds in the upcoming annual State budget.

In as much as the Commission has previously approved the Community Corrections Plan for FY 2009-2010 with the proposed budget included, and taking into consideration that the proposed contract requires signature from a representative from the "Montgomery County Community Corrections Program" and is returnable no later than September 15, 2009 (Via Certified Mail), I am requesting you or the Commission Chairman sign the attached Contract or place this matter on the next Agenda for Commission approval in the next scheduled Commission Meeting on September 14, 2009. Due to time constraints, the Commission would need to consider waiving the Rules to consider the Contract before the September 15, 2009 deadline for return of a signed contract.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

PAUL BROWN, EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • PRE-TRIAL RELEASE

15-1



BOB RILEY
GOVERNOR

State of Alabama
Alabama Department of Corrections.

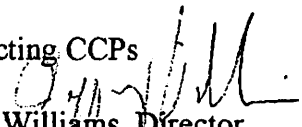
Community Corrections
301 South Ripley Street
P. O. Box 301501
Montgomery, AL 36130



RICHARD F. ALLEN
COMMISSIONER

August 25, 2009

MEMORANDUM

TO: Contracting CCPs

FROM: Jeffery Williams, Director
Community Corrections
SUBJECT: FY2010 Contracts

Please find enclosed the FY2010 contracts for your community corrections program. There should be two originals. Please sign both and keep a copy for your records. The other signed original copy should be returned to this office via "certified mail" NLT September 15, 2009.

If you have any questions, please feel free to contact us.

JW/sgb

Enclosures



BOB RILEY
GOVERNOR

State of Alabama
Alabama Department of Corrections

301 South Ripley Street
P. O. Box 301501
Montgomery, AL 36130



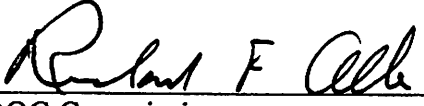
RICHARD F. ALLEN
COMMISSIONER

Community Corrections Program Contract
The Montgomery County Community Corrections Program
Federal or Employer Identification Number 63-1106839

This contract entered into by and between the Alabama Department of Corrections (hereinafter referred to as the "ADOC") and the Montgomery County Community Corrections Program (hereinafter referred to as the "Program"), agrees as follows:

1. The Program expressly agrees that any funds available for disbursement or paid for reimbursement of supervision under this Contract is done so at the total discretion of the Commissioner of the Department and/or contingent upon available Community Corrections funding in FY 2010.
2. In FY 2010 the ADOC has designated an amount not to exceed \$375,000 for supervision reimbursement, to be paid upon approval of the monthly invoice properly submitted by the Program.
3. The Program hereby agrees to the following terms and conditions:
 - Divert felony offenders eligible for reimbursement as determined by ADOC.
 - Establish and maintain a good working relationship with the ADOC, Judges, District Attorney, and local Bar Association, Circuit Clerk, Sheriff and other local Law Enforcement agencies.
 - Encourage and promote the growth and expansion of Community Corrections.
 - Ensure strict compliance with the approved Community Corrections Plan and adhere to all CCP related directives issued by ADOC.
 - Accept offenders originally sentenced in other counties when authorized by your Presiding Judge.
 - Establish an evaluation process that assesses the needs of any assigned offender(s) and provide offenders with treatment options as identified by a valid needs assessment tool.

- Review the monthly invoice for accuracy and completeness prior to submission to ADOC.
4. It is agreed that the terms and commitments contained herein shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26. It is further agreed that if any provision of this contract shall contravene any statute of Constitutional provision or amendment, either now in effect or which may, during the course of this contract, be enacted, then that conflicting provision in the contract shall be deemed null and void.
 5. The Program's sole remedy for the settlement of financial disputes arising under the terms of this agreement shall be limited to the filing of a claim with the Board of Adjustment for the State of Alabama.
 6. The Program understands and agrees that neither he or she, nor his or her employees, agents, volunteers, etc., will be subject to the provisions of, or entitled to the benefits of, the State Merit System Law as a consequence of this contract.
 7. On behalf of the Community Corrections Program, we agree to abide by ADOC Administrative Regulation 490, entitled "Community Corrections Programs", and all related Community Corrections policies and procedures. The Program fully understands that any noncompliance with said regulation or policies may be grounds for termination of this contract.



ADOC Commissioner

Date: 8/25/89

Montgomery County Community Corrections Program
Signed by Montgomery County Commission Chairman

Date: _____

ELTON N. DEAN, SR.
Chairman
REED INGRAM
Vice Chairman
DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

**MONTGOMERY COUNTY COMMISSION
ENGINEERING DEPARTMENT**
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

GEORGE C. SPEAKE, PE, PLS
County Engineer
JAMES M. KELLEY, PE
Assistant County Engineer
(334) 832-1310
Fax (334) 832-7190

MEMORANDUM

Agenda

AUG 24 2009

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer *George C. Speake*

DATE: September 3, 2009

RE: **APPROVAL OF RESOLUTION TO DECREASE SPEED LIMIT ON
MERIWETHER ROAD (CR-40)**

Please place on the agenda of the next regular meeting of the Montgomery County Commission the approval of attached resolution decreasing the speed limit to 40 miles per hour on Meriwether Road (CR-40). The Town of Pike Road plans to construct a multi-use walking trail along Meriwether Road, and the speed limit must be lowered along this route in order to conform with Alabama Department of Transportation (ALDOT) pedestrian safety criteria pertaining to this project.

If approved, please have two copies with original signatures executed and returned to this office for further processing.

GCS/gcs

Attachments

cc: File

RESOLUTION

PURSUANT to the powers and jurisdiction vested by and through the laws of the State of Alabama:

WHEREAS, the County Commission of Montgomery County, Alabama, has declared its intent to decrease the speed limit to 40 miles per hour, unless otherwise posted, on Meriwether Road (CR-40).

WHEREAS, the Town of Pike Road, through the Alabama Department of Transportation (ALDOT), intends to build a multi-use walking trail along this route, and ALDOT has determined that 40 mph is a safe traveling speed.

WHEREAS, the Montgomery County Commission does wish to provide safe speed limits which provide a safe environment for all county residents.

NOW, THEREFORE, BE IT KNOWN, that the Montgomery County Commission does hereby adopt the above speed limit.

Done at the regular session of the County Commission of Montgomery County, this ____ day of _____, 2009.

Montgomery County Commission
Governing Body

Elton N. Dean, Sr., Chairman

Jiles Williams, Jr., Member

Reed Ingram, Vice Chariman

Ham Wilson, Member

Dimitri Polizos, Member

AUG 24 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: John A. Mitchell, Sr., Deputy Administrator 

DATE: September 10, 2009

SUBJECT: Carnegie Building Downspouts

Request that rules be waived for the approval to issue a purchase order in the amount of \$35,939.00, to Stallings & Sons, Inc., for roof related and downspout work at the Carnegie Building be placed on the agenda for the County Commission meeting on September 14, 2009. (copy of proposal attached)

Coordination of this work coordinated with Mr. Patrick Addison of PH&J Architects, Inc.

Title 39-2-2 of the State of Alabama Public Works Law exempts from competitive bidding of projects for public improvements involving \$50,000.00.

Attachment



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FOUNDED 1957 · PEARSON, HUMPHRIES, & JONES ARCHITECTS

BOX 215 - MONTGOMERY, ALABAMA - 36101 - 807 SOUTH McDONOUGH STREET - 36104 - (334)265-8781 - FAX (334)265-9208

Email: phjarch@bellsouth.net

Email

Date: Thursday, August 20, 2009

PROJECT: Montgomery County Commission
Water Problem at Carnegie Building
PH&J No: 0818-GVA

SUBJECT: Proposal from Stallings and Sons

To: Mr. John Mitchell
Company: Montgomery County Commission, Montgomery, Alabama
Phone No: 334.832.1210
Fax No: 334.832.2533
Email: Johnmitchell@mc-ala.org

From: Patrick T. Addison, AIA, NCARB, CSI

Total No. Sheets (Including this one): **3**

Mr. Mitchell,

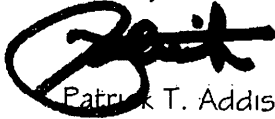
Attached is the proposal submitted by Jeff Stallings at Stallings and Sons to complete the work associated with the abandoning the building's existing internal downspouts and installing new exterior downspouts. We have reviewed the proposal and find the price to be reasonable for the work requested (Reference attached drawings) and the nature and accessibility of the work.

The base price of \$31,939.00 is to installing four (4) new 4" diameter external, wall mounted downspouts and removing the four (4) existing internal gutter drains, abandoning the existing (within the masonry walls) downspouts and the associated roof work to remove and install the above-mentioned work.

The second number, (Add) \$4,000.00 is to connect the two (2) existing roof overflows pipes to new 4" diameter downspouts, to drain overflow water down to ground vs. letting it continue to shoot off the roof at the cornice/parapet, unto the ground below.

All work will be accessed from the exterior of the building on scaffolding and hoist lifts and should take two to three weeks to complete, if weather cooperates.

Thank-you,

A handwritten signature in black ink, appearing to read 'Patrick T. Addison', written over a circular stamp or mark.

Patrick T. Addison, AIA

Cc: Scott Kramer – scottkramer@mc-ala.org ,File



August 19, 2009

Mr. Patrick Addison
PH&J Architects
P. O. Box 215
Montgomery, Alabama 36101

Subject: Carnegie Building Downspouts

Patrick,

Stallings and Sons, Inc. proposes to furnish all necessary labor, material, and equipment for roof related and downspout work for the amount of \$31,939.00. The work will be installed per your drawings emailed June 6, 2009.

Alternate #1 – Add downspouts to existing overflows add + \$4,000.00

Should you have any questions or need any additional information please do not hesitate to call.

Stallings and Son, Inc.


Jeff Stallings