

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

DECEMBER 6, 2010

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:

District Attorney Ellen Brooks
W. Haynes Kelley, Jr., P.E., with Environmental-Materials Consultants, Inc.
Executive Director Karen Sellers with Family Sunshine Center and Judge Delores Boyd
Executive Director Bill Tucker with Central Alabama Regional Planning and
Development Commission

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Wilson

Pledge of Allegiance Led By Chairman Dean

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of November 22, 2010

RESOLUTION:

Consider Resolution Extending Best Wishes to Alabama Shakespeare Festival's Board of Directors, Staff and Actors for their 25th Year Anniversary, County Commission

CONSENT AGENDA:

Consider Approval of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Modification Number 4 to 2009 Weatherization Grant Agreement ARRADOE-028-09 with ADECA, County Commission
2. Consider Payment of 2011 Membership Dues to International City County Management Association for Risk Manager Scott Kramer, Risk Management
3. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
4. Consider Authorization for One Appraiser Position, Appraisal Department
5. Consider Travel/Training Requests (6)

OLD BUSINESS:

6. Consider Position Fill Requests for Two Corrections Officer Trainees / Corrections Officers, Position Numbers 112 and 148 Detention Facility

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Senior Transportation Planner Robert E. Smith, Jr., with the City of Montgomery
City/County Emergency Management Agency Director Steve Jones
Revenue Commissioner Janet Buskey
Juvenile Court Administrator Bruce Howell
Director Susan Moss, Central Alabama CrimeStoppers

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

DECEMBER 6, 2010

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.

DECEMBER 20, 2010

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.

DECEMBER 24, 2010

County Holiday (Christmas Eve)

DECEMBER 31, 2010

County Holiday (New Year's Eve)

JANUARY 10, 2011

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.

JANUARY 17, 2011

County Holiday (Robert E. Lee and Martin Luther King
Jr's Birthdays)

JANUARY 24, 2011

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 Computer Operation Manager – Information Systems Department
Fill action continues for 1 Grant Specialist – Public Affairs Department
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 Clerk II – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk IV – District Attorney's Worthless Check Unit
Fill action continues for 1 Worthless Check Director – District Attorney's Worthless Check Unit
Fill action continues for 1 Case Manager I – District Attorney's Child Support Unit
Fill action continues for 6 Correction Officer Trainee's – Detention Facility
Fill action continues for 1 Correction Officer Sergeant – Detention Facility
Fill action continues for 1 County Road Equipment Operator I – Engineering Department
Fill action continues for 1 Civil Engineer Tech I – Engineering Department
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 2 Customer Service Clerk's – 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 Relief Juvenile Detention Officer – Youth Facility
Fill action continues for 1 Juvenile Detention Supervisor – Youth Facility

December 6, 2010

RESOLUTION

WHEREAS, the Alabama Shakespeare Festival is the largest regional theatre in the Southeast and the sixth largest Shakespeare Festival in the world based on attendance; and

WHEREAS, ASF is one of the top tourist attractions in the state of Alabama, attracting more than three million visitors from all 50 states and more than 60 foreign countries; and

WHEREAS, ASF has a \$20 million annual economic impact on central Alabama and has created over 1,000 jobs in Montgomery County; and

WHEREAS, the Carolyn Blount Theatre, designed by Thomas Blount and Perry Pittman, features a 750-seat Festival Stage, a 250-seat Octagon, two rehearsal halls, production shops, and administrative offices; and

WHEREAS, ASF hosts the *Alfa SchoolFest*, a comprehensive student matinee program, which introduces the magic of the theatre to over 50,000 students from almost every county in Alabama, as well as Georgia, Louisiana, Florida, Mississippi and Tennessee; and

WHEREAS, Camp Shakespeare and ASF Academies, taught by professional actors, are offered to adults and children, to introduce them to acting instruction, singing, and choreography; and

WHEREAS, all ASF actors are professionally trained members of the Actors' Equity Association, and most of the actors, designers, and directors come to ASF from New York, Chicago, and Los Angeles; and

WHEREAS, the Alabama Shakespeare Festival has enriched the quality of life and offered enriching cultural activities for the citizens of Montgomery and the world for 25 years; and

WHEREAS, quoting John Dryden (1631-1700): "Shakespeare's magic could not copied be; Within that circle, none dost walk but he",

NOW, THEREFORE, BE IT RESOLVED THAT the Montgomery County Commission does hereby join with the citizens of Montgomery County in celebrating the 25th Year Anniversary of the Alabama Shakespeare Festival and extends best wishes to the ASF board of directors, staff and actors for many more years of success.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 6th day of December, 2010.

12-06-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-24-10

Check Number	To	Check Number
213534		213626
Total Checks Paid		\$235,714.52

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

Agenda

DEC - 6 2010

12-06-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 11-24-10

Check Number	To	Check Number
213627		213708
Total Checks Paid		\$425,857.44

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

12-06-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 12-03-10

Check Number	To	Check Number
213709		213720
Total Checks Paid		\$141,197.51

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

Agenda

DEC - 6 2010

12-06-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 12-03-10

Check Number	To	Check Number
213721		213816
Total Checks Paid		\$221,243.52

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
12/06/10

Payroll Check Number	106222	To	Payroll Check Number	106379	\$	120,837.08
Direct Deposits					\$	803,994.83
Payroll Check Number	106380	To	Payroll Check Number	106409	\$	283,500.46
Direct Deposits					\$	329,199.91
Federal Deposits					\$	322,384.87
Total Payroll Paid					\$	1,859,917.15

CHECK #

106221

PAYEE

Justin Scott Thrift

AMOUNT

\$747.56

DATE

11/24/10

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

OFFICE OF THE GOVERNOR

BOB RILEY
GOVERNOR



State of Alabama

ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS

DONI M. INGRAM
DIRECTOR

Agenda

DEC - 6 2010

November 5, 2010

Mr. Bill Tucker
Executive Director
Montgomery County Commission
c/o Central Alabama Regional Planning
and Development Commission
430 South Court Street
Montgomery, AL 36104

Dear Mr. Tucker:

RE: Modification No. 4
Grant No. ARRADOE-028-09

Enclosed are two copies of the above-referenced Department of Energy Grant Modification.

Please sign and witness both copies and return one original to the Community Services Section. Retain the other copy for your files. Also enclosed is an agreement form that must be signed and returned along with the grant modification.

If you have any questions, please call Willie Whitehead at (334) 242-5365.

Sincerely,

A handwritten signature in black ink, appearing to read "Doni M. Ingram".

Doni M. Ingram
Director

DMI/WW/ks

Enclosures

cc: ✓ Honorable Elton Dean, Sr., Board Chair

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

Grant Agreement No.: **ARRADOE-028-09**

Modification No.: **#4**

Total Grant Amount: **\$3,179,923.00**

THIS MODIFICATION is entered into as of November 5, 2010 by and between the **ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS**, hereinafter, called the "Department," and the **MONTGOMERY COUNTY COMMISSION**, hereinafter, referred to as the "Subgrantee." This modification amends the **Grant Agreement No. ARRADOE-028-09** dated April 1, 2009.

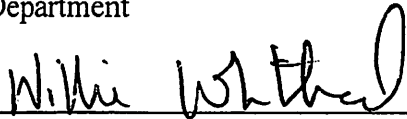
1. PURPOSES FOR MODIFICATION:

- a. To amend **Attachment C, Part VI** to include conditions and assurances pertaining to the Davis-Bacon and Related Acts, Anti-Lobbying Act, Whistleblower Protection, Decontamination and/or Decommissioning Costs, and Historic Preservation.
- b. To formally include, as an **Addendum to Attachment C, Part II, Item A.9**, the U.S. Department of Energy's Davis-Bacon Contract Clauses and Wage Rates for the Weatherization Assistance Program funded by American Recovery and Reinvestment Act of 2009, which were previously issued under ADECA Memorandum dated February 1, 2010.

IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBGRANTEE HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:

**ALABAMA DEPARTMENT OF
ECONOMIC AND COMMUNITY AFFAIRS**

Department

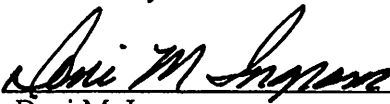
 11/5/10
Date

Willie Whitehead, Chief
Community Services Section

MONTGOMERY COUNTY COMMISSION

Subgrantee

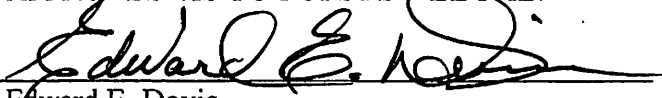
Authorized Official for Subgrantee Date

 11.8.10
Date

Doni M. Ingram
Director

Subgrantee Witness Date

APPROVED AS TO FORM BY LEGAL:



Edward E. Davis
General Counsel for ADECA

TO: ANY JUDGE

RE: GRANT NO: ARRADOE-028-09
Modification 4

Montgomery County Commission hereby specifically, intentionally, and unconditionally agrees and affirms that the terms and commitments contained in the documents pertaining to this grant/contract 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. It is further agreed that if any provision of this grant/contract shall contravene any statute or constitutional provision or amendment, either now in effect or which may, during the course of this grant/contract, be enacted, then that conflicting provision in the grant/contract shall be deemed null and void. The grantee's/contractor's sole remedy for the settlement of any and all 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.

For any and all disputes arising under the terms of this grant/contract, the parties hereto agree, in compliance with the recommendations of the Governor and the Attorney General, when considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation by and through the Attorney General's Office of Administrative Hearings or, where appropriate, private mediators.

Authorized Official of **Montgomery County Commission**

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

Agenda

DEC - 6 2010

November 29, 2010

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: ICMA Membership Dues

Scott Kramer is asking the Commission to approve an affiliate membership in International City County Management Association (ICMA). As Vice-President of ACCMA, it is recommended that he also become a member of ICMA, a national affiliate. The cost is \$369 for membership.

This item was discussed during the working session at the November 22, 2010 Commission meeting. I am asking the Commission to approve this request at the next meeting on December 6, 2010.

JAM/rw

Attachment

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
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www.mc-ala.org

November 15, 2010

MEMORANDUM

TO: John Mitchell
Deputy Administrator

FROM: Scott Kramer, *SK*
Risk Manager

SUBJECT: ICMA Membership Dues

This year I am an officer (Vice President) of the Alabama City County Management Association (ACCMA). In addition, I have been on the Planning Committee contributing to the educational programs and government issues to be discussed at the conference. It is recommended, as a Vice President, that I also have an affiliate membership with the International City County Management Association (ICMA). The cost for this membership is \$369. This amount will also be used from this year's budget.

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

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

A COUNTY OLDER THAN THE STATE

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Agenda

DEC - 6 2010

December 06, 2010

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 001-59320-498 (Agency, Miscellaneous Appropriations) to:

- C-2011-24: Family Sunshine Center, for Family Services Program - \$1,000;
(Wilson)
- C-2011-25: Alabama Shakespeare Festival, for Educational Programs - \$500;
(Wilson)

DLM/tll

JANET BUSKEY
REVENUE COMMISSIONER

MONTGOMERY COUNTY
REVENUE COMMISSIONER'S OFFICE

ALLYSON HOLLAND
CHIEF CLERK

P.O. Box 1667
Montgomery, AL 36102-1667
Phone: (334) 832-1250 Fax: (334) 832-1644 website: www.mc-ala.org



Agenda

DEC - 6 2010

December 2, 2010

MEMORANDUM

TO: Montgomery County Commissioners

Cc: Donnie Mims, County Administrator

FROM: Janet Y. Buskey, Revenue Commissioner 

SUBJECT: Approval of Appraiser Position

I respectfully request the approval of the Montgomery County Commission to authorize the City/County Personnel Board to create an additional Appraiser position for the purpose of promoting an employee currently serving in the Appraisal Department as an appraiser trainee. This position is included in the 2011 FY Budget and was approved by the Commission at a previous Commissioner meeting.

Thank you for your consideration.

JYB

Main Office
Downtown (Annex III)
101 S Lawrence St
Montgomery, AL 36104

East Office
5340B Atlanta Hwy
Montgomery, AL 36109
(334) 272-9692

West Office
3075 Mobile Hwy
Montgomery, AL 36108
(334) 262-4546

Appraisal and Mapping
131 S Perry St
Montgomery, AL 36104
(334) 832-1303

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 8

Agenda

DEC - 6 2010

Date: November 24, 2010

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Rome, Georgia

Departure Date: February 10, 2011

Return Date: February 11, 2011

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend the CARIA Annual Meeting

Traveler (s) Name: 1. John A. Mitchell, Sr.

4. _____

2. _____

5. _____

3. _____

6. _____

Check Mode of Transportation: County Vehicle

☐

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$590.00

Advance Registration Required: \$120.00

Department Name: County Commission

Fund Name: General

Additional Comments: Registration - 120.00; Mileage - 170.00; Hotel - 150.00; Meals - 150.00;

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 12/06/10 reimbursement of actual and necessary expenses in the approximate amount of \$590.00 and advance registration of \$120.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51100.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$22,500.00

Approved Requests: \$9,044.00

Budget Available: \$13,456.00

Current Requests: \$590.00

Budget Balance: \$12,866.00

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/24/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC - 6 2010

Request # 5

Date: November 30, 2010

To: Donald L. Mims, Administrator

From: Sheriff D. T. Marshall

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Dothan, Alabama

Departure Date: January 31, 2011

Return Date: February 4, 2011

Conference Leave (Days / Hours): 5 days

Purpose of Travel: K9 Training Seminar

Traveler (s) Name: 1. Lt. George Beaudry 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: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments:

All expenses are being paid by Dothan Police Department.

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 12/06/10 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>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$7,096.30</u>	
Budget Available:	<u>\$12,903.70</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$12,903.70</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/30/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC - 6 2010

Request # 1

Date: November 22, 2010
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Columbiana, AL
Departure Date: February 14, 2011 Return Date: February 17, 2011
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Controlled F.O.R.C.E. Training

Traveler (s) Name: 1. Martinez Tolbert 4. _____
2. Jeron James 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,075.00 Advance Registration Required: \$570.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 12/06/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,075.00 and advance registration of \$570.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-52200-265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$20,000.00

Approved Requests: \$3,010.18

Budget Available: \$16,989.82

Current Requests: \$1,075.00

Budget Balance: \$15,914.82

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/22/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC - 6 2010

Request # 3

Date: November 30, 2010
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Al.
Departure Date: December 7, 2010 Return Date: December 7, 2010
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Attend Understanding Juveniles; Adolescent Brain Development Training
AUM

Traveler (s) Name: 1. Beverly Riddle Wise 4. Linda Parsley-Engle
2. Wanda Anderson 5. Melinda McGarry
3. Rosalyn Godwin, Natalie Mason 6. Marion Waver

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

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

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

Additional Comments: Free One day training

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

The above request is app. 12/06/10 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52604.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$1,247.23</u>
Budget Available:	<u>\$3,752.77</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$3,752.77</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/30/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC - 6 2010

Request # 1

Date: November 19, 2010
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Renaissance Montgomery Hotel

Departure Date: December 14, 2010

Return Date: December 14, 2010

Conference Leave (Days / Hours): 1 day/8 hrs.

Purpose of Travel: Attend seminar on Vegetation Establishment and Management for Effective
Erosion and Sediment Control

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

Check Mode of Transportation:

County Vehicle

X

Private Vehicle

Commercial Air

Other (Specify)

Total (est.) Cost: \$125.00

Advance Registration Required: \$125.00

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. 12/06/10 reimbursement of actual and necessary expenses in the
approximate amount of \$125.00 and advance registration of \$125.00 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>\$100.00</u>	
Budget Available:	<u>\$4,900.00</u>	
Current Requests:	<u>\$125.00</u>	
Budget Balance:	<u>\$4,775.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/19/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda
DEC - 6 2010

Request # 2

Date: November 23, 2010
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Renaissance Montgomery Hotel
Departure Date: January 13, 2011 Return Date: January 13, 2011
Conference Leave (Days / Hours): 1 day/8 hrs.
Purpose of Travel: Attend seminar on Contract Administration: Change Order Basics

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

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

Total (est.) Cost: \$125.00 Advance Registration Required: \$125.00

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. 12/06/10 reimbursement of actual and necessary expenses in the
approximate amount of \$125.00 and advance registration of \$125.00 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>\$100.00</u>	
Budget Available:	<u>\$4,900.00</u>	
Current Requests:	<u>\$250.00</u>	
Budget Balance:	<u>\$4,650.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 11/23/2010

cc: Finance Director / Buyer

5-6

DEC - 6 2010

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES	
1. _____	dept request
2. _____	admin review
3. _____	pers dept
4. _____	cert to admin
5. _____	dept selection
6. _____	final review

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

1. Position Title Corrections Officer Trainee / Corrections Officer

Position Number 112

Proposed Effective Date October 18, 2010

Type of Appointment (☒) Permanent () Temporary

Recruiting

() Promotional Register () Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade Corrections Officer Trainee - \$28,393 PCT
Corrections Officer - \$29,569 - \$42,093 Grade PC1

D T Marshall
Department Head *DM*

Date October 7, 2010

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

DEC - 6 2010

POSITION FILL REQUEST

ORIGINAL

COMPLETED ACTION DATES

1. _____ dept request
2. _____ admin review
3. _____ pers dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

1. Position Title Corrections Officer Trainee / Corrections Officer

Position Number 148

Proposed Effective Date November 1, 2010

Type of Appointment (☒) Permanent () Temporary

Recruiting

- () Promotional Register () Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade Corrections Officer Trainee - \$28,393 PCT
Corrections Officer - \$29,569 - \$42,093 Grade PC1

D T Marshall

Date October 18, 2010

Department Head DM

2. Administrative Review

- () Approved
() Disapproved

Funding Authority _____

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director _____

4. Selectee:

Date _____

Appointing Authority _____

5. () Manpower data entered by _____

Date _____

() Payroll entered by _____

Date _____