

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

MARCH 12, 2012

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:

Mobility Manager Robyn Rhymes with Central Alabama Regional Planning and
Development Commission
Juvenile Court Administrator Bruce R. Howell
Montgomery Area Chamber of Commerce Project Manager Justice Smyth
Director of Elections Justin Aday and Director of Information Systems Lou Ialacci

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Chairman Dean

Pledge of Allegiance Led By Vice Chairman Ingram

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of February 27, 2012

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

RESOLUTION:

Consider Resolution Celebrating the 160th Anniversary of Old Ship A.M.E. Zion Church, the Oldest African-American Church in the City of Montgomery

NEW BUSINESS:

1. **Consider Resolution Authorizing the Reallocation of Office Space on the Third Floor of Annex I and Authorizing PH&J Architects to Develop Bid Specifications for Completion of the Renovation and Related Heating and Cooling Requirements**
2. **Consider County Levies for Alcoholic Licensing for 2012-2013, County Commission**
3. **Consider Agreement for Housing Juveniles at the Montgomery County Youth Facility for Chilton County, Youth Facility**
4. **Consider Authorization to Allocate \$4,000 from the Contingency Fund for the Volunteer Firefighters Appreciation Day, County Commission**
5. **Consider Transfer of Ownership and Liability Agreement for Retired K-9 “Alex”, Sheriff’s Office**
6. **Consider Payment of 2012 Membership Dues to the Association of County Administrators of Alabama for Administrator Donald L. Mims and Deputy Administrator John A. Mitchell, Sr., County Commission**
7. **Consider Miscellaneous Appropriations Reprogramming Requests, County Commission**
8. **Consider Payment of Prior Year Invoices from Flying “B” Ranch, Engineering Department**
9. **Consider Bid Award for Custodial Services for CareHere Clinic and Community Corrections Building, Bid Number 51901-12B-001, County Commission**
10. **Consider Bid Award for Security Box Trucks for Election Center, Bid Number 51911-12B-003, Probate Judge’s Office (Elections Center)**
11. **Consider Travel/Training Requests (12)**

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

MARCH 12, 2012

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.

MARCH 26, 2012

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.

APRIL 9, 2012

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.

APRIL 23, 2012

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.

MAY 14, 2012

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.

MAY 28, 2012

County Holiday (Memorial Day)

MAY 29, 2012

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 2 Programmer Analyst II – Information Systems
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 HVAC Specialist – Support Services Department
Fill action continues for 1 Plumber III – Support Services Department
Fill action continues for 1 Assistant Revenue Manager – Tax & Audit Department
Fill action continues for 1 Community Corrections Officer – Community Corrections
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 1 Dept. District Attorney Level 1 – District Attorney's Child Support Unit
Unit
Fill action continues for 22 Correction Officer Trainee's – Detention Facility
Fill action continues for 2 Clerk II – Detention Facility
Fill action continues for 3 Corrections Officers – Detention Facility
Fill action continues for 1 Inmate Grievance/Disciplinary Clerk – 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 2 Road Maintenance Supervisors – Engineering Department
Fill action continues for 1 Administrative Secretary – Personnel Department
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 3 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 License Inspector – Probate Judge's Office
Fill action continues for 1 Tax and Map Compiler II – Appraisal Department
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 Officers – Youth Facility

March 12, 2012

Agenda

MAR 12 2012

03-12-12 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-02-12

Check Number	To	Check Number
223205		223277
Total Checks Paid		\$116,417.07

CHECK #	PAYEE	AMOUNT	DATE
223200	Colonial Insurance Agency	\$ 65.00	02/24/12
223201	Colonial Insurance Agency	\$ 65.00	02/24/12
223202	McKinney, Reese Jr., Probate	\$ 89.36	02/24/12
223203	McKinney, Reese Jr., Probate	\$ 24.00	02/24/12
223204	Postmaster Bulk Mailing	\$ 5,743.33	02/29/12

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

03-12-12 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-02-12

Check Number	To	Check Number
223278		223352
Total Checks Paid		\$274,935.93

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

03-12-12 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-09-12

Check Number	To	Check Number
223354		223422
Total Checks Paid		\$271,494.10

CHECK #	PAYEE	AMOUNT	DATE
223353	Future Computer Systems, Inc.	\$ 40,544.64	03/08/12

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

Agenda

MAR 12 2012

03-12-12 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-09-12

Check Number	To	Check Number
223423		223526
Total Checks Paid		\$388,955.93

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
03/09/12**

Payroll Check Number	111719	To	Payroll Check Number	111836	\$ 88,720.46
Direct Deposits					\$ 807,818.72
Payroll Check Number	111837	To	Payroll Check Number	111864	\$ 253,500.40
Direct Deposits					\$ 320,938.96
Federal Deposits					\$ 306,626.52
Total Payroll Paid					\$ 1,777,605.06

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

RESOLUTION

WHEREAS, since its inception, the Old Ship A.M.E. Zion Church has been dedicated to serving God and its fellow man, and has been blessed with a loving, close knit congregation, which has contributed immeasurably to the lives and faith of its many members over the past 160 years and which will continue to nourish souls as the church continues on its second century of service and fellowship in Christ; and

WHEREAS, Old Ship A.M.E. Zion Church is the oldest African American church in the City of Montgomery and had its humble beginning in a framed building, 60 feet long by 45 feet wide, which was donated to a group of African American slaves and freedman by the Court Street Methodist Church in 1852; and

WHEREAS, resourceful slaves, Sol Brock, Solomon Hannon and Emanuel Nobel, with the help of a free black contractor, Thomas Wilson, rolled the church on logs to its present location of Holcombe Street; the church was later incorporated on June 30, 1898; and

WHEREAS, for the first 10 years, the church was served by white ministers and presiding elders, with the first black minister being Rev. Allen Hannon, from 1862 to 1870. Over the span of 160 years, the congregation has increased in number under the leadership of 33 pastors; and

WHEREAS, the current Classical Revival-style building was designed by Jim Alexander and was completed in 1918. It is the fourth building the congregation has erected at this location and was placed on the Alabama Register of Landmarks and Heritage in 1976 and the National Register of Historic Places in 1991; and

WHEREAS, it is the mission of Old Ship A.M.E. Zion Church to empower God's people through the preaching, teaching, and demonstrating of God's word in the various ministries of the church; and

WHEREAS, the congregation of Old Ship A.M.E. Zion Church has made a lasting impact in the lives of Montgomery County citizens;

NOW, THEREFORE, BE IT RESOLVED that the Montgomery County Commission does hereby recognize Old Ship A.M.E. Zion Church on the occasion of its 160th anniversary and extends our congratulations on this special day.

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 12th day of March, 2012.

RESOLUTION

WHEREAS, approximately five years ago, the Domestic/Juvenile Judges and the clerk's office that serve the court were moved to the Montgomery Youth Facility, pending renovation of Annex 1; and

WHEREAS, it was the general understanding that the move was going to be temporary, depending on whether a new youth facility was built; and

WHEREAS, the judges understand and accept the fact that for economic reasons a new youth facility has not been built, nor is likely to be built within the foreseeable future, although it is the commissioners desire to build one; and

WHEREAS, Judge Price requested that space be made available in Annex 1 for their return to this facility;

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission authorizes the reallocation of the previous office space occupied by the Family Court Judges and Circuit Clerks Offices on the third floor of Annex 1: to the Family Court Judges and Circuit Clerks Offices sufficiently to accommodate their needs.

BE IT FURTHER RESOLVED, that the Montgomery County Commission authorizes PH&J Architects to develop bid specifications under the direction of the County Administrator for completion of renovation of this reallocated space and completion of the related heating and cooling requirements necessary to implement this authorization and for PH&J Architects to immediately proceed with the bid process.

ADOPTED this the 12th ~~27th~~ day of March ~~February~~, 2012.

MONTGOMERY COUNTY COMMISSION

By: _____
Elton N. Dean, Sr.
Chairman

Attest:

Donald L. Mims, County Administrator

NOTE: The Proposed Resolution has been modified based upon my understanding of the intent of the Montgomery County Commission – Donald L. Mims, County Administrator

MAR 12 2012



Alabama Alcoholic Beverage Control Board Enforcement Division

2715 Gunter Park Drive West
Montgomery, AL 36109
Phone: 334-213-6300
Fax: 334-213-6322

February 06, 2012

MEMORANDUM

To: All Wet County Commissions

From: Summer Childers
Enforcement Division – License Section

Subject: County Levies for Alcohol Licensing

Sec. 28-3A-4, Code of Alabama, requires the Alcoholic Beverage Control Board to collect all county license fees for all new license applications and renewed licenses.

In order for this program to be set up for fiscal year 2012-2013, the **attached form must be completed** listing all amounts set by your county in column three (3). If your county does not wish to make changes to the fees for a particular license type, please indicate that by writing “no change”.

Limitations of the maximum amount of county fees for the following ten (10) types of licenses have been set.

<u>Type</u>	<u>Maximum County Fee</u>
Retail Beer (On or Off Premises)	\$75.00
Retail Beer (Off Premises Only)	\$75.00
Retail Table Wine (On or Off Premises)	\$75.00
Retail Table Wine (Off Premises Only)	\$75.00
Wholesale Beer Only	\$275.00
Wholesale Table Wine Only	\$275.00
Wholesale Table Wine and Beer	\$375.00
Additional Warehouse Wine or Beer or Both	\$100.00
Importer	\$250.00
Brewpub	\$500.00

Please supply us with this information no later than **April 01, 2012**. This form must be signed by an authorized county official. Please return your completed document to Summer.Childers@abc.alabama.gov or mail to the address above.

Received by: _____

COUNTY (51) MONTGOMERY 2012 - 2013

TYPE LICENSE & CODE	*FILING FEE	STATE LICENSE FEE	COUNTY LICENSE FEE	RENEWAL TOTAL	NEW LICENSE TOTAL
010 - LOUNGE RETAIL LIQUOR - CLASS I	\$ 50.00	300.00	300.00	600.00	650.00
011 - LOUNGE RETAIL LIQUOR - CLASS II - (PACKAGE)	50.00	300.00	300.00	600.00	650.00
020 - RESTAURANT RETAIL LIQUOR	50.00	300.00	300.00	600.00	650.00
031 - CLUB LIQUOR - CLASS I	50.00	300.00	500.00	800.00	850.00
032 - CLUB LIQUOR - CLASS II	50.00	750.00	750.00	1,500.00	1,550.00
**					
040 - RETAIL BEER - (ON OR OFF PREMISES)	50.00	150.00	75.00	225.00	275.00
**					
050 - RETAIL BEER (OFF PREMISES ONLY)	50.00	150.00	75.00	225.00	275.00
**					
060 - RETAIL TABLE WINE (ON OR OFF PREMISES)	50.00	150.00	75.00	225.00	275.00
**					
070 - RETAIL TABLE WINE (OFF PREMISES ONLY)	50.00	150.00	75.00	225.00	275.00
080 - LIQUOR WHOLESALE	50.00	500.00	500.00	1,000.00	1,050.00
**					
090 - WHOLESALE BEER ONLY	50.00	550.00	275.00	825.00	875.00
**					
100 - WHOLESALE TABLE WINE ONLY - 16.5% OR LESS	50.00	550.00	275.00	825.00	875.00
**					
110 - WHOLESALE TABLE WINE & BEER COMBINED	50.00	750.00	375.00	1,125.00	1,175.00
120 - WAREHOUSE LICENSE	50.00	200.00	200.00	400.00	450.00
**					
130 - ADDITIONAL WAREHOUSE-WINE, BEER OR BOTH	50.00	200.00	100.00	300.00	350.00
140 - SPECIAL EVENTS RETAIL	50.00	150.00	150.00	N/A	350.00
150 - SPECIAL RETAIL LICENSE - 30 DAYS OR LESS	50.00	100.00	100.00	N/A	250.00
160 - SPECIAL RETAIL - MORE THAN 30 DAYS	50.00	250.00	250.00	500.00	550.00
170 - RETAIL COMMON CARRIER	50.00	150.00	150.00	300.00	350.00
200 - MANUFACTURER	50.00	500.00	500.00	1,000.00	1,050.00
**					
210 - IMPORTER	50.00	500.00	250.00	750.00	800.00
**					
220 - BREWPUB	50.00	1,000.00	500.00	1,500.00	1,550.00
230 - INTERNATIONAL MOTOR SPEEDWAY	50.00	300.00	300.00	600.00	650.00
240 - NON-PROFIT - TAX EXEMPT	N/A	N/A	N/A	N/A	N/A

* A \$50.00 non-refundable filing fee is charged to all new licenses.

** May not charge more than one-half of the state fee for this type of license.

SIGNED: _____
Authorized County Official

_____ Title

_____ Date

MAR 12 2012

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Juvenile Court Administrator 
Date: March 6, 2012
Re: Chilton County Detention Bed Contract

Please place the attached contract on the March 12th County Commission Agenda for approval and signatures. This contract is for Chilton County to house juveniles from that county in our facility. I am asking that this to be placed on the March 12, 2012, working session agenda and formal agenda in an effort to expedite the contract.

Thank you for your consideration in this matter.

STATE OF ALABAMA**COUNTY OF MONTGOMERY****AGREEMENT**

WHEREAS, the Montgomery County Commission has constructed and operates in Montgomery County the Montgomery County Youth Facility for the secure detention care of alleged and adjudicated delinquent youth of Montgomery County and

WHEREAS, Chilton County, a corporate political body, desires to afford itself of the services furnished by the Montgomery County Youth Facility;

NOW, THEREFORE, WITNESS THIS AGREEMENT by and between Montgomery County, a corporate and political body, acting through its duly authorized officers, for and in consideration of the mutual covenants herein contained, the sufficiency whereof being hereby acknowledges:

1. The said Montgomery County covenants and agrees to guarantee this bed to **Chilton County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
2. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles housed in the Youth Facility and **Chilton County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Chilton County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
3. **Chilton County** will pay to Montgomery County the sum of **\$85.00 per day** for any juvenile housed above their allotted number.
4. Montgomery County covenants and agrees to contact the duly authorized representative of **Chilton County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Chilton County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such counseling and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.
5. In the event a juvenile housed at the Youth Facility shall become disruptive or "beyond control" while detained or in the custody of the Youth Facility, **Chilton County** will be notified and shall take said juvenile back into its custody as soon as practicable but in no case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.

6. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Chilton County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Chilton County** agrees that it shall maintain liability insurance for such injuries and cause Montgomery County to be co-insured thereon.
7. All juveniles housed at the Youth Facility and forwarded by **Chilton County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Chilton County** is to contact the Youth Facility prior to presenting a juvenile for detention.
8. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
9. **Chilton County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Chilton County**, and they shall assume responsibility for payment to the provider of said services.
10. If any dispute arises between **Chilton County** and Montgomery County, then said **Chilton County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.
11. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the ____ day of _____, 2012 by the Chairman of its County Commission and its Administrator and **Chilton County** has caused this instrument to be executed by the _____ of its _____ on the 27th day of FEBRUARY, 2012.

ATTEST

MONTGOMERY COUNTY

ADMINISTRATOR_____
CHAIRMAN

ATTEST

CHILTON COUNTY

Vanessa Kendrick
ADMINISTRATOR/CLERK/
TREASURER

Tim Mims
CHAIRMAN

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

MAR 12 2012

March 9, 2012

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Allocation from Contingency Fund for Volunteer Firefighter Appreciation Day Event

During the February 27, 2012 County Commission meeting, Vice Chairman Ingram requested authorization for the allocation of \$4,000 from the Contingency Fund for expenses associated with the Volunteer Firefighter Appreciation Day event to be held Saturday, March 31, 2012, at Garrett Coliseum's Crawford Arena. During discussion, the Commission agreed to appropriate \$4,000 from the Contingency Fund to cover the food, activities and awards for the Volunteer Firefighter Appreciation Day event.

I am requesting that the Commission formally approve the authorization of \$4,000 from the Contingency Fund for this event.

Should you have any question, please contact me.

DLM/tn

D.T. MARSHALL, SHERIFF



OFFICE: (334) 832-4980

FAX: (334) 832-2500

Agenda

MAR 12 2012

February 23, 2012

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff D. T. Marshall *[Signature]*
Montgomery County Sheriff's Office

SUBJECT : Retirement and Transfer of Ownership of K9 Alex

Please find attached documentation from Dr. Will T. Carter recommending that K9 Alex be retired due to his joints wearing down and the fact that severe arthritis has developed.

Deputy Tim Heath has requested that he be allowed to adopt Alex and will assume all responsibility for the dog. I am attaching an agreement signed by Deputy Heath accepting all liability in this matter.

Please place this on the next agenda for the approval of the County Commission.

DTM/tb

5-1



SNOWDOWN VETERINARY HOSPITAL, LLC

**8632 U.S. HIGHWAY 331
MONTGOMERY, AL 36105
PHONE: 334-281-7388 FAX: 334-284-3883**

November, 30th 2011

To whom it may concern,

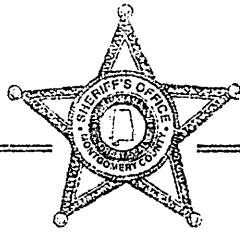
It is my recommendation that "Alex" a Belgian Malinois 9 year old male should be retired within the next few months. The primary reason for this decision is based on the fact that "Alex's" joints are wearing down and severe arthritis has developed. This will limit "Alex's" ability to perform his duties as a police dog on a permanent basis. The ideal future for "Alex" from a health stand point would be a family pet where vigorous exercise wouldn't be required on a daily basis.

Thank you,

Will T. Carter, DVM

Snowdown Veterinary Hospital, LLC

D.T. MARSHALL, SHERIFF



OFFICE: (334) 832-4980
FAX: (334) 832-2500

MONTGOMERY COUNTY SHERIFF'S OFFICE
K-9 Transfer of Ownership and Liability

I, Timothy Heath, agree to take immediate ownership of the retiring K-9, Alex (hereinafter referred to as "dog"). In exchange for the transfer of ownership, I agree to hold the Montgomery County Commission, the Montgomery County Sheriff's Office, and all representatives or employees thereof, harmless from any and all claims, liabilities, suits, actions or orders of any nature in connection with loss of life, bodily or personal injury or property damage or any other claim or damage which may arise from or is related to dog or ownership of the dog, after the transfer of ownership of the dog.

I fully understand that this dog has served the Montgomery County Sheriff's Office for several years, and I will be accepting all responsibility for this dog's care and any future liability for its actions after the effective retirement date mentioned below.

Effective Retirement Date 3-12-12

Signature of New Owner Timothy Heath

Signature of Sheriff D.T. Marshall

ACAA MEMBERSHIP APPLICATION & RENEWAL FORM

**For 2012 Membership Year
(January 1 - December 31, 2012)**

County: Montgomery County Website: www.mc-ala.org

Address/City/Zip: 101 S. Lawrence Street, P.O. Box 1667, Montgomery, AL 36102-1667

Telephone: 334/832-1210 Fax: 334/832-2533

In order to continue to receive all Association of County Administrators of Alabama (ACAA) mailings, persons must be current ACAA members. Please add the names below of all eligible members from your county, along with their titles and email addresses, who wish to join ACAA. Eligible members include county commission Administrators; Assistant Administrators; and any other persons, by whatever title designated, who performs the duties of Administrators or Assistant Administrators to the various governing bodies of the State of Alabama. Renewal of membership in ACAA for 2012 is due by November 30, 2011. Direct any questions regarding ACAA renewal to Paulette Williams at 334-263-7594.

Name: Donald L. Mims Title: Administrator Email: donaldmims@mc-ala.org

Name: John A. Mitchell, Sr. Title: Deputy Administrator Email: johnmitchell@mc-ala.org

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____
(use additional paper, if needed)

Total Amount Enclosed: \$ _____ (\$50 Administrator + \$25 each Asst. Admin. and Others)

Payment Due Upon Receipt

Please make check payable to ACAA and mail to:

ACAA - 100 N. JACKSON ST. - MONTGOMERY, AL 36104

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

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TDD (334) 265-3568
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Agenda

MAR 12 2012

March 12, 2012

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-2012-42: The Center for Child and Adolescent Development, for Diagnostic and Intervention Services - \$500; (Wilson)

C-2012-43: Montgomery Sunrise Foundation, Inc., for Grants Program - \$1,000; (Dean-\$500 and Ingram-\$500)

C-2012-44: Central Alabama Aging Consortium, for Utilities at the Senior Citizens Center in the Dublin Community - \$1,000 (Ingram)

C-2012-45: Alabama Cattlemen's Association, for "Little Boots" Rodeo - \$500; (Ingram)

NC-2012-61: BOE, Dunbar-Ramer School, for Principal's Discretionary Fund - \$250; (Ingram)

DLM/tll

MAR 12 2012

Montgomery County Commission

Finance Department
P.O. Box 1667
Montgomery, Alabama 36102
Phone 334-832-1268
Fax 334-832-2533

Memo

To: Donnie Mims
From: Sherrill R. Thomas 
Date: February 16, 2012
Re: Engineering Invoices-Flying "B" Ranch

Attached is a memo from George Speake concerning the payment of old outstanding invoices for annual building and land rent for District II.

These invoices have not been previously paid and I recommend payment of the total outstanding amount of \$1,800.

MONTGOMERY COUNTY
COMMISSION
2012 FEB 16 PM 2:19

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

TO: Sherrill Thomas, Finance Director

FROM: George C. Speake, County Engineer

George C. Speake
2/9/12

DATE: February 9, 2012

RE: INVOICE FOR BUILDING & LAND RENTAL – DISTRICT II

Attached you will find an invoice from Flying "B" Ranch, in the amount of \$2,700.00, for the annual building and land rent for our District II Maintenance Headquarters located at 2093 Meriwether Road.

The invoice is for the years 2009, 2010, and 2011 at \$900.00 per year. The reason 2009 and 2010 rents were never paid is due to no invoices being received for these years. Mr. Jeff Coleman, of Flying "B" Ranch, telephoned our office on 2/7/12 and stated they had just realized we had never been invoiced for these years due to an error in their new computer system.

The rent for 2011 (which would have been billed 9/1/11) is being paid out of our current budget (111-53300-221). We have also sent a Budget Change Request (#6) to transfer money to pay for the rent for 2009 and 2010.

/at

Attachment

cc: File

Flying "B" Ranch
2050 Meriwether Road
Pike Road, AL 36064

Invoice

Date	Invoice #
2/7/2012	020712

Bill To
Montgomery County Commission Engineering Department P.O. Box 1667 Montgomery, AL 36102

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Annual Rent - District 2 - 2009 - 9/1/09 2093 Meriwether Road	900.00	900.00
	Annual Rent - District 2 - 2010 - 9/1/10 2093 Meriwether Road	900.00	900.00
	Annual Rent - District 2 - 2011 - 9/1/11 2093 Meriwether Road	900.00	900.00
		Total	\$2,700.00

MAR 12 2012

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: March 8, 2012

SUBJECT: Invitation to Bid No. 51901-12B-001,
Custodial Services for CareHere Clinic
And Community Corrections Building

Request approval of award on the above referenced bid to the low bid of American Facility Services in the amount of \$17,016.00, which is the price for one (1) year, be placed on the agenda for the County Commission meeting on March 12, 2012. (copy of spread sheet attached)

This will be a one (1) year contract with the option to renew for two (2) years, in one year periods. A price increase may be allowed after the first year, but shall not exceed 5% per year.

Coordination of award made with John A. Mitchell, Sr., Deputy Administrator.

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID 51901-12B-001				SUPREME CLEANING, INC. - ATTN: CHARLES E. LEWIS - PHONE#316-4234; FAX#230-5482		CANNON JANITORIAL SERVICE - ATTN: ORLANDO CANNON - PHONE #315-7222 - FAX#260-0943		AMERICAN FACILITY SERVICES - ATTN: KEVIN MCCANN - PHONE #(770) 740-1613 - FAX#(770) 475-7720		NO BIDS RECEIVED: LOFTON CLEANING SERVICE;PENN & SONS;J&B JANITORIAL; ARAMSCO, INC.			
ISSUED DATE: FEB. 16, 2012													
BID OPENING DATE: FEB. 28, 2012													
COUNTY COMMISSION													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	CUSTODIAL												
	SERVICES												
1	COMMUNITY CORR.												
	FRONT BLDG.	MO	12	\$560.00	\$6,720.00	\$800.00	\$9,600.00	\$735.00	\$8,820.00				
	BACK BLDG.	MO	12	\$300.00	\$3,600.00	\$488.00	\$5,856.00	\$250.00	\$3,000.00				
2	CARE HERE CLINIC	MO	12	\$740.00	\$8,880.00	\$700.00	\$8,400.00	\$433.00	\$5,196.00				
	55 BIDS MAILED												
TOTAL BID AMOUNTS					\$19,200.00		\$23,856.00		\$17,016.00				

Notes:

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MAR 12 2012

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: March 8, 2012

SUBJECT: Invitation to Bid No. 51911-12B-003,
Security Box Trucks for Election Center

Request approval of award on the above referenced bid to the low bid of Grainger, Inc. in the amount of \$21,375.00, be placed on the agenda for the County Commission meeting on March 12, 2012. (copy of spread sheet attached)

Coordination of award made with Justin C. Aday, Director of Elections

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID 51911-12B-003				GRAINGER, INC. - ATTN: LAQUANN HEARD - PHONE#270-0707; FAX #270-0614		ALABAMA MACHINERY & SUPPLY - KEVIN J. MUNCE - PHONE#269-4351; FAX #262-1706		C & H DISTRIBUTORS, LLC - ATTN: VICKIE SHAFRANSKI - PHONE#(800) 558-9966; FAX #(800) 336-1331		STORE ROOM FASTENERS - ATTN: VICKIE WILLIFORD- PHONE#271-3152 - FAX#271-5014			
ISSUE DATE: FEBRUARY 29, 2012													
BID OPENING: MARCH 6, 2012													
PROBATE - ELECTIONS													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	SECURITY BOX												
	TRUCK; 24"X48"	EA	45	\$475.00	\$21,375.00	\$461.00	\$20,745.00	\$587.23	\$26,425.35	\$750.68	\$33,780.60		
	FREIGHT CHARGES			NONE			\$2,750.00		NONE		NONE		
	DELIVERY			15 DAYS			5 WEEKS		5 WEEKS		5 WEEKS		
				ARO									
	6 BIDS MAILED												
TOTAL BID AMOUNTS					\$21,375.00		\$23,495.00		\$26,425.35		\$33,780.60		

Notes:

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 12

Date: February 7, 2012
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: June 27, 2012 Return Date: June 29, 2012
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: to attend the 2012 ACCMA Summer Conference

Traveler (s) Name: 1. Donald Mims 4. _____
2. John A. Mitchell 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,015.56 Advance Registration Required: \$400.00

Department Name: County Commission Fund Name: General

Additional Comments: Mileage - \$439.56; Registration - \$400.00; Hotel - \$776.00; Meals- 400.00

To: Donald L. Mims, Administrator

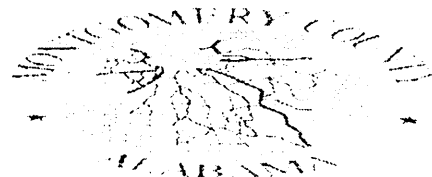
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$2,015.56 and advance registration of \$400.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,500.00</u>	
Approved Requests:	<u>\$8,803.46</u>	
Budget Available:	<u>\$13,696.54</u>	
Current Requests:	<u>\$2,015.56</u>	
Budget Balance:	<u>\$11,680.98</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 2/7/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR 12 2012

Request # 5

Date: March 7, 2012
To: Donald L. Mims, Administrator
From: Janet Buskey Revenue Commissioner
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: May 16, 2012 Return Date: May 18, 2012
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: AL XI: Understanding the Tax Collection Function property tax education course through Auburn University Center for Governmental Services

Traveler (s) Name: 1. Janet Buskey 4. Jennifer Reese
2. Allyson Holland 5.
3. Antreneciya Brantley 6.

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

Total (est.) Cost: \$800.00 Advance Registration Required: \$800.00

Department Name: Revenue Fund Name: General Fund

Additional Comments: Total est. cost includes registration fees.

To: Janet Buskey Revenue Commissioner
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$800.00 and advance registration of \$800.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51500.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,400.00</u>	
Approved Requests:	<u>\$950.00</u>	
Budget Available:	<u>\$2,450.00</u>	
Current Requests:	<u>\$800.00</u>	
Budget Balance:	<u>\$1,650.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/8/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Agenda

MAR 12 2012

Request # 6

Date: March 6, 2012
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: May 15, 2012 Return Date: May 17, 2012
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Attend 2012 ACEA Annual Conference

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

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

Total (est.) Cost: \$1,000.00 Advance Registration Required: \$185.00

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

Additional Comments: Registration, Mileage, Lodging & Meals
*Registration is required to be paid online when registering. Mr. Kelley will use
his personal credit card to meet this requirement.

To: George C. Speake, County Engineer
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$1,000.00 and advance registration of \$185.00 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>\$875.00</u>	
Budget Available:	<u>\$4,125.00</u>	
Current Requests:	<u>\$1,000.00</u>	
Budget Balance:	<u>\$3,125.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/6/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR 12 2012

Request # 13

Date: March 7, 2012
To: Donald L. Mims, Administrator
From: Janet Buskey Revenue Commissioner
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 18, 2012 Return Date: April 20, 2012
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Real and Personal Property Calculations property tax & education course through Auburn University Center for Governmental Services

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

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

Total (est.) Cost: \$200.00 Advance Registration Required: \$200.00

Department Name: Appraisal Fund Name: Reappraisal

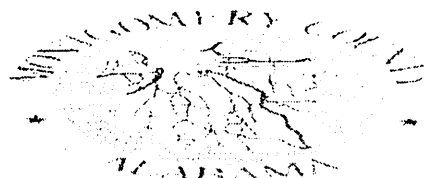
Additional Comments: Total est. cost includes registration fee.

To: Janet Buskey Revenue Commissioner
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$200.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>120-51985.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$17,500.00</u>
Approved Requests:	<u>\$6,809.96</u>
Budget Available:	<u>\$10,690.04</u>
Current Requests:	<u>\$200.00</u>
Budget Balance:	<u>\$10,490.04</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/8/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 14

Date: March 7, 2012
To: Donald L. Mims, Administrator
From: Janet Buskey Revenue Commissioner
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Buena Vista, FL
Departure Date: April 29, 2012 Return Date: May 2, 2012
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: ESRI Southeast User Conference

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

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

Total (est.) Cost: \$1,825.65 Advance Registration Required: \$495.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: Total est. cost includes registration fee, travel, lodging and meals.

To: Janet Buskey Revenue Commissioner
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$1,825.65 and advance registration of \$495.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>120-51985.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$17,500.00</u>
Approved Requests:	<u>\$6,809.96</u>
Budget Available:	<u>\$10,690.04</u>
Current Requests:	<u>\$2,025.65</u>
Budget Balance:	<u>\$8,664.39</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/8/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR 12 2012

Request # 15

Date: March 7, 2012
To: Donald L. Mims, Administrator
From: Janet Buskey Revenue Commissioner
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Buena Vista, FL
Departure Date: May 3, 2012 Return Date: May 5, 2012
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: ESRI Southeast User Conference Post-Conference Training course
ArcGIS Desktop III: Workflows and Analysis

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

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

Total (est.) Cost: \$1,679.50 Advance Registration Required: \$940.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: Total est. cost includes registration fee, travel, lodging and meals.

To: Janet Buskey Revenue Commissioner
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$1,679.50 and advance registration of \$940.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>120-51985.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$17,500.00</u>	
Approved Requests:	<u>\$6,809.96</u>	
Budget Available:	<u>\$10,690.04</u>	
Current Requests:	<u>\$3,705.15</u>	
Budget Balance:	<u>\$6,984.89</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/8/2012

cc: Finance Director / Buyer

11-6

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR 12 2012

Request # 21

Date: February 24, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Columbia, South Carolina
Departure Date: April 15, 2012 Return Date: April 20, 2012
Conference Leave (Days / Hours): 6 days
Purpose of Travel: Cell Phone Technology & Forensic Data Recovery

Traveler (s) Name: 1. Corporal Rick Thompson 4. _____
2. Corporal Kenneth Gordon 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,500.00 Advance Registration Required: \$1,390.00

Department Name: Sheriff's Office Fund Name: 749-52110-499

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$2,500.00 and advance registration of \$1,390.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>749-52110.499</u> (ex: 000-00000-000)
Description:	<u>Administration Expense</u>
Current Budget:	<u>\$150,000.00</u>
Approved Requests:	<u>\$36,285.56</u>
Budget Available:	<u>\$113,714.44</u>
Current Requests:	<u>\$2,500.00</u>
Budget Balance:	<u>\$111,214.44</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 2/27/2012

cc: Finance Director / Buyer

11-7

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 22

Date: February 29, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, TN
Departure Date: June 17, 2012 Return Date: June 21, 2012
Conference Leave (Days / Hours): 5 days
Purpose of Travel: National Sheriff's Convention

Traveler (s) Name: 1. Sheriff D. T. Marshall 4. _____
2. Chief Deputy D. Cunningham 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$3,200.00 Advance Registration Required: \$435.00
Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$3,200.00 and advance registration of \$435.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$5,767.93</u>	
Budget Available:	<u>\$19,232.07</u>	
Current Requests:	<u>\$3,200.00</u>	
Budget Balance:	<u>\$16,032.07</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/5/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 23

Date: February 29, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Newnan, GA
Departure Date: April 17, 2012 Return Date: April 19, 2012
Conference Leave (Days / Hours): 3 days
Purpose of Travel: K9 Training Seminar
Instructor

Traveler (s) Name: 1. Lieutenant 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 Coweta County Sheriff's Office.

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 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>\$25,000.00</u>	
Approved Requests:	<u>\$5,767.93</u>	
Budget Available:	<u>\$19,232.07</u>	
Current Requests:	<u>\$3,200.00</u>	
Budget Balance:	<u>\$16,032.07</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/5/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 24

Date: March 5, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: July 15, 2012 Return Date: July 18, 2012
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Alabama Sheriff's Summer Conference

Traveler (s) Name: 1. Sheriff D. T. Marshall 4. _____
2. Chief Deputy D. Cunningham 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,500.00 Advance Registration Required: \$500.00
Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$2,500.00 and advance registration of \$500.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$5,767.93</u>	
Budget Available:	<u>\$19,232.07</u>	
Current Requests:	<u>\$5,700.00</u>	
Budget Balance:	<u>\$13,532.07</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 3/5/2012
cc: Finance Director / Buyer

11-10

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

MAR 12 2012

Request # 25

Date: March 5, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, TN
Departure Date: March 25, 2012 Return Date: April 4, 2012
Conference Leave (Days / Hours): 11 days
Purpose of Travel: G.R.E.A.T. (Gang Resistance Training)

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

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

Total (est.) Cost: \$1,025.00 Advance Registration Required: \$0.00

Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$1,025.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$5,767.93</u>
Budget Available:	<u>\$19,232.07</u>
Current Requests:	<u>\$6,725.00</u>
Budget Balance:	<u>\$12,507.07</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/6/2012

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

MAR 12 2012

Request # 26

Date: March 7, 2012
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tallahassee, FL
Departure Date: April 9, 2012 Return Date: April 11, 2012
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Court Security Symposium

Traveler (s) Name: 1. Sergeant Jorge Crawford 4. _____
2. Corporal Herbert Smith 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: _____
Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 03/12/12 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$5,767.93</u>	
Budget Available:	<u>\$19,232.07</u>	
Current Requests:	<u>\$8,025.00</u>	
Budget Balance:	<u>\$11,207.07</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/7/2012

cc: Finance Director / Buyer

11-12