

SPECIAL CALL MEETING
MONTGOMERY COUNTY
EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD

SEPTEMBER 24, 2012

AGENDA

Call to Order: Immediately following the Formal Session of the County Commission

Presentation of the Minutes of the Special Call Meeting of September 26, 2011

BUSINESS:

1. Public Comment Regarding Proposed 2012-2013 Emergency Management Communications District Board Budget
2. Consider Proposed 2012-2013 Emergency Management Communications District Board Budget
3. Consider Annual Certification for Fiscal year Ended September 30, 2013, Regarding Disbursement of Funds to the Board
4. Consider Budget Change Request Numbers 1, 2 and 3

ADJOURN

Agenda

SEP 24 2012

Agenda Item Number 1 – Public Comment Regarding Proposed 2012-2013 Emergency Management Communications District Board Budget

No documents will be presented for this agenda item.

Montgomery County Commission
EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD
2013 PROPOSED BUDGET

Revenues

Refunds, Reimbursements & Other	\$ 140,000
Reimbursements from Other Funds	285,224
Total Estimated Revenues	\$ 425,224

Budgetary Fund Balance	166,570
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Total Estimated Revenues and Budgetary Fund Balance	\$ 591,794
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Expenditures

Salaries	\$ 30,809
Retirement	3,386
Social Security	2,358
Workers Compensation	309
Reimbursements for Salaries	173,214
Dues and Membership Fees	220
Geographic Information Sys(GIS)	1,500
Office Supplies/Minor Equipment	1,000
Other Miscellaneous Supplies	1,000
Repair & Maintenance Bldgs/Impr	2,000
Repair & Main Data Proc Equip	3,700
Repair & Main - Software License	18,000
Telephone	50,000
Cellular Service	19,810
Travel - Mileage	2,400
Travel - Registration & Training	5,000
Administration Expense	18,500
Long Term Lease-MCC project equipment	258,588

Total Expenditures	\$ 591,794
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131 S. Perry Street
Montgomery, AL 36104

(334)832-7711 Phone
(334)832-7125 Fax

Enhanced 9-1-1/Rural Addressing Montgomery County Appraisal

Agenda

SEP 24 2012

September 10, 2012

Mr. Donnie Mims
Administrator
Montgomery County Commission

Dear Donnie:

Per your request, enclosed please find the Annual Certification for the Montgomery County ECD. This document needs to be completed and returned to the Alabama Wireless 9-1-1 Board, by January 13, 2013, in order for us to continue to receive our wireless 9-1-1 funds that are distributed by the Wireless Board.

Please send me a copy of the completed certification for my records.

Thank you for your attention to this matter. If you have any questions, please feel free to call me.

Sincerely,

Jane B. Reed
Addressing Coordinator

Jane Brown Reed, Addressing Coordinator

SEP 24 2012

ALABAMA WIRELESS 9-1-1 BOARD
307 Clinton Avenue, Suite 500
Huntsville, Alabama 35801

Johnny Hart, Vice Chairman
Jeremiah Knight

Roger Wilson, Chairman

Bill Brodeur, Secretary/Treasurer
Leslie Bonet

**ANNUAL CERTIFICATION
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2013**

In accordance with Section 11-98-7 of the Code of Alabama, the Alabama Commercial Mobile Radio Service Emergency Telephone Service Board (the "CMRS Board") is directed to make disbursements out of funds collected by the "CMRS Board" to each participating Emergency Communications District (the "ECDs") in accordance with the distribution formula to be used by the "ECDs" for the lease, purchase or maintenance of wireless enhanced emergency telephone equipment, including necessary computer hardware, software, and data base provisions, and for expenses directly related to the FCC order or the handling of wireless emergency calls.

The undersigned "Authorized Officials" do hereby affirm and attest that the _____
_____ "ECD" has been operated in compliance with the Code of Alabama,
and that the ECD is a valid organization authorized to receive distributions from the "CMRS Board".

_____ Date	_____ Signature	_____ Title
	_____ Printed Name of Authorized Official	_____ Printed Title of Authorized Official
	_____ Signature	_____ Title
	_____ Printed Name of Authorized Official	_____ Printed Title of Authorized Official

State of Alabama
County of _____

I, _____, Notary Public in and for said County, in said State, hereby certify that _____, and _____, whose name(s) are signed to the foregoing Annual Certification, and who are known to me, acknowledged before me on this day that, being informed of the contents of the foregoing Annual Certification, he (she), as such Authorized Official, and with full authority, executed the same voluntarily for and as the act of the said _____ Emergency Communications District, on the day the same bears date.

GIVEN UNDER MY HAND and official seal on this the _____ day of _____, A.D., 2012.

My Commission Expires:

Notary Public
State of Alabama
County of _____

ALABAMA WIRELESS 9-1-1 BOARD - CONTACT INFORMATION

Kristina Hutcherson
khutcherson@mdacpa.com
Phone (256) 533-9105
Facsimile (256) 539-8050

SEP 24 2012

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Emergency Mgmt Comm District Board	REVIEWED:	S. Thomas	6/18/2012
			Finance Director	Date
REQUESTED BY:	Jane Reed	APPROVED:		
	Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Communication Services	784-51986.256	0	111,120	111,120
Fund Balance	784.35900		(111,120)	(111,120)
TOTAL		0	0	0

JUSTIFICATION:

To budget for the County share of the FY 2012 Montgomery County Metro Communications Cooperative District equipment debt service payment. (\$400,000 @ 27.78%/ \$111,120.)

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 2

DEPARTMENT:	EMCD	REVIEWED:	S. Thomas	7/18/2012
DATE:	July 18/2012	Finance Director		Date
REQUESTED BY:	Jane Reed	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Registration and Training	784-51986-265	5,000	-1,000	4,000
Travel-Mileage	784-51986-260	2,000	1,000	3,000
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		7,000	0	7,000

JUSTIFICATION:

Need to add money to cover mileage for address assignments.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 3

DEPARTMENT:	Emergency Mgmt Comm District Board	REVIEWED:	S. Thomas	9/19/2012
			Finance Director	Date
REQUESTED BY:	Jane Reed	APPROVED:		
	Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Reimbursement for Salaries	784-51986.101	225,750	(73,133)	152,617
Salaries	784-51986.110	0	56,937	56,937
Retirement	784-51986.121	0	6,258	6,258
Health Insurance	784-51986.122	0	5,100	5,100
Life Insurance	784-51986.123	0	85	85
Social Security	784-51986.124	0	4,183	4,183
Workers Compensation	784-51986.125	0	570	570
Reimb. From other funds	784-40000.47909	(295,560)	(20,597)	(316,157)
Software Maintenance	784-51986.240	18,000	8,282	26,282
Reimbursement for Salaries	784-51986.101	152,617	20,597	173,214
Professional Services	784-51986.307	50,000	(8,282)	41,718
TOTAL		150,807	0	150,807

JUSTIFICATION:

The reclassify the budgeted salary expense into separate categories and to adjust budget for actual expenses.