

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

JULY 1, 2013

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
Chief Information and Technology Officer

Comments from Scheduled Attendees:

Revenue Commissioner Janet Buskey
County Extension Coordinator Jimmy Smitherman
Executive Director, Veronica McKenzie with Successful Living Center, Inc.
Juvenile Court Administrator Bruce R. Howell

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Vice Chairman Harris

Pledge of Allegiance Led By Commissioner Ingram

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of June 17, 2013

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Resolution Regarding Reimbursement of Capital Expenditures Related to the Energy Conservation Project at the Montgomery County Youth Facility, County Commission
2. Consider Energy Services Contract Amendment Number 2 with Schneider Electric Buildings Americas, Inc., regarding Montgomery County Youth Facility Project, County Commission
3. Consider the 2013-2014 Annual Community Corrections Plan, Community Corrections
4. Consider Changes to the Montgomery County Healthcare Plan, Risk Management Department
5. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
6. Consider Bid Award for Renovation of Office in Annex III (Representative Terri Sewell), Bid No. 51100-13B-017, County Commission
7. Consider Bid Award for Grass Cutting at the Montgomery County Parks, Bid No. 51901-13B-019, Support Services
8. Consider Award Regarding Quote for Lighting in the Three Courtrooms on the Second Floor of the Main Courthouse, County Commission
9. Consider Budget Change Request Number 28 for Lighting in the Three Courtrooms on the Second Floor of the Main Courthouse, County Commission Appropriations
10. Consider Budget Change Request Number 29 for Additional Electrical Outlets at the New Extension Office, County Commission Appropriations
11. Consider Budget Change Request Number 1, County Commission (Travel for NACo Conference)
12. Consider Travel/Training Request Numbers 26, 27, and 28, County Commission (Travel for NACo Conference)
13. Consider Travel/Training Requests (16)

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

JULY 1, 2013

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.

JULY 4, 2013

County Holiday (Independence Day)

JULY 15, 2013

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.

AUGUST 5, 2013

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.

AUGUST 19, 2013

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's – Information Systems
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 3 Service Maintenance Worker I's – Support Services Department
Fill action continues for 1 Community Corrections Officer – Community Corrections
Fill action continues for 1 Revenue Auditor – Tax & Audit Department
Fill action continues for 1 Assistant Revenue Manager – Tax & Audit 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 1 Case Manager II – District Attorney's Child Support Unit
Fill action continues for 1 Deputy D. A. Level 1 – District Attorney's Child Support Unit
Fill action continues for 18 Correction Officer Trainees – Detention Facility
Fill action continues for 3 Clerk II's – Detention Facility
Fill action continues for 1 Store Clerk – Detention Facility
Fill action continues for 5 County Road Equipment Operator I's – Engineering Department
Fill action continues for 1 Civil Engineering Technician II – Engineering Department
Fill action continues for 1 Civil Engineering Technician III – Engineering Department
Fill action continues for 2 Master Auto Mechanics – Engineering Department
Fill action continues for 3 Service Maintenance Worker I's – Personnel Department
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 3 Customer Service Clerks – Probate Judge's Office
Fill action continues for 1 Probate Court Clerk – Probate Judge's Office
Fill action continues for 1 Election Director – Probate Judge's Office (Elections Center)
Fill action continues for 1 Clerk III – Revenue Commissioner's Office
Fill action continues for 1 Revenue Branch Supervisor – Revenue Commissioner's Office
Fill action continues for 1 Payroll Clerk – Sheriff's Office
Fill action continues for 3 Deputy Sheriff/Deputy Sheriff Trainee's – Sheriff's Office
Fill action continues for 1 Clerk Typist II – Sheriff's Office
Fill action continues for 1 Fingerprint Classifier – Sheriff's Office
Fill action continues for 1 Deputy Sheriff Corporal – Sheriff's Office
Fill action continues for 1 Relief Juvenile Detention Officer – Youth Facility
Fill action continues for 1 Juvenile Probation Officer I's – Youth Facility
Fill action continues for 1 Relief Cook – Youth Facility
Fill action continues for 1 Building Maintenance Superintendent – Youth Facility
Fill action continues for 2 Juvenile Detention Officers – Youth Facility
Fill action continues for 1 Juvenile Probation Supervisor – Youth Facility
Fill action continues for 5 Juvenile Detention Officer's (Part Time) – Youth Facility

July 1, 2013

07-01-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 06-21-13

Check Number	To	Check Number
235938		236008
Total Checks Paid		\$622,842.93

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

07-01-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 06-21-13

Check Number	To	Check Number
236009		236104
Total Checks Paid		\$622,999.74

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

07-01-13 Meeting

MONTGOMERY COUNTY COMMISSION

**THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID**

CHECKS ARE DATED 06-28-13

Check Number	To	Check Number
236106		236174
Total Checks Paid		\$419,929.26

CHECK #	PAYEE	AMOUNT	DATE
236105	Postmaster Bulk Mailing	\$2,711.75	06/25/13

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

07-01-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 06-28-13

Check Number	To	Check Number
236175		236293
Total Checks Paid		\$255,424.15

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
06/28/13**

Payroll Check Number	116584	To	Payroll Check Number	116718	\$ 85,576.86
Direct Deposits					\$ 760,367.12
Payroll Check Number	116719	To	Payroll Check Number	116745	\$ 243,497.53
Direct Deposits					\$ 317,358.58
Federal Deposits					\$ 310,410.69
Total Payroll Paid					\$ 1,717,210.78

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, 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
JUL - 1 2013

June 27, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution regarding Reimbursement of Capital Expenditures

During the June 17, 2013 County Commission meeting, the Commission agreed to place a Resolution regarding Reimbursement of Capital Expenditures related to the Energy Conservation Project at the Montgomery County Youth Facility on the next agenda, subject to review by Vice Chairman Daniel Harris.

I am requesting approval of this item.

DLM/tn

Attachment

BE IT RESOLVED AND ORDERED by the Montgomery County Commission (herein called the "Commission"), the governing body of Montgomery County, Alabama (herein called the "County"), as follows:

Section 1. The Commission hereby makes the following findings and determinations:

(a) The County has current and anticipated needs to make significant capital expenditures for various improvements to be undertaken to reduce energy consumption at the County's Youth Facility (all of such improvements being herein called the "Project").

(b) It is the intention of the County to provide for the payment of all or a portion of the costs of the Project through the issuance by the County of one or more series of general obligation warrants (herein called the "Proposed Warrants") that will be issued as "qualified energy conservation bonds," as that term is defined and used in Section 54D of the Internal Revenue Code of 1986, as amended.

(c) ~~On or before March 28, 2013, the Alabama Energy Bond Allocation Committee and the City of Montgomery allocated to~~ The County has been granted a total of \$8,831,046 of the State of Alabama's allocation for qualified energy conservation bonds, from the following sources on the following dates:

<u>Source of Allocation</u>	<u>Date of Allocation</u>	<u>Amount of Allocation</u>
<u>Alabama Energy Bond Allocation Committee</u>	<u>December 19, 2011</u>	<u>\$ 5,500,000</u>
<u>City of Montgomery</u>	<u>March 27, 2013</u>	<u>2,131,046</u>
<u>Alabama Energy Bond Allocation Committee</u>	<u>March 28, 2013</u>	<u>1,200,000</u>
<u>Total</u>		<u>\$ 8,831,046</u>

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In 2012, the County used \$4,416,936 of ~~such total~~ the initial allocation amount, leaving a remaining allocation of \$4,414,110 that is available to be used by the County for the Proposed Warrants.

(d) It may be necessary and desirable for the County to make a number of the capital expenditures related to the Project prior to the time when it will be feasible for all or a portion of the Proposed Warrants to be issued by the County. Consequently, it may be necessary and desirable for certain capital expenditures to be made with moneys other than warrant proceeds and for the moneys so

expended to be reimbursed with proceeds of the Proposed Warrants upon the issuance thereof. The Commission reasonably expects that any such expenditures made prior to the issuance of the Proposed Warrants will be made with County moneys from the General Fund of the County.

(e) Under applicable federal tax law, in order for the County to be able to utilize the proceeds of qualified energy conservation bonds to reimburse expenditures made prior to the issuance of such obligations and to treat such proceeds as having been spent for a qualified purpose, it is necessary for the Commission to adopt a resolution or take similar action for the purpose of declaring the County's intent to reimburse anticipated expenditures for qualified conservation purposes with proceeds of qualified energy conservation bonds.

Section 2. The Commission hereby declares the intention of the County to initiate and pursue the work of constructing and equipping the Project.

Section 3. The maximum principal amount of the Proposed Warrants that the County expects to issue for the purpose of financing costs of the Project is approximately \$4,100,000.

Section 4. The Commission hereby acknowledges that certain costs related to the Project may be incurred by the County prior to the issuance of the Proposed Warrants. To the extent that any such capital expenditures are incurred and paid prior to the issuance of the Proposed Warrants, the Commission hereby states that it intends and expects to apply a portion of the proceeds of the Proposed Warrants to reimburse the County for the moneys expended in the initial payment of such expenditures.

Section 5. This resolution is a declaration of official intent for purposes of Section 54A(d)(2)(D) of the Internal Revenue Code of 1986, as amended, and any other applicable provisions of federal tax law.

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
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Agenda

JUL - 1 2013

June 27, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Energy Services Contract Amendment Number 2 with Schneider Electric

During the June 17, 2013 County Commission meeting, the Commission agreed to place Energy Services Contract Amendment Number 2 with Schneider Electric Buildings Americas, Inc., regarding the Montgomery County Youth Facility Project on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment



ENERGY SERVICES CONTRACT AMENDMENT #2

This is Amendment #2 to the Energy Services Contract by and between Schneider Electric Buildings Americas, Inc. ("ESCO") and Montgomery County Commission ("Customer") for upgrades to the Montgomery County Youth Facility, whereby Schedule G is amended to include a current schedule of wage rates in compliance with the Davis-Bacon Act.

Schedule G, ARRA Requirements

Montgomery County Commission

Schneider Electric Buildings Americas, Inc.

By	_____	By	_____
	(Signature)		(Signature)
Print Name	_____	Print Name	_____
Title	_____	Title	_____
Date	_____	Date	_____

SCHEDULE G: ARRA REQUIREMENTS

Attached below are the Federal Davis Bacon Rates for Montgomery County Alabama

General Decision Number: AL130058 01/04/2013 AL58

Superseded General Decision Number: AL20120058

State: Alabama

Construction Type: Building

County: Montgomery County in Alabama.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Modification Number Publication Date

0 01/04/2013

ENGI0312-007 09/01/2011

	Rates	Fringes
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Operating Engineers:

Crane, Cherry Picker,

Forklift, and Front End

Loader.....	\$ 25.90	10.65
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Oiler.....	\$ 22.83	10.65
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Cranes with 100 ft. or more boom receive \$0.25 extra per hour,
Cranes with 200 ft. or more boom receive \$0.50 extra per hour,
Cranes with 350 ft. or more boom receive \$1.10 extra per hour,
Cranes with 500 ft. or more boom receive \$1.45 extra per hour,
Tower Cranes, Derricks, Climbing Cranes, Ringer Cranes shall
receive \$0.35 in addition to A-rate and boom pay per hour

* SFAL0669-001 04/01/2012

	Rates	Fringes
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SPRINKLER FITTER (Fire

Sprinklers).....	\$ 22.91	14.92
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* SUAL2007-050 10/02/2007

	Rates	Fringes
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BRICKLAYER.....	\$ 17.00	0.00
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CARPENTER, Includes Cabinet

Installation, Drywall Hanging, and Form Work.....	\$ 11.64	0.00
CEMENT MASON/CONCRETE FINISHER...	\$ 11.85	0.41
ELECTRICIAN.....	\$ 12.27	1.76
GLAZIER.....	\$ 12.51	0.00
IRONWORKER, REINFORCING.....	\$ 10.87	0.00
IRONWORKER, STRUCTURAL.....	\$ 16.00	0.00
LABORER: Common/General, Including Landscaping.....	\$ 8.01	0.00
LABORER: Pipelayer.....	\$ 8.83	0.00
OPERATOR: Backhoe.....	\$ 10.85	0.00
OPERATOR: Bulldozer.....	\$ 9.50	0.00
OPERATOR: Excavator.....	\$ 16.00	0.00
OPERATOR: Grader/Blade.....	\$ 12.61	0.00
PAINTER: Brush, Roller and Spray.....	\$ 10.00	0.00
PIPEFITTER, Excludes HVAC Pipe Installation.....	\$ 12.72	0.00
PLUMBER, Including HVAC Pipe Installation.....	\$ 13.94	0.00
ROOFER, Includes Built Up, Polyurethan Foam, Shake & Shingle, Single Ply, and Metal Roofs.....	\$ 12.00	0.00
SHEET METAL WORKER.....	\$ 13.00	0.00
TILE SETTER.....	\$ 9.00	0.00
TRUCK DRIVER.....	\$ 8.42	0.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is union or non-union.

Union Identifiers

An identifier enclosed in dotted lines beginning with characters other than "SU" denotes that the union classification and rate have found to be prevailing for that classification. Example: PLUM0198-005 07/01/2011. The first four letters , PLUM, indicate the international union and the four-digit number, 0198, that follows indicates the local union number or district council number where applicable , i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2011, following these characters is the effective date of the most current negotiated rate/collective bargaining agreement which would be July 1, 2011 in the above example.

Union prevailing wage rates will be updated to reflect any changes in the collective bargaining agreements governing the rates.

0000/9999: weighted union wage rates will be published annually each January.

Non-Union Identifiers

Classifications listed under an "SU" identifier were derived survey data by computing average rates and are not union rates; however, the data used in computing these rates may include both union and non-union data. Example: SULA2004-007 5/13/2010. SU indicates the rates are not union majority rates, LA indicates the State of Louisiana; 2004 is the year of the survey; and 007 is an internal number used in producing the wage determination. A 1993 or later date, 5/13/2010, indicates the classifications and rates under that identifier were issued as a General Wage Determination on that date.

Survey wage rates will remain in effect and will not change until a new survey is conducted.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION

Tammy Nix

From: ToddM.Smith@schneider-electric.com
Sent: Wednesday, May 29, 2013 10:11 AM
To: Donald Mims
Cc: Vincent.Zubicek@schneider-electric.com; Christopher.Reynolds@schneider-electric.com; Keith.David@schneider-electric.com
Subject: Contract Amendment - ARRA language
Attachments: Schneider Electric contract_Youth Facility_Schedule G Amendment_5-28-2013.pdf

Donnie,

Please see the attached Amendment to our contract for the required wage rates.

Thank you,

Todd

Todd M. Smith | Schneider Electric | Professional Services | Sales Team Leader - Southeast
Phone: +1 205 980 4828 | **Mobile:** +1 205 356 3646 | **Fax:** +1 205 980 4987
Email: toddm.smith@schneider-electric.com | **Site:** www.schneider-electric.com/buildings | **Address:** 10 Inverness Center, Suite 125, Birmingham, AL 35242, USA

*** Please consider the environment before printing this email.

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

Agenda

JUL - 1 2013

June 26, 2013

TO: Donnie Mims – County Administrator
Montgomery County, Alabama

RE: Future Commission Agenda Item
Commission Review and Approval of the
2013-2014 Annual Community Corrections Plan

Dear Mr. Mims:

Under the direction and guidance of the Montgomery County Community Punishment and Corrections Authority, the Montgomery County Community Corrections Department has prepared its annual Community Corrections Plan for submittal to the Montgomery County Commission and the Department of Corrections for approval. The approval of annual Community Corrections Plans by the County Commission and Alabama Department of Corrections are mandated for the Agency to receive continued State funding for Jail/Prison diversion felony offenders on Community Corrections Supervision. The MCCPCA Board met in a regular scheduled meeting on Tuesday the 11th of June and approved for adoption and referral to the Commission for final approval the FY 2013-2014 annual plan for Montgomery County Community Corrections.

The Montgomery County Community Corrections Department relies greatly on the administrative and financial support it receives from the Community Corrections Division of the Alabama Department of Corrections in order to provide these services and to help safeguard public safety while maintaining offender accountability.

I briefed the Commission on the Annual Plan in the informational session on Monday, June 17, 2013. The Alabama Department of Corrections Community Corrections Plan requires written evidence of approval of the Community Corrections Plan on the part of the County Commission. Please place the Commission consideration and approval of the Plan on the Commission Agenda for Monday July 1, 2013.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections Department

PAUL BROWN - EXECUTIVE DIRECTOR

(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
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Agenda
JUL - 1 2013

June 19, 2013

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer *SK*
Risk Manager

SUBJECT: Healthcare Plan Contribution Changes

On May 20, 2013, I met with the Commission to discuss my recommended changes for the Healthcare Plan effective October 1, 2012. Over the last few years, the County Commission has adopted several wellness programs to assist our employees and dependents in becoming healthier. Some of these benefits include a discounted YMCA membership, smoking cessation classes, exercise classes, At-work Weight Watcher classes and the CareHere clinics. In addition, these programs have contributed to maintaining just a modest increase in costs over the last few years.

However, the implementation of the Affordable Care Act over the next year will increase the overall cost to all employers. Specifically, the Comparative Effective Research and the Transitional Reinsurance Program fees contained in this Act will account for an estimated 2% increase (approximately \$130,000) in healthcare costs. In addition, I would anticipate other additional costs related to utilization. As such I am requesting consideration be given to raise the employee and retiree (under 65) contributions by \$5/month for individual and \$10/month for family coverage as outlined on the following schedule. The retiree (over 65) contributions will increase by \$5/month for individual and family coverage.

In addition, my recommendation is to raise the County contribution from \$525/month to \$565/month. I am recommending this item be placed on the next agenda for the Commission's consideration of approval.

CC: John Mitchell

Montgomery County Commission Health Care Proposed Contribution Changes (effective 10/1/13)

<u>Current Monthly Contribution Levels</u>	<u>Proposed Monthly Contribution Levels</u>
1) Single employee - \$45	1) Single employee - \$50
2) Family employee - \$215	2) Family employee - \$225
3) Single retiree < 65 - \$45	3) Single retiree < \$50
4) Family retiree < 65 - \$215	4) Family retiree < 65 - \$225
5) Single retiree > 65 - \$30	5) Single retiree > 65 - \$35
6) Family retiree > 65 - \$80	6) Family retiree > 65 - \$85
7) Surviving Spouse	7) Surviving Spouse
– < age 65 - \$325	– < age 65 - \$325
– > age 65 - \$210	– > age 65 - \$210
8) County - \$525	8) County - \$565

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
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Agenda

JUL - 1 2013

July 1, 2013

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:

- **NC-2013-11: Rescind Appropriation to BOE, Sidney Lanier High School, for Principal's Discretionary Fund - \$500; (Dean)
- **NC-2013-25: Rescind Appropriation to City of Montgomery Parks and Recreation Department, for the Smiley Court Community Center, for Refrigerator, Attn: Curtis Green - \$500; (Dean)
- C-2013-115: Alabama Animal Alliance, Inc., to Assist with the Expenses of Spaying and Neutering of Dogs and Cats in Montgomery County - \$1,500; (Polizos)
- C-2013-116: Montgomery Community Action Agency, for Community Service Programs - \$5,000; (Dean)

**Rescind

DLM/tll

Agenda

JUL - 1 2013

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Purchasing Manager *ps*

DATE: June 26, 2013

SUBJECT: Invitation to Bid No. 51100-13B-017,
Renovation of Office in Annex III
(Congresswoman Terri Sewell)

Request approval of award on the above referenced Invitation to Bid, to low bid of C.W. Smith Decorating, in the amount of \$12,231.65, be placed on the agenda for the County Commission meeting on July 1, 2013. (copy of spread sheet attached)

Coordination of award made with Mr. David Sawicki, Contract Administration, JMR Architecture, PC.

Attachment

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:						BID # 1		BID # 2		BID # 3		BID # 4		BID
INVITATION TO BID NO. 51100-13B-017														
ISSUE DATE: MAY 29, 2013														
DUE DATE: JUNE 12, 2013														
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	UNIT PRICE
	RENOVATION OF	JOB	1		\$12,231.65		\$15,631.00		\$22,886.00		\$23,420.00			
	OFFICE IN													
	ANNEX III													
	CONGRESSWOMAN													
	TERRI SEWELL													
TOTAL BID AMOUNTS					\$12,231.65		\$15,631.00		\$22,886.00		\$23,420.00			

June 26, 2013

Mr. Donnie Mims
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102-1667

**Re: Montgomery County Courthouse Annex 3
 Office for Congresswoman Terri Sewell
 Montgomery, Alabama**

Dear Mr. Mims:

As you are aware, we received sealed bids on the above referenced project on June 05, 2013 at 10:00 AM. Please find attached the certified bid tabulation for the receipt of bids for your review and use in considering the award for this project. Please note that C.W. Smith Decorating Company, LLC a General Contractor of Montgomery, AL was the apparent low bidder.

The Architect recommends award to C.W. Smith Decorating Company, LLC whose low bid, including no alternates totaled \$ 12,231.65

Please review the attached information and authorize Notice to Proceed and contract execution as well as a Pre Award Conference at your earliest convenience.

Thank you for your consideration of this matter, we await your direction.

Best regards,
JMR Architecture, PC



Dave Sawicki
Director of Contract Administration

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Purchasing Manager *ps*

DATE: June 26, 2013

SUBJECT: Invitation to Bid No. 51901-13B-019,
Grass Cutting at the County Parks

Request approval of award on the above referenced Invitation to Bid, to the low bid of Humphries Lawn Service, for the annual price of \$19,855.00, be placed on the agenda for the County Commission meeting on July 1, 2013. (copy of spread sheet attached)

Coordination of award made with Mr. James Williams, Director of the Recreation Dept.

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4	
INVITATION TO BID NO. 51901-13B-019				HUMPHRIES LAWN SERVICE - ATTN: BRIAN HUMPHRIES - PHONE #799-5879; FAX#(334) 215-0288		OUTDOOR OBSESSIONS - ATTN: CRAIG JOHNSON - PHONE #850-0651		CENTRAL ALABAMA LANDCARE, LLC - ATTN: BRIAN SANDERSON; PHONE #279- 5390; FAX# 279-5472		A CUT ABOVE THE REST LAWN CARE - ATTN: JUANIDA PITTS - PHONE #(256) 690-4787;	
DATE ISSUED: JUNE 5, 2013											
BID OPENING DATE: JUNE 26, 2013											
SUPPORT SERVICES - GRASS CUTTING PARKS											
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
1	LAPINE; MER. TRAIL	YR	1	\$6,205.00	\$6,205.00	\$4,547.50	\$4,547.50	\$6,051.00	\$6,051.00	\$6,950.00	\$6,950.00
2	GRADY PARK	YR	1	\$3,980.00	\$3,980.00	\$4,547.50	\$4,547.50	\$4,811.00	\$4,811.00	\$8,399.00	\$8,399.00
3	PINTLALA PARK	YR	1	\$3,665.00	\$3,665.00	\$4,547.50	\$4,547.50	\$5,431.00	\$5,431.00	\$5,112.00	\$5,112.00
4	PINE LEVEL PARK	YR	1	\$2,930.00	\$2,930.00	\$4,547.50	\$4,547.50	\$5,431.00	\$5,431.00	\$3,309.00	\$3,309.00
5	FIELD OF DREAMS	YR	1	\$3,075.00	\$3,075.00	\$3,385.00	\$3,385.00	\$5,431.00	\$5,431.00	\$3,461.00	\$3,461.00
	TOTAL			\$19,855.00		\$21,575.00		\$27,155.00		\$27,231.00	
	ALTERNATES										
6	WAUGH PARK	YR	1	\$3,975.00	\$3,975.00	\$4,547.50	\$4,547.50	\$4,532.00	\$4,532.00	\$6,210.00	\$6,210.00
7	CATOMA PARK	YR	1	\$3,975.00	\$3,975.00	\$4,547.50	\$4,547.50	\$5,152.00	\$5,152.00	\$6,015.00	\$6,015.00
8	SNOUDOUN PARK	YR	1	\$8,960.00	\$8,960.00	\$6,872.00	\$6,872.00	\$9,620.00	\$9,620.00	\$9,995.00	\$9,995.00
	45 BIDS MAILED										
TOTAL BID AMOUNTS					\$36,765.00		\$37,542.00		\$46,459.00		\$49,451.00

Notes:

ABSTRACT FOR BIDS:				BID # 5		BID # 6		BID # 7		BID # 8	
INVITATION TO BID NO. 51901-138-019				SHARPCUT LAWN SERVICE - ATTN: DENNIS HUFFMAN - PHONE #462-9890 - FAX#562-3736		SMOOTH GRADE LANDSCAPING - ATTN: DALE MONCRIEF - PHONE #315-4041;		THOMPSON SERVICES - ATTN: DAVID THOMPSON - PHONE #561-7745; FAX #478-3303		HARRISON & ASSOCIATES, LLC - ATTN: CURTIS HARRISON - PHONE#868-6427	
DATE ISSUED: JUNE 5, 2013											
BID OPENING DATE: JUNE 26, 2013											
SUPPORT SERVICES - GRASS CUTTING PARKS											
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
1	LAPINE; MER. TRAIL	YR	1	\$6,553.00	\$6,553.00	\$11,295.00	\$11,295.00	\$10,270.00	\$10,270.00	NO BID	
2	GRADY PARK	YR	1	\$6,525.00	\$6,525.00	\$11,295.00	\$11,295.00	\$11,720.00	\$11,720.00	NO BID	
3	PINTLALA PARK	YR	1	\$6,527.00	\$6,527.00	\$11,980.00	\$11,980.00	\$10,620.00	\$10,620.00	\$9,220.00	\$9,220.00
4	PINE LEVEL PARK	YR	1	\$6,517.00	\$6,517.00	\$11,495.00	\$11,495.00	\$15,195.00	\$15,195.00	NO BID	
5	FIELD OF DREAMS	YR	1	\$6,007.00	\$6,007.00	\$7,355.00	\$7,355.00	\$7,240.00	\$7,240.00	\$8,240.00	\$8,240.00
	TOTAL			\$32,129.00		\$53,420.00		\$55,045.00		\$17,460.00	
	ALTERNATES										
6	WAUGH PARK	YR	1	\$6,037.00	\$6,037.00	\$8,725.00	\$8,725.00	\$9,290.00	\$9,290.00	\$8,240.00	\$8,240.00
7	CATOMA PARK	YR	1	\$6,665.00	\$6,665.00	\$10,315.00	\$10,315.00	\$9,970.00	\$9,970.00	\$9,220.00	\$9,220.00
8	SNOUDOUN PARK	YR	1	\$12,845.00	\$12,845.00	\$22,300.00	\$22,300.00	\$29,280.00	\$29,280.00	NO BID	
	45 BIDS MAILED										
TOTAL BID AMOUNTS					\$57,676.00		\$94,760.00		\$103,585.00		\$34,920.00

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Purchasing Manager *ps*

DATE: June 12, 2013

SUBJECT: Lights on 2nd Floor Courtrooms
at the Courthouse

Request approval of award on the above referenced project, to low quote of R & H Electric, in the amount of \$4,000.00 for week-end work, be placed on a future agenda for the County Commission meeting. (copy of spreadsheet attached)

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
ISSUE DATE: JUNE 6, 2013				MID-SOUTH ELECTRIC - ATTN: JAMES MITCHELL - PHONE #286-9675; FAX#281-5204		R & H ELECTRIC, INC. - ATTN: EDWARD M. HUGHES, JR. - PHONE #262-6442; FAX #262- 3610							
DUE DATE: JUNE 12, 1:00 P.M.													
SUPPORT SERVICES													
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
	FURNISH	JOB	1										
	NECESSARY												
	LABOR, SUPPLIES												
	AND MATERIALS												
	TO INSTALL LIGHTS												
	ON 2ND FLOOR												
	COURTROOMS AT												
	COURTROOMS												
	NORMAL HOURS			\$4,450.00		\$4,500.00							
	8 - 5												
	WEEK-END WORK			\$5,175.00		\$4,000.00							
	8 Quotes Faxed												
TOTAL BID AMOUNTS													

Notes:

8-2



CHARLES PRICE
PRESIDING CIRCUIT JUDGE
FIFTEENTH JUDICIAL CIRCUIT

P.O. Box 1667
Montgomery, AL
36102-1667
Telephone 334-832-1331
Fax 334-832-7128

LaShandra Warren
Judicial Assistant
334-832-1331

Law Clerk
334-832-1332

Denise Gordon
Court Reporter
334-832-1330

May 21, 2013

Montgomery County Commission
Mr. Donnie Mims, County Administrator
Montgomery County Courthouse Annex II
100 South Lawrence Street
Montgomery, AL 36104-3741

Donnie:

I would like to request from the County Commission funding to add additional lighting to the three courtrooms on the second floor of the main courthouse similar to the lighting improvement made on the third and fourth floors. The original lighting in courtrooms 2-A, 2-B and 2-C are inadequate for daily functions of District Court courtroom processes.

If you have any questions, please call me at 832-1333.

Regards,


Charles Price
Presiding Circuit Judge
15th Judicial Circuit

cc: Chairman Dean
District Court Judges
Rob Sachar, Court Administrator

JUL - 1 2013

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 28

DEPARTMENT:	County Comm Appropriati	REVIEWED:	S. Thomas	6/27/2013
DATE:	6/27/2013	Finance Director		Date
REQUESTED BY:	Donald L. Mims	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Contract Services-Judges	001-51210.304	0	4,000	4,000
Fund Balance	001.35900	0	(4,000)	
TOTAL		0	0	4,000

JUSTIFICATION:
To budget for the cost of Lighting in the 2nd floor Courtrooms at the Courthouse.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 29

DEPARTMENT:	County Comm Appropriations	REVIEWED:	S. Thomas		6/27/2013
DATE:	6/27/2013		Finance Director		Date
REQUESTED BY:	Donald L. Mims	APPROVED:			
Elected Official/Dept. Head		Administrator			Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair and Maintenance	001-58200.231	0	662	662
Fund Balance	001.35900	0	(662)	
TOTAL		0	0	662

JUSTIFICATION:

To budget for the cost of additional electrical plugs, data outlets etc. at the new Extension location.

JUL - 1 2013

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST REQUEST NUMBER 1

DEPARTMENT: County Commission REVIEWED: S. Thomas 6/20/2013
DATE: 6/20/2013 Finance Director Date
REQUESTED BY: Donald L. Mims APPROVED: Administrator Date
Elected Official/Dept. Head

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Registration and Travel	001-51100.265	24,125	6,000	30,125
Fund Balance	001.35900	0	-6,000	
TOTAL		24,125	0	30,125

JUSTIFICATION:

To increase the County Commission travel budget to cover the cost of attending the NACO 78th Annual Conference.

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 26

Agenda

JUL - 1 2013

Date: June 12, 2013
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tarrant County, Texas
Departure Date: July 19, 2013 Return Date: July 22, 2013
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend NaCo 78th Annual Conference

Traveler (s) Name: 1. Dan Harris 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,937.00 Advance Registration Required: \$515.00

Department Name: Administration Fund Name: General

Additional Comments: Registration- \$515.00; Lodging- \$618.00 ;Meals -\$300.00; Airfare - \$504.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,937.00 and advance registration of \$515.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$24,125.00

Approved Requests: \$22,796.83

Budget Available: \$1,328.17

Current Requests: \$1,937.00

Budget Balance: -\$608.83

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 27

Agenda
JUL - 1 2013

Date: June 12, 2013
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tarrant County, Texas
Departure Date: July 20, 2013 Return Date: July 22, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend NaCo 78th Annual Conference

Traveler (s) Name: 1. Jiles Williams 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,704.00 Advance Registration Required: \$515.00

Department Name: Administration Fund Name: General

Additional Comments: Registration- \$515.00; Lodging- \$460.00 ;Meals -\$225.00; Airfare - \$504.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,704.00 and advance registration of \$515.00 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>\$24,125.00</u>	
Approved Requests:	<u>\$22,796.83</u>	
Budget Available:	<u>\$1,328.17</u>	
Current Requests:	<u>\$3,641.00</u>	
Budget Balance:	<u>-\$2,312.83</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

12-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 28

Agenda

JUL - 1 2013

Date: June 12, 2013
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tarrant County, Texas
Departure Date: July 19, 2013 Return Date: July 22, 2013
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend NaCo 78th Annual Conference

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: \$2,009.00 Advance Registration Required: \$515.00

Department Name: Administration Fund Name: General

Additional Comments: Registration- \$515.00; Lodging- \$690.00 ;Meals -\$300.00; Airfare - \$504.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$2,009.00 and advance registration of \$515.00 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>\$24,125.00</u>	
Approved Requests:	<u>\$22,796.83</u>	
Budget Available:	<u>\$1,328.17</u>	
Current Requests:	<u>\$5,650.00</u>	
Budget Balance:	<u>-\$4,321.83</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 5

Date: June 18, 2013
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, Alabama
Departure Date: August 29, 2013 Return Date: August 29, 2013
Conference Leave (Days / Hours): 4 Hours
Purpose of Travel: Balch & Bingham Advising Business Seminar
Qualifies toward 40 hours of required continuing education.

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: \$33.56 Advance Registration Required: \$20.00

Department Name: Finance Department Fund Name: General

Additional Comments: Registration \$20 Mileage \$13.56

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$33.56 and advance registration of \$20.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51110.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$3,000.00

Approved Requests: \$657.50

Budget Available: \$2,342.50

Current Requests: \$33.56

Budget Balance: \$2,308.94

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/18/2013

cc: Finance Director / Buyer

13-1

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

Agenda

JUL - 1 2013

Date: June 20, 2013

To: Donald L. Mims, Administrator

From: Sherrill R. Thomas, Finance Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: September 5, 2013

Return Date: September 5, 2013

Conference Leave (Days / Hours): 8 hours

Purpose of Travel: Accounting and Auditing for the Real World

Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler(s) Name: 1. Mike Knighten 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☐

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$199.00

Advance Registration Required: \$199.00

Department Name: Finance Department

Fund Name: General

Additional Comments:

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$199.00 and advance registration of \$199.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51110.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$3,000.00

Approved Requests: \$657.50

Budget Available: \$2,342.50

Current Requests: \$482.56

Budget Balance: \$1,859.94

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

13-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 8

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request



Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 6, 2013 Return Date: September 6, 2013
Conference Leave (Days / Hours): 8 hours
Purpose of Travel: ALTIST 2013 Annual CRE Update
Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Mike Knighten 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$110.00 Advance Registration Required: \$110.00

Department Name: Finance Department Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director
From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$110.00 and advance registration of \$110.00 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>\$3,000.00</u>	
Approved Requests:	<u>\$657.50</u>	
Budget Available:	<u>\$2,342.50</u>	
Current Requests:	<u>\$592.56</u>	
Budget Balance:	<u>\$1,749.94</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

Agenda

JUL - 1 2013

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 10, 2013 Return Date: September 10, 2013
Conference Leave (Days / Hours): 4 Hours
Purpose of Travel: Corruption and Asset Misappropriation Schemes: The Top 25 Tips on How to Prevent and Detect Illegal Acts by Employees and Third Parties
Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Mike Knighten 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$155.00 Advance Registration Required: \$155.00

Department Name: Finance Department Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$155.00 and advance registration of \$155.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51110.265 (ex: 000-00000-000)
Description: Registration & Training
Current Budget: \$3,000.00
Approved Requests: \$657.50
Budget Available: \$2,342.50
Current Requests: \$747.56
Budget Balance: \$1,594.94

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

13-4

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 10

Agenda

JUL - 1 2013

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 10, 2013 Return Date: September 10, 2013
Conference Leave (Days / Hours): 4 hours
Purpose of Travel: Annual FASB Udate and Review
Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Mike Knighten 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$155.00 Advance Registration Required: \$155.00

Department Name: Finance Department Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$155.00 and advance registration of \$155.00 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>\$3,000.00</u>	
Approved Requests:	<u>\$657.50</u>	
Budget Available:	<u>\$2,342.50</u>	
Current Requests:	<u>\$902.00</u>	
Budget Balance:	<u>\$1,440.50</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

13-5

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 10

Agenda

JUL - 1 2013

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Didi Henry, Mgr. of Public Affairs
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL
Departure Date: July 24, 2013 Return Date: July 24, 2013
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting

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: \$56.50 Advance Registration Required: _____

Department Name: Public Affairs Dept Fund Name: General

Additional Comments: Mileage - \$56.50

To: Didi Henry, Mgr. of Public Affairs

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$56.50 and advance registration of \$0.00 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>\$3,500.00</u>	
Approved Requests:	<u>\$951.56</u>	
Budget Available:	<u>\$2,548.44</u>	
Current Requests:	<u>\$56.50</u>	
Budget Balance:	<u>\$2,491.94</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 11

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Didi Henry, Mgr. of Public Affairs
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL
Departure Date: August 24, 2013 Return Date: August 24, 2013
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting

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: \$56.50 Advance Registration Required: _____

Department Name: Public Affairs Dept Fund Name: General

Additional Comments: Mileage - \$56.50

To: Didi Henry, Mgr. of Public Affairs

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$56.50 and advance registration of \$0.00 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>\$3,500.00</u>	
Approved Requests:	<u>\$951.56</u>	
Budget Available:	<u>\$2,548.44</u>	
Current Requests:	<u>\$113.00</u>	
Budget Balance:	<u>\$2,435.44</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 12

Agenda

JUL - 1 2013

Date: June 20, 2013

To: Donald L. Mims, Administrator

From: Didi Henry, Mgr. of Public Affairs

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL

Departure Date: September 11, 2013

Return Date: September 11, 2013

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Blackbelt Meeting

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: \$56.50 Advance Registration Required: _____

Department Name: Public Affairs Dept Fund Name: General

Additional Comments: Mileage - \$56.50

To: Didi Henry, Mgr. of Public Affairs

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$56.50 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51130.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$3,500.00

Approved Requests: \$951.56

Budget Available: \$2,548.44

Current Requests: \$169.50

Budget Balance: \$2,378.94

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

13-8

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 25

Date: June 20, 2013
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Andalusia, AL
Departure Date: August 19, 2013 Return Date: August 22, 2013
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: General Latent Print Processing Class

Traveler (s) Name: 1. MaryBeth Shaffer 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$750.00 Advance Registration Required: \$150.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$750.00 and advance registration of \$150.00 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>\$13,830.00</u>	
Budget Available:	<u>\$11,170.00</u>	
Current Requests:	<u>\$750.00</u>	
Budget Balance:	<u>\$10,420.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/20/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 26

Date: June 20, 2013

To: Donald L. Mims, Administrator

From: Sheriff D. T. Marshall

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: July 30, 2013

Return Date: May 22, 2014

Conference Leave (Days / Hours): _____

Purpose of Travel: Leadership Montgomery 2013-2014 Class Registration

Traveler (s) Name: 1. Captain George Beaudry 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☒

Commercial Air

☐

Private Vehicle

☐

Other (Specify)

☐

Total (est.) Cost: \$1,625.00

Advance Registration Required: \$1,625.00

Department Name: Sheriff's Office

Fund Name: 001-52110.265

Additional Comments: Tuition for 2013-2014 Class Registration

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,625.00 and advance registration of \$1,625.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-52110.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$25,000.00

Approved Requests: \$13,830.00

Budget Available: \$11,170.00

Current Requests: \$2,375.00

Budget Balance: \$8,795.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/24/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 8

Date: June 13, 2013
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Biloxi, MS
Departure Date: December 8, 2013 Return Date: December 13, 2013
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: USNSTA Tactical Training Certification and Recertification

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

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

Total (est.) Cost: \$1,700.00 Advance Registration Required: \$895.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

ALL EXPENSES WILL BE PAID FROM THE 2014 BUDGET

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,700.00 and advance registration of \$895.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52200-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$3,759.69</u>	
Budget Available:	<u>\$11,240.31</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$11,240.31</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/18/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 15

Date: June 26, 2013
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Manager
Re: Travel / Training Request

SKC

Request approval to be granted for the following:

Destination: Boston, MA
Departure Date: September 21, 2013 Return Date: September 25, 2013
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: to attend ICMA 99th Annual Conference

Traveler (s) Name: 1. Scott Kramer 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,590.00 Advance Registration Required: \$635.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Registration - \$635.00; Airfare - \$500.00; Lodging - \$1080.00 Meals - \$375.00

To: Scott Kramer, Risk Manager

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$2,590.00 and advance registration of \$635.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>007-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$7,378.91</u>	
Budget Available:	<u>\$7,621.09</u>	
Current Requests:	<u>\$2,590.00</u>	
Budget Balance:	<u>\$5,031.09</u>	

Donald L. Mims, Administrator

[Signature]

Reviewed by: S. Thomas

Date: 6/26/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 6

Date: June 14, 2013

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: August 19, 2013

Return Date: August 23, 2013

Conference Leave (Days / Hours): 5 days

Purpose of Travel: Attend the 2013 ACCA Annual Convention

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: \$1,300.00

Advance Registration Required: \$185.00

Department Name: Engineering Department

Fund Name: Gasoline Tax 111-53600-265

Additional Comments: 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. 07/01/13 reimbursement of actual and necessary expenses in the approximate amount of \$1,300.00 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department

Fund Code: 111-53600.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$5,000.00

Approved Requests: \$3,150.00

Budget Available: \$1,850.00

Current Requests: \$1,300.00

Budget Balance: \$550.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/18/2013

cc: Finance Director / Buyer

13-13

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 50

Date: June 12, 2013

To: Donald L. Mims, Administrator

From: Ellen Brooks

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL

Departure Date: June 27, 2013

Return Date: June 27, 2013

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Speaker at 2013 ADAA Summer Conference

Traveler (s) Name: 1. Steve Searcy 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$40.00 Advance Registration Required: \$0.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$40.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 760-51260.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$45,000.00

Approved Requests: \$43,384.46

Budget Available: \$1,615.54

Current Requests: \$40.00

Budget Balance: \$1,575.54

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/18/2013

cc: Finance Director / Buyer

13-14

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 7

Date: June 26, 2013
To: Donald L. Mims, Administrator
From: Janet Buskey, Revenue Comm.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama
Departure Date: July 30, 2013 Return Date: May 22, 2014
Conference Leave (Days / Hours): _____
Purpose of Travel: Leadership Montgomery

Traveler (s) Name: 1. Janet Buskey 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,625.00 Advance Registration Required: \$1,625.00

Department Name: Revenue Commissioner Fund Name: Manufactured Home Trust

Additional Comments: _____

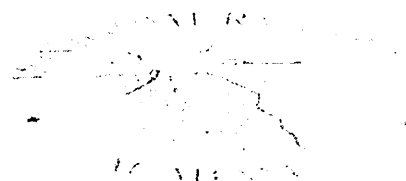
To: Janet Buskey, Revenue Comm.
From: Donald L. Mims, Administrator

The above request is app. 07/01/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,625.00 and advance registration of \$1,625.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>781-51501.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$6,000.00</u>	
Approved Requests:	<u>\$3,536.61</u>	
Budget Available:	<u>\$2,463.39</u>	
Current Requests:	<u>\$1,625.00</u>	
Budget Balance:	<u>\$838.39</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/26/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL - 1 2013

Request # 1

Date: July 13, 2013
To: Donald L. Mims, Administrator
From: Jane Brown Reed
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, Alabama
Departure Date: August 20, 2013 Return Date: August 23, 2012
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend the 2013 ACCA 85th ANNUAL CONVENTION

Traveler (s) Name: 1. Jane Brown Reed 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,250.45 Advance Registration Required: \$185.00

Department Name: Emergency Management Board Fund Name: General

Additional Comments: Registration - \$185.00; Meals - \$300.00; Mileage - \$219.78; Lodging - \$545.67

To: Jane Brown Reed

From: Donald L. Mims, Administrator

The above request is app. 07/1/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,250.45 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>784-51986.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$5,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$5,000.00</u>	
Current Requests:	<u>\$1,250.45</u>	
Budget Balance:	<u>\$3,749.55</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/17/2013

cc: Finance Director / Buyer