

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

AUGUST 5, 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:

Presiding Circuit Judge Charles Price
CEO Brenda Allen with Life Time Resolutions
Assistant Chief Probate Clerk Malcolm Richard
Community Development Director Sara Byard with Central Alabama Regional Planning
and Development Commission
Juvenile Court Administrator Bruce Howell
Chief Appraiser Clay Henley

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Polizos

Pledge of Allegiance Led By 4-H Students

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of July 15, 2013

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Board Member Appointments to Rolling Hills/Lakes Volunteer Fire Department, County Commission
2. Consider Changes to the Montgomery County Healthcare Plan, Risk Management
3. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
4. Consider Payment of Invoice from Rushton, Stakely, Johnston & Garrett, P.A., Regarding Legal Fees Concerning the DAS North America, Inc., Project, County Commission
5. Consider Position Fill Request for a Clerk Typist II, Position Number 900012009, Youth Facility
6. Consider Travel/Training Requests (14)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

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

Recess to Information Session

INFORMATION SESSION

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

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.

SEPTEMBER 2, 2013

County Holiday (Labor Day)

SEPTEMBER 3, 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.

SEPTEMBER 16, 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.

OCTOBER 7, 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.

OCTOBER 14, 2013

County Holiday (Columbus Day)

OCTOBER 21, 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 2 Service Maintenance Worker I's – Support Services Department
Fill action continues for 1 Groundskeeper – Support Services Department
Fill action continues for 1 Painter II – Support Services Department
Fill action continues for 1 Community Corrections Officer – Community Corrections
Fill action continues for 1 Assistant Revenue Manager – Tax & Audit Department
Fill action continues for 1 Legal Support Assistant – District Attorney's Office
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 20 Correction Officer Trainees – Detention Facility
Fill action continues for 1 Corrections Corporal – Detention Facility
Fill action continues for 3 Clerk II's – Detention Facility
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 4 Deputy Sheriff/Deputy Sheriff Trainee's – Sheriff's Office
Fill action continues for 1 Court Security Officer – 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 – 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 1 Juvenile Detention Officer – 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

August 5, 2013

Agenda

AUG - 5 2013

08-05-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-19-13

Check Number	To	Check Number
236564		236654
Total Checks Paid		\$302,453.97

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 ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID**

CHECKS ARE DATED 07-19-13

Check Number	To	Check Number
236655		236732
Total Checks Paid		\$960,149.19

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

Agenda

AUG - 5 2013

08-05-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-26-13

Check Number	To	Check Number
236734		236814
Total Checks Paid		\$186,576.15

CHECK #	PAYEE	AMOUNT	DATE
236733	Postmaster Bulk Mailing	\$2,933.80	07/24/13

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

Agenda

AUG - 5 2013

08-05-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-26-13

Check Number	To	Check Number
236815		236903
Total Checks Paid		\$673,512.51

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

Agenda

AUG - 5 2013

08-05-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-02-13

Check Number	To	Check Number
236904		236983
Total Checks Paid		\$281,318.54

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

08-05-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 08-02-13

Check Number	To	Check Number
236984		237054
Total Checks Paid		\$880,193.87

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

08/05/13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
07/26/13

Agenda

AUG - 5 2013

Payroll Check Number	116908	To	Payroll Check Number	117043	\$ 89,127.87
Direct Deposits					\$ 753,389.20
Payroll Check Number	117044	To	Payroll Check Number	117070	\$ 243,323.54
Direct Deposits					\$ 316,718.29
Federal Deposits					\$ 308,702.45
Total Payroll Paid					\$ 1,711,261.35

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

AUG - 5 2013

August 1, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Rolling Hills/Lakes Volunteer Fire Department Appointments

Attached is a letter from Rolling Hills Lakes Volunteer Fire Department Board President Philip Burwell, in which he submitted their list of proposed board members and officers. He is requesting reappointment of all members whose terms expired in 2013 with two exceptions. Tim Martin is replacing William Trotman whose term expired in 2013. Steve Diermayer is replacing Richard Fagan, whose term expires in 2014.

During the July 15, 2013 County Commission meeting, the Commission discussed these reappointments and agreed to place them on the next agenda.

I am requesting approval of these appointments.

DLM/tn

Attachments

Rolling Hills/Lakes VFD

Members:**Term Expires:****President:**Philip B. Burwell
(Send Reappt Requests)1545 Mt. Zion Rd
Ramer, 36069H 286-1888
C 303-2622

2/28/2014

*** Vice President:**

Don Schofield

5836 Trotman Rd
36116H 281-6864
C 303-9068
E dvschofield@charter.net

2/28/2013

15

*** Treasurer:**

Greg Brannon

7453 Murifield Loop
36116H 281-9591
C 799-4234

2/28/2013

15

*** Secretary:**

Gerri Walley

7054 Knoll Loop
36116H 288-2078
C 312-1526

2/28/2013

15

Board Members:

Troy Harris

7400 Fairway Dr.
36116

H 613-7981

2/28/2014

Lomack Bean

548 Mizell Dr.
36116

C 221-6671

2/28/2014

*** Tom Shanks**6972 Woodley Road
36116

H 288-3493

2/28/2013

15

Alfonso Patterson

4651 Vanderbilt Dr.
36116

H 281-2134

2/28/2014

Tim Martin~~William Trotman~~~~316 Overlook Dr.
Ramer, 36069~~~~C 657-8447~~

2/28/2013

15

Dr. Jan Wercinski

354 Mizell Rd
36116H 284-2322
E jwercincki@aol.com

2/28/2014

Steve Diermayer~~Richard Fagan~~~~1180 Meriwether Rd.
Pike Rd. 36064~~~~H 288-3537
C 201-4122~~

2/28/2014

*** James Labadie**7466 Fairway Drive
36116H 284-3463
C 538-6911

2/28/2013

15

*** Dr. Kirk Skinner**156 Rolling Lakes Rd.
36116

H 288-0093

2/28/2013

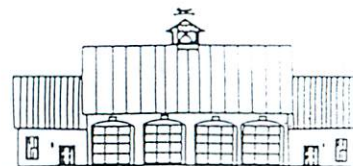
15

TERMS: 2 YEARS

ROLLING • HILLS • LAKES

VOLUNTEER FIRE DEPARTMENT

ESTABLISHED 1990



6120 TROTMAN ROAD
MONTGOMERY, ALABAMA 36116-6061

February 18, 2013

Mr. Donald Mims

Dear Mr. Mims,

Enclosed is a list of the results of our annual election.

We will have the same board members and officers this year as last. The terms are the only difference.

I believe you might find our chiefs annual report to be of interest. We received the featured truck in march. We will take delivery of a new Ford F550 Brush truck this March.

Please call me with any questions; 334-303-2622

Best to you and yours,

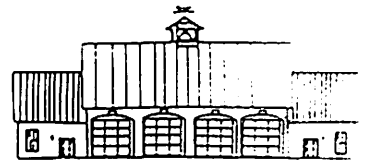
Philip B. Burnell

MONTGOMERY
COMMISSION
2013 FEB 20 AM 8:50

ROLLING • HILLS • LAKES

VOLUNTEER FIRE DEPARTMENT

ESTABLISHED 1990



6120 TROTMAN ROAD
MONTGOMERY, ALABAMA 36116-6061

Rolling Hills Lakes V.F.D.

—Board Members—

Updated 2-16-13

President:	Term Expires
Philip B. Burwell 1545 Mt. Zion Rd Home 286-1888 2-18-14 Ramer, Ala. 36069 Cell 303-2622	

Vice President:	
Don Schofield 5836 Trotman Rd. Home 281-6864 2-18-15 36116 Cell 300-9068	

Treasurer:	
Greg Brannon 7453 Murifield Loop Home 281-9591 2-18-15 36116 Cell 799-4234	

Secretary:	
Gerre Walley 7054 Knoll Loop Cell 783-0244 2-18-15	
Alfonso Patterson 4651 Vanderbilt Dr. Home 281-2134 2-18-14 36116	

Dr. Jan Wercinski 354 Mizell Rd. Home 284-2322 2-18-14	
--	--

36116

James Labadie	7466 Fairway Dr. 36116	Home 284-3463 2-18-15 Cell 538-6911
Tommy Shanks	6972 Woodley Rd. 36116	Cell 312-1526 2-18-15
Troy Harris	7400 Fairway Dr. 36116	Home 613-7981 2-18-14
Lomack Bean	548 Mizell Rd. 36116	Cell 221-6671 2-18-14
Dr. Kirk Skinner	156 Rolling Lakes Rd. 36116	Home 288-0093 2-18-14
Steve Diermayer	935 Meriwether Rd. Pike Road, Al.36064	Cell 414-3246 2-18-14
Tim Martin	304 Crimson Dr. Pike Rod. Al.36064	Cell 201-3210 2-18-15

ELTON N. DEAN, Sr.
CHAIRMAN

DANIEL HARRIS, Jr.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, Jr.

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Agenda
AUG - 5 2013

July 19, 2013

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Scott Kramer *SK*
Risk Manager

SUBJECT: Healthcare Plan Contribution Changes

On July 15, 2013, I met with the Commission to discuss my recommended changes for the Healthcare Plan effective October 1, 2013. Questions were addressed concerning different proposals related to the proper funding for healthcare costs. The overall trend over the last few years has been favorable with the focus on wellness programs.

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. As the County Commission agreed with the original proposal to be resubmitted for consideration, I am recommending this item be placed on the next agenda.

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 < 65 - \$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

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DIMITRI POLIZOS
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Agenda
AUG - 5 2013

August 5, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-498 (Agency, Miscellaneous Appropriations) to:

NC-2013-109: City of Montgomery, to be used by BONDS to Support the County Downs Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Polizos)

DLM/tll

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

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Agenda

AUG - 5 2013

August 1, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of Invoice regarding Legal Fees for DAS North America, Inc., Project

During the July 15, 2013 County Commission meeting, the Commission agreed to place an Invoice from Rushton, Stakely, Johnston & Garrett, P.A., regarding Legal Fees concerning the DAS North America, Inc., Project on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment

J. THEODORE JACKSON, JR.
JAMES W. GARRETT, JR.
THOMAS H. KILSI
RICHARD B. GARRETT
JUDITH W. BUTZ
DENNIS R. BAILEY
RONALD G. DAVENPORT
FRED W. TYSON
T. KENT GARRETT
FRANK J. STAKELY
WILLIAM S. HAYNES
HUTCH CRUMP WELLS
PAUL M. JAMES, JR.
CHRIS S. SIMMONS
ROBERT D. WARD, JR.
DANIEL L. LINDSEY, JR.
PATRICK M. SHIGON
WILLIAM L. ESKRIDGE

LAW OFFICES

RUSHTON, STAKELY, JOHNSTON & GARRETT

A PROFESSIONAL ASSOCIATION

184 COMMERCE STREET
MONTGOMERY, ALABAMA 36104

MAILING ADDRESS:
P.O. Box 270
ZIP 36101-0270

TELEPHONE: (334) 206-3100
WEB SITE ADDRESS: <http://www.rushtonstakely.com>

WRITER'S DIRECT DIAL NUMBER: (334) 206-3293
WRITER'S FACSIMILE: (334) 481-0824
WRITER'S E-MAIL ADDRESS: CSS@rushtonstakely.com

BENJAMIN C. WILSON
L. PLYTON CHAPMAN, III
ALAN T. HARGROVE, JR.
AUSTIN HUTAKER, JR.
RICHARD L. Mc BRIDE, JR.
R. MAC FREEMAN, JR.
JAMES R. DICKENS, JR.
R. BRETT GARRETT
BETHANY L. BOUGER
T. GRANT SEXTON, JR.
STEPHEN P. DEES
J. EVANS BAILEY
J. LADD DAVIS
JESSICA S. PITTS
AMANDA C. HINES
PHILIP A. SELLERS, II

July 9, 2013

Mr. Lloyd Faulkner, Finance Director
City of Montgomery
Post Office Box 1111
Montgomery, Alabama 36101-1111

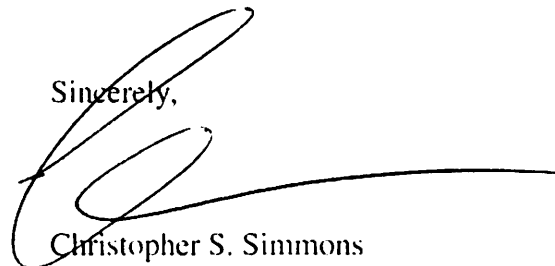
Mr. Donald Mims, Administrator
Montgomery County Commission
Post Office Box 1667
Montgomery, Alabama 36102

RE: ***DAS North America, Inc***

Dear Lloyd and Donnie:

Please find enclosed our statement for services rendered from April 30, 2012 through June 14, 2013 with respect to the Memorandum of Understanding, Project Agreement and other agreements and work relating to the incentives for DAS North America, Inc. As you will note, we split the bill up according to the percentages given to us. Should you have any questions, please feel free to contact me. As always, we appreciate the opportunity to be of service in this matter.

Sincerely,



Christopher S. Simmons

CSS/vwa
cc: Mayor Todd Strange
Ellen G. McNair

Rushton, Stakely, Johnston & Garrett, P.A.

P. O. Box 270
184 Commerce Street
Montgomery, AL 36101-0270
(334) 206-3100
Fax #(334) 262-6277

FEDERAL ID #63-0659075

June 27, 2013

City of Montgomery
Attn: Lloyd Faulkner, Finance Director
P. O. Box 1111
Montgomery, AL 36101-1111

INVOICE # : 410530
Prod: CSS
Client: 0390

Montgomery County, Alabama
c/o Donald Mims, Administrator
Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

RE: 0390-0071 DAS North America, Inc.

STATEMENT SUMMARY

Total Fees for this Statement:	\$26,437.50
Total Disbursements for this Statement:	\$630.69

Total Due:	\$27,068.19*
------------	--------------

* Amount Due from City of Montgomery (60%): \$16,240.91

* Amount Due from Montgomery County, Alabama (40%): \$10,827.28

Rushton, Stakely, Johnston & Garrett, P.A.

P. O. Box 270
184 Commerce Street
Montgomery, AL 36101-0270
(334) 206-3100
Fax #(334) 262-6277

FEDERAL ID #63-0659075

June 27, 2013

City of Montgomery
Attn: Lloyd Faulkner, Finance Director
P. O. Box 1111
Montgomery, AL 36101-1111

Montgomery County, Alabama
c/o Donald Mims, Administrator
Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

INVOICE # : 410530
Prod: CSS
Client: 0390

RE: 0390-0071 DAS North America, Inc.

S T A T E M E N T

For Professional Services Rendered through June 27, 2013:

04/30/2012	CSS	Conference with Jeff Blitz reviewing e-mail.	0.30 hrs
04/30/2012	JWB	Telephone conference with Ellen McNair and Justice Smyth; E-mail from Ellen McNair forwarding Agreement.	0.30 hrs
05/07/2012	CSS	Receipt and review of memorandum of understanding; conference with Jeff Blitz.	0.80 hrs
05/08/2012	CSS	Drafting Project Agreement; conference with Jeff Blitz.	3.50 hrs
05/14/2012	CSS	Conference with Jeff Blitz; Meeting with Jeff Blitz, Ellen McNair and Justice Smyth.	1.30 hrs
05/14/2012	JWB	Review Project Agreement; meet with Ellen McNair, Justice Smyth and Chris Simmons to review draft of Project Agreement.	1.25 hrs
05/22/2012	CSS	E-mail message to Justice Smyth.	0.10 hrs
05/23/2012	CSS	Continued work on Project Agreement.	1.00 hrs
05/24/2012	CSS	Continue work on drafting Project Agreement revisions and transmittal of the same.	1.50 hrs
05/29/2012	CSS	E-mails with Ellen McNair; follow up regarding Project Agreement.	0.40 hrs
05/31/2012	CSS	Revising Project Agreement.	1.00 hrs
05/31/2012	JWB	Telephone conference with Justice Smyth re: Project Agreement; E-mail from Ellen McNair re: Project Agreement/split.	0.10 hrs
06/01/2012	CSS	Conference with Jeff Blitz, Justice Smyth and Ellen McNair revising Project Agreement.	2.20 hrs
06/01/2012	JWB	Review file; meet with Ellen McNair, Justice Smyth and Chris Simmons to review draft of Project Agreement.	1.50 hrs

06/07/2012	CSS	Continue work on revisions to Project Agreement; transmitted e-mails with Ellen McNair; telephone discussion with Justice Smyth; telephone call to Justice Smyth.	1.30 hrs
06/21/2012	CSS	Conference with Jeff Blitz and emails with Ellen McNair.	0.40 hrs
06/21/2012	JWB	E-mail from Chris Simmons re: additional land; conference with Chris Simmons re: same.	0.25 hrs
06/22/2012	CSS	Conference call regarding Project Agreement; follow-up revisions of Project Agreement and conference with Jeff Blitz.	1.40 hrs
06/22/2012	JWB	Conference call with Ellen McNair, Justice Smyth and Chris Simmons re: additional land; revise Project Agreement and e-mail same to Ellen McNair for review.	1.25 hrs
06/26/2012	CSS	Receipt and review of email; brief conference with Jeff Blitz.	0.20 hrs
08/03/2012	CSS	E-mail and conference with Jeff Blitz.	0.10 hrs
10/29/2012	CSS	E-mail to Ellen McNair; receipt and review of response e-mail from Ellen McNair.	0.30 hrs
01/23/2013	CSS	E-mails from Justice Smyth.	0.20 hrs
01/28/2013	CSS	Review of email and documents from Justice Smyth.	0.90 hrs
01/29/2013	CSS	Preparing for and participating in meeting with DAS project officials.	1.40 hrs
02/18/2013	CSS	Conference with Jeff Blitz regarding taxation of property.	0.20 hrs
03/21/2013	CSS	Email and telephone discussion with Justice Smyth; receipt and review of email from Ellen McNair.	0.30 hrs
03/22/2013	CSS	Conference with Jeff Blitz; receipt and review of emails relating to summary of DAS meeting.	0.50 hrs
03/22/2013	JWB	E-mails from Ellen McNair re: Project Agreement, etc.; conference with Chris Simmons re: same.	0.25 hrs
03/23/2013	CSS	Reviewing summary; revising Project Agreement as to summary.	1.00 hrs
03/25/2013	CSS	E-mail message relating to Project Agreement.	0.10 hrs
03/26/2013	CSS	Continued work on Project Agreement; conference with Jeff Blitz.	0.60 hrs
03/27/2013	CSS	Conference call with Jeff Blitz and Ellen McNair; revising Project Agreement.	1.20 hrs
03/27/2013	JWB	E-mail from Chris Simmons re: Project Agreement; conference with Chris Simmons and Ellen McNair re: same.	0.50 hrs
03/28/2013	CSS	Follow-up with e-mails from Ellen McNair.	0.20 hrs
03/29/2013	CSS	Telephone discussion with Ellen McNair; receipt and review of various e-mails; revising Project Agreement.	1.10 hrs
04/01/2013	CSS	E-mail message from Ellen McNair.	0.10 hrs
04/02/2013	CSS	E-mail messages from Ellen McNair and response thereto.	0.10 hrs
04/08/2013	CSS	Receipt and review of e-mail from Ellen McNair.	0.10 hrs

04/25/2013	CSS	E-mail to Ellen McNair and response thereto.	0.10 hrs
05/03/2013	CSS	Receipt of e-mail from Justice Smyth.	0.10 hrs
05/06/2013	CSS	Drafting revisions to Project Agreement; transmitting the same.	1.20 hrs
05/09/2013	CSS	Follow-up on emails re: DAS Project Agreement; conference with Jeff Blitz.	0.30 hrs
05/10/2013	CSS	Conference with Jeff Blitz; telephone conference call with William Martin and Lister Hubbard; telephone calls with Justice Smyth and Donnie Mims.	0.75 hrs
05/10/2013	JWB	Conference with Chris Simmons; conference calls with Chris Simmons, William Martin and Lister Hubbard; call to Donnie Mims.	0.75 hrs
05/14/2013	CSS	Receipt of email from William Martin containing changes to DAS Project Agreement; conference with Jeff Blitz and emails re: call; brief review of changes.	0.50 hrs
05/14/2013	JWB	E-mail from William Martin re: revised draft of Agreement.	0.25 hrs
05/15/2013	CSS	Emails relating to changes; reviewing blacklined changes; two conferences with Jeff Blitz on real estate changes; conference call with Ellen McNair, Donnie Mims, Justice Smyth, Tommy Gallion and Jeff Blitz; review of additional follow-up emails.	1.50 hrs
05/15/2013	JWB	E-mails to Ellen McNair, Justice Smyth and Donnie Mims re: revised Project Agreement received from William Martin; conference call with Ellen McNair re: same; conference call with Ellen McNair, Justice Smyth, Donnie Mims, Tommy Gallion and Chris Simmons.	1.50 hrs
05/16/2013	CSS	Receipt and review of email re: County; meeting with Jeff Blitz and Ellen McNair; receipt and review of emails re: DAS project.	2.00 hrs
05/16/2013	JWB	E-mail from Justice Smyth re: Summary; telephone conference with Rick Clay; telephone conference with Derril Strickland; E-mail from Jason Price re: Plat; prepare for meeting; conference with Ellen McNair and Chris Simmons; telephone conference with William Martin; following telephone conference with Derril Strickland; E-mail to Ellen McNair re: same; E-mails from Derril Strickland and Tommy Tyson re: Plat; E-mail from Ellen McNair re: questions from James Uhm.	2.75 hrs
05/17/2013	CSS	Reviewing mark-ups and emails relating to real estate; conference call with Ellen McNair and Jeff Blitz.	0.80 hrs

05/17/2013	JWB	E-mails from George Speake re: Plat; E-mail to George Speake re: Project Agreement/easement; E-mail from Derril Strickland re: Plat and Planning Commission meeting; E-mail from George Speake re: Project Agreement/easement; E-mail from Ellen McNair re: Plat and Planning Commission meeting; E-mail from Ellen McNair re: grant application; E-mail from Ellen McNair re: Declaration; E-mail to George Speake re: drainage plans, etc.; telephone conference with Ellen McNair; telephone conference with Derril Strickland; telephone conference with Donnie Mims; conference call with Ellen McNair and Chris Simmons; E-mail from Donnie Mims; E-mail to William Martin.	3.25 hrs
05/19/2013	CSS	Working on revisions to Project Agreement.	0.90 hrs
05/20/2013	CSS	Continued work on changes to Project Agreement; review and insertion of real estate changes; telephone discussion with Justice Smyth; receipt and review of emails relating to real estate and changes; conference with Jeff Blitz.	2.40 hrs
05/20/2013	JWB	E-mails from and to Derril Strickland re: recordation of Plat; E-mails from and to Ellen McNair re: same; revise paragraphs 3.2 through 3.9 of the Project Agreement and e-mail same to Chris Simmons for review; telephone conference with Chris Simmons; work on transaction.	2.75 hrs
05/21/2013	CSS	Continued work revising documents; receipt and review of various emails regarding grants and real estate matters; conferences with Jeff Blitz; telephone discussion with Justice Smyth; telephone discussion with Ellen McNair.	3.70 hrs
05/21/2013	JWB	E-mail from Chris Simmons re: Project Agreement; review Project Agreement; meet with Chris Simmons; E-mails to and from George Speake; E-mail from Ellen McNair re: meeting with Mayor and ADECA (Jim Byard); E-mail from Sara Byard of CARPDC re: McNair notes and environmental; E-mails to and from Derril Strickland re: recordation of Plat; E-mail from Ellen McNair forwarding letter from ADECA re: Community Development Block Grant; E-mail from Chris Simmons re: further revised Project Agreement.	2.25 hrs
05/22/2013	CSS	Reviewing comments received from William Martin; conferences with Jeff Blitz; drafting revisions to Project Agreement per comments and discussion.	4.20 hrs
05/22/2013	JWB	Work on transaction; telephone conference with Tommy Nix; E-mails to William Martin.	0.75 hrs
05/23/2013	CSS	Preparing for meeting, and conference with Jeff Blitz and receipt and review of emails; meeting with Jeff Blitz, William Martin, Ellen McNair, James Uhm and Justice Smyth; drafting revisions to Project Agreement; drafting legal notices for paper for City and County; emails regarding the same.	5.70 hrs

05/23/2013	JWB	Prepare for meeting; meeting with Ellen McNair, William Martin, et al., re: Project Agreement; E-mails from Richard Calhoun re: entity documents; E-mails to Ellen McNair and Justice Smyth re: same; E-mail from Ellen McNair re: additional DAS IA request; review and revise Article 3 of Project Agreement; conference with Chris Simmons re: same.	5.00 hrs
05/24/2013	CSS	Continued work on revisions to Project Agreement; conferences with Jeff Blitz; transmittal of document; receipt of email from William Martin.	3.60 hrs
05/24/2013	JWB	Work on transaction; review and revise Deed; review and revise Mortgage; conferences with Chris Simmons re: same; E-mails to and from Derril Strickland; E-mail from Jason Price re: Survey; review and revise Project Agreement; conferences with Chris Simmons re: same; E-mail from William Martin re: recorded Easements; E-mail to Ellen McNair, Justice Smyth, Tommy Gallion, Donnie Mims and Chris Simmons re: same.	4.75 hrs
05/28/2013	CSS	Reviewing memorandum of changes; various conferences and telephone calls; various emails; review James Uhm comments; revising Project Agreement.	4.80 hrs
05/28/2013	JWB	Review comments received from William Martin; E-mail to William Martin re: same; E-mail from James Uhm re: Project Agreement; E-mail from William Martin re: further comments to Project Agreement; E-mail from James Uhm re: same; review comments from William Martin re: Project Agreement; revise Project Agreement; conference call with Chris Simmons re: revisions to Project Agreement.	2.50 hrs
05/29/2013	CSS	Drafting Authority Resolution; receipt, review and response to emails; revising Project Agreement per responses and telephone calls; various conferences and conference calls.	3.50 hrs
05/29/2013	JWB	E-mail from Jason Price re: revised boundary Survey; E-mail from William Martin re: comments to Project Agreement; E-mails from Ellen McNair re: CDBG grant; E-mail from Chris Simmons re: response to William Martin's comments re: Project Agreement; E-mail from James Uhm re: same; E-mail from William Martin forwarding further comments to Project Agreement; conference call with Ellen McNair and Chris Simmons re: same.	1.25 hrs
05/30/2013	CSS	Various telephone calls and emails; revising Project Agreement for County agenda; work on City Resolution.	3.00 hrs

05/30/2013	JWB	Review William Martin's comments to Deed and revise Deed; review William Martin's comments to Mortgage and revise Mortgage; E-mail from William Martin re: comments to Survey; E-mail from Mayor Strange re: comments to Project Agreement; E-mail revised Deed and Mortgage to William Martin and Chris Simmons for review and comment; E-mails to and from Jason Price re: Survey; conference with Chris Simmons re: issues on Project Agreement; conference call with William Martin and Chris Simmons; E-mail from Chris Simmons re: revised Project Agreement.	2.25 hrs
05/31/2013	CSS	Continued work on Resolution; receipt and review of various emails; telephone discussion with Brenda Blalock; transmittal of Resolution; receipt of e-mail from William Martin.	1.00 hrs
05/31/2013	JWB	E-mail from Chris Simmons re: Resolution and Project Agreement; E-mail from William Martin re: comments to Project Agreement.	0.20 hrs
06/03/2013	CSS	Telephone discussion with Ellen McNair; emails regarding authorization issues; receipt and review of comments to Project Agreement.	1.00 hrs
06/03/2013	JWB	E-mail from Ellen McNair forwarding DAS North America letter to Marshall Design-Build, LLC and City Council Meeting; E-mail from Ellen McNair re: Project Agreement; E-mail from Chris Simmons re: Project Agreement.	0.20 hrs
06/04/2013	CSS	Receipt and review of emails; conference with Jeff Blitz; telephone discussion with Justice Smyth.	0.50 hrs
06/04/2013	JWB	Revise Deed; E-mail from Jason Price re: legal description; E-mails to and from William Martin re: Deed and Mortgage; work on transaction.	1.00 hrs
06/05/2013	CSS	Receipt, review and response to email regarding revisions to Project Agreement; making revisions to Project Agreement and transmittal; receipt and review of DAS authorization documents; two telephone discussions with Justice Smyth.	1.60 hrs
06/05/2013	JWB	E-mail from Chris Simmons re: Project Agreement; E-mail from Chris Simmons re: further revised Project Agreement; E-mail from Richard Calhoun forwarding DAS North America, Inc.'s Consent.	0.10 hrs
06/06/2013	CSS	Assembling Project Agreement; drafting instruction letter; telephone discussion with Justice Smyth; drafting transmittal letters to Tommy Gallion, William Martin and Justice Smyth.	0.60 hrs
06/07/2013	CSS	Conference with Jeff Blitz; receipt of emails	0.20 hrs
06/07/2013	JWB	E-mails to and from Derril Strickland re: execution of Plat.	0.10 hrs
06/10/2013	CSS	Receipt and review of email from Ellen McNair.	0.10 hrs
06/11/2013	CSS	Receipt and review of emails relating to grant status and plat recording.	0.10 hrs

06/11/2013	JWB	E-mails to and from Ellen McNair re: recordation of Plat and installation of water and sewer line extension.	0.20 hrs
06/13/2013	CSS	Review contract provisions; conference with Jeff Blitz; receipt and review of emails relating to status; review of publication affidavits	0.40 hrs
06/14/2013	CSS	receipt and review of emails from Ellen McNair, Jeff Blitz and Justice Smyth.	0.10 hrs
06/14/2013	JWB	E-mails from and to Derril Strickland re: recordation of Plat and grant/funding for water and sewer.	0.10 hrs

Chris Simmons	68.45 hrs @	\$250.00 /hr	\$17,112.50
Jeffrey Blitz	37.30 hrs @	\$250.00 /hr	\$9,325.00
Total Fees			\$26,437.50

For Disbursements Incurred:

Long distance calls	\$1.00
Copies	\$2.80
Delivery	\$1.13
Postage	\$13.76
Publication	\$612.00
Total Disbursements Incurred	\$630.69

For Professional Services	105.75	\$26,437.50
For Disbursements Incurred		\$630.69
Total This Invoice		\$27,068.19
Total Due		\$27,068.19

INVOICE # : 410530

IRS # : 63-0659075

Montgomery County
Youth Facility

ORIGINAL

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Court Administrator 
Date: July 31, 2013
Re: Clerk-Typist Fill Request

We have a Clerk-Typist II vacancy in our Intake Division due to the promotion of Jessica Smith to Detention Officer. Due to the importance of this position to Intake and our limited clerical staff at the Youth Facility it is necessary that this position be filled quickly. I am requesting that this be considered on the formal agenda at the August 5th County Commission meeting.

Thank you for your consideration!

POSITION FILL REQUEST

DEPARTMENT Montgomery County Youth Facility

DEPARTMENT HEAD: Bruce R. Howell, Court Administrator

SUPERVISOR: Lynn Peavey, Administrative Secretary

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

1. POSITION TITLE: Clerk-Typist II (to replace Jessica Smith)

POSITION NUMBER: 900012009

PROPOSED EFFECTIVE DATE: 7/8/2013

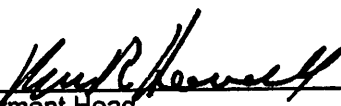
TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

() PROMOTIONAL REGISTER (X) TRANSFER Pay step to be based upon City and County of Montgomery Personnel Rules and Regulations, Rule VI, Section 10(c) Transfers.

(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: A03 (\$24,414/\$938.99/\$11.7374)



Department Head

6/25/2013

Date

2. ADMINISTRATIVE REVIEW

() APPROVED
() DISAPPROVED

Funding Authority

3. CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date

4. SELECTEE: _____

Appointing Authority

Date

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

ORIGINAL

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG - 5 2013

Request # 11

Date: July 30, 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: December 3, 2013

Return Date: December 4, 2013

Conference Leave (Days / Hours): 16 hours

Purpose of Travel: Auburn University Tax Professionals Seminar

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

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

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

Total (est.) Cost: \$310.00 Advance Registration Required: \$310.00

Department Name: Finance Department Fund Name: General

Additional Comments: _____

Will be paid from the 2014 Budget

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$310.00 and advance registration of \$310.00 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: \$1,586.62

Budget Available: \$1,413.38

Current Requests: \$0.00

Budget Balance: \$1,413.38

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/30/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG - 5 2013

Request # 12

Date: July 31, 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: August 20, 2013 Return Date: August 20, 2013
Conference Leave (Days / Hours): 8 hours
Purpose of Travel: Warren Averett Accounting & Auditing Update
Qualifies toward 40 hours of CPE required annually for CPA license.

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

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

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

Department Name: Finance Department Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$3,000.00</u>
Approved Requests:	<u>\$1,586.62</u>
Budget Available:	<u>\$1,413.38</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$1,413.38</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/31/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG - 5 2013

Request # 11

Date: July 23, 2013
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Troy University, Montgomery, AL
Departure Date: August 16, 2013 Return Date: August 16, 2013
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend Alabama Museums Association's Oral History Workshop

Traveler (s) Name: 1. Kevin Hollis 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$15.00 Advance Registration Required: \$15.00

Department Name: Probate Fund Name: 001-51300-265

Additional Comments: _____

To: Judge Steven L. Reed

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$15.00 and advance registration of \$15.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51300.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,014.00</u>	
Approved Requests:	<u>\$9,998.90</u>	
Budget Available:	<u>\$15.10</u>	
Current Requests:	<u>\$15.00</u>	
Budget Balance:	<u>\$0.10</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

AUG - 5 2013

Request # 10

Date: July 17, 2013
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request *TH*

Request approval to be granted for the following:

Destination: Orange Beach, Alabama
Departure Date: August 20, 2013 Return Date: August 23, 2013
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: Attend 2013 ACCA Annual Convention & participate in CROAA training sessions.
Attendee will earn 20 CPE hours to apply toward her ALTIST Certified Revenue
Examiner (CRE) certification. Attendee is the current President for CROAA.

Traveler (s) Name: 1. Terri Henderson 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$185.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Estimated costs \$225.00 mileage, \$550.00 lodging, \$240.00 meals, and registration
fee of \$185.00. Registration fee will be paid to the ACCA in advance by attendee
at point of online registration.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.00 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$8,000.00</u>	
Approved Requests:	<u>\$3,580.00</u>	
Budget Available:	<u>\$4,420.00</u>	
Current Requests:	<u>\$1,200.00</u>	
Budget Balance:	<u>\$3,220.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 27

Agenda

AUG - 5 2013

Date: July 19, 2013
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: August 28, 2013 Return Date: August 30, 2013
Conference Leave (Days / Hours): 3 days
Purpose of Travel: AL Law Enforcement Conference

Traveler (s) Name: 1. Captain Jon Briggs 4. _____
2. Captain Trent Beasley 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: \$400.00

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. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 and advance registration of \$400.00 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>\$14,994.47</u>
Budget Available:	<u>\$10,005.53</u>
Current Requests:	<u>\$1,300.00</u>
Budget Balance:	<u>\$8,705.53</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/22/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 28

Agenda

AUG - 5 2013

Date: July 26, 2013
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Shalimar, FL
Departure Date: September 8, 2013 Return Date: September 13, 2013
Conference Leave (Days / Hours): 6 days
Purpose of Travel: Introduction to the Science of Friction Ridge Examination

Traveler (s) Name: 1. Tracey Bass 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,750.00 Advance Registration Required: \$600.00

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. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,750.00 and advance registration of \$600.00 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>\$16,294.47</u>	
Budget Available:	<u>\$8,705.53</u>	
Current Requests:	<u>\$1,750.00</u>	
Budget Balance:	<u>\$6,955.53</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 30

Agenda

AUG - 5 2013

Date: July 26, 2013
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tuscaloosa, AL
Departure Date: September 16, 2013 Return Date: December 9, 2013
Conference Leave (Days / Hours): 12 weeks
Purpose of Travel: K-9 Instructor School

Traveler (s) Name: 1. Deputy Tim Heath 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$4,250.00 Advance Registration Required: \$0.00

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

Additional Comments: Registration has been paid from K-9 Budget
Lodging \$2,250 (\$375 2013 FY) Meals \$2,000 (\$350 2013 FY)
\$3,575 of the expense will be paid from the 2014 Budget

To: Sheriff D. T. Marshall

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$4,250.00 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>\$20,364.47</u>	
Budget Available:	<u>\$4,635.53</u>	
Current Requests:	<u>\$725.00</u>	
Budget Balance:	<u>\$3,910.53</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

Date: July 30, 2013
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Agenda

AUG - 5 2013

Request approval to be granted for the following:

Destination: Selma, AL
Departure Date: September 9, 2013 Return Date: September 11, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: PREA Training - Investigating Sexual Assault in a Confined Setting

Traveler (s) Name: 1. Lt. James Thrift 4. _____
2. Sgt. Rodney Brooks 5. _____
3. _____ 6. _____

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

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

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$0.00 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>\$200.00</u>	
Budget Balance:	<u>\$11,040.31</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/30/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 16

Agenda

AUG - 5 2013

Date: July 24, 2013
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Mobile, Ala.
Departure Date: August 15, 2013 Return Date: August 17, 2013
Conference Leave (Days / Hours): 2 days
Purpose of Travel: Attend Grief and Loss Conference

Traveler (s) Name: 1. Linda Parsley-Engle 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$50.00 Advance Registration Required: _____

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

Additional Comments: _____

To: Bruce R. Howell

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$50.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52604.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$5,000.00</u>
Approved Requests:	<u>\$2,637.00</u>
Budget Available:	<u>\$2,363.00</u>
Current Requests:	<u>\$50.00</u>
Budget Balance:	<u>\$2,313.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

Agenda

AUG - 5 2013

Date: July 22, 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: Renaissance Hotel and Spa, Montgomery, AL
Departure Date: August 20, 2013 Return Date: August 20, 2013
Conference Leave (Days / Hours): 1 day/8 hrs.
Purpose of Travel: Attend seminar on Temporary Traffic Control

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

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

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

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

Additional Comments: _____

To: George C. Speake, County Engineer

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$125.00 and advance registration of \$125.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$5,000.00

Approved Requests: \$4,450.00

Budget Available: \$550.00

Current Requests: \$125.00

Budget Balance: \$425.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

Agenda

AUG - 5 2013

Date: July 30, 2013
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 1124 Eastern Blvd, Montgomery, AL 36117
Departure Date: August 22, 2013 Return Date: August 24, 2013
Conference Leave (Days / Hours): 3 days
Purpose of Travel: To attend the 27th Annual Conference-Together We Can Make a Difference

Traveler (s) Name: 1. ReBecca Johnson 4. _____
2. Derrin H. McNear 5. _____
3. Shonda Grissett 6. _____

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

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

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$150.00 and advance registration of \$150.00 is authorized.

To be completed by the Finance Department

Fund Code: 124-52960.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$12,650.00

Approved Requests: \$11,988.25

Budget Available: \$661.75

Current Requests: \$150.00

Budget Balance: \$511.75

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/31/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 55

Agenda

AUG - 5 2013

Date: July 23, 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: August 28, 2013 Return Date: August 30, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend: Alabama Law Enforcement Conference

Traveler (s) Name: 1. Azzie Taylor 4. Kenney Gibbs
2. Tim Tyler 5. Scott Green
3. Brittney Bucak 6. _____

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

Total (est.) Cost: \$4,830.00 Advance Registration Required: \$1,000.00

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

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$4,830.00 and advance registration of \$1,000.00 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: \$36,750.71

Budget Available: \$8,249.29

Current Requests: \$4,830.00

Budget Balance: \$3,419.29

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/25/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 56

Agenda

AUG - 5 2013

Date: July 23, 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: August 28, 2013 Return Date: August 30, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend: Alabama Law Enforcement Conference

Traveler (s) Name: 1. Ellen Brooks 4. _____
2. Daryl Bailey 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,932.00 Advance Registration Required: \$400.00

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

Additional Comments: The attendees would like the option of using either vehicle.

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,932.00 and advance registration of \$400.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>760-51260.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$45,000.00</u>
Approved Requests:	<u>\$36,750.71</u>
Budget Available:	<u>\$8,249.29</u>
Current Requests:	<u>\$6,762.00</u>
Budget Balance:	<u>\$1,487.29</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/25/2013

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 8

Agenda

AUG - 5 2013

Date: July 29, 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: September 25, 2013 Return Date: September 27, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Basic Mapping

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

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

Total (est.) Cost: \$450.00 Advance Registration Required: \$450.00

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. 08/05/13 reimbursement of actual and necessary expenses in the
approximate amount of \$450.00 and advance registration of \$450.00 is authorized.

<i>To be completed by the Finance Department</i>		
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>\$5,161.61</u>	
Budget Available:	<u>\$838.39</u>	
Current Requests:	<u>\$450.00</u>	
Budget Balance:	<u>\$388.39</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 7/29/2013

cc: Finance Director / Buyer

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