

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

OCTOBER 7, 2013

AGENDA

INFORMATION SESSION

Call to Order Welcome at 8:00 a.m.

Prayer Led by Commissioner Williams

Reports from Staff:

County Administrator
County Attorney
County Engineer
Chief Information and Technology Officer

Comments from Scheduled Attendees:

Revenue Commissioner Janet Buskey
Montgomery Area Chamber of Commerce Senior Vice President of Corporate
Development Ellen McNair
Probate Judge Steven L. Reed
District Attorney Ellen Brooks

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Ingram

Pledge of Allegiance Led By Commissioner Polizos

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of September 16, 2013

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

RESOLUTION:

Consider Resolution Proclaiming October 20-26, 2013, as “Pro Bono Week”

NEW BUSINESS:

1. Consider Board Member Reappointments to the Joint Public Charity Hospital Board, County Commission
2. Consider Board Member Appointments to the Montgomery County Board of Human Resources, County Commission
3. Consider Renewal of Lease Agreement with Wanda Hughes Regarding Courthouse Cafe in Annex I, County Commission
4. Consider Memorandum of Understanding with the Administrative Office of Courts for Reimbursement of Salary and Fringe Benefits paid to a Court Referee for the 15th Judicial Circuit for the period beginning October 1, 2012 and ending September 30, 2013, Youth Facility
5. Consider Memorandum of Understanding with the Administrative Office of Courts for Reimbursement of Salary and Fringe Benefits paid to a Court Referee for the 15th Judicial Circuit for the period beginning October 1, 2013 and ending September 30, 2014, Youth Facility
6. Consider Payment of 2014 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims, County Commission
7. Consider Transfer of Ownership and Liability Agreement for Retired K-9 “Vadar”, Sheriff’s Office
8. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
9. Consider Bid Award for Metal Pipe, Bid No. 53000-13B-029, Engineering Department
10. Consider Bid Award for Concrete Pipe, Bid No. 53000-13B-030, Engineering Department
11. Consider Payment of Invoice from Colliers International for Realtor Fees in the amount of \$10,000 Regarding DAS North America, Inc., Land Transaction, County Commission
12. Consider Increase in the Auto Allowance for Chief Information and Technology Officer Lou Ialacci, per request of Mayor Strange, Information Systems

13. Consider Budget Change Request Number 1 Regarding Funding for the Helping Montgomery Families Initiative (HMFI) for 2013-2014 in the Amount of \$100,000, County Commission Appropriations
14. Consider Budget Change Request Number 2 Regarding Increase in the Auto Allowance for Chief Information and Technology Officer Lou Ialacci, Information Systems
15. Consider Position Fill Request for a Corrections Officer Trainee/Corrections Officer, Position Number 143, Detention Facility
16. Consider Position Fill Requests for a Deputy Sheriff Corporal, Position Number 108 and a Deputy Sheriff Trainee/Deputy Sheriff, Position Number to be Determined after Promotion, Sheriff's Office
17. Consider Travel/Training Requests (19)

Reports from Staff:

County Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Research Coordinator Joe Adams with Public Affairs Research Council of Alabama
President & CEO Meesoon Han with A-KEEP, Inc.
Chairman Albert Holloway with the Joint Public Charity Hospital Board
Risk Manager Scott Kramer
Chairman Robert M. Horton, Jr., with River Region Veterans Day Committee

Reports from Staff:

County Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

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 / American Indian 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.

NOVEMBER 4, 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.

NOVEMBER 11, 2013

County Holiday (Veteran's Day)

NOVEMBER 18, 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.

NOVEMBER 28, 2013

County Holiday (Thanksgiving Day)

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 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 15 Correction Officer Trainees – Detention Facility
Fill action continues for 3 Clerk II's – Detention Facility
Fill action continues for 1 District Maintenance Superintendent – 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 Clerk III – Revenue Commissioner's Office
Fill action continues for 1 Revenue Branch Supervisor – Revenue Commissioner's Office
Fill action continues for 1 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 Clerk Typist II – Youth Facility
Fill action continues for 2 Relief Cook – Youth Facility
Fill action continues for 1 Juvenile Probation Officer I – Youth Facility
Fill action continues for 3 Juvenile Detention Officer's (Part Time) – Youth Facility

October 7, 2013

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-20-13

Check Number	To	Check Number
238046		238167
Total Checks Paid		\$494,975.58

CHECK #	PAYEE	AMOUNT	DATE
238045	Capital Refrigeration, Co.	\$2,524.20	09/12/13

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

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-20-13

Check Number	To	Check Number
238168		238251
Total Checks Paid		\$420,499.18

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

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

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

CHECKS ARE DATED 09-27-13

Check Number	To	Check Number
238252		238328
Total Checks Paid		\$328,152.26

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

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-27-13

Check Number	To	Check Number
238329		238406
Total Checks Paid		\$156,027.15

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

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-30-13

Check Number	To	Check Number
238407		238430
Total Checks Paid		\$56,624.06

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

10-07-13 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 09-30-13

Check Number	To	Check Number
238431		238468
Total Checks Paid		\$69,850.61

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
09/20/13

Payroll Check Number	117495	To	Payroll Check Number	117591	\$ 72,097.41
Direct Deposits					\$ 778,671.13
Payroll Check Number	117592	To	Payroll Check Number	117619	\$ 243,682.28
Direct Deposits					\$ 317,076.27
Federal Deposits					\$ 313,488.27
Total Payroll Paid					\$ 1,725,015.36

<u>CHECK #</u>	<u>PAYEE</u>	<u>AMOUNT</u>	<u>DATE</u>
117620	Allyson G. Nelson	\$92.27	09/20/13
117621	Justin C. Henley	\$457.25	09/20/13
117622	William D. Flowers	\$184.70	09/20/13
117623	Joseph P. Litchfield	\$92.35	09/20/13
117624	Donald Lee Mims	\$184.70	09/20/13
117625	Patricia E. Silas	\$90.81	09/20/13
117626	Sherrill R. Thomas	\$92.35	09/20/13
117627	John A. Mitchell, Sr.	\$184.70	09/20/13
117628	Scott J. Kramer	\$184.70	09/20/13
117629	Louis Ialacci, Jr.	\$90.81	09/20/13
117630	Judy L. Singley	\$92.35	09/20/13
117631	Debra Jean Henry	\$90.81	09/20/13

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

MONTGOMERY COUNTY COMMISSION

**THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID**

**CHECKS ARE DATED
10/04/13**

Payroll Check Number	117635	To	Payroll Check Number	117737	\$ 70,741.20
Direct Deposits					\$ 770,625.41
Payroll Check Number	117738	To	Payroll Check Number	117765	\$ 246,670.36
Direct Deposits					\$ 335,536.07
Federal Deposits					\$ 307,418.90
Total Payroll Paid					\$ 1,730,991.94

<u>CHECK #</u>	<u>PAYEE</u>	<u>AMOUNT</u>	<u>DATE</u>
117632	Tony Hawthorne	\$92.35	09/20/13
117633	Rick D. Johnson	\$92.35	09/20/13
117634	Joseph White	\$90.76	09/20/13

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

RESOLUTION

WHEREAS, last year one-in-every-four of the 821,268 Alabamians living in poverty experienced legal problems; and

WHEREAS, the majority of these civil problems are consumer issues (creditor harassment, utility non-payment, bankruptcy issues), health issues (Medicaid, government insurance, nursing home), family law issues (divorce, child support/custody, abuse), employment issues (unemployment benefits, pension, lost job), and housing issues (unsatisfactory repairs, foreclosure, eviction, poor living conditions); and

WHEREAS, 19.7% of the citizens in Montgomery County live in poverty; and

WHEREAS, each year the low-income citizens of Montgomery County lack access to legal assistance for their legal problems that are often critical to their safety and independence, forcing them to resolve complex legal problems on their own; and

WHEREAS, the need for legal aid in Alabama is dire, since unlike in the criminal defense system, funding for low-income Alabamians who need civil legal assistance has not yet been met, with the consequences being a lack of access to justice which is devastating for the poor and which weakens our democratic society as a whole; and

WHEREAS, there are fewer than 60 paid legal aid lawyers to serve the more than 422,119 low-income households in the State of Alabama; and

WHEREAS, although 37% of the members of the Montgomery County legal community donated their time and talents in free legal services each year, a huge unmet need for legal assistance remains for the disadvantaged in our area; and

WHEREAS, sponsored by the Alabama State Bar and its Pro Bono Celebration Task Force, with support from bar associations statewide, Pro Bono Week 2013, will educate the public about the extensive work Alabama lawyers are doing donating their time to improve the lives of vulnerable members of our community; and

WHEREAS, Pro Bono Week 2013 will feature legal aid clinics throughout the State, assisting Alabamians, who greatly need legal assistance but cannot afford to pay for that help; and

WHEREAS, it will also feature service projects throughout the State of Alabama helping lawyers and law students make volunteer connections with legal aid organizations serving Alabamians:

NOW, THEREFORE, Montgomery County, does hereby proclaim October 20-26, 2013, to be **PRO BONO WEEK**, and urge all Montgomery County residents to recognize the contributions of our legal community helping those most in need.

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 7th day of October, 2013.

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

OCT - 7 2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Joint Public Charity Hospital Board Reappointments

On October 5, 2013, the terms of Richard Wilhoite and Henry A. Frazer will expire as board members of the Joint Public Charity Hospital Board.

The Commission discussed these reappointments at the last meeting and agreed to place them on the October 7, 2013 agenda.

DLM/tn

Attachments

Joint Public Charity Hospital Board

Members:

Term Expires:

* Richard Wilhoite
7195 Fanning Mill Road
Grady, AL 36036

10/5/2013

* Henry A. Frazer
500 Cherry Hill Place
Montgomery, AL 36117
Cell: 296-1441
Work: 265-2700
Home: 271-1678

10/5/2013

Dr. Albert Holloway, Chairman
2611 Woodley Park Drive
Montgomery, AL 36117
Phone: 288-0009

10/5/2014

Lynn Beshear
Envision2020
600 S Court Street
Montgomery, Alabama 36106
Work: 269-0224
Cell: 462-0220

10/5/2014

Mary B. Weidler
1722 Hill Hedge Drive
Montgomery, AL 36106

10/5/2015

Vivian Hamlett, M.D.
1765 Milly Branch
Pike Road, AL 36064
Home: 334.271.5910
Cell: 334.462.5566

10/5/2015

James R. Martin (293-6400)
Administrator
Montgomery County Health Department
3060 Mobile Hwy
Montgomery, AL 36108

Permanent

Term: 3 years

Tammy Nix

From: Shwanda.Surles@adph.state.al.us
Sent: Wednesday, September 11, 2013 4:10 PM
To: Tammy Nix
Cc: aholloway687@charter.net; James.Martin@adph.state.al.us
Subject: board members

Good afternoon Tammy,

Richard Wilhoite and Henry Frazer has agreed to serve another term on the Joint Public Charity Hospital Board.

If you need any further information regarding their reappointment, please see the below contact information.

Shawanda Surles, Office Manager
Montgomery County Health Department
3060 Mobile Highway
Montgomery, Alabama 36108
Office: (334) 293-6501
Fax: (334) 293-6410
Cellphone:(334) 850-1652 PPT: 1*635*2400
Shawanda.Surles@adph.state.al.us

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ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

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Agenda

OCT - 7 2013

October 3, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery County Board of Human Resources Board Member Appointment

On September 5, 2013, the terms of Edwina Jackson, George Goodwyn and Wallace Bush expired as board members of the Montgomery County Board of Human Resources. Director Terry Benton has recommended the reappointments of Mr. Goodwyn and Mr. Bush. Ms. Jackson prefers not to be reappointed.

The Commission discussed these reappointments at the last meeting and agreed to place George Goodwyn and Wallace Bush on the October 7, 2013 agenda.

Chairman Dean has recommended Henry L. Jackson, Jr., to be appointed to this board.

I am requesting that these individuals be approved by the County Commission.

DLM/tn

Attachments

Tammy Nix

From: Benton, Terry <Terry.Benton@dhr.alabama.gov>
Sent: Monday, September 09, 2013 9:03 AM
To: Donald Mims
Cc: 'gtgoodwyn@aol.com'
Subject: MCDHR Board

Edwina Jackson called & because of scheduling conflicts she asked to be replaced on the board. She has also spoken with Chairman Dean concerning this appointment. Please let me know if the Commission wants the board to identify possible replacement.

Thanks

Terry Benton
334-293-3450



Tarilton E. Benton
Director

Montgomery County Department of Human Resources

3030 Mobile Highway
Post Office Box 250380
Montgomery, Alabama 36125-0380
Telephone: (334) 293-3100



August 28, 2013

Mr. Donald Mims, County Administrator
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Re: Board Appointments

Dear Mr. Mims:

This letter is in response to your recent letter notifying of the expiration of terms on the local DHR Board. The Board is requesting the reappointment of three members whose terms expires in September.

A member of the County Human Resources Board has contacted each of those individuals and determined their eligibility and willingness to continue to serve if reappointed. The members of the Board have all reviewed these nominations and recommend them for the Montgomery County Commissioners' consideration.

Nominated for six year terms beginning on 9-5-13 and ending 9-5-19 are:

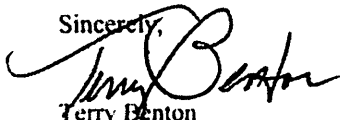
Edwina Jackson
808 Lynwood Drive
Montgomery, AL 36111

George Goodwyn
3608 Oak Grove Circle
Montgomery, AL 36116

Wallace Bush
10521 U.S. Highway 31
Hope Hull, AL 36043

The Commission's favorable consideration of these individuals will be very much appreciated. These appointments will continue the tradition of appointing energetic and hard-working members to the Board. We greatly appreciate the support and interest given to the department from our local elected officials over the years. Please call me if I can provide any needed information.

Sincerely,



Terry Benton
Director

Cc: Dr. Paulette Thompson
MCDHR Board Chairperson

Montgomery County Board of Human Resources
Appointments Made Jointly with City

Members:

Term Expires:

Sam Munnerlyn
1225 Air Base Blvd.
Montgomery, AL 36108
Work: 420-4216

9/5/2017

Dr. Paulette Thompson
1916 S. Hull Street
Montgomery, AL 36104-5625
Phone: 264-6164

9/5/2015

* Edwina Jackson
808 Lynwood Drive
Montgomery, AL 36111
Home: 281-3446 Work: 956-2955

9/5/2013

* George Goodwyn (Chairman)
3608 Oak Grove Circle
Montgomery, AL 36116

9/5/2013

Stacia Robinson
P.O. Box 210894
Montgomery, AL 36121-0894
Phone: 279-1824

9/5/2017

Frank Jenkins
19 N. Anton Drive
Montgomery, AL 36105
Phone: 834-7903

9/5/2015

* Wallace Bush
10521 U.S. Highway 31
Hope Hull, AL 36043

9/5/2013

Mr. Tarilton E. Benton, Director
County Department of Human Resources
P.O. Box 250380, Montgomery, AL 36125-0380

Brenda Blalock, City Clerk, City Hall

Term: 6 years

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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ESTABLISHED 1818

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Agenda

OCT - 7 2013

September 19, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator 

SUBJECT: Renewal of Lease Agreement

The lease for the Courthouse Café is scheduled for renewal September 30, 2013. Wanda Hughes, Tenant, provides a vital service to the employees of Montgomery County. After discussion in the Working Session on September 16, 2013, I was advised to place this Lease Agreement with Courthouse Café on the October 7, 2013 agenda for approval. I am in full support of this request.

If I can be of further assistance, please contact me.

JAM/tm

Attachment

**STATE OF ALABAMA)
MONTGOMERY COUNTY)**

LEASE AGREEMENT

WITNESS THIS LEASE entered into as of the 1st day of October, 2013, between Montgomery County Commission (hereinafter called "Landlord"), and Wanda Hughes (hereinafter called "Tenant").

WITNESSETH

Landlord hereby leases to Tenant and Tenant takes and leases from Landlord those certain premises described as the Cafeteria Area, Second Floor, Montgomery County Administrative Building Annex II (all hereinafter referred to as "the premises"); and in consideration therefore Landlord and Tenant agree as follows:

1. **PERIOD OF CONTRACT:** Contract period will be for three (3) years, beginning on the 1st day of October, 2013 and ending on the 30th day of September, 2016.
2. **RENT:** During the entire term of the lease, no monthly rent will be paid by the Tenant to the Landlord. The cleaning deposit of \$1,200.00 paid by Tenant on July 29, 1998, will be held by Montgomery County Commission until the expiration of the contract and cleaning of the cafeteria is completed by Tenant and approved by the County Administrator. If during the life of the contract, tenant terminates contract for any reason, without giving Landlord sixty (60) day written notice, then the Tenant shall forfeit this deposit.
3. **UTILITIES:** Landlord shall furnish all sewer, water, electric power, and other utilities used or consumed in or at the premises excluding telephone service.
4. **FIRE AND EXTENDED COVERAGE INSURANCE:** Each party shall carry such fire extended coverage insurance on their own properties as they deem adequate. The Tenant will not permit or do anything which would increase the rate of fire and casualty insurance upon the Montgomery County Administrative Building and if such is permitted by Landlord,

Tenant will pay to Landlord the amount of the insurance increase in the said insurance premium.

5. FIRE AND CASUALTY DAMAGE: In the event the premises are damaged by fire or other casualty due to causes not the fault of the Tenant, Landlord may elect to rebuild or restore the same to as good a condition or a better condition than that existing immediately prior to such casualty, and, provided the same is completed within 120 days of such fire or other casualty, this lease shall not terminate. In the event Landlord does not elect to rebuild or restore the premises as aforesaid, this lease shall terminate as of the date of such casualty.

6. HOLD HARMLESS: Tenant shall indemnify and save Landlord harmless from all claims, causes of actions and judgments for personal injury, loss of life or property damage suffered in, upon and about the premises. Tenant shall provide and keep in force during the term of this lease and any extension of said term for the benefit of Landlord, a comprehensive liability insurance policy, issued by insurers satisfactory to Landlord, insuring Landlord against loss resulting from any of the foregoing for which Tenant is responsible, said policy to provide Umbrella Liability with limits of \$1,000,000 each excess occurrence and \$1,000,000 each excess aggregate, Comprehensive or Commercial General Liability including Premises Operation, Independent Contractors Protective and Broad Form Property Damage or it's equal and Product Damage Liability with limits of \$1,000,000 per occurrence and \$2,000,000 per aggregate. Workman's Compensation Insurance in statutory amount and Employers Liability of \$100,000 per accident. The Landlord shall be named as an additional insured under the policies. Tenant shall deliver to Landlord a certificate of the aforesaid policies together with evidence of payment therefore and such policy shall provide that it shall not be canceled for any reason until the Landlord has given sixty (60) days written notice of the cancellation, delivered by certified mail, return receipt requested. If Tenant defaults in keeping or performing its obligations hereunder, Landlord shall have the right to keep or perform the same in Tenant's behalf and the cost of the same be added to the next payment as the same becomes due.

7. REPAIRS: Tenant, shall maintain and keep in good repair the premises, and Tenant shall repair any breakage and damage to premises due to Tenant abuse. Upon the termination of this lease, Tenant shall surrender the premises to Landlord in as good condition as existed at

the time of its initial occupancy, ordinary wear and tear accepted. Landlord shall, at its costs, maintain and keep in good repairs the roof, exterior supporting walls of the building including interior and exterior finish, decorating, painting, windows, doors or glass.

8. TRADE FIXTURES AND FURNISHINGS: All furnishings, trade fixture and equipment used on the premises and supplied and installed by or at the sole expense of Tenant shall at all times be and remain the exclusive property of Tenant. So long as Tenant is not in default, Tenant shall have, during the term hereof, the right to freely remove, adds to, and replaces the same, provided that any physical damages to the premises or improvements caused by such additions, removal or replacement shall be repaired by and at the expense of Tenant. The Landlord has furnished the equipment enumerated on Exhibit A; and, the Landlord will repair or replace said equipment at his sole option. Tenant shall repair or replace said furnishings and equipment that are damaged due to Tenant's abuse or negligence. The Landlord shall have the right to designate the maximum number of tables and chairs used in the premises.

9. DAMAGE OR LOSS ON PROPERTY: Landlord shall not be liable to Tenant for any loss or damages suffered by Tenant.

10. ENTRY BY LANDLORD: Landlord may, at all reasonable times, enter the premises to inspect, repair, alter or add to the same, exhibit the same to prospective tenants, purchasers or other persons, and in event Tenant has vacated the premises, to repair the same for re-occupancy by another Tenant. Tenant shall permit during the three months next preceding the expiration of this lease, or any extension period, signs or other notices indicating that the premises are for rent or for sale to be posted and remain on the premises. Such entry by Landlord shall not constitute an eviction of Tenant or deprivation of any right of Tenant and shall not alter the obligations of Tenant hereunder or create any right in Tenant adverse to Landlord.

11. USE OF PREMISES: The premises shall be used by Tenant for the operation of a snack bar and no other and its hours of operation shall be open no later than 7:00 A.M. and to close no earlier than 2:00 P.M. excluding holidays recognized by the Landlord unless prior written permission is first obtained from Landlord. Tenant shall, at its own expense, comply

with all requirements of law and with all ordinance or regulations of the City, State, County or other public authority affecting the demised premises and with all the requirements of any fire or liability insurance company insuring the Landlord against damage by fire or accident connected with the premises. No part of the demised premises shall be used by any person for any purpose or in any manner as shall increase the insurance risk or prevent the obtaining of insurance, nor so that in order to comply with any law or public authority, the Landlord shall be obligated to make any addition or alteration to or in the premises. Montgomery County employees, if so desired, shall have the right, even though Tenant's services will not be utilized, to bring outside purchased or personal meals into cafeteria and use seating as needed. The tenant must maintain a minimum health rating of 90 with a penalty for failure to comply in ninety (90) days that would result in a default of the contract.

12. IMPROVEMENTS AND SIGNS: Tenant may make alterations to the improvements upon the premises with the consent of Landlord first, which consent shall not be unreasonably withheld, and shall have the right to erect, install, maintain and operate on the premises such equipment, fixtures and signs as Tenant deems desirable, with the written approval of Landlord.

13. ASSIGNMENT OR SUBLETTING: Tenant shall not assign or in any manner transfer this lease or any estate, interest or benefit therein, or sublet said premises or any part or parts thereof, or permit the use of the same or any part thereof by anyone other than Tenant without the prior written consent of Landlord which consent may be withheld in the Landlord's absolute discretion. If Landlord transfers or assigns this lease with assumption of its obligations by the assignee, then Assignor-Landlord shall thereupon and thereby be relieved from all liability under this lease.

14. DEFAULT: The happening of any one or more of the following listed events (hereinafter referred to singly as "Event of Default" and plurals as "Events of Default") shall constitute a breach of this lease agreement on the part of Tenant, namely:

- (a) The filing by or on behalf of Tenant of any petition or pleading to declare Tenant a bankrupt, or for a reorganization, if Tenant is a corporation, or the adjudication of a bankruptcy of Tenant under any bankruptcy law or act.

- (b) The failure of Tenant to fully and promptly perform any act required of it in the performance of this lease or to otherwise comply with any terms of provisions thereof.
- (c) The appointment by any court or under any law of a receiver, trustee, or other custodian of the property, assets or business of Tenant.
- (d) The assignment by Tenant of all or any part of its property or assets for the benefit of creditors.
- (e) The levy of execution, attachment, or other taking of property, assets or the leasehold interest of Tenant by process of law or otherwise in satisfaction of judgment, debt or claim.

Upon any termination of the term hereof, whether by lapse of time or otherwise, or upon any terminating the term hereof, Tenant shall promptly surrender possession and vacate the premises and deliver possession thereof to Landlord and Tenant hereby grants to Landlord full and free license to enter into and upon the premises in such event without process of law and to expel or remove Tenant and any others who may be occupying the premises and to remove there from any and all property, using for such purpose such force as may be necessary without being guilty of or liable for trespass, eviction or forcible entry or detainer and without relinquishing Landlord's right to rent or any other or any other right given to Landlord hereunder or by operation of law.

If Landlord shall elect to terminate Tenant's right to possession only, without terminating the term of this lease, Landlord, at its option, may enter into the premises, remove Tenant's property and other evidences of tenancy and take and hold possession thereof without such entry and possession terminating the term of this lease or otherwise releasing Tenant in whole or in part from its obligation for the full term of this lease.

Tenant agrees to pay a reasonable attorney's fee and all cost if it becomes necessary for Landlord to employ an attorney to obtain possession of the leased premises or otherwise to exercise any option or enforce any right given to Landlord upon default by Tenant on any term, conditions, stipulation or obligation of the lease; and Tenant expressly waives all exemptions secured to Tenant under the laws of the State of Alabama or of any state in the United States as against the collection of any debt herein or hereby incurred or secured.

15. **HOLDING OVER:** In the event Tenant remains in possession of the premises after the expiration of the term hereof, without executing a new lease, Tenant shall be that of month-to-month, subject to all the condition to this lease insofar as consistent with such a tenancy, and may be terminated or canceled by Landlord on sixty (60) day's written notice to Tenant.

16. **GAMBLING AND ALCOHOL NOT PERMITTED:** No punch boards or gambling may be operated on the premises; no nuisance shall be committed on the premises; and no alcoholic beverages shall be sold on the premises.

17. **GOVERNMENT REGULATIONS:** Tenant agrees to comply with all City, County, State and Federal Health Regulation laws that may govern the operation of the business.

18. **HEALTH EXAMINATIONS:** It is understood and agreed by the parties that all personnel working in or used in the business will be subject to periodic health examinations and at times designated by the Landlord, by a physician designated by the Landlord.

19. **TAXES AND LICENSES:** All taxes and licenses due or caused by the operation of the business shall be paid by the Tenant including workman compensation and social security.

20. **COMPETITION:** No competitive business will be allowed in the Montgomery County Administrative Building during the period of Tenant's tenancy.

21. **SUCCESSOR INTERESTS:** The provisions of this lease shall bind and inure to the benefit of the parties hereto, their legal representatives, heirs, successors and assigns. Feminine or neuter pronouns shall be substituted for those of the masculine form, and the plural shall be substituted for the singular number in any place or places herein in which the context may require.

22. **TIME OF ESSENCE:** Time is of the essence of this agreement.

23. **WAIVER:** The failure of the Landlord to insist upon strict performance of any of the covenants or conditions of this lease or to exercise any option herein conferred in any one or

more instances shall not be construed as a waiver or relinquishment of any such covenants, conditions or options, but the same shall be and remain in full force and effect.

24. MODIFICATIONS OF LEASE: This lease contains all the agreements and conditions made between the parties and may not be modified or added to except by an agreement in writing signed by the parties or their respective successors in interest, and append hereto.

25. CANCELLATION: Either party hereto may terminate this lease by giving sixty (60) days written notice to the other. In such event, this lease shall thereupon terminate as though that were the date herein definitely fixed for the expiration of the term, and the Tenant shall surrender the premises, and the Landlord shall be entitled to the possession of the premises on that date.

MONTGOMERY COUNTY COMMISSION

BY: _____
ELTON N. DEAN, SR., CHAIRMAN

WANDA HUGHES/ DBA/COURTHOUSE CAFE

BY: _____
WANDA HUGHES, TENANT

**STATE OF ALABAMA)
MONTGOMERY COUNTY)**

I, the undersigned, a Notary Public in and for said State at large, hereby certify that Elton N. Dean, Sr., whose name as Chairman of the Montgomery County Commission, is signed to the foregoing instrument and who is known to me, acknowledged before me on this day that, being informed of the contents of the instrument, he, as such officer and with full authority, executed the same voluntarily for and as the act of said Montgomery County Commission
GIVEN under my hand and office seal this the 1st day of October, 2013.

Notary Public

**STATE OF ALABAMA)
MONTGOMERY COUNTY)**

I, the undersigned, a Notary Public, in and for said County in said County in said State, hereby certify that Wanda Hughes whose name is signed to the foregoing instrument and who are known to me, acknowledged before me on this day that, being informed of the contents of the instrument, she executed the same voluntarily on this day.

GIVEN under my hand and office seal this the 1st day of October, 2013.

Notary Public

EXHIBIT "A"

1. Delfield Model No. V18454-32 Refrigerated Sandwich Unit (1)
2. Delfield Model No. V22233-32 Roll Warmer Housing (1)
3. Garland Model Combination Top Range (1)
4. SteamChef Model Steamer (1)
5. Garland Model Convection Oven (1)
6. Glenco Refrigerator – Turbo Air M3
7. Metro Mobile Pot and Pan Shelving Units Model No. PR48ES (2)
8. Precision Model No. UT-179 Vendor's Utility Counter (1)
9. Precision Model No. SST-2005-U Hot Serving Unit (1)
10. Frymaster Fryer (2)
11. Wells Model No. H-70 Hot Plate (1)
12. Wells Model No. RW-2 Roll Warmer (1)

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Juvenile Court Administrator 
Date: September 4, 2013
Re: MOU – Referee Vicky Toles

It has been brought to my attention that the Memorandum of Understanding for the period beginning October 1, 2012 and ending September 30, 2013 was never executed. I am asking that the County Commission allow me to discuss this request for Referee Vicky Toles for the Montgomery County Youth Facility at the working session on September 16, 2013. The funding for Referee Toles will be paid entirely through state funding.

Thank you for your consideration in this matter.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE ADMINISTRATIVE OFFICE OF COURTS AND THE
MONTGOMERY COUNTY COMMISSION**

- I. This Memorandum of Understanding ("MOU") is hereby entered into by and between the State of Alabama acting through the Administrative Office of Courts (hereafter referred to as "AOC") and the Montgomery County Commission (hereafter referred to as the "Commission") for the public purpose of providing \$53,953.32 for the reimbursement of the salary and fringe benefits of court referee Vicky Toles for the 15th Judicial Circuit. Referee Toles will work a minimum of 25 hours per week and administer detention hearings. This MOU is effective for the period beginning October 1, 2012 and ending September 30, 2013 (See attached Appendix A).
- II. The AOC and the Commission agree that this transfer of funds in no way obligates the Commission to provide permanent or additional funding for judicial employees in future months or years beyond the period stated. Should AOC receive additional State funding for this referee position, the AOC shall refund the Commission any unused portion of the funding provided by the County.
- III. The AOC will invoice the Commission in the month following the end of the each quarter in FY 2013 for the salary and fringe benefits paid. Any inquiries made to the AOC may be directed to Bob Bradford, Director of Finance. Checks shall be written to the order of the Administrative Office of Courts addressed to the attention of Bob Bradford, Administrative Office of Courts, 300 Dexter Avenue, Montgomery, AL 36104-3741.

Approved:

Rich Hobson
Administrative Director of Courts

Date: _____

Elton N. Dean, Sr., Chairperson
Montgomery County Commission

Date: _____

APPENDIX A

Montgomery County Computation of Salary and Fringe Benefits FY 2013

Employee	Salary	Pay Periods	Insurance Payments	Total Salary	FICA 7.65%	Retirement 10.12%	Insurance \$765 Per Month	Total
Vicky Toles	2,088.30	24	12	50,119.20	3,834.12			53,953.32

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Juvenile Court Administrator 
Date: September 4, 2013
Re: MOU – Referee Vicky Toles

Please place the attached Memorandum of Understanding for the period October 1, 2013 through September 30, 2014 on the September 16th County Commission meeting working session agenda. Funding for Referee Toles' work will be paid entirely from state funding.

Thank you for your consideration in this matter.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE ADMINISTRATIVE OFFICE OF COURTS AND THE MONTGOMERY
COUNTY COMMISSION**

- I. This Memorandum of Understanding ("MOU") is hereby entered into by and between the State of Alabama acting through the Administrative Office of Courts (hereafter referred to as "AOC") and the Montgomery County Commission (hereafter referred to as the "Commission") for the public purpose of providing \$53,953.32 for the reimbursement of the salary and fringe benefits of court referee Vicky Toles for the 15th Judicial Circuit. Referee Toles will work a minimum of 25 hours per week and administer detention hearings. This MOU is effective for the period beginning October 1, 2013 and ending September 30, 2014 (See attached Appendix A).
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Approved:

Rich Hobson
Administrative Director of Courts

Date: _____

Elton N. Dean, Sr., Chairperson
Montgomery County Commission

Date: _____

APPENDIX A

Montgomery County Computation of Salary and Fringe Benefits FY2014

Employee	Salary	Pay Periods	Insurance Payments	Total Salary	FICA 7.65%	Retirement 10.12%	Insurance \$765 Per Month	Total
Vicky Toles	2,088.30	24	12	50,119.20	3,834.12			53,953.32

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

OCT - 7 2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of 2014 Membership Dues to the Association of County Administrators
of Alabama (ACAA) for Administrator Donald L. Mims

The Montgomery County Commission meeting, at its meeting on September 16, 2013, agreed to place the payment of 2014 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment

ACAA MEMBERSHIP APPLICATION & RENEWAL FORM

For 2014 Membership Year
(January 1 - December 31, 2014)

County: Montgomery County Website: mc-ala.org

Address/City/Zip: 101 South Lawrence St., Montgomery, AL 36104

Telephone: (334) 832-1210 Fax: (334) 832-2533

In order to continue to receive all Association of County Administrators of Alabama (ACAA) mailings, persons must be current ACAA members. Please add the names below of all eligible members from your county, along with their titles and email addresses, who wish to join ACAA. Eligible members include county commission Administrators; Assistant Administrators; and any other persons, by whatever title designated, who performs the duties of Administrators or Assistant Administrators to the various governing bodies of the State of Alabama. Renewal of membership in ACAA for 2014 is due by November 30, 2013. Direct any questions regarding ACAA renewal to Paulette Williams at 334-263-7594.

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

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

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

Total Amount Enclosed: \$ 50.00 (\$50 Administrator + \$25 each Asst. Admin. and Others)

Payment Due Upon Receipt

Please make check payable to ACAA and mail to:

ACAA - P.O. Box 5040 - MONTGOMERY, AL 36103

D.T. MARSHALL, SHERIFF



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

Agenda

OCT - 7-2013

September 5, 2013

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

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

SUBJECT : Retirement and Transfer of Ownership of K9 Vadar

Please find attached documentation from Dr. Will T. Carter recommending that K9 Vadar be retired due to advanced arthritis and reduced kidney function.

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

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

DTM/tb

17-8 NOV 8-4184102
17-8 NOV 8-4184102
17-8 NOV 8-4184102

D.T. MARSHALL, SHERIFF



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

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

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

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

Effective Retirement Date immediately (9-5-13)

Signature of New Owner Timothy Heath

Signature of Sheriff D.T. Marshall

SNOWDOWN VETERINARY HOSPITAL, L.L.C.

WILL T. CARTER, DVM
MONNIE CAROL CARTER, DVM, MS

8632 U.S. HIGHWAY 331
MONTGOMERY, AL 36105

24 HR PHONE: 334-281-7388
FAX: 334-284-3883

August 21, 2013

To Whom It May Concern,

This letter is in regards to a 9 year old male Dutch Shepherd named "Vadar". His arthritis has advanced to a stage which is preventing him from being an optimally functional police dog. He also has reduced kidney function, a condition which is likely to progress. I recommend retirement to allow a good quality of life for a significant period of time. If you have any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in cursive script that reads "Will T. Carter DVM".

Will T. Carter, DVM

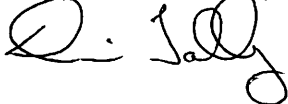
MEMORANDUM

Date: August 24, 2013
To: Captain J. Briggs
From: Corporal D. Talley
Subject: Canine Retirement Recommendation, Vader

Over the last 12 months or so I have seen a decline in the workability of K9 Vader. He has shown signs of age and deterioration both in the kennel as well as during training. Vader was born November of 2003 and has been working with MCSO since November of 2006. Recently Vader has been having an issue with pain in his rear legs. Dr. Carter saw Vader for his annual vaccinations on June 10, 2013 and noted that his arthritis was getting progressively worse in his hips. Approximately 3 months ago, Vader was taken to Dr. Carter for his kennel cough vaccination and annual check-up at which time his blood work showed a reduced kidney function, that with all probability, will progress. After this recent finding, I spoke with Dr. Carter concerning the future workability of Vader. Dr. Carter advised that in his professional opinion that the arthritis and decreased kidney functions will continue to cause deterioration in Vader and he further recommended we give consideration to retiring Vader. Attached is a written recommendation from Dr. Carter concerning his findings.

Thank you for your consideration in this matter.

Corporal David Talley



MEMORANDUM

Date: August 24, 2013
To: Sheriff D. T. Marshall
From: Deputy Tim Heath
Subject: Vader

I understand that MCSO K9 Vader will be retiring soon. I would like to take Vader as a personal pet upon his retirement. I understand that taking possession of Vader means that I take full responsibility for healthcare, maintenance, and liability.

Thank you for your consideration in this matter.

A handwritten signature in black ink, appearing to read "Deputy T. Heath", written in a cursive style.

Deputy Tim Heath

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
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ESTABLISHED 1816

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Agenda

OCT - 7 2013

October 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 and to sign the contracts:

- C-2014-1: Iron Men Outdoor Ministries, Inc., for Various Outdoor Activities Assisting Children in Need, Handicap Citizens and the Homeless - \$2,500; (Ingram-\$1,500 and Polizos-\$1,000)
- C-2014-2: Montgomery County Recreation Department, for Boys & Girls Clubs of South Central Alabama, for Youth Programs - \$5,000; (Dean-\$2,500, Harris-\$1,000, and Williams-\$1,500)
- C-2014-3: Montgomery Bible Institute and Theological Center, for Educational Programs for Low Income Citizens Regarding Computer Training - \$2,500; (Williams)
- C-2014-4: Montgomery Symphony Orchestra, for Music Education and Musical Enrichment Programs for All Ages - \$4,000; (Harris)
- C-2014-5: Capri Community Film Society, Inc., for Southern Circuit Tour of Independent Filmmakers - \$1,000; (Harris)
- C-2014-6: Montgomery County Recreation Department, for Boys & Girls Clubs of Montgomery, Youth Programs - \$1,000; (Harris)

MEMORANDUM

Sherrill Thomas, Finance Director

October 7, 2013

Page 2

- C-2014-7: Alabama Shakespeare Festival, for Educational Programs - \$1,500; (Harris)
- C-2014-8: Montgomery Humane Society, for General Operations - \$1,000; (Harris)
- C-2014-9: Montgomery Area Council on Aging (MACOA), for Madison Park Senior Citizens' Feeding Program - \$3,700; (Williams)
- C-2014-10: Central Alabama Aging Consortium, for Shiloh Baptist Church Senior Citizens' Feeding Program - \$2,500; (Williams)
- C-2014-11: Freewill Community Development Corporation of Montgomery, for Freewill Baptist Church Senior Citizens' Feeding Program - \$1,000; (Williams)
- C-2014-12: Montgomery Area Council on Aging (MACOA), for Mt. Zion AME Church's Senior Citizens Day Care and Feeding Program - \$2,500; (Williams)
- C-2014-13: All Collaborating to Serve Community Development Corporation (ACTS CDC), for Community Development - \$5,000; (Williams)
- C-2014-14: Montgomery County Recreation Department, Cleveland Avenue YMCA, for Youth Program - \$2,000; (Dean-\$1,000 and Williams-\$1,000)
- C-2014-15: Montgomery County Recreation Department, Kershaw YMCA, for Youth Program - \$1,000; (Dean)
- C-2014-16: Empowering Communities Helping Ourselves (ECHO), for Program Services - \$500; (Williams)
- C-2014-17: Madison Park Community Re-union Organization, for Educational and Recreational Activities that will Enhance the Quality of Life for the Madison Park Community - \$5,000; (Williams)
- NC-2014-1: BOE, Carver Elementary School, for Principal's Discretionary Fund - \$500; (Dean)
- NC-2014-2: BOE, Floyd Middle Magnet School, for Principal's Discretionary Fund - \$500; (Dean)

MEMORANDUM

Sherrill Thomas, Finance Director

October 7, 2013

Page 3

NC-2014-3: BOE, Floyd Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-4: BOE, Davis Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-5: BOE, Catoma Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-6: BOE, Martin L. King Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-7: BOE, Southlawn Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-8: BOE, Southlawn Middle School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-9: BOE, Sidney Lanier High School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-10: BOE, Pintlala Elementary School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-11: BOE, Carver Senior High School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-12: BOE, Bellingrath Middle School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-13: BOE, MacMillan International Academy for Humanities, Communications and Technology, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-14: BOE, McKee Middle School, for Principal's Discretionary Fund - \$500; (Dean)

NC-2014-15: Alabama State University, Department of Athletics, for Baseball Camp, Attn: Coach Mervyl Melendez - \$500; (Dean)

MEMORANDUM

Sherrill Thomas, Finance Director

October 9, 2012

Page 4

- NC-2014-16: Alabama State University, Department of Athletics, for Tennis Camp, Attn: Coach Anuk Christiansz - \$500; (Dean)
- NC-2014-17: Alabama State University, Department of Athletics, for Men's Basketball Camp, Attn: Lewis Jackson - \$500; (Dean)
- NC-2014-18: Alabama State University, Department of Athletics, for Ladies' Basketball Camp, Attn: Coach Freda Freeman-Jackson - \$500; (Dean)
- NC-2014-19: Alabama State University, for Alabama State University Marching Band Camp, Attn: James Oliver - \$500; (Dean)
- NC-2014-20: Alabama State University, Department of Athletics, for Football Camp, Attn: Coach Reggie Barlow - \$500; (Dean)
- NC-2014-21: Alabama State University, Department of Athletics, for Track Camp, Attn: Coach Ritchie Beene - \$500; (Dean)
- NC-2014-22: Alabama State University, Department of Athletics, for Golf Camp, Attn: Coach Gary Grandison - \$500; (Dean)
- NC-2014-23: City of Montgomery, to be used by BONDS to Support Greater McGehee Estates, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)
- NC-2014-24: City of Montgomery, to be used by BONDS to Support Old Cloverdale Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)
- NC-2014-25: City of Montgomery, to be used by BONDS to Support Brentwood Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)
- NC-2014-26: City of Montgomery, to be used by BONDS to Support the Brighton Area Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)

MEMORANDUM

Sherrill Thomas, Finance Director

October 9, 2012

Page 5

- NC-2014-27: City of Montgomery, to be used by BONDS to Support McGehee Place Homeowners, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,500; (Harris)
- NC-2014-28: City of Montgomery, to be used by BONDS to Support the Sheridan Heights Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Williams)
- NC-2014-29: City of Montgomery, to be used by BONDS to Support the Western Hills Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Williams)
- NC-2014-30: Montgomery County Sheriff's Fund, for Halloween Event -\$1,000; (Dean-\$250, Ingram-\$250, Polizos-\$250, and Williams-\$250)

DLM/tll

Agenda

OCT - 7 2013

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Tammy Turner, Buyer 

DATE: September 11, 2013

SUBJECT: Invitation to Bid No. 53000-13B-029
Metal Pipe

Request approval of award on the above referenced Invitation to Bid, to the only bidder Contech Construction Products to be placed on a future agenda for the County Commission meeting. (Copy of spread sheet attached)

Coordination of award made with Mr. George Speake, County Engineer.

Attachment

BID NO. 53000-09C-022
METAL PIPE

CONTECH CONSTRUCTION PRODUCTS

SIZE	GAUGE	ARCH EQUIVALENT TO ROUND	CORRUGATIONS	BIT.COATED PER FOOT	COATED BAND PER EACH	PLAIN PER FOOT	PLAIN BAND PER EACH	3:1 BEVEL CUT PER PAIR
12"	16		2 2/3" X 1/2"	7.00	7.00	6.00	6.00	44.00
15"	16		2 2/3" X 1/2"	8.40	8.40	7.20	7.20	55.00
18"	16		2 2/3" X 1/2"	10.50	10.50	9.00	9.00	66.00
24"	16		2 2/3" X 1/2"	13.30	13.30	11.40	11.40	88.00
30"	14		2 2/3" X 1/2"	21.00	21.00	18.00	18.00	110.00
36"	14		2 2/3" X 1/2"	25.20	25.20	21.60	21.60	136.40
42"	14		3" X 1"	29.40	29.40	25.20	25.20	165.00
48"	14		3" X 1"	33.60	33.60	28.80	28.80	198.00
54"	14		3" X 1"	42.70	42.70	36.60	36.60	220.00
60"	10		3" X 1"	82.60	82.60	70.80	70.80	253.00
66"	10		3" X 1"	90.30	90.30	77.40	77.40	280.50
72"	10		3" X 1"	98.00	98.00	84.00	84.00	308.00
78"	10		3" X 1"	106.40	106.40	91.20	91.20	369.60
84"	10		3" X 1"	114.80	114.80	98.40	98.40	443.52
17"SX13"R	16	15"	2 2/3" X 1/2"	8.84	8.84	7.58	7.58	56.70
21"SX15"R	16	18"	2 2/3" X 1/2"	11.05	11.05	9.47	9.47	68.04
28"SX 20"R	16	24"	2 2/3" X 1/2"	14.00	14.00	12.00	12.00	90.72
35"SX24R	14	30"	2 2/3" X 1/2"	22.11	22.11	18.95	18.95	113.40
42"SX29"R	14	36"	2 2/3"X1/2"	26.53	26.53	22.74	22.74	140.62
49"SX33"R	14	42"	2 2/3"X1/2"	30.95	30.95	26.53	26.53	170.10
57"SX38"R	12	48"	2 2/3" X 1/2"	35.37	35.37	30.32	30.32	204.12
64"SX43"R	12"	54"	2 2/3" X 1/2"	44.95	44.95	38.53	38.53	226.80
71"SX47"R	10"	60"	2 2/3"X1/2"	86.95	86.95	74.53	74.53	260.82
77"SX52"R	8	66"	2 2/3"X1/2"	95.05	95.05	81.47	81.47	289.18
83"Sx57"R	8	72"	2 2/3" X 1/2"	103.16	103.16	88.42	88.42	317.53

THERE WERE A TOTAL OF 8 BIDS MAILED OUT.

Agenda

OCT - 7 2013

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Tammy Turner, Buyer TT

DATE: September 10, 2013

SUBJECT: Invitation to Bid No. 53000-13B-030
Concrete Pipe

Request approval of award on the above referenced Invitation to Bid, to the only bidder Hanson Pipe & Precast to be placed on a future agenda for the County Commission meeting. (Copy of spread sheet attached)

Coordination of award made with Mr. George Speake, County Engineer.

Attachment

CONCRETE PIPE - ROUND AND ARCH

SIZE	ARCH	CLASS III	CLASS IV	3:1 BEVEL CUT	
	EQUIVALENT TO	PER FOOT	PER FOOT	PER PAIR	PER
	ROUND				
12"		\$ 11.55	\$ 12.55	\$ 165.00	3:1 Pair
15"		\$ 13.30	\$ 14.60	\$ 205.00	3:1 Pair
18"		\$ 15.00	\$ 16.60	\$ 230.00	3:1 Pair
24"		\$ 23.70	\$ 26.25	\$ 350.00	3:1 Pair
30"		\$ 32.55	\$ 36.05	\$ 495.00	3:1 Pair
36"		\$ 42.35	\$ 46.90	\$ 580.00	2:1 Pair
42"		\$ 52.80	\$ 58.50	\$ 660.00	2:1 Pair
48"		\$ 66.75	\$ 73.90	N/A	
54"		\$ 97.00	\$ 107.40	N/A	
60"		\$ 116.25	\$ 128.75	N/A	
66"		\$ 133.60	\$ 147.90	N/A	
72"		\$ 159.80	\$ 176.90	N/A	
84"		\$ 264.00	\$ 289.00	N/A	
96"		\$ 364.00	\$ 397.00	N/A	
18" X 11"	(15")	\$ 19.50	\$ 22.85	\$ 290.00	Each
22" X 13"-1/2"	(18")	\$ 23.50	\$ 28.10	\$ 320.00	Each
28-1/2" X 18"	(24")	\$ 30.10	\$ 42.00	\$ 370.00	Each
36-1/4" X 22-1/2"	(30")	\$ 42.35	\$ 59.20	\$ 460.00	Each
43-3/4" X 26-5/8"	(36")	\$ 56.00	\$ 81.95	\$ 560.00	Each
51-1/8" X 31-5/16"	(42")	\$ 69.60	\$ 103.30	N/A	
58-1/2" X 36"	(48")	\$ 82.80	*Special Design	N/A	
65" X 40"	(54")	\$ 102.55	*Special Design	N/A	
73" X 45"	(60")	\$ 124.20	*Special Design	N/A	
88" X 54"	(72")	\$ 173.10	*Special Design	N/A	
102" X 62"	(84")	\$ 254.00	*Special Design	N/A	

*Note: This size & class pipe are available as a special design based on the particular installation. Please call for pricing and availability for any special design.

There were 7 total bids mailed out.

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
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Agenda

OCT - 7-2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of Invoice from SCRE, Inc., dba Colliers International for Realtor Fees
regarding DAS North America, Inc., Land Transaction

The Montgomery County Commission meeting, at its meeting on September 16, 2013, agreed to place an invoice from SCRE, Inc., dba Colliers International for realtor fees in the amount of \$10,000 regarding DAS North America, Inc., Land Transaction on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment



INV-31011

Post Office Box 531124
Birmingham, Alabama 35253
Phone (205) 445-0955 Fax (205) 445-0855

DATE: September 18, 2013
INVOICE #: 1918
DUE DATE: October 18, 2013

Bill To:
Montgomery County Commission Montgomery, Alabama

Transaction Information			
Property Address:	Montgomery Industrial Park		
Seller/Lessor:	Montgomery County Commission	Broker:	Alexander/Higgins - Colliers
Buyer/Lessee:	DAS North America, Inc. Land Sale	Broker:	
Consideration:	N/A		

Commission Breakdown			
Transaction Value	RSF	Commission Rate	Commission Earned
N/A	N/A	N/A	\$10,000.00
Total Colliers Commission Earned:			\$10,000.00
Current Amount Due:			\$10,000.00

Make all checks payable to **SCRE, Inc. dba Colliers International**
If you have any questions concerning this invoice, contact: Alison Landers
(205) 949-5985
alison.landiers@colliers.com

THANK YOU FOR YOUR BUSINESS!

Tammy Nix

From: Justice Smyth <jsmyth@montgomerychamber.com>
Sent: Thursday, September 19, 2013 8:48 AM
To: Donald Mims; Ellen McNair
Cc: 'Sara'
Subject: RE: DAS North America - Realtor's Fee and
Attachments: Realtor Commission - County.pdf

Donnie,

Since the Commission decided to pay only the County portion (rather than having the City reimburse them), I have asked Eric Higgins to send a revised invoice. It is attached here.

Now that the land has transferred, let's please work this through as quickly as possible. Eric has been very patient throughout this process.

Thank you,



Justice Smyth
Project Manager
Montgomery Area Chamber of Commerce
41 Commerce Street, P.O. Box 79
Montgomery, Alabama 36101
www.montgomerychamber.com
Office: 334-240-9420
Cell: 334-462-9196
Fax: 334-265-4745

BUILDING BUSINESS. BUILDING MONTGOMERY AND THE *River* REGION.

A special thank you to the Chamber's *Imagine a Greater Montgomery II* Investors

Legacy: City of Montgomery | Montgomery County Commission | Hyundai Motor Manufacturing Alabama, LLC
Alfa Insurance Companies | Alabama Power Company | Regions Bank | The Colonial Company | SABIC
Alabama Gas Corporation | Aronov Realty Management, Inc | Baptist Health | Larry Puckett Chevrolet

Sustaining: Goodwyn, Mills & Cawood, Inc | BBVA Compass | Advertiser Media Group
Beasley, Allen, Crow, Methvin, Portis & Miles, PC | Blue Cross Blue Shield of Alabama | BSR Trust, LLC
Hodges Warehouse + Logistics | Montgomery Industrial Development Board | Jackson Hospital & Clinic, Inc
Merchant Capital Corporation | Rheem Water Heaters | Stivers Ford Lincoln Mazda

From: Donald Mims [<mailto:DonaldMims@mc-ala.org>]
Sent: Tuesday, September 17, 2013 4:28 PM
To: Ellen McNair
Cc: Justice Smyth; 'Sara'
Subject: FW: DAS North America - Realtor's Fee and

Ellen,

At yesterday's meeting, the Commission discussed paying the \$25,000 Realtor fee. After discussing the issue, they instructed me to place on the October 7, 2013 County Commission agenda, payment of 40% of the \$25,000 invoice from SCRE, Inc., dba Colliers International. I will be placing this \$10,000 payment on the next agenda.

Also in discussing the DAS project, the Commission instructed me to determine how much the City of Montgomery owes the County at this point. Attached is a copy of your February 8, 2013 handout regarding the DAS North America project. Please update the schedule to reflect current transactions in order that we may bill the City of Montgomery. I am to present this information at the October 7, 2013 County Commission meeting.

Should you have any questions, please contact me at 850-9131.

Thanks,
Donnie

Tammy Nix

From: Donald Mims
Sent: Tuesday, September 10, 2013 9:46 AM
To: Tammy Nix
Subject: FW: DAS Realtor commission
Attachments: 1918_DAS North America_Montgomery County Commission.pdf

Thur memo

From: Justice Smyth [<mailto:jsmyth@montgomerychamber.com>]
Sent: Thursday, September 05, 2013 3:55 PM
To: Donald Mims
Subject: DAS Realtor commission

Donnie,

The attached file is the invoice from Eric Higgins – the realtor that brought us the DAS project. In the DAS Project Agreement, we determined that the locals would pay the \$25,000 commission to Mr. Higgins (normal 60/40 split between the city and county).

Our recommendation is this: the County will pay the full \$25,000 (since it is their land) and then they can invoice the city when they invoice for the rest of the money owed in the other parts of the project agreement. If you have any questions, please let me know.

Here is the contact information for Eric Higgins.

J. Eric Higgins CCIM
Senior Associate | Alabama
Direct +1 205 949 5993 | Mobile +1 205 641 9421
Main +1 205 445 0955 | Fax +1 205 445 0855
eric.higgins@colliers.com

Colliers International
420 North 20th Street | Suite 2750
Birmingham, AL 35203 | United States
www.colliers.com



Justice Smyth
Project Manager
Montgomery Area Chamber of Commerce
41 Commerce Street, P.O. Box 79
Montgomery, Alabama 36101
www.montgomerychamber.com
Office: 334-240-9420
Cell: 334-462-9196
Fax: 334-265-4745



Haskell | Slaughter
attorneys at law

MONTGOMERY OFFICE

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www.hsy.com

MEMORANDUM
September 16, 2013

TO: Donnie Mims
FROM: Tommy Gallion
RE: Montgomery Industrial Park
DAS Project – Realtor Commission

T76

I have reviewed your September 13, 2013 memorandum, the September 5, 2013 e-mail from Justice Smyth with the Chamber, the invoice from Colliers International, the estimated incentives sheet dated February 8, 2013 and the pertinent parts of the Project Agreement that relate to this matter.

It is my understanding that the Chamber has suggested that the County pay the total \$25,000 commission to Mr. Higgins and invoice the City for their share of this expense.

It is my legal opinion that Montgomery County should only pay \$10,000 on the invoice that was attached to the e-mail from Justice Smyth and let the Chamber collect from the others. However, if the Commissioners desire to pay \$25,000 and invoice the City for their share \$15,000, it would be legal just would require more bookkeeping.

50051-387
#447,627



Haskell|Slaughter

attorneys at law

MONTGOMERY OFFICE

305 South Lawrence Street • Montgomery, Alabama 36104

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www.hsy.com

M E M O R A N D U M

September 16, 2013

TO: Donnie Mims
FROM: Tommy Gallion
RE: Montgomery Industrial Park
DAS Project – Realtor Commission

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50051-387
#447.627

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CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
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Agenda

OCT - 7-2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *plm*
County Administrator

SUBJECT: Increase in Auto Allowance for Chief Information and Technology Officer

The Montgomery County Commission, at its meeting on September 16, 2013, agreed to place an increase in auto allowance for Chief Information and Technology Officer Lou Ialacci in the amount of \$400 per month on the next agenda.

This item is requested by City of Montgomery Mayor Todd Strange and is agreed that the City will pay 70% of the total allowance.

DLM/tn

Attachment

Tammy Nix

From: Donald Mims
Sent: Thursday, September 05, 2013 10:14 AM
To: Tammy Nix
Subject: FW:

Thur Memo

From: tstrange2@aol.com [<mailto:tstrange2@aol.com>]
Sent: Wednesday, September 04, 2013 5:28 PM
To: Donald Mims
Cc: Elton N. Dean, Sr.; lfaulkner@montgomeryal.gov
Subject:

Donnie, As we discussed, I have completed my review of Lou Ialacci and forwarded to Babara Montoya for inclusion in the County's evaluation. For City purposes Lou is a Cabinet member and as such is entitled to a vehicle or vehicle allowance. He presently receives \$100.00 as such with the City paying 70%. I would like to propose an increase of \$300.00 to \$400.00 per month and the City will pay 70% of the total car allowance. Please put this before the Commission for concurrence. Thanks Todd Strange.

Tammy Nix

From: Donald Mims
Sent: Thursday, September 05, 2013 10:15 AM
To: Tammy Nix
Subject: FW: Auto Allowance Lou Ialacci

Thur Memo

From: Sherrill Thomas
Sent: Thursday, September 05, 2013 10:03 AM
To: Donald Mims; tstrange2@aol.com
Cc: John Mitchell
Subject: FW: Auto Allowance Lou Ialacci

Below is the auto allowance recomputed at \$400 per month.

Lou currently receives a monthly auto allowance of \$100 or \$1,200 annually.

Increase to \$400 per month cost:

Annual auto allowance	\$ 4,800.00
Social Security tax	<u>367.20</u>
Total Cost	\$5,167.20

Current cost with tax	<u>1,291.80</u>
-----------------------	-----------------

Increase in cost	<u>\$3,875.40</u>
------------------	-------------------

City share of increase 70%	\$ 2,712.78
County share of increase 30%	\$ 1,162.62

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST REQUEST NUMBER 1

DEPARTMENT: County Comm Appropriat REVIEWED: S. Thomas 10/1/2013
DATE: 10/1/2013 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
Helping Mtgy Families Initiative	001-58100.455	0	100,000	100,000
Fund Balance	001.35900		-100,000	
TOTAL		0	0	100,000

JUSTIFICATION:

Provide funding to the Helping Montgomery Families Initiative for program expenses for the period September 1, 2013 through August 31, 2014.



Offices of
Ellen Brooks

District Attorney

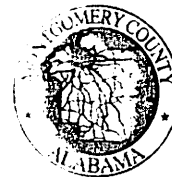
Fifteenth Judicial Circuit of Alabama

DARYL D. BAILEY
CHIEF DEPUTY DISTRICT ATTORNEY

RHONDA B. CAPE
ADMINISTRATIVE ASSISTANT

JERRY N. BLOODSWORTH
CHIEF INVESTIGATOR

MONTGOMERY COUNTY COURTHOUSE
251 SOUTH LAWRENCE STREET
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667



(334) 832-2550
FAX (334) 832-1615
www.mc-ala.org/da

August 23, 2013

Elton N. Dean, Sr., Chairman
Dan Harris, Vice-Chairman
Montgomery County Commission
Montgomery County Annex III
Montgomery, AL 36104

RE: Funding for HMFI

Dear Commissioners:

I am writing to confirm the commitment of Montgomery County to provide funding for the Helping Montgomery Families Initiative (HMFI) for the 2013-2014 fiscal year in the amount of \$100,000.

From the beginning, Montgomery County has been an invaluable partner with HMFI. The County's investment has saved thousands of taxpayers' dollars. There is a substantial correlation among poor school attendance, student misconduct and delinquent behavior. Intervention at the first sign of misbehavior is the key to prevent a child from entering the juvenile justice system. Because of your support, we are combating crime and improving our economic future by reducing school suspensions and trancies.

Thank you for joining with our office, the Montgomery Public Schools, the City of Montgomery, and over fifty agencies to provide a proven, unique and true crime prevention program for the children and families of Montgomery County.

Sincerely,

Ellen Brooks
District Attorney

cc: Donnie Mims, County Administrator



Offices of
Ellen Brooks

District Attorney

Fifteenth Judicial Circuit of Alabama

DARYL D. BAILEY
CHIEF DEPUTY DISTRICT ATTORNEY

RHONDA B. CAPE
ADMINISTRATIVE ASSISTANT

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P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667



(334) 832-2550
FAX (334) 832-1615
www.mc-ala.org/da

MEMORANDUM

TO: Donnie Mims
County Administrator

FROM: Rhonda B. Cape
Administrative Assistant

DATE: September 11, 2013

SUBJECT: HMFI

Attached is the HMFI 2012-2013 Highlights which was presented to the public at the press conference on August 14, 2013 for including in the Thursday memo to the Commissioners in preparation for their meeting on Monday.

Thank you.

HELPING MONTGOMERY FAMILIES INITIATIVE (HMFI)
2012-2013 HIGHLIGHTS

Since 2008 the Helping Montgomery Families Initiative (HMFI) in cooperation with Montgomery Public Schools (MPS) has worked with suspended students and their families through a strong collaborative and comprehensive community approach. In 2012 the two-year old Truancy Intervention Program (TIP) was expanded to all 53 schools.

SUSPENSIONS OUTCOMES

- 80% of the 30,579 MPS students had no suspensions.
- The other 20% had 13,222 suspensions.
- The highest number 2,620 (9%) was at the high school level.
- Suspensions for "C" (most serious) infractions decreased 37% from prior school year.
- HMFI leveraged a diverse array of community resources on a weekly basis, providing families with immediate access to many services & reducing barriers, through a multi-disciplinary team comprised of representatives from DA-HMFI, DHR, Center for Adolescent & Child Development, Chemical Addictions, Child Protect, Family Sunshine Center, Gift of Life, Montgomery Area Mental Health Authority, MPS, Montgomery Police Department & Montgomery Public Health Department
- HMFI maintained partnerships with 50 community organizations which are referral resources for families, such as Boys & Girls Club, Family Guidance, Family Justice Center, Y.M.C.A., churches.
- 2,802 letters of concern/warning were sent to parents/guardians of students suspended for serious disciplinary infractions
- 129 Family Assessments were completed serving 353 children.

TIP OUTCOMES

- TIP expanded from 11 to all 53 schools.
- 5% of the student population (1473) was 18 or older & accounted for 15,338 unexcused absences but is not covered by Alabama attendance laws.
- 12,705 DA Attendance Alert Letters were sent to parents/guardians of students with 2 unexcused absences; there were no more unexcused absences in 82% of those families.
- There were 69 Attendance Programs.
- 507 Community referrals/linkages
- MPS District Resource Officers (DROs) served 1,062 compulsory letters to guardians/parents of truant students.
- DROs filed 203 truancy affidavits & contributing warrants in Juvenile Court, an increase from 150 the prior year (11 schools) & from 58 two years before (3 schools).

2013-2014

HMFI will continue to work to reduce suspensions for "B" & "C" infractions for children that participate in the program with emphasis on the more serious violations not handled by court.

HMFI with the start of the new school year will monitor attendance of the 1,000 students at risk for truancy, based on data from last year, in an effort to reduce the number of students classified as truant (5 or more unexcused absences).

OCT - 7-2013

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST REQUEST NUMBER 2

DEPARTMENT:	County Comm Appropriati	REVIEWED:	S. Thomas	10/1/2013
DATE:	10/1/2013	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
Information Systems:				
Salaries	001-51965.110	794,425	(1,162)	793,263
Fixed Auto Allowance	001-51965.112	1,200	3,600	4,800
Social Security tax	001-51965.124	60,879	275	61,154
Cost Sharing-City of Montgomery	001-40000.44915	(93,468)	(2,713)	(96,181)
TOTAL		763,036	0	763,036

JUSTIFICATION:

To budget for an increase in the Auto Allowance for the Chief Information and Technology Officer.

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

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Agenda

OCT - 7-2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Position Fill Request for Detention Facility

The Montgomery County Commission, at its meeting on September 16, 2013, agreed to place a Position Fill Request for Corrections Officer Trainee/Corrections Officer, Position Number 143 on the next agenda for the Detention Facility.

I am requesting approval of this item.

DLM/tn

Attachment

POSITION FILL REQUEST

ORIGINAL

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: D. T. Marshall, Sheriff
 SUPERVISOR: W. Robinson, Colonel

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 Corrections Officer/ Corrections Officer Trainee

Position Number 143

Proposed Effective Date September 16, 2013

Type of Appointment (☒) Permanent (☐) Temporary

Recruiting

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

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

D T Marshall
 Department Head

Date September 3, 2013

2. Administrative Review

(☐) Approved
 (☐) Disapproved

Funding Authority _____

3. Certification

Promotional _____ Candidates
 Open-Competitive _____ Candidates
 Transfer _____ Candidates

Date _____

Personnel Director _____

4. Selectee:

Date _____

Appointing Authority _____

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
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(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

OCT - 7 2013

September 18, 2013

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Position Fill Requests for Sheriff's Office

The Montgomery County Commission, at its meeting on September 16, 2013, agreed to place the following Position Fill Requests on the next agenda for the Sheriff's Office:

- (1) Deputy Sheriff Corporal – Position Number 108
- (2) Deputy Sheriff Trainee/Deputy Sheriff – Position Number to be Determined after Promotion

I am requesting approval of these items.

DLM/tn

Attachments

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: D. Cunningham, Chief Deputy

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

1. Position Title Deputy Sheriff, Corporal

Position Number 108

Proposed Effective Date September 16, 2013

Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade Pay Grade PS2 - \$37,211 - \$47,900

Pay step to be based upon City and County of Montgomery Personnel

Board Rules and Regulations, Rule VI, Section 10 (A-promotions)

D. T. Marshall
 Department Head

Date September 3, 2013

ORIGINAL

2. Administrative Review

() Approved
 () Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
 Open-Competitive _____ Candidates
 Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

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

Date _____
 Date _____

POSITION FILL REQUEST **ORIGINAL**

COMPLETED ACTION DATES

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

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: D. Cunningham, Chief Deputy

1. Position Title Deputy Sheriff Trainee / Deputy Sheriff

Position Number _____

Proposed Effective Date September 16, 2013

Type of Appointment (☒) Permanent (☐) Temporary

Recruiting

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

Pay Grade Deputy Sheriff Trainee - \$36,066 (PS104)
Deputy Sheriff - \$36,186 - \$45,139 PS1

D T Marshall Date September 3, 2013
 Department Head

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 _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7 2013

Date: October 1, 2013
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Korea

Departure Date: October 12, 2013 Return Date: October 18, 2013

Conference Leave (Days / Hours): 6 Days

Purpose of Travel: attend Community Leaders Korea Culture Trip with
Hyundai Motor Manufacturing Alabama, LLC (HMMA)

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: \$0.00 Advance Registration Required: \$0.00

Department Name: County Commission Fund Name: General

Additional Comments: ***ALL EXPENSES PAID BY HMMA***

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$22,500.00

Approved Requests: \$0.00

Budget Available: \$22,500.00

Current Requests: \$0.00

Budget Balance: \$22,500.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7 2013

Date: September 24, 2013

To: Donald L. Mims, Administrator

From: Didi Henry

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL

Departure Date: October 16, 2013

Return Date: October 16, 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 Fund

Additional Comments: Mileage - \$56.50

To: Didi Henry

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 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: \$0.00

Budget Available: \$3,500.00

Current Requests: \$56.50

Budget Balance: \$3,443.50

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/24/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

Agenda

OCT - 7-2013

Date: September 24, 2013
To: Donald L. Mims, Administrator
From: Didi Henry
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Livingston, AL
Departure Date: November 6, 2013 Return Date: November 6, 2013
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Blackbelt Meeting
Blackbelt Historical Workshop

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: \$144.64 Advance Registration Required: _____

Department Name: Public Affairs Dept Fund Name: General Fund

Additional Comments: Mileage - \$144.64

To: Didi Henry
From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$144.64 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>\$0.00</u>	
Budget Available:	<u>\$3,500.00</u>	
Current Requests:	<u>\$201.14</u>	
Budget Balance:	<u>\$3,298.86</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/24/2013
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 3

Agenda

OCT - 7 2013

Date: September 24, 2013

To: Donald L. Mims, Administrator

From: Didi Henry

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Selma, AL

Departure Date: December 11, 2013

Return Date: December 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 Fund

Additional Comments: Mileage - \$56.50

To: Didi Henry

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 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: \$0.00

Budget Available: \$3,500.00

Current Requests: \$257.64

Budget Balance: \$3,242.36

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/24/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

OCT - 7 2013

Request # 1

Date: October 2, 2013
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, Alabama
Departure Date: December 5, 2013 Return Date: December 6, 2013

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: Attend 2013 AMROA Winter Conference in Auburn, AL. Attendees will each earn 12 CPE Hours toward their 2013 CRE and/or CRO continuing education requirements.

Traveler (s) Name: 1. Te'Rea Smith 4. _____
2. RoShonda Moultrie 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$543.00 Advance Registration Required: \$390.00

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

Additional Comments: Registration Fees of \$195.00 each totaling \$390.00 will need to be paid in advance to Auburn University Center for Governmental Services. Other Estimated Expenses: Meals \$26. Lodging \$0. Mileage \$127.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the approximate amount of \$543.00 and advance registration of \$390.00 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>\$0.00</u>	
Budget Available:	<u>\$8,000.00</u>	
Current Requests:	<u>\$543.00</u>	
Budget Balance:	<u>\$7,457.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/3/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

Agenda

OCT - 7-2013

Date: October 2, 2013

To: Donald L. Mims, Administrator

From: Terri Henderson, Revenue Manager

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, Alabama

Departure Date: November 13, 2013

Return Date: November 14, 2013

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: Attend ALTIST Course I: Sales & Use Tax - The Legal Environment
earn 16 CPE Hours toward their 2013 CRE and/or CRO continuing education
requirements.

Traveler (s) Name: 1. Te'Rea Smith 4. _____
2. RoShonda Moultrie 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$915.00 Advance Registration Required: \$450.00

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

Additional Comments: Registration Fees of \$225.00 each totaling \$450.00 will need to be paid in advance
to Auburn University Center for Governmental Services. Other Estimated
Expenses: Meals \$75. Lodging \$200. Mileage \$190.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$915.00 and advance registration of \$450.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51800.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$8,000.00

Approved Requests: \$0.00

Budget Available: \$8,000.00

Current Requests: \$1,458.00

Budget Balance: \$6,542.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/3/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7 2013

Date: October 1, 2013

To: Donald L. Mims, Administrator

From: Lou Ialacci

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Cisco Office in Brimingham, AL

Departure Date: October 14, 2013

Return Date: October 18, 2013

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: Cisco Call Manager v9.0 Administrator Class

(vendor is Skyline Advanced Technology Services)

Traveler (s) Name: 1. Larry Kennedy 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$3,494.80 Advance Registration Required: \$2,850.00

Department Name: Information Systems Fund Name: General

Additional Comments: 920 miles total at .565/mile is \$519.80

\$25/day for food for a total of \$125.00

To: Lou Ialacci

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$3,494.80 and advance registration of \$2,850.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51965-265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$20,000.00

Approved Requests: \$0.00

Budget Available: \$20,000.00

Current Requests: \$3,494.80

Budget Balance: \$16,505.20

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

OCT - 7-2013

Request # 2

Date: October 1, 2013
To: Donald L. Mims, Administrator
From: Lou Ialacci
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: AUM Technacenter Montgomery, AL

Departure Date: October 21, 2013

Return Date: October, 25 2013

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: Attend training classes for ADO.NET Database Programming

Traveler (s) Name: 1. Patrick Richards 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☐

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$2,189.00

Advance Registration Required: \$0.00

Department Name: Information Systems Dept

Fund Name: General

Additional Comments: _____

To: Lou Ialacci

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$2,189.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51965.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$20,000.00

Approved Requests: \$0.00

Budget Available: \$20,000.00

Current Requests: \$5,683.80

Budget Balance: \$14,316.20

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

Agenda
OCT - 7, 2013

Date: September 30, 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: October 23, 2013

Return Date: October 24, 2013

Conference Leave (Days / Hours): 2 days

Purpose of Travel: 2013 Election Conference

Traveler (s) Name: 1. Chief Deputy D. Cunningham

4. _____

2. _____

5. _____

3. _____

6. _____

Check Mode of Transportation: County Vehicle

☒

Commercial Air

☐

Private Vehicle

☐

Other (Specify)

☐

Total (est.) Cost: \$625.00

Advance Registration Required: \$250.00

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. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$625.00 and advance registration of \$250.00 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: \$5,075.00

Budget Available: \$19,925.00

Current Requests: \$625.00

Budget Balance: \$19,300.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/30/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

OCT - 7-2013

Request # 3

Date: September 30, 2013
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Savannah, GA
Departure Date: November 10, 2013 Return Date: November 15, 2013
Conference Leave (Days / Hours): 6 days
Purpose of Travel: IAI Training Conference

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

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

Total (est.) Cost: \$1,730.00 Advance Registration Required: \$240.00

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. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,730.00 and advance registration of \$240.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$5,075.00</u>
Budget Available:	<u>\$19,925.00</u>
Current Requests:	<u>\$2,355.00</u>
Budget Balance:	<u>\$17,570.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/30/2013

cc: Finance Director / Buyer

17-10

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7 2013

Date: September 19, 2013
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Foley, AL
Departure Date: October 23, 2013 Return Date: October 25, 2013
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Taser Recertification

Traveler (s) Name: 1. Willie Rodgers 4. _____
2. Jeffery Sanderson 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$850.00 Advance Registration Required: \$350.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$850.00 and advance registration of \$350.00 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>\$5,890.00</u>	
Budget Available:	<u>\$9,110.00</u>	
Current Requests:	<u>\$850.00</u>	
Budget Balance:	<u>\$8,260.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/19/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7-2013

Date: September 17, 2013

To: Donald L. Mims, Administrator

From: Clay Henley, Chief Appraiser

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Atlanta, GA

Departure Date: October 29, 2013

Return Date: October 29, 2013

Conference Leave (Days / Hours): 1 day

Purpose of Travel: Sharpen Your GIS Skills Seminar

Traveler (s) Name: 1. Todd Grant

4. _____

2. _____

5. _____

3. _____

6. _____

Check Mode of Transportation: County Vehicle

☐
☒

Private Vehicle

Commercial Air

☐
☐

Other (Specify)

Total (est.) Cost: \$275.00

Advance Registration Required: _____

Department Name: Appraisal

Fund Name: Reappraisal

Additional Comments: _____

To: Clay Henley, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$275.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 120-51985.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$30,000.00

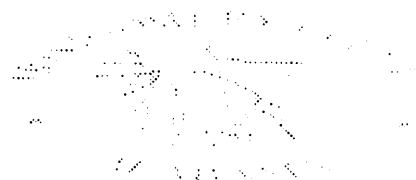
Approved Requests: \$995.00

Budget Available: \$29,005.00

Current Requests: \$275.00

Budget Balance: \$28,730.00

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/17/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Agenda

OCT - 7-2013

Date: September 17, 2013
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: October 22, 2013 Return Date: October 25, 2013
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Attend Annual Conference

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

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

Total (est.) Cost: \$4,060.00 Advance Registration Required: \$800.00

Department Name: Fund Name:

Additional Comments: 4 days and 3 nights of stay

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$4,060.00 and advance registration of \$800.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$12,500.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$12,500.00</u>	
Current Requests:	<u>\$4,060.00</u>	
Budget Balance:	<u>\$8,440.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/18/2013

cc: Finance Director / Buyer

17-13

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 3

Agenda

OCT - 7-2013

Date: September 24, 2014

To: Donald L. Mims, Administrator

From: Paul Brown, Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: October 16, 2013

Return Date: October 18, 2013

Conference Leave (Days / Hours): 3 days

Purpose of Travel: To attend the ACCD Fall Conference

Traveler (s) Name: 1. Paul Brown 4. Tony Ferguson
2. Kimberly Long 5. Shonda Grissett
3. Caryn White 6. ReBecca Johnson

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

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

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. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$450.00 and advance registration of \$450.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$12,500.00

Approved Requests: \$0.00

Budget Available: \$12,500.00

Current Requests: \$4,535.00

Budget Balance: \$7,965.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/24/2013

cc: Finance Director / Buyer

17-14

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

Agenda

OCT - 7-2013

Date: October 1, 2013

To: Donald L. Mims, Administrator

From: Ellen Brooks

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL

Departure Date: October 10, 2013

Return Date: October 10, 2013

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Prosecutors Day at Cumberland School of Law

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

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

Total (est.) Cost: \$50.00 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. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$50.00 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: \$48,000.00

Approved Requests: \$50.00

Budget Available: \$47,950.00

Current Requests: \$50.00

Budget Balance: \$47,900.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

17-13

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 3

Agenda

OCT - 7 2013

Date: October 1, 2013
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, AL
Departure Date: November 1, 2013 Return Date: November 1, 2013
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Attend Criminal Code Committee Meeting

Traveler (s) Name: 1. Ellen Brooks 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: \$0.00

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

Additional Comments: Ms Brooks would like the option of using either vehicle

To: Ellen Brooks
From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$125.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$48,000.00</u>	
Approved Requests:	<u>\$50.00</u>	
Budget Available:	<u>\$47,950.00</u>	
Current Requests:	<u>\$175.00</u>	
Budget Balance:	<u>\$47,775.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

17-16

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 4

Agenda

OCT - 7 2013

Date: October 1, 2013

To: Donald L. Mims, Administrator

From: Ellen Brooks

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL

Departure Date: November 15, 2013

Return Date: November 15, 2013

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend APJI Committee Meeting

Traveler (s) Name: 1. Ellen Brooks

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: \$0.00

Department Name: District Attorney

Fund Name: 760-51260-265

Additional Comments: Ms Brooks would like the option of using either vehicle

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$125.00 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: \$48,000.00

Approved Requests: \$50.00

Budget Available: \$47,950.00

Current Requests: \$300.00

Budget Balance: \$47,650.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

17-17

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 5

Agenda

OCT - 7-2013

Date: October 1, 2013

To: Donald L. Mims, Administrator

From: Ellen Brooks

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, AL

Departure Date: November 24, 2013

Return Date: November 26, 2013

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: Attend: ADAA 2013 Fall Extended Business Session

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

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

Total (est.) Cost: \$1,050.00 Advance Registration Required: \$375.00

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

Additional Comments: Ms Brooks would like the option of using either vehicle

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$1,050.00 and advance registration of \$375.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$48,000.00

Approved Requests: \$50.00

Budget Available: \$47,950.00

Current Requests: \$1,350.00

Budget Balance: \$46,600.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/1/2013

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 6

Agenda

OCT - 7 2013

Date: October 2, 2013

To: Donald L. Mims, Administrator

From: Ellen Brooks

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, AL

Departure Date: October 24, 2013

Return Date: October 24, 2013

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend: Secretary's Training Session

Traveler (s) Name: 1. Anna Turner

4. Peggy Thompson

2. Dawn Rambo

5. Lynn McLeod

3. Debbie Rayborn

6. Marilee Stephens

Check Mode of Transportation: County Vehicle

Private Vehicle

☐
☒

Commercial Air

Other (Specify)

☐
☐

Total (est.) Cost: \$0.00

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. 10/07/13 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

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

Description: Registration & Training

Current Budget: \$48,000.00

Approved Requests: \$50.00

Budget Available: \$47,950.00

Current Requests: \$1,350.00

Budget Balance: \$46,600.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/3/2013

cc: Finance Director / Buyer

17-19