

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

DECEMBER 15, 2014

AGENDA

INFORMATION SESSION

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

Prayer Led by Commissioner Williams

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
County Engineer
Chief Information and Technology Officer

Comments from Scheduled Attendees:

Broker Agent Mike Dunn with Merchant Capital, LLC
Frank Litchfield and Jin Sunwoo with Seay, Seay & Litchfield
Griffin Harris and Patrick Addison with PH&J Architects, Inc. and Montgomery County
Circuit Clerk Tiffany McCord

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Walker

Pledge of Allegiance Led By Commissioner Williams

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of December 1, 2014

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Board Member Appointment to the Montgomery County Public Building Authority, County Commission
2. Consider Appointment to the Rural Planning Organization (RPO) Policy Committee, Central Alabama Regional Planning and Development Commission
3. Consider Two Grant Applications to the Alabama Department of Economic and Community Affairs for Equipment Purchases, District Attorney's Office
4. Consider Policy on Public Notice Regarding Blanket Conditions of County Road and Bridges, County Commission
5. Consider Funding 40% of Total Engineering Cost, not to exceed \$22,000, for Traffic Signal Installation on Hyundai Boulevard to Benefit Project Clover-Glovis, County Commission
6. Consider Contracts for Housing Juveniles at the Montgomery County Youth Facility for Autauga, Butler, Chilton, Elmore and Monroe Counties, Youth Facility
7. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
8. Consider Payment of Legal Fees in the amount of \$2,998.50 to Balch & Bingham, LLP Regarding Economic Development Incentives for Stivers Ford Lincoln, Inc., County Commission
9. Consider Position Fill Requests – Detention Facility (4)
 1. Corrections Officer Trainee/Corrections Officer, Position Number 114
 2. Corrections Officer Trainee/Corrections Officer, Position Number 214
 3. Corrections Officer Trainee/Corrections Officer, Position Number 221
 4. Corrections Officer Trainee/Corrections Officer, Position Number 225
10. Consider Position Fill Request for Customer Service Clerk, Position Number 750016003, Probate Judge's Office
11. Consider Position Fill Requests – Youth Facility (2)
 1. Juvenile Detention Officer, Relief, Position Number 910300001
 2. Juvenile Detention Officer, Relief, Position Number 910300002

12. Consider Irregular One-Step Increase for Three Buyer Positions, Support Services
13. Consider Travel/Training Requests (7)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Reports from Staff:

County Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

DECEMBER 15, 2014

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.

DECEMBER 25, 2014

County Holiday (Christmas Day)

DECEMBER 26, 2014

County Holiday (Christmas Day)

JANUARY 1, 2015

County Holiday (New Year's Day)

JANUARY 5, 2015

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.

JANUARY 19, 2015

County Holiday (Martin Luther King, Jr.'s Birthday)

JANUARY 20, 2015

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.

FEBRUARY 2, 2015

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.

FEBRUARY 16, 2015

County Holiday (President's Birthday)

FEBRUARY 17, 2015

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until 12:00 Noon.

PERSONNEL ACTIONS

Fill action continues for 1 Appraiser I – Appraisal Department
Fill action continues for 2 Appraiser II – Appraisal Department
Fill action continues for 1 Appraiser III – Appraisal Department
Fill action continues for 1 IT Engineering/Systems – Information Systems
Fill action continues for 1 Clerk IV – Information Systems
Fill action continues for 1 Custodial Maintenance Manager – Support Services Department
Fill action continues for 1 Purchasing Manager – Support Services Department
Fill action continues for 1 Runner – District Attorney’s Office
Fill action continues for 1 Legal Support Assistant – District Attorney’s Office
Fill action continues for 1 Secretary – District Attorney’s Office
Fill action continues for 1 Child Support Case Manager I – District Attorney Child Support
Fill action continues for 1 Director – District Attorney Pre-Trial
Fill action continues for 23 Correction Officer Trainees – Detention Facility
Fill action continues for 1 Corrections Officer Corporal – Detention Facility
Fill action continues for 2 Clerk II – Detention Facility
Fill action continues for 1 CREO 1 – Engineering Department
Fill action continues for 1 Clerk III – Personnel Department
Fill action continues for 2 Customer Service Clerk – Probate Judge’s Office
Fill action continues for 1 Clerk III – Probate Judge’s Office
Fill action continues for 2 Assistant Tag & License Supervisors – Probate Judge’s Office
Fill action continues for 1 Customer Service Clerk (Part-Time) – Probate Judge’s Office
Fill action continues for 1 Tag and License Supervisor – Probate Judge’s Office
Fill action continues for 1 Elections Training Coordinator – Probate Judge’s Office (Elections)
Fill action continues for 1 Customer Service Clerk – Revenue Commissioner’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 2 Emergency Communication Operator I/II – Sheriff’s Office
Fill action continues for 1 Juvenile Probation Officer I – Youth Facility
Fill action continues for 3 Juvenile Detention Officer’s – Youth Facility
Fill action continues for 3 Juvenile Detention Officer’s – Youth Facility

December 15, 2014

12-15-14 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 12-05-14

Check Number	To	Check Number
249583		249662
Total Checks Paid		\$286,895.79

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

12-15-14 Meeting

MONTGOMERY COUNTY COMMISSION

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

CHECKS ARE DATED 12-05-14

Check Number	To	Check Number
249663		249757
Total Checks Paid		\$757,268.48

**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
12/12/14**

Payroll Check Number	121594	To	Payroll Check Number	121682	\$ 64,181.07
Direct Deposits					\$ 881,611.72
Payroll Check Number	121683	To	Payroll Check Number	121711	\$ 257,086.93
Direct Deposits					\$ 361,846.71
Federal Deposits					\$ 352,648.69
Total Payroll Paid					\$ 1,917,375.12

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
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
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

DEC 15 2014

December 9, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery County Public Building Authority Board Appointment

The Montgomery County Commission, during its meeting on December 1, 2014, discussed a board member appointment to the Montgomery County Public Building Authority. Commissioner Walker recommended Ed Grimes for the replacement of James Phillips, whose term would expire June 5, 2020.

I am requesting approval of this appointment.

DLM/tn

Attachment

Montgomery County Public Building Authority

Members:

Term Expires:

James Phillips (Resigned)

6/5/2014

Andrew Hall (President) (Resigned)
Pike Road, AL 36064

6/5/2014

Bill Davis
Montgomery, AL 36106

6/5/2016

Andrew Hardwick
Montgomery, AL 36116

6/5/2016

William E. Blake
Montgomery, AL 36104

6/5/2018

James Harrell
Montgomery, AL 36111

6/5/2018

Term: 6 years

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
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Agenda

DEC 15 2014

December 10, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Board Member Appointment to the Policy Committee for the Rural Planning
Organization of Central Alabama

During the December 1, 2014 County Commission meeting, Administrator Mims presented a letter from Planning Director Katherine E. Ennis with Central Alabama Regional Planning and Development Commission requesting that the Commission appoint one Commissioner to serve as a voting member on the Rural Planning Organization (RPO) Policy Committee, due to the resignation of Reed Ingram. Commissioner Walker nominated Andrew Hall and the Commission agreed to place this board member appointment on the next agenda.

I am requesting that the Commission approve his appointment.

DLM/tn

CARPDC

CENTRAL ALABAMA REGIONAL PLANNING AND DEVELOPMENT COMMISSION

AUTAUGA, ELMORE & MONTGOMERY COUNTIES

Jiles Williams
Chairman

Greg Clark
Executive Director

November 10, 2014

Mr. Donald L. Mims, County Administrator
Montgomery County Courthouse, Annex III
P.O. Box 1667
Montgomery, AL 36102-1667

RE: Rural Planning Organization of Central Alabama

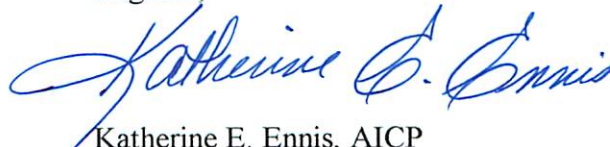
Mr. Mims:

With the end of Commissioner Reed Ingram's service on the Montgomery County Commission, Montgomery County will have an empty seat on the Policy Committee for the Rural Planning Organization (RPO). We would like to request that the County Commission make a new appointment to this Committee at their first possible opportunity. The RPO is a transportation planning process serving the rural areas of Alabama and providing a formal link between ALDOT and local governments.

The Policy Committee will meet approximately quarterly and at this time we are working to establish the Committee's meeting schedule for FY2015. We expect that the first meeting of the fiscal year will take place during the month of November and hope that your new appointment will be able to participate in that meeting. During our meetings we will offer training and informational presentations, and the committee will make recommendations and provide information on potential future projects to be passed on to ALDOT.

We look forward to hearing from you regarding this important position and ask that once an appointment has been made you provide us with the name and contact information of the person selected. If you need additional information please feel free to contact me at (334) 262-4300 or kennis@carpdc.com.

Regards,


Katherine E. Ennis, AICP
Planning Director

cc: Elton N. Dean, Jr., Chairman Montgomery County Commission



www.mc-ala.org/da

Daryl D. Bailey
District Attorney
Fifteenth Judicial Circuit of Alabama
251 South Lawrence Street
P.O. Box 1667
Montgomery, Alabama 36102-1667



(334)832-2550
Agenda
DEC 15 2014

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Rhonda B. Cape
Chief Administrator

DATE: December 10, 2014

RE: Edward Byrne Memorial JAG Grants

The Montgomery County District Attorney's Office is applying to ADECA for two Byrne JAG grants for equipment purchases. The County Commission serves as the sub grantee. The grants start date will be January 1, 2015. There is no match required for these grants.

Please place these applications on the Montgomery County Commission agenda for Monday, December 15.

Thank you.

attachment

Alabama Department of Economic & Community Affairs
Law Enforcement/Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

Form Revised January 10, 2011

Page 1

Application is hereby made for a grant under the program described in item 7 below in the amount and for the purpose set forth in this application

1. Applicant Name Montgomery County Commission Address 101 S Lawrence Street Montgomery, AL 36104 Phone #: (334) 832-1259 Fax # (334) 832-2533 E-Mail	3. Authorizing Official Name Elton N. Dean, Sr., Chairman Title Montgomery County Commission Address 101 S Lawrence Street Montgomery, AL 36104 Phone # (334) 832-1259 Fax # (334) 832-2533 E-Mail Signature _____ Date: _____
2. Implementing Agency Name Montgomery County District Attorney Phone # (334) 832-2550	5. Financial Officer Name Sherrill Thomas Address 101 S Lawrence Street Montgomery, AL 36104 Phone # (334) 832-1268 Fax # (334) 832-2533 E-Mail sherrillthomas@mc-ala.org Signature <i>Sherrill Thomas</i> Date: <i>12/11/14</i>
4. Project Director Name Rhonda B. Cape Address 251 S Lawrence St Montgomery, AL 36104 Phone # (334) 832-1652 Fax # (334) 832-1615 E-Mail rhondacape@mc-ala.org Signature <i>Rhonda B Cape</i> Date: <i>12/10/14</i>	7. Program Under Which Application is Made Byrne JAG
6. Type of Application ☒ Original ☐ Continuation of Previous Grant Number:	9. Project Ending Date (Estimated) June 30, 2015
8. Project Start Date (Estimated) January 1, 2015	10. Does this application require a prior cost approval? ☐ Yes ☐ No
11. Name of the Project (Brief Descriptive Title) Radios for Investigators	12. Grant Funds Requested \$ 6,847.00
13. Will other Federal Support be available for any part of this project? ☐ Yes ☒ No (If yes, identify and explain on Page 9)	14. Total Project Duration (in Months) 6 months
15. DUNS Number 99839086	16. CCR Registration Valid Until: (Enter Date)

17. Project Summary: (Suitable for a news release pertaining to this project)
 The Montgomery County District Attorney's Office is applying for grant funding to purchase radios for our Investigators so they will have immediate and direct contact with other law enforcement agencies. This communication ability is needed for investigative purposes and for safety issues because they are regularly exposed to dangerous situations, physical threats and unpredictable incidents.

ADECA / LETS Grant Application Part 2
Edward Byrne Memorial JAG Program
Project Narrative Description / Problem Identification

The Investigators in the Montgomery County District Attorney's Office provide highly responsible work in conducting investigations of suspected criminal violations, and enforcing laws, rules and regulations under the purview of the District Attorney. They work with other law enforcement officials at the federal, state and local levels in planning and conducting operations to detect and apprehend law violators. They provide security for the office, courtroom and other areas as needed. They transport victims and witnesses as needed and serve subpoenas. They are regularly exposed to dangerous situations, physical threats and unpredictable incidents.

Their current means of communication is through cellphones. This is problematic since they do not connect directly into the communication systems of other law enforcement agencies for immediate access and response.

A communication tool that would allow them to have immediate contact with not only their fellow investigators but also other law enforcement officials in the County and State is greatly needed for investigative duties and especially for safety reasons. The purchase of digital portable radios would provide our investigators with immediate and direct contact with other law enforcement agencies.

Alabama Department of Economic & Community Affairs
Law Enforcement/Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

Form Revised January 10, 2011

Page 6

A. Personnel:

List each individual with salary

Name of Employee	Position / Title	Salary	Rate Of Pay (BW, SM)	% of Time Devoted to Project	Annual Income / Unit Cost	Category Total
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -

See Attachment 1 (Personnel)

\$ -

Salaries Sub-Total \$ -

Fringe Benefit Computation

FICA	\$ -		7.650%
SUI	\$ -		0.000%
W/C	\$ -		0.000%
Health Insurance	\$ -	0	100.00%
Life Insurance	\$ -	0	100.00%
Retirement	\$ -	0	100.00%
Other	\$ -	0	100.00%
Other	\$ -	0	100.00%

\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -

See Attachment 1 (Personnel)

\$ -

Fringe Sub-Total \$ -

Total Personnel Expenditures \$ -

B. Contractual Services:

Must be itemized

List by individual or type of individual, with fee basis limited to a reasonable rate not to exceed \$450 per day.

Individual Consultants and/or Contracting of Service Organizations

\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -

Total Professional Services \$ -

C. Travel:

Transportation & associated cost of project personnel (Consultant Travel is to be include in Category B above)

Mileage:	\$ -
Per Diem:	\$ -
Conference Cost:	\$ -
Other:	\$ -

Total Travel \$ -

Montgomery, AL 36103-5690

Page 1

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		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
		\$ -	26	100%	\$ -	\$ -
See Attachment 1 (Personnel)					\$ -	\$ -

Salaries Sub-Total \$ -

Fringe Benefit Computation

FICA	\$ -		7.650%
SUI	\$ -		0.000%
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Health Insurance	\$ -	0	100.00%
Life Insurance	\$ -	0	100.00%
Retirement	\$ -	0	100.00%
Other	\$ -	0	100.00%
Other	\$ -	0	100.00%

\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -

See Attachment 1 (Personnel)

\$ -

Fringe Sub-Total \$ -

Total Personnel Expenditures \$ -

B. Contractual Services:

Must be itemized

List by individual or type of individual, with fee basis limited to a reasonable rate not to exceed \$450 per day.

Individual Consultants and/or Contracting of Service Organizations

\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -

Total Professional Services \$ -

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Transportation & associated cost of project personnel (Consultant Travel is to be include in Category B above)

Mileage:	\$ -
Per Diem:	\$ -
Conference Cost:	\$ -
Other:	\$ -

Total Travel \$ -

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TDD (334) 265-3568

www.mcga.org

Agenda

DEC 15 2014

December 9, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Road Conditions Policy

The Montgomery County Commission, at its meeting on December 1, 2014, agreed to place on the next agenda a Policy on Public Notice regarding Blanket Conditions of County Road and Bridges.

I am requesting at the Commission approve the attached policy.

DLM/tn

Attachment

Policy on Public Notice Regarding Blanket Conditions of County Roads and Bridges

PURPOSE:

This policy shall be utilized by the Montgomery County Commission in order to effectively communicate the blanket conditions of county roads and bridges resulting from extreme weather conditions or other disaster events. The policy does not apply to other circumstances.

PROCESS:

Should conditions warrant blanket communication regarding the conditions of roads and bridges, the Montgomery County Commission shall distribute such information acting through its Chairman and duly authorized employees.

ROAD and BRIDGE CONDITIONS:

When conditions warrant, the public shall be notified of the following information:

IMPASSABLE TRAVEL ADVISORY: *Effective _____ all roads and bridges in Montgomery County should be considered IMPASSABLE until further notice. Members of the general public are advised that when roads and bridges become IMPASSABLE all travel should be suspended or delayed. Only emergency vehicles should travel on county roads and bridges until further notice.*

When conditions improve, the public shall be notified of the following information:

RESUMPTION OF TRAVEL: *Effective _____ conditions have improved and the previous IMPASSABLE TRAVEL ADVISORY for Montgomery County roads and bridges has been lifted. Because county officials cannot guarantee the conditions everywhere, drivers are reminded to use caution while traveling.*



P.O. Box 5040 • Montgomery, Alabama 36103
Telephone 334-263-7594 • Fax 334-263-7678

www.alabamacounties.org

Hon. Merceria Ludgood, Mobile County, President

Sonny Brasfield, Executive Director

TO: County Commission Chairs

FROM: Sonny Brasfield, Executive Director

DATE: October 29, 2014

RE: Road Conditions Policy

Following the winter storms of 2014, the Association asked its attorneys, county engineers and emergency management directors to take a look at the common practice of making public announcements that county roads are "closed" during ice and/or snow storms. The focus of the review was whether the terminology of "closing" county roads presents both a misunderstanding by the public as well as possible liability exposure for the county.

The major concern is vested in the provisions of Alabama law that establish a formal procedure to be followed when the county wishes to actually "close" a county-maintained road. This process involves the holding of a public hearing and the posting of notice at the road. Obviously, during times of inclement weather the county commission is not following this procedure because it is impractical. It could be argued, however, that the county's use of the term "closed" somehow attaches an obligation to follow the legal procedures established in the law.

For this reason, the groups developed a suggested procedure for counties to utilize when there are weather or other conditions resulting in the county commission making a blanket announcement regarding the use of county roads. The policy focuses on announcing that the county-maintained roads are "impassable" rather than using the confusing legal term of "closed."

This policy has been vetted through the Association of County Engineers of Alabama, Alabama Association of Emergency Managers and approved by the Board of Directors of the Association of County Commissions of Alabama. It is recommended that you review the policy with your county attorney and strongly consider adopting and utilizing this procedure when weather conditions dictate that motorists should stay off the county roads.

The policy also provides an announcement that should be made when the weather conditions have improved. This announcement also contains a specific warning that the county cannot guarantee that all the conditions on all county roads are safe.

If you have any questions, please let us know.

Enclosure

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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Agenda

DEC 15 2014

December 9, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Funding for Engineering Cost regarding Project Clover-Glovis

The Montgomery County Commission, during its meeting on December 1, 2014, agreed to place on the next agenda authorization to fund 40% of the total engineering cost for a traffic signal installation on Hyundai Boulevard to benefit Project Clover-Glovis, in which the County would pay no more than \$22,000 for the project.

I am requesting that the Commission approve this funding authorization.

DLM/tn



ALABAMA DEPARTMENT OF TRANSPORTATION

1409 Coliseum Boulevard
Montgomery, Alabama 36110

Telephone: 334/242-6311 • Fax No.: 334/262-8041

Robert Bentley
Governor



John R. Cooper
Transportation Director

October 17, 2014

The Honorable Todd Strange
Mayor, City of Montgomery
103 North Perry Street
Montgomery, AL 36104

Dear Mayor Strange:

RE: Alabama Industrial Access Road and Bridge Corporation
Application for Funding
Project Clover-Glovis
Montgomery County

I am pleased to announce that the Board of Directors of the Industrial Access Road and Bridge Corporation met on October 14, 2014, and agreed to commit \$159,800.00 to fund traffic signal installation at Hyundai Boulevard to benefit Project Clover-Glovis. This commitment is contingent upon the following provisions:

- Final warrant study approval for traffic signal required by Alabama Department of Transportation (ALDOT)
- If approved, the City of Montgomery must execute a maintenance agreement with ALDOT prior to signal installation

Under the terms of this allocation, the City of Montgomery will be responsible for preliminary engineering costs, right-of-way, utility costs, and any project cost overruns. An Alabama Department of Transportation representative will contact you regarding execution of the funding agreement and approval of the project plans, which must be done prior to any advertisement for bids or the beginning of work. Please know that any work done prior to execution of the agreement, approval of the plans and Department of Transportation notification to proceed will be ineligible for funding.

Please contact Mr. Edward Austin, Innovative Programs Engineer, at 334-242-6751 if you have any questions concerning this matter. We are pleased that the Industrial Access Road and Bridge Corporation will be able to fund this worthwhile project.

Sincerely,

John R. Cooper
Transportation Director, as
President of the Industrial Access
Road and Bridge Corporation

JRC/ENA:mk

copy: Mr. Young Boozer

Mr. Bill Newton

The Honorable Quinton Ross

The Honorable Alvin Holmes

Mr. Ronald L. Baldwin, P.E.

Mr. George Conner, P.E.

Mr. David Bohannon

Mr. Bill Flowers

Mr. Jim Doolin

File

Tammy Nix

From: Dunson, Patrick <pdunson@montgomeryal.gov>
Sent: Wednesday, November 19, 2014 3:11 PM
To: Donald Mims
Cc: Tammy Nix
Subject: RE: Glovis request for Funding
Attachments: Hyundai Blvd at Glovis 11-19-14 Proposal REV1.pdf

To: The Montgomery County Commission

Attn: Mr. Donald Mims,

Please allow this email to be considered as an official request from the City of Montgomery to share in the cost to fund the engineering for a new traffic signal to be located on Hyundai Boulevard for the Glovis expansion. I am requesting Montgomery County Commission participate and pay for 40% of the total engineering cost. The amount being requested at this time is \$9573.60. I have attached a copy of the consultants proposal for work that details the scope of work and break downs the cost of the work. Please let me know if you need any additional information.

Thank you for your consideration,

Patrick W. Dunson, P.E.
City Engineer
City of Montgomery
Office (334) 625-2695
Cell (334) 354-6104
Fax (334) 625-2616



3644 Vann Road, Suite 100
Birmingham, Alabama 35235
Phone (205) 655-8855 Fax (205) 655-8825

November 19, 2014

Patrick Dunson
City Engineer, City of Montgomery
25 Washington Street, 2nd Floor
Montgomery, AL 36104

RE: Glovis Alabama access at Hyundai Boulevard
Montgomery, Alabama

Dear Mr. Dunson;

We are pleased to provide this proposal to provide Traffic Engineering Services for the Glovis Alabama access at Hyundai Boulevard intersection proposed traffic signalization project. As a part of the project, we plan to utilize Larry E. Speaks & Associates, Inc. to provide survey for the subject intersection and TTL, Inc. for Geotechnical Services. For your consideration, we have provided a Scope of Work and Fee Schedule for our involvement in the project. Each of these items is provided as an attachment to this letter.

We appreciate the opportunity to present this proposal and look forward to working with you and the City of Montgomery on this project. Should you have any questions or need to discuss the Scope of Work or Fee Estimate, please feel free to call or email us.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Scott Skipper".

D. Scott Skipper



**Traffic Signal Design Services - Scope of Work
Glovis Alabama at Hyundai Boulevard
Montgomery, Alabama**

Skipper Consulting, Inc. proposes to provide traffic engineering services on behalf of the City for undertaking traffic analyses and signal design services for the Glovis Alabama access at Hyundai Boulevard intersection in Montgomery, Alabama. The work proposed in this scope of services was derived from discussions with representatives of the City as well as the Consultant's knowledge of the study vicinity. In addition, the proposal includes Sub-Consultant services for surveying and geotechnical investigation associated with the signal design efforts for the subject intersection.

Data Collection and Traffic Counts

The Consultant will initiate the study process by conducting a field inspection of the project area. Additionally, we will be collecting information currently in the files of various agencies to include: maps and aeriels; historical traffic volumes; existing intersection traffic signal phasing and timing plans; planned and programmed roadway improvements; traffic control; traffic studies conducted in the immediate vicinity; and other readily available information.

It is our understanding that hourly approach traffic counts have been conducted by the City of Montgomery and would be provided to the Consultant for their use on the project. To supplement hourly approach counts, peak hour intersection counts would be conducted for the Glovis Alabama access at Hyundai Boulevard intersection. The peak hours to be counted would be based upon a review of hourly approach counts to capture the peak periods for the Glovis America facility. Once these periods have been identified, the Consultant would notify the Client of such times.

Topographic Survey

Through a Sub-Consultant agreement with Larry E. Speaks & Associates, Inc., survey of the study intersection would be conducted. Survey would include utilities (as located by the line utility location services) at the subject intersection. The survey would extend east and west of the subject intersection 500 feet east in each direction. The extended area will locate existing lanes, turn lanes, and striping. Utility location would be limited to the intersection only.

Traffic Projections and Access Needs Assessment

Based upon current traffic counts and expansion plans of Glovis Alabama, the Consultant would project traffic volumes to reflect post expansion conditions. Utilizing the projected peak hour traffic volumes, the Consultant would conduct an assessment of the traffic operations to determine if the current lane geometry would be sufficient to accommodate future conditions. The Consultant would provide the Client with a summary of the findings of this assessment for review and discussion.

Following review, the Consultant would finalize and submit to the Client for their uses and distribution. Print and PDF copies of the summary document would be provided to the Client.

Signal Warrant Evaluation

Utilizing existing and projected traffic volumes for the study intersection, traffic signal warrant evaluation would be conducted for the Glovis Alabama access at Hyundai Boulevard intersection. Signal warrants would be conducted utilizing current standards of the MUTCD, ALDOT, and City of Montgomery. Upon completion of the signal warrant analyses, the Consultant would contact the Client to discuss results. Following these discussions, a technical document outlining the study findings would be prepared for submittal to the City for review and approval.



Traffic Signal Design

Upon approval of the Traffic Signal Warrant Study, the Consultant would initiate Traffic Signal Design for the Glovis Alabama access at Hyundai Boulevard intersection. Traffic signal construction plan development for the project intersections would be undertaken upon authorization by the Client. The Consultant would prepare signal plans utilizing base mapping developed from the survey, as described above.

Design efforts for the project will be undertaken using procedures and specifications as established by the City and ALDOT as appropriate. Design efforts would include, but are not limited to: signal phasing and timing; striping improvements at the signalized intersection; research applicable City and ALDOT specifications; determine appropriate signal notes; determine equipment and installation details; determine traffic control needs for signal construction.

The plan assembly would include applicable title sheet, legend sheets, traffic signal note sheets, traffic signal layout sheet, applicable detail sheets, traffic control plan sheets, geotechnical boring and passive pressure logs, and other sheets as applicable.

The signal plan set will be sent to the City and ALDOT for review based upon the project requirements for the review process. It is anticipated that plan review for the project would include PS&E review, Construction Bureau review, Quality Control review, Office Engineer review, and Final Backcheck. The Consultant would make revisions and respond to comments during the review process to meet the requirements of ALDOT.

Soil Boring and Geotechnical Investigation

Through a Sub-Consultant agreement with TTL, Inc. soil boring and geotechnical investigation would be performed for the locations of the required traffic signal poles for the subject intersection. TTL will perform work for the new light poles in accordance with the Alabama Department of Transportation (ALDOT) Memorandum, dated February 9, 2009, which provided guidance/requirements on drilling for signal poles. Three borings will be drilled to a depth of 31 feet below the ground surface (bgs). Soil samples will be obtained from the borings, the samples will be visually logged in the field, and representative soil samples will be submitted to the laboratory for physical tests to estimate the general engineering characteristics of the subsurface soils. A written engineering letter report will be provided describing findings and recommendations for site preparation, passive pressure diagrams, and foundation design recommendations would be provided.



**Traffic Signal Design Services – Fee Schedule
Glovis Alabama access at Hyundai Boulevard
Montgomery, Alabama**

Skipper Consulting, Inc. proposes to undertake this assignment on a fixed fee by task basis as outlined in the following:

<u>Work Task</u>	<u>Basic Service Fee</u>
Data Collection/Traffic Counts	\$ 1,350.00
Topographical Survey*	\$ 2,500.00
Traffic Projections and Access Needs Assessment	\$ 2,500.00
Signal Warrant Evaluation	\$ 2,400.00
Traffic Signal Design	\$ 7,900.00
Borings and Geotechnical Investigation**	\$ 4,284.50
Plan Review and Project Management	<u>\$ 3,000.00</u>
Total	\$ 23,934.50

*Sub-Consultant Services provided by Larry E. Speaks & Associates, Inc.

**Sub-Consultant Services provided by TTL, Inc.

**Montgomery County
Youth Facility**

Agenda

DEC 15 2014

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Juvenile Court Administrator 
Date: December 5, 2014
Re: Autauga, Butler, Chilton, Elmore and Monroe
Counties Detention Bed Contracts

Please place the attached Autauga, Butler, Chilton, Elmore and Monroe Counties' contracts on the December 15th County Commission formal agenda. These contracts are for Autauga, Butler, Chilton, Elmore and Monroe counties to house juveniles from their respective counties in our facility.

Thank you for your consideration in this matter.

STATE OF ALABAMA

COUNTY OF MONTGOMERY

AGREEMENT

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

WHEREAS, **Autauga County**, a corporate political body, desires to afford itself of the services furnished by the Montgomery County Youth Facility.

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

1. **Autauga County** agrees to contract with Montgomery County Youth Facility for their allotted DYS bed. The sum is predetermined by the DYS Board and payment will be remitted to this county.
2. The said Montgomery County covenants and agrees to guarantee a **second** bed to **Autauga County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
3. **Autauga County** will pay to Montgomery County the sum of \$25,000.00 for the second guaranteed bed. Payments of \$6,250.00 are to be made at the beginning of each quarter (October, January, April, and July).
4. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles based in the Youth Facility and **Autauga County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Autauga County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
5. **Autauga County** will pay to Montgomery County the sum of \$85.00 per day for any juvenile housed above their allotted number.
6. Montgomery County covenants and agrees to contact the duly authorized representative of **Autauga County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Autauga County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such

- counseling and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.
7. In the event a juvenile housed at the Youth Facility shall become disruptive or "beyond control" while detained or in the custody of the Youth Facility, **Autauga County** will be notified and shall take said juvenile back into custody as soon as practicable but in no case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.
 8. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Autauga County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Autauga County** agrees that it shall maintain liability insurance for such injuries and case Montgomery County to be co-insured thereon.
 9. All juveniles housed at the Youth Facility and forwarded by **Autauga County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Autauga County** is to contact the Youth Facility prior to presenting a juvenile for detention.
 10. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
 11. **Autauga County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Autauga County**, and they shall assume responsibility for payment to the provider of said services.
 12. The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) is to ensure a safe, humane, and secure environment, free from threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Assistant Detention Director, or the Juvenile

Detention Director. **Autauga County** will report all suspicion of sexual abuse or sexual harassment immediately.

13. If any dispute arises between **Autauga County** and Montgomery County, then said **Autauga County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.

14. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the _____ day of _____, _____ by the Chairman of its County Commission and its Administrator and **Autauga County** has caused this instrument to be executed by the Chairman of its Commission on the 16TH day of September, 2014.

ATTEST

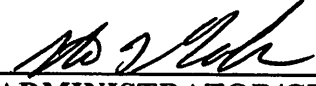
MONTGOMERY COUNTY

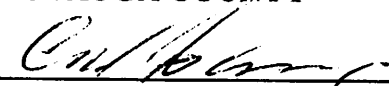
ADMINISTRATOR

CHAIRMAN

ATTEST

AUTAUGA COUNTY


ADMINISTRATOR/CLERK/
TREASURER


CHAIRMAN

ALLIN WHITTLE
CHAIRMAN

DIANE KILPATRICK
COUNTY ADMINISTRATOR

DENNIS MCCALL
COUNTY ENGINEER



COMMISSIONERS:

JOEY PEAVY, DISTRICT 1
JESSE F. MCWILLIAMS, III, DISTRICT 2
FRANK A. HICKMAN, DISTRICT 3
ALLIN WHITTLE, DISTRICT 4
DARRELL SANDERS, DISTRICT 5

BUTLER COUNTY COMMISSION

202 PATSALIGA ST
P.O. BOX 756
GREENVILLE, ALABAMA 36037
(334) 382-3612 Phone (334) 382-3506 Fax
e-mail butlercc@butlercoal.us
www.butlercountyal.com

October 13, 2014

Ms. Brandy Alexander
Juvenile Detention Center Director
1111 Airbase Blvd.
Montgomery, AL 36108

re: **Agreement Juvenile Bed**

Dear Ms. Alexander:

Enclosed is the approved and signed Agreement for a Juvenile Bed for Butler County for fiscal year 2014-2015. The Agreement was passed by unanimous vote of the Butler County Commission this morning and signed by Allin Whittle, Chairman of the Butler County Commission.

Please forward a fully executed copy back to me once the Chairman of the Montgomery County Commission has approved and signed.

Should you have questions or require anything further, please do not hesitate to call me.

Sincerely,

Diane Kilpatrick, County Administrator
Butler County Commission

/dk
enc

STATE OF ALABAMA

COUNTY OF MONTGOMERY

AGREEMENT

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

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

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

1. **Butler County** agrees to contract with Montgomery County Youth Facility for their allotted DYS bed. The sum is predetermined by the DYS Board and payment will be remitted to this county.
2. The said Montgomery County covenants and agrees to guarantee this bed to **Butler County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
3. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles based in the Youth Facility and **Butler County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Butler County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
4. **Butler County** will pay to Montgomery County the sum of \$85.00 per day for any juvenile housed above their allotted number.
5. Montgomery County covenants and agrees to contact the duly authorized representative of **Butler County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Butler County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such counseling and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.

6. In the event a juvenile housed at the Youth Facility shall become disruptive or "beyond control" while detained or in the custody of the Youth Facility, **Butler County** will be notified and shall take said juvenile back into custody as soon as practicable but in no case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.
7. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Butler County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Butler County** agrees that it shall maintain liability insurance for such injuries and case Montgomery County to be co-insured thereon.
8. All juveniles housed at the Youth Facility and forwarded by **Butler County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Butler County** is to contact the Youth Facility prior to presenting a juvenile for detention.
9. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
10. **Butler County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Butler County**, and they shall assume responsibility for payment to the provider of said services.
11. The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) is to ensure a safe, humane, and secure environment, free from threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Assistant Detention Director, or the Juvenile Detention Director. **Butler County** will report all suspicion of sexual abuse or sexual harassment immediately.

12. If any dispute arises between **Butler County** and Montgomery County, then said **Butler County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.

13. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the _____ day of _____, _____ by the Chairman of its County Commission and its Administrator and **Butler County** has caused this instrument to be executed by the Chairman of its County Commission on the 13th day of October, 2014.

ATTEST

MONTGOMERY COUNTY

ADMINISTRATOR

CHAIRMAN

ATTEST

BUTLER COUNTY

Deane Kilpatrick
ADMINISTRATOR/CLERK/
TREASURER

Allen Winston
CHAIRMAN

STATE OF ALABAMA

COUNTY OF MONTGOMERY

AGREEMENT

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

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

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

1. The said Montgomery County covenants and agrees to guarantee this bed to **Chilton County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
2. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles based in the Youth Facility and **Chilton County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Chilton County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
3. **Chilton County** will pay to Montgomery County the sum of \$100.00 per day for any juvenile housed above their allotted number.
4. Montgomery County covenants and agrees to contact the duly authorized representative of **Chilton County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Chilton County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such counseling and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.
5. In the event a juvenile housed at the Youth Facility shall become disruptive or "beyond control" while detained or in the custody of the Youth Facility, **Chilton County** will be notified and shall take said juvenile back into custody as soon as practicable but in no

case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.

6. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Chilton County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Chilton County** agrees that it shall maintain liability insurance for such injuries and case Montgomery County to be co-insured thereon.
7. All juveniles housed at the Youth Facility and forwarded by **Chilton County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Chilton County** is to contact the Youth Facility prior to presenting a juvenile for detention.
8. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
9. **Chilton County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Chilton County**, and they shall assume responsibility for payment to the provider of said services.
10. The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) is to ensure a safe, humane, and secure environment, free from threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Assistant Detention Director, or the Juvenile Detention Director. **Chilton County** will report all suspicion of sexual abuse or sexual harassment immediately.
11. If any dispute arises between **Chilton County** and Montgomery County, then said **Chilton County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.
12. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the _____ day of _____, _____ by the Chairman of its County Commission and its Administrator and **Chilton County** has caused this instrument to be executed by the Chairman of its Commission on the 22 day of September, 2014.

ATTEST

MONTGOMERY COUNTY

ADMINISTRATOR

CHAIRMAN

ATTEST

CHILTON COUNTY

Comme Y. Howell
ADMINISTRATOR/CLERK/
TREASURER

[Signature]
CHAIRMAN

STATE OF ALABAMA

COUNTY OF MONTGOMERY

AGREEMENT

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

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

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

1. **Elmore County** agrees to contract with Montgomery County Youth Facility for their allotted DYS bed. The sum is predetermined by the DYS Board and payment will be remitted to this county.
2. The said Montgomery County covenants and agrees to guarantee a **second** and **third** bed to **Elmore County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
3. **Elmore County** will pay to Montgomery County the sum of \$25,000.00 for the second and \$20,000 for the third guaranteed bed for a total of \$45,000. Payments of \$11,250.00 are to be made at the beginning of each quarter (October, January, April, and July).
4. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles based in the Youth Facility and **Elmore County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Elmore County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
5. **Elmore County** will pay to Montgomery County the sum of \$85.00 per day for any juvenile housed above their allotted number.
6. Montgomery County covenants and agrees to contact the duly authorized representative of **Elmore County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Elmore County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such counseling

- and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.
7. In the event a juvenile housed at the Youth Facility shall become disruptive or “beyond control” while detained or in the custody of the Youth Facility, **Elmore County** will be notified and shall take said juvenile back into custody as soon as practicable but in no case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.
 8. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Elmore County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Elmore County** agrees that it shall maintain liability insurance for such injuries and case Montgomery County to be co-insured thereon.
 9. All juveniles housed at the Youth Facility and forwarded by **Elmore County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Elmore County** is to contact the Youth Facility prior to presenting a juvenile for detention.
 10. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
 11. **Elmore County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Elmore County**, and they shall assume responsibility for payment to the provider of said services.
 12. The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) is to ensure a safe, humane, and secure environment, free from threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Assistant Detention Director, or the Juvenile

Detention Director. **Elmore County** will report all suspicion of sexual abuse or sexual harassment immediately.

13. If any dispute arises between **Elmore County** and Montgomery County, then said **Elmore County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.

14. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the _____ day of _____, _____ by the Chairman of its County Commission and its Administrator and **Elmore County** has caused this instrument to be executed by the _____ of its _____ on the _____ day of _____, _____.

ATTEST

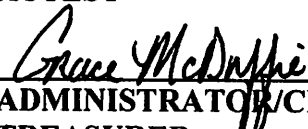
MONTGOMERY COUNTY

ADMINISTRATOR

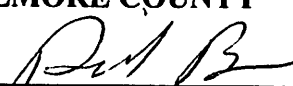
CHAIRMAN

ATTEST

ELMORE COUNTY



**ADMINISTRATOR/CLERK/
TREASURER**



CHAIRMAN

ALABAMA DEPARTMENT OF YOUTH SERVICES
LONG TERM DETENTION SUBSIDY CONTRACT

THIS CONTRACT is made and entered into by and between Elmore County (hereinafter called "County") and the Alabama Department of Youth Services (hereinafter called "DYS")

WITNESSETH

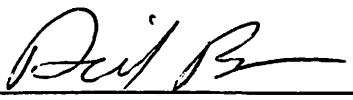
For and in consideration of the mutual covenants herein contained, and other good and valuable considerations, the parties hereto do hereby agree as follows:

1. The purpose of this agreement is to provide to County at least one (1) detention bed for the use of the juvenile court of County for the period October 1, 2014 through September 30, 2015, without cost to County.
2. DYS shall pay for the benefit of County, a sum determined by the Youth Services' Board, said payments made as herein specified, for the purposes herein set out.
3. These said payments may be made for the benefit of County regardless of other payments made to or for the benefit of County.
4. Said payments shall be made for the benefit of County to the juvenile detention center of its choice.
5. County shall contract with the detention center of its choice for detention (and other) services, which contract shall be subject to review and approval of DYS.
6. County shall not reduce its level of support for the juvenile court or juvenile services and facilities presently supported by County on account of the credit for payments made hereunder.

IN WITNESS WHEREOF, County and DYS has caused this agreement to be executed for each and in the name of each by the persons indicated below, in duplicate, either copy of which may be considered an original.

Indicate Detention Center chosen by County to receive funds below:

Montgomery County


Chairman, County Commission

ALABAMA DEPARTMENT OF YOUTH SERVICES

Steven F. Lafreniere
Executive Director

Legal Counsel (Approved as to form only)
Department of Youth Services

STATE OF ALABAMA

COUNTY OF MONTGOMERY

AGREEMENT

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

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

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

1. **Monroe County** agrees to contract with Montgomery County Youth Facility for their allotted DYS bed. The sum is predetermined by the DYS Board and payment will be remitted to this county.
2. The said Montgomery County covenants and agrees to guarantee this bed to **Monroe County**, for housing juveniles alleged to be delinquent, for normal routine care, feeding and living for such juveniles in secure custody, and to expend its best efforts for the care, control and best interest of juveniles detained in the Youth Facility.
3. Montgomery County shall not be responsible for any doctor bills, hospital bills, medical bills, or other bills for the health and welfare of the juveniles based in the Youth Facility and **Monroe County** covenants and agrees to pay all said expenditures, or to reimburse Montgomery County for any expenditures that it may make in those regards. **Monroe County** is responsible for the arrangement and transportation of their youth for medical care except in emergency situations.
4. **Monroe County** will pay to Montgomery County the sum of \$85.00 per day for any juvenile housed above their allotted number.
5. Montgomery County covenants and agrees to contact the duly authorized representative of **Monroe County** in the event that any extraordinary circumstances occur in the housing of the juvenile. The duly authorized representative of **Monroe County** will have authority and privilege to counsel with and visit any juvenile at the Youth Facility, such counseling and visitation is not to interfere with the normal schedules of the Youth Facility. Parents will be allowed and encouraged to visit their children, but in compliance with visitation privileges set out governing all juveniles housed at the Youth Facility.

6. In the event a juvenile housed at the Youth Facility shall become disruptive or "beyond control" while detained or in the custody of the Youth Facility, **Monroe County** will be notified and shall take said juvenile back into custody as soon as practicable but in no case exceed 24 hours after notification. Seriously emotionally disturbed juveniles requiring special custodial care will not be accepted. Pregnant females beyond the second trimester will not be accepted.
7. Montgomery County does not accept liability for injury to any of the juveniles housed at the Youth Facility; **Monroe County** covenants and agrees to hold harmless and indemnify Montgomery County, its officers, agents, servants and employees, from any liability therefore, except intentional wrongful acts of the agents, servants, officers, or employees of Montgomery County. **Monroe County** agrees that it shall maintain liability insurance for such injuries and case Montgomery County to be co-insured thereon.
8. All juveniles housed at the Youth Facility and forwarded by **Monroe County** shall be certified to the facility by the Juvenile Court Judge of a Court of proper jurisdiction. **Monroe County** is to contact the Youth Facility prior to presenting a juvenile for detention.
9. The number of days in detention shall be defined to include the day a youth is received but will not include the day a youth is released.
10. **Monroe County** will hold Montgomery County harmless from any and all medical expenses, both physical and mental, of any nature and kind for its juveniles housed at the Youth Facility and shall agree to have any bills pertaining to any physical or mental treatment sent to **Monroe County**, and they shall assume responsibility for payment to the provider of said services.
11. The Montgomery County Youth Facility has a **ZERO-TOLERANCE** policy of sexual abuse and sexual harassment within its Facility/Programs/Offices owned, operated, or contracted. The intent of PREA (Prison Rape Elimination Act) is to ensure a safe, humane, and secure environment, free from threat of sexual abuse and sexual harassment of all detainees and staff/volunteers/contractors/ and interns. You have an obligation to maintain clear boundaries with detainees and to establish a relationship of authority, objectivity and professionalism. You must not allow the development of a personal, unduly familiar, emotional, or sexual relationship to occur with detainees. Any sexual contact between a detainee and staff/volunteer/contractor/intern is sexual abuse. All forms of sexual contact and sexual harassment between detainees and staff/volunteers/contractors/interns are against Montgomery County Youth Facility Policy. Therefore, if you are aware of any such incidents, you have a duty to report them to a Juvenile Detention Supervisor, the Assistant Detention Director, or the Juvenile Detention Director. **Monroe County** will report all suspicion of sexual abuse or sexual harassment immediately.

12. If any dispute arises between **Monroe County** and Montgomery County, then said **Monroe County** agrees to have said dispute heard before a court of competent jurisdiction in Montgomery County, Alabama.
13. This contract shall be for a period of one year except it shall be void upon 10 days written notice from either party of its desire to terminate the agreement.

IN WITNESS WHEREOF, Montgomery County has caused this instrument to be executed on this the _____ day of _____, _____ by the Chairman of its County Commission and its Administrator and **Monroe County** has caused this instrument to be executed by the _____ of its _____ on the _____ day of _____, _____.

ATTEST

MONTGOMERY COUNTY

ADMINISTRATOR

CHAIRMAN

ATTEST

MONROE COUNTY

Gwendolyn D. Richardson
ADMINISTRATOR/CLERK/
TREASURER

Lee Ann
CHAIRMAN

A MOTION

Billy Ghee moved that the Monroe County Commission approve to amend the Budget FY 2014 if needed.

ATTACHMENT # 3

Henry Childs seconded the motion and when put before the board it was unanimously adopted by all members present at said meeting. Corey Morrow abstained.

A MOTION

Henry Childs moved that the Monroe County Commission approve Long Term Detention Subsidy Contract with DYS (Department of Youth Services) and agreement with Montgomery County Commission for allotted DYS bed.

ATTACHMENT #4 & #5

Billy Ghee seconded the motion and when put before the board it was unanimously adopted by all members present at said meeting.

A MOTION

Henry Childs moved that the Monroe County Commission approve Personnel:

ROAD DEPT:

KEITH LEON WESTBROOK-EFFECTIVE SEPTEMBER 23, 2014 AS BEEN EMPLOYED FOR 1 YEAR AND SHOULD BE COMPENSATED AT 100% OF TRUCK DRIVER PAY.

T B BERRY-EFFECTIVE SEPTEMBER 19, 2014 HAS BEEN EMPLOYED FOR 1 YEAR AND SHOULD BE COMPENSATED AT 100% OF TRUCK DRIVER PAY.

Billy Ghee seconded the motion and when put before the board it was unanimously adopted by all members present at said meeting.

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
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
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

December 15, 2014

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) and to sign the contracts:

****C-2015-12** Rescind Appropriation to Montgomery Area Council on Aging (MACOA), for Mt. Zion AME Church's Senior Citizens Day Care and Feeding Program - \$2,500; (Williams)

C-2015-37: Montgomery Community Action Agency, for Community Service Programs - \$11,250; (Dean-\$6,250 and Williams-\$5,000)

NC-2015-68: Senior Citizens Christmas Luncheon for Richardson Terrace - \$1,175.00; (Williams)

NC-2015-69: Senior Citizens Christmas Dinner at Gibbs Village Community Center - \$705.00; (Williams)

NC-2015-70: Senior Citizens Christmas Luncheon at Flatwood Community Center, for Flatwood Seniors - \$1,175.00; (Williams)

NC-2015-71: Senior Citizens Christmas Dinner at Flatwood Community Center, for Montgomery Community Action Agency - \$1,468.75; (Williams)

NC-2015-72: Senior Citizens Christmas Luncheon at King Hill Community Center - \$1,410.00; (Williams)

NC-2015-73: Senior Citizens Christmas Dinner at Patterson Court - \$352.50; (Williams)

****Rescind**

DLM/tll

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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Agenda

DEC 15 2014

December 9, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of Invoice regarding Legal Fees for Stivers Incentive

The Montgomery County Commission, during its meeting on December 1, 2014, agreed to place on the next agenda an Invoice in the amount of \$2,998.50 from Balch & Bingham, LLP, regarding Legal Fees concerning Economic Development Incentives for Stivers Ford Lincoln, Inc.

I am requesting approval of this payment.

DLM/tn

Attachment

BALCH
& BINGHAM LLP

P. O. Box 306
Birmingham, AL 35201
(205) 251-8100
(205) 226-8799 Fax

City of Montgomery
City Hall
103 North Perry Street
Montgomery, AL 36104

August 14, 2014
Client ID: 021480
Matter ID: 025
Invoice: 560312

Montgomery County Commission
Attn: Donald L. Mims
Post Office Box 1667
Montgomery, Alabama 36102-1667

RE: Stivers Ford Lincoln, Inc.

Fees for Professional Services Through 07/31/14	9,496.25
Less Courtesy Discount	(2,000.00)
Charges Through 07/31/14	0.00
Prepayments Applied to Current Invoice	(.00)
BALANCE DUE ON CURRENT INVOICE	\$ 7,496.25
Balance Due on Previous Invoices	0.00
TOTAL DUE INCLUDING PREVIOUS BALANCE	\$ 7,496.25

City of Montgomery (60%)
(\$4,497.75)

Montgomery County Commission (40%)
(\$2,998.50)

*Please refer to invoice number 560312 when submitting payment
Federal Tax ID# 63-0328165*

BALCH & BINGHAM LLPID: 021480-025
Invoice # 560312August 14, 2014
PAGE 2

RE: Stivers Ford Lincoln, Inc.

SERVICE DETAIL

<u>DATE</u>	<u>ATTY</u>		<u>HOURS</u>
02/06/2014	RWR	Multiple conferences with Mr. Mac McLeod and Mr. Bill Eskridge regarding economic development incentives for Stivers Ford; Draft paperwork regarding same.	2.00
03/07/2014	RWR	Draft, review and revise project development agreement, authorizing ordinances and public hearing notices regarding incentive package; Email same to Mr. Mac McLeod to review and approve.	2.00
03/10/2014	RWR	Review and revise economic development incentive documents; Conference with Mr. Mac McLeod regarding same; Telephone conference with Mr. Bill Eskridge regarding same.	1.25
03/19/2014	RWR	Telephone conference with Mr. Mac McLeod regarding Stivers Ford Lincoln, Inc. economic development incentive documents; Telephone conference with Mr. Donnie Mims regarding same; Revise documents related to same.	1.25
03/25/2014	RWR	Telephone conference with Mr. Donnie Mims; Draft and send email to Mr. Mims with draft documents and summary of proposed incentives.	1.00
04/01/2014	RWR	Finalize and email draft documents to Mr. Bill Eskridge; Telephone conference with Mr. Eskridge regarding same.	1.00
04/17/2014	RWR	Multiple conferences with Mr. Bill Eskridge and Mr. Mac McLeod regarding revisions to project development documents; Revise same; Telephone conference with Mr. Donnie Mims regarding same; Review open meetings act requirements.	2.25
04/21/2014	RWR	Telephone conference with Mr. Bill Eskridge and revise project documents.	1.50
04/24/2014	RWR	Meeting with Mayor Todd Strange and Mr. Mac McLeod regarding revisions to project documents; Telephone conference with Mr. Bill Eskridge regarding same.	0.75
04/25/2014	RWR	Email revised project documents to Mr. Bill Eskridge to review; Telephone conference with Mr. Eskridge regarding same.	0.50
05/06/2014	RWR	Email Mr. Mac McLeod regarding revised economic incentive documents.	0.50
05/12/2014	RWR	Conferences with Mr. Mac McLeod and Mr. Donnie Mims regarding proposed incentives to Stivers Ford Lincoln.	0.75
06/20/2014	RWR	Telephone conference with Mrs. Brenda Blalock regarding Stivers Ford Lincoln, Inc. matter; Email Mrs. Blalock regarding same; Conference with Mr. Bill Eskridge regarding same.	1.00
06/24/2014	RWR	Telephone conference with Mr. Bill Eskridge regarding City Council meeting to approve project development agreement; Email Mayor Todd Strange and Mr. Mac McLeod regarding same.	0.50
06/25/2014	RWR	Telephone conference with Mr. Donnie Mims regarding County Commission approval of Stivers Ford economic development incentives; Email Chairman Elton Dean regarding same; Telephone conference with Mr. Mac McLeod regarding same.	1.25

BALCH & BINGHAM LLP

ID: 021480-025
Invoice # 560312

August 14, 2014
PAGE 3

RE: Stivers Ford Lincoln, Inc.

<u>DATE</u>	<u>ATTY</u>		<u>HOURS</u>
06/26/2014	RWR	Conference with Montgomery County Commission Chairman Elton Dean, Commissioner Ronda Walker and County Administrator Donnie Mims regarding county commission consideration of Stivers Ford Lincoln project development agreement; Email Mr. Mims and Mrs. DiDi Henry regarding same.	1.00
06/30/2014	RWR	Multiple conferences with Mr. Donnie Mims regarding hearing by Montgomery County Commission on proposed project development agreement between City, County and Stivers Ford Lincoln, Inc.	0.25
07/01/2014	RWR	Prepare for and attend work session and City Council meeting related to consideration and approval of Project Development Agreement between City, County and Stivers Ford Lincoln, Inc.	2.50
07/07/2014	RWR	Attend Montgomery County Commission meeting to present information related to economic development project.	1.00
07/10/2014	RWR	Telephone conferences with Mr. Donnie Mims regarding presentation of Stivers Ford incentive package to Montgomery County Commission.	0.50
07/21/2014	RWR	Multiple conferences with Montgomery County Administrator Donnie Mims and county commissioners; Attend meeting of Montgomery County Commission; Telephone conference with Mr. Bill Eskridge regarding same and execution of Project Development Agreement.	2.50
07/29/2014	RWR	Telephone conference with Mr. Bill Eskridge; Meeting with Mayor Todd Strange to execute Project Development Agreements; Conference with Montgomery County Commission regarding same.	1.00
07/30/2014	RWR	Review final document package; Draft and send transmittal letter to Mr. Bill Eskridge regarding same.	0.50
TOTAL HOURS –			26.75
TOTAL FEES			\$ 9,496.25

8-4

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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Agenda

DEC 15 2014

December 9, 2014

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Position Fill Requests for Detention Facility

The Montgomery County Commission, at its meeting on December 1, 2014, agreed to place the following Position Fill Requests from the Detention Facility on the next agenda:

- (1) Corrections Officer Trainee/Corrections Officer, Position Number 114
- (2) Corrections Officer Trainee/Corrections Officer, Position Number 214
- (3) Corrections Officer Trainee/Corrections Officer, Position Number 221
- (4) Corrections Officer Trainee/Corrections Officer, Position Number 225

I am requesting approval of these items.

DLM/tn

Attachments

ORIGINAL

POSITION FILL REQUEST

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

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

1. Position Title Correction's Officer Trainee/Correction Officer's

Position Number 114

Proposed Effective Date November 24, 2014

Type of Appointment x Permanent () Temporary

Recruiting

() Promotional Register () Transfer

(X) Open Competitive Register () Reemployment

Pay Grade Corrections Office Trainee-\$29,244 PCT

Corrections Office -\$30,456-\$43,356 PCT

D T Marshall Date November 13, 2014

Department Head

2. Administrative Review

() Approved

() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates

Open-Competitive _____ Candidates

Transfer _____ Candidates

_____ Date _____

Personnel Director

4. Selectee: _____

_____ Date 13-Nov-14

Appointing Authority

5. () Manpower data entered by _____ Date _____

() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: D. T. Marshall, Sheriff

SUPERVISOR: W. Robinson, Colonel

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

1. Position Title Correction's Officer Trainee/Correction Officer's

Position Number 214

Proposed Effective Date November 24, 2014

Type of Appointment ☒ Permanent ☐ Temporary

Recruiting

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

Pay Grade Corrections Office Trainee-\$29.244 PCT
Corrections Office -\$30.456-\$43.356 PC I

D. T. Marshall Date November 13, 2014
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 13-Nov-14

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

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

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

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

1. Position Title Corrections Officer Trainee/Corrections Officer

Position Number 221

Proposed Effective Date November 24, 2014

Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade Corrections Officer Trainee - \$29,244 (PCT)
Corrections Officer - \$39,456 - \$43,356 (PC1)

D T Marshall Date November 17, 2014
Department Head mmc

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director Date _____

4. Selectee: _____

Appointing Authority Date _____

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

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

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

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

1. Position Title Correction Officer/ Corrections Officer trainee

Position Number 225

Proposed Effective Date December 8, 2014

Type of Appointment ☒ Permanent () Temporary

Recruiting

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

Pay Grade Corrections Officer Trainee-\$29,244 PCT
Corrections Officer \$30,456-\$43,356

D. T. Marshall
Department Head

Date November 21, 2014

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 _____



STEVEN L. REED
PROBATE JUDGE
MONTGOMERY COUNTY

Agenda

DEC 15 2014

MEMORANDUM

To: Montgomery County Commission

Cc: Donnie Mims

From: Montgomery County Probate Office

Date: 11/23/14

Re: Request fill position number 750016003 (Customer Service Clerk)

The Montgomery County Probate Court is requesting to fill a vacant Customer Service Clerk position. The position will be vacated December 1st and is currently in our budget.

POSITION FILL REQUEST

DEPARTMENT: PROBATE

APPOINTING AUTH.: Judge Steven L. Reed

SUPERVISOR: William D Flowers III

COMPLETE ACTION DATES

- 1.__dept request
- 2.__admin review
- 3.__pers dept
- 4.__cert to admin
- 5.__dept selection
- 6.__final review

1. POSITION TITLE: Customer Service Clerk

POSITION NUMBER: 750016003

PROPOSED EFFECTIVE DATE: 1st of December 2014

TYPE OF APPOINTMENT: X PERMANENT TEMPORARY

RECRUITING:

 Promotional Transfer Transfer

x Open Competitive Register __Reemployment

PAY GRADE: A03-S1 (A03= \$24,414 - \$34,753)

James L. Hall

APPOINTING AUTHORITY

11/25/14 _____
Date

2. ADMINISTRATIVE REVIEW

APPROVED

DISAPPROVED

FUNDING AUTHORITY

Date _____

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

DEC 15 2014

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Juvenile Court Administrator 
Date: December 5, 2014
Re: Relief Juvenile Detention Officer Fill Requests

We recently moved Latoyia Debridge to full time creating a relief worker vacancy. We also need to fill another relief worker vacancy. I am requesting approval of a bona fide gender specific female register at the December 15th County Commission working session. The gender specific register is requested in accordance with our state standard for same sex direct supervision of detainees.

Thank you for your consideration!

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT Montgomery County Youth Facility

DEPARTMENT HEAD: Bruce R. Howell, Court Administrator

SUPERVISOR: Brandi Alexander, Detention Director

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: Juvenile Detention Officer - Relief - to replace Tecoya Brown

POSITION NUMBER: 910300001

PROPOSED EFFECTIVE DATE: 12/8/2014

TYPE OF APPOINTMENT ☐ Permanent ☒ Temporary

RECRUITING

☐ PROMOTIONAL REGISTER ☐ TRANSFER

☒ OPEN COMPETITIVE REGISTER ☐ REEMPLOYMENT

PAY GRADE: PC1 (\$30,456/\$1,171.40/\$14.6425)



Department Head

11/20/2014
Date

2. ADMINISTRATIVE REVIEW

- ☐ APPROVED
☐ DISAPPROVED

Funding Authority

3. CERTIFICATION

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates
_____ Candidates

Personnel Director

Date

4. SELECTEE:

Appointing Authority

Date

5. ☐ Manpower data entered by

Date

☐ Payroll entered by

Date

ORIGINAL

POSITION FILL REQUEST

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 Youth Facility

DEPARTMENT HEAD: Bruce R. Howell, Court Administrator

SUPERVISOR: Brandi Alexander, Detention Director

1. POSITION TITLE: Juvenile Detention Officer - Relief - to replace Latoyia Delbridge

POSITION NUMBER: 910300002

PROPOSED EFFECTIVE DATE: 12/8/2014

TYPE OF APPOINTMENT ☐ Permanent ☒ Temporary

RECRUITING

☐ PROMOTIONAL REGISTER ☐ TRANSFER

☒ OPEN COMPETITIVE REGISTER ☐ REEMPLOYMENT

PAY GRADE: PC1 (\$30,456/\$1,171.40/\$14.6425)



Department Head

11/20/2014
Date

2. ADMINISTRATIVE REVIEW

- ☐ APPROVED
☐ DISAPPROVED

Funding Authority

3. CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date

4. SELECTEE:

Appointing Authority

Date

5. ☐ Manpower data entered by

Date

☐ Payroll entered by

Date

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
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A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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www.mc-ala.org

Agenda

DEC 15 2014

November 26, 2014

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Florence M. Cauthen, Deputy Administrator *fmcc*

SUBJECT: Request for Step Increases

Finance Director Sherrill Thomas has submitted the attached recommendation (with analysis of budget impact) for a one-step increase for the three buyer positions in the Support Services Purchasing Department.

I support her recommendation and request that it be put on a future agenda.

12-1

ELTON N. DEAN, SR., CHAIRMAN
DANIEL HARRIS JR., VICE CHAIRMAN
REED INGRAM
RONDA M. WALKER
JILES WILLIAMS JR.

A COUNTY OLDER THAN THE STATE

DONALD L. MIMS, ADMINISTRATOR
SHERRILL R. THOMAS, CPA, FINANCE DIRECTOR
(334) 832-1230
TDD (334) 265-3568
FAX (334) 832-2533

MONTGOMERY COUNTY COMMISSION
FINANCE DEPARTMENT
101 S. LAWRENCE STREET • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

Memo

To: Florence M. Cauthen, Deputy County Administrator
From: Sherrill R. Thomas, Finance Director *SD*
Date: November 25, 2014
Re: Request for Step increase-Support Services Purchasing Department Buyer positions

I would like to recommend a one-step increase for the three Buyer positions in the Support Services Purchasing Department.

The Buyer positions work under the direction of the Purchasing Manager position which has been vacant since December 31, 2013. Since that time, these three employees have all taken on extra duties to accomplish the County purchasing department responsibilities. Once the Purchasing Manager position is filled, these employees will likely continue to have additional duties as with any transition with a new employee.

Last week these employees were relocated from Annex I to a location in Annex III, adding to their already full work load. I commend the employees for their attitude and assistance in making the move so efficiently.

The annual cost of this increase is estimated at \$4,373. The current department budget can cover the increase through a position vacancy.

I have worked closely with these employees during this time and feel this increase is justified and reasonable. Your support of this recommendation is appreciated.

Position Budget Report

Budget Year 2015

Support Services/ Purchasing

Position	Position Grade	Current Step	Current Salary	Current benefits	Total	New Step	1 step increase	New Salary	Revised benefits	Total	Total Increase
Buyer I	A-5	5	36,185	14,524	50,709	6	1,120	37,305	14,747	52,052	1,343
Buyer I	A-5	9	40,662	15,416	56,078	10	1,118	41,780	15,639	57,419	1,341
Buyer II	A-7	9	51,161	17,508	68,669	10	1,409	52,570	17,788	70,358	1,689
Total			128,008	47,448	175,456		3,647	131,655	48,174	179,829	4,373

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC 15 2014

Request # 10

Date: December 1, 2014
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, AL (Marriott Prattville Hotel & Conf Ctr at Capitol Hill)
Departure Date: January 21, 2015 Return Date: January 22, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend Elective: Open Meeting and Media Relations for New Commissioners

Traveler (s) Name: 1. Andrew Hall 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$190.00 Advance Registration Required: \$190.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration -\$190.00

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$190.00 and advance registration of \$190.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,500.00</u>	
Approved Requests:	<u>\$5,794.00</u>	
Budget Available:	<u>\$16,706.00</u>	
Current Requests:	<u>\$190.00</u>	
Budget Balance:	<u>\$16,516.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 12/5/2014

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

DEC 15 2014

Request # 11

Date: December 10, 2014
To: Donald L. Mims, Administrator
From: Dan Harris, Vice-Chairman
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, D.C.
Departure Date: February 21, 2015 Return Date: February 25, 2015
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: To attend the NaCo Legislative Conference 2015

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: \$2,455.00 Advance Registration Required: \$515.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration -\$515.00, Flights - \$350.00, Lodging 1,215.00, Meals - \$375.00

To: Dan Harris, Vice-Chairman

From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$2,455.00 and advance registration of \$515.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,500.00</u>	
Approved Requests:	<u>\$5,794.00</u>	
Budget Available:	<u>\$16,706.00</u>	
Current Requests:	<u>\$2,645.00</u>	
Budget Balance:	<u>\$14,061.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 12/11/2014

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC 15 2014

Request # 8

Date: December 9, 2014
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, Alabama
Departure Date: Sunday, March 1, 2015 Return Date: Wednesday, March 4, 2015
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Alabama Sheriff's Winter Conference

Traveler (s) Name: 1. Sheriff Elect Derrick Cunningham 4. _____
2. Chief Deputy 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,600.00 Advance Registration Required: \$900.00

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

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$2,600.00 and advance registration of \$900.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$1,851.31</u>	
Budget Available:	<u>\$23,148.69</u>	
Current Requests:	<u>\$2,600.00</u>	
Budget Balance:	<u>\$20,548.69</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 12/9/2014
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC 15 2014

Request # 3

Date: November 24, 2014
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, Al
Departure Date: June 10, 2015 Return Date: June 11, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend 2015 Worker's Compensation Seminar

Traveler (s) Name: 1. Judy Singley 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$480.04 Advance Registration Required: \$95.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Mileage - \$103.04; Meals - \$150.00; Lodging - \$132.00

To: Scott Kramer, Risk Manager

From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$480.04 and advance registration of \$95.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>007-51120.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$635.88</u>	
Budget Available:	<u>\$14,364.12</u>	
Current Requests:	<u>\$480.04</u>	
Budget Balance:	<u>\$13,884.08</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 11/24/2014

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

DEC 15 2014

Request # 4

Date: November 24, 2014
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Huntsville, Al
Departure Date: July 22, 2015 Return Date: July 23, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend 2015 Worker's Compensation Seminar

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

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

Total (est.) Cost: \$545.72 Advance Registration Required: \$95.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Mileage - \$103.04; Meals - \$211.68; Lodging - \$136.00

To: Scott Kramer, Risk Manager
From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$545.72 and advance registration of \$95.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>007-51120.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$635.88</u>	
Budget Available:	<u>\$14,364.12</u>	
Current Requests:	<u>\$1,025.76</u>	
Budget Balance:	<u>\$13,338.36</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 11/24/2014
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC 15 2014

Request # 5

Date: December 9, 2014
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 119 Sand Mountain Drive SW, Albertville, AL 35950
Departure Date: December 17, 2014 Return Date: December 17, 2014
Conference Leave (Days / Hours): One day
Purpose of Travel: To tour and evaluate the Marshall County Community Corrections work release program

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

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

Total (est.) Cost: \$35.00 Advance Registration Required: \$0.00

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. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$35.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>124-52960.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$12,300.00</u>
Approved Requests:	<u>\$3,298.00</u>
Budget Available:	<u>\$9,002.00</u>
Current Requests:	<u>\$35.00</u>
Budget Balance:	<u>\$8,967.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 12/9/2014

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

DEC 15 2014

Request # 11

Date: December 8, 2014
To: Donald L. Mims, Administrator
From: Daryl D. Bailey
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, AL
Departure Date: December 17, 2014 Return Date: December 17, 2014
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Attend: Sexual Assault Response Team Meeting

Traveler (s) Name: 1. Carrie Shaw 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: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

To: Daryl D. Bailey

From: Donald L. Mims, Administrator

The above request is app. 12/15/14 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>760-51260.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$65,000.00</u>
Approved Requests:	<u>\$7,770.00</u>
Budget Available:	<u>\$57,230.00</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$57,230.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 12/8/2014

cc: Finance Director / Buyer