

REGULAR MEETING  
MONTGOMERY COUNTY COMMISSION

SEPTEMBER 21, 2015

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

Comments from Scheduled Attendees:

Presiding Circuit Court Judge Eugene Reese and Architects Griffin Harris and Patrick Addison with PH&J Architects, Inc.  
GIS & Cadastral Mapping Manager Todd Grant  
Senior Probation Officer Beverly Riddle Wise and Detention Director Brandi Alexander with the Youth Facility  
Administrative Chief Rhonda B. Cape with the District Attorney's Office  
Executive Director Greg Clark with Central Alabama Regional Planning and Development Commission

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Vice Chairman Harris

Pledge of Allegiance Led By Commissioner Walker

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of September 8, 2015

## CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

## NEW BUSINESS:

1. Public Comment Regarding Proposed 2015-2016 Operating Budget and Construction Programs Budget, County Commission
2. Consider Proposed 2015-2016 Operating Budget and Construction Programs Budget, County Commission
3. Consider Resolution Regarding GASB 54 Fund Balance Commitments, County Commission
4. Consider Amendment Number 2 to Contract with Contech Engineered Solutions Regarding Metal Pipe, Contract Number 53000-13B-029, Engineering Department
5. Consider Continuation of Previous Grant with ADECA and Related Resolution of Applicant for Matching Funds, for the Violence Against Women Prosecution Unit Project, District Attorney's Office
6. Consider Excess Workers' Compensation Insurance Renewal with New York Marine & General Insurance, Secured through Palomar Insurance, Risk Management
7. Consider Life Insurance and Accidental Death and Dismemberment Policy Renewal for County Employees with Hartford, Secured through Harmon Dennis Bradshaw, Inc., Risk Management
8. Consider Property Insurance Renewal with Affiliated FM Insurance Company, Secured through Colonial Insurance, Risk Management
9. Consider Excess Liability Insurance Renewal with States Self-Insurers Risk Retention Group, Secured through Colonial Insurance, Risk Management
10. Consider Renewal of Contract with Montgomery Armored Car Service, Inc., Tax and Audit Department
11. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
12. Consider Position Fill Requests – Engineering Department (3)
  1. Traffic Control Technician I, Position Number 640572015
  2. County Road Equipment Operator II, Position Number 630552013
  3. County Road Equipment Operator III, Position Number 660553009

13. Consider Position Fill Request for Customer Service Clerk, Position Number 750016066, Probate Judge's Office
14. Consider Travel/Training Requests (16)

**Reports from Staff:**

County Administrator  
Deputy Administrator  
County Engineer  
County Attorney

**Comments from Citizens**

**Discussion Items by Commissioners**

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

**Recess to Information Session**

**INFORMATION SESSION**

**Reports from Staff:**

Deputy Administrator  
County Administrator  
Manager of Public Affairs

**Adjourn**

## **CALENDAR OF EVENTS**

### **SEPTEMBER 21, 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.

### **OCTOBER 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.

### **OCTOBER 12, 2015**

County Holiday (Columbus Day)

### **OCTOBER 19, 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.

### **NOVEMBER 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.

### **NOVEMBER 11, 2015**

County Holiday (Veteran's Day)

### **NOVEMBER 16, 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.

### **NOVEMBER 26, 2015**

County Holiday (Thanksgiving Day)

## **PERSONNEL ACTIONS**

Fill action continues for 2 Appraiser II's – Appraisal Department  
Fill action continues for 1 IT Technician – Information Systems  
Fill action continues for 1 Custodial Maintenance Manager – Support Services Department  
Fill action continues for 1 Community Corrections Technician – Community Corrections  
Fill action continues for 28 Correction Officer Trainees – Detention Facility  
Fill action continues for 1 Detention Facility Accounts Manager – Detention Facility  
Fill action continues for 2 Clerk II's – Detention Facility  
Fill action continues for 3 Maintenance Mechanics – Detention Facility  
Fill action continues for 2 Corrections Officer, Corporal – Detention Facility  
Fill action continues for 1 Corrections Officer, Lieutenant – Detention Facility  
Fill action continues for 1 Corrections Officer, Sergeant – Detention Facility  
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 2 Investigator I's – District Attorney's Office  
Fill action continues for 1 Director – District Attorney Pre-Trial  
Fill action continues for 1 Traffic Control Technician I – Engineering Department  
Fill action continues for 1 CREO I – Engineering Department  
Fill action continues for 2 CREO III's – Engineering Department  
Fill action continues for 1 Payroll & Benefits Assistant – Finance Department  
Fill action continues for 1 Clerk III – Personnel Department  
Fill action continues for 2 Customer Service Clerks – Probate Judge's Office  
Fill action continues for 1 Clerk III – Probate Judge's Office  
Fill action continues for 1 Assistant Tag & License Supervisor – Probate Judge's Office  
Fill action continues for 1 County Archivist – Probate Judge's Office  
Fill action continues for 1 Clerk III – Sheriff's Office  
Fill action continues for 2 Court Security Officer's – Sheriff's Office  
Fill action continues for 2 Clerk Typist II's – Sheriff's Office  
Fill action continues for 2 Deputy Sheriff's (Part-Time) – Sheriff's Office  
Fill action continues for 1 Deputy Sheriff / Deputy Sheriff Trainees – Sheriff's Office  
Fill action continues for 2 Public Safety Communication Operator – Sheriff's Office  
Fill action continues for 1 Records & Identification Clerk – Sheriff's Office  
Fill action continues for 1 Revenue Auditor – Tax and Audit Department  
Fill action continues for 1 Court Operations Clerk I – Youth Facility  
Fill action continues for 1 Juvenile Probation Officer I – Youth Facility  
Fill action continues for 3 Juvenile Detention Officers – Youth Facility  
Fill action continues for 4 Juvenile Detention Officer's (Part-Time) – Youth Facility  
Fill action continues for 1 Juvenile Detention Supervisor – Youth Facility

September 21, 2015

# AGENDA

SEP 21 2015

9-21-15 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 9-4-15

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 255236            |    | 255273       |
|                   |    |              |
| Total Checks Paid |    | \$614,917.05 |

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

# AGENDA

SEP 21 2015

9-21-15 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 9-4-15

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 255274            |    | 255358       |
|                   |    |              |
| Total Checks Paid |    | \$343,542.55 |

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

9-21-15 Meeting

## MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 9-11-15

| Check Number      | To | Check Number   |
|-------------------|----|----------------|
| 255359            |    | 255452         |
|                   |    |                |
| Total Checks Paid |    | \$1,487,787.67 |

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

9-21-15 Meeting

### MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND  
ORDERED PAID

CHECKS ARE DATED 9-11-15

| Check Number      | To | Check Number |
|-------------------|----|--------------|
| 255453            |    | 255547       |
|                   |    |              |
| Total Checks Paid |    | \$206,410.37 |

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  
9/18/15

|                      |        |    |                      |        |                 |
|----------------------|--------|----|----------------------|--------|-----------------|
| Payroll Check Number | 123838 | To | Payroll Check Number | 123906 | \$ 48,748.67    |
|                      |        |    |                      |        |                 |
| Direct Deposits      |        |    |                      |        | \$ 835,125.72   |
|                      |        |    |                      |        |                 |
| Payroll Check Number | 123907 | To | Payroll Check Number | 123933 | \$ 243,393.58   |
|                      |        |    |                      |        |                 |
| Direct Deposits      |        |    |                      |        | \$ 355,283.44   |
|                      |        |    |                      |        |                 |
| Federal Deposits     |        |    |                      |        | \$ 321,410.05   |
|                      |        |    |                      |        |                 |
| Total Payroll Paid   |        |    |                      |        | \$ 1,803,961.46 |

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

# AGENDA

SEP 21 2015

Public Comment Regarding Proposed 2015-2016 Operating Budget and Construction Programs  
Budget, County Commission

No documents will be presented for this item

**Proposed Annual Budget  
Montgomery County Commission  
Montgomery, Alabama  
Fiscal Year  
October 1, 2015 to September 30, 2016**

**Presented September 8, 2015**

**Elton N. Dean, Sr., Chairman  
Daniel Harris, Jr., Vice Chairman  
Andrew D. Hall, Member  
Ronda M. Walker, Member  
Jiles Williams, Jr., Member**

**Compiled by  
Donald L. Mims, CPA, MPA, Administrator  
Sherrill R. Thomas, CPA, Finance Director**

## **ANNUAL BUDGET 2015-2016**

**Pursuant to the provision of the code of Alabama 1975, Code Section 11-8-3, the Montgomery County Commission shall, no later than October 1, prepare and adopt a budget for the fiscal year beginning on October 1 of the current calendar year which shall include all of the following: (1) An estimate of the anticipated revenue of the county for all public funds under its supervision and control including all unexpended balances as provided in Section 11-8-6. (2) An estimate of expenditures for county operations and, (3) Appropriations for the respective amounts that are to be used for each of such purposes.**

**Donald L. Mims, CPA, MPA  
Administrator  
Montgomery County Commission  
Montgomery, Alabama**

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

|                                     | <b>ESTIMATED</b>      |                       |
|-------------------------------------|-----------------------|-----------------------|
|                                     | <b>REVENUES</b>       | <b>APPROPRIATIONS</b> |
| General Fund                        | \$ 73,195,478         | \$ 73,195,478         |
| Emergency Fund                      | 20,000                | 20,000                |
| Workers' Compensation Fund          | 346,800               | 346,800               |
| Health Trust Fund                   | 11,630,000            | 11,630,000            |
| R.E. Life Ins. Fund                 | 80,000                | 80,000                |
| Liability Fund                      | 596,000               | 596,000               |
| Gasoline Tax Fund                   | 9,626,004             | 9,626,004             |
| Public Buildings/Roads/Bridges Fund | 6,270,000             | 8,453,394             |
| Public Highways & Traffic Fund      | 469,000               | 500,000               |
| Capital Improvement                 | 805,000               | 3,000,000             |
| RRR Gasoline Tax Fund               | 1,877,500             | 3,620,000             |
| Severed Material Tax Fund           | 141,000               | 141,000               |
| Appraisal Fund                      | 3,148,555             | 3,148,555             |
| Merit System Fund                   | 1,173,164             | 1,246,164             |
| Community Corrections               | 881,288               | 881,288               |
| Grant Fund                          | 999,647               | 999,647               |
| G.O. Warrants - 2007 Fund           | 3,599,162             | 3,599,162             |
| G.O. Warrants - 2010 Fund           | 1,248,400             | 1,248,400             |
| Less: Fund transfer elimination     | <u>(14,376,816)</u>   | <u>(14,376,816)</u>   |
| <b>TOTAL</b>                        | <b>\$ 101,730,182</b> | <b>\$ 107,955,076</b> |
| <b>ADD: BUDGETARY FUND BALANCE</b>  |                       |                       |
| Public Buildings/Roads/Bridges Fund | 2,183,394             |                       |
| Public Highway and Traffic Fund     | 31,000                |                       |
| Capital Improvement Fund            | 2,195,000             |                       |
| RRR Gasoline Tax Fund               | 1,742,500             |                       |
| Merit System Fund                   | 73,000                |                       |
| <b>TOTAL BUDGETARY FUND BALANCE</b> | <b>6,224,894</b>      |                       |
| <b>TOTAL PROPOSED BUDGET</b>        | <b>\$ 107,955,076</b> | <b>\$ 107,955,076</b> |

Funds included in budget:  
 General Fund  
 Special Revenue Funds  
 Debt Service Funds

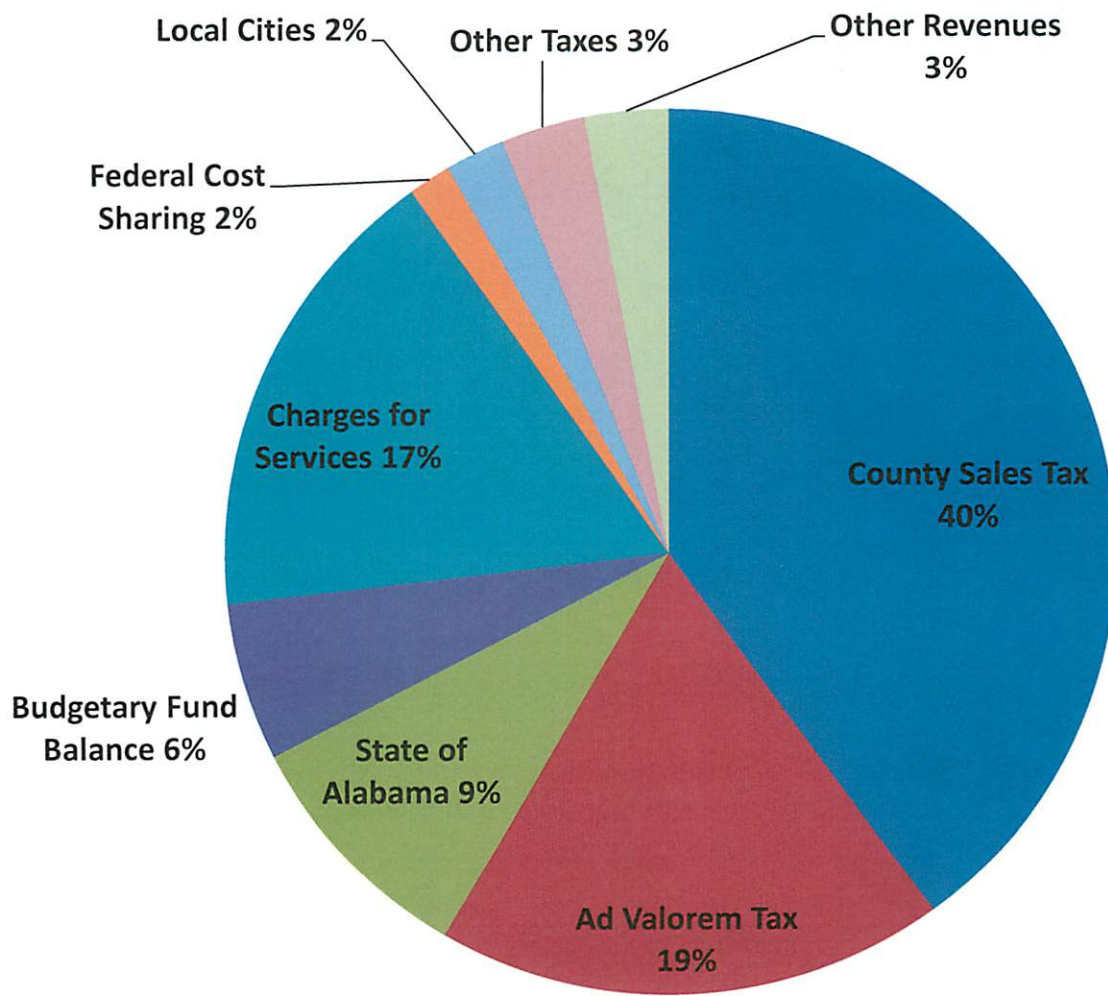
**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**FUNDS NOT INCLUDED IN OPERATING BUDGET**

Construction Program Fund  
Fiduciary Fund  
Law Library Fund  
Sheriff's Fund  
Revenue Commissioner Special Fund  
Solicitor's Fund  
Worthless Check Fund  
Child Support Fund  
Recreation Board Fund  
Manufactured Home Trust Fund  
Motor Vehicle Special Training  
Emergency Management Communication District Board  
MV Registration and Titling Technology Fund

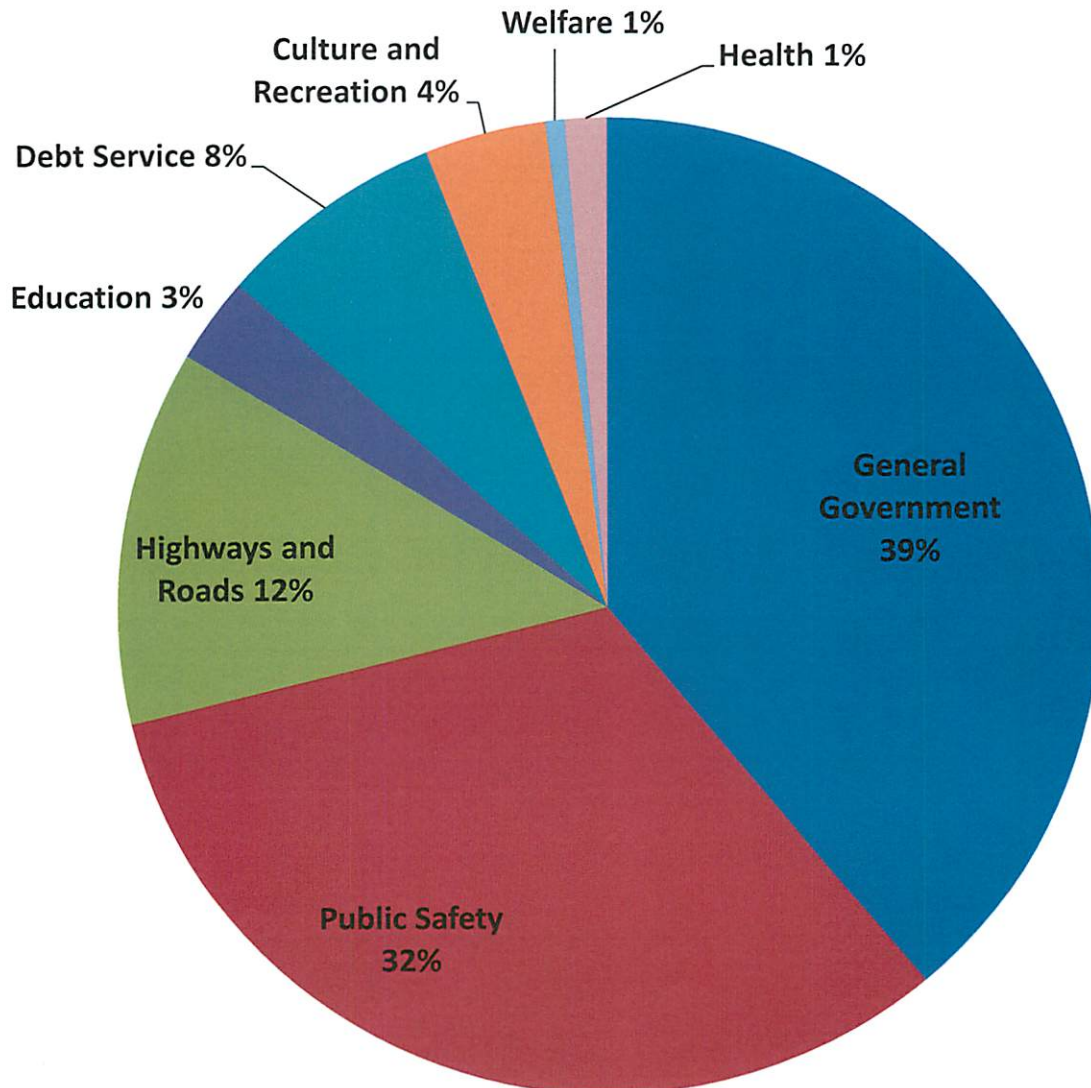
**Montgomery County Commission**  
**Estimated Revenues and Budgetary Fund Balance**  
**2015-2016**

| Type                   | Percentage | Total          |
|------------------------|------------|----------------|
| County Sales Tax       | 40%        | \$ 43,100,000  |
| Ad Valorem Tax         | 19%        | 20,018,929     |
| State of Alabama       | 9%         | 9,698,550      |
| Budgetary Fund Balance | 6%         | 6,224,894      |
| Charges for Services   | 17%        | 18,268,600     |
| Federal Cost Sharing   | 2%         | 1,674,102      |
| Local Cities           | 2%         | 2,339,823      |
| Other Taxes            | 3%         | 3,315,000      |
| Other Revenues         | 3%         | 3,315,178      |
| Miscellaneous          |            | 1,912,849      |
| Interest               |            | 77,500         |
| Licenses and Permits   |            | 579,200        |
| Board of Education     |            | 710,629        |
| Fines and Forfeitures  |            | 35,000         |
|                        | 100%       | \$ 107,955,076 |



**Montgomery County Commission  
Appropriations  
2015-2016**

| Type                   | Percentage | Total          |
|------------------------|------------|----------------|
| General Government     | 39%        | \$ 41,948,593  |
| Public Safety          | 32%        | 34,917,919     |
| Highways and Roads     | 12%        | 13,387,004     |
| Education              | 3%         | 3,066,495      |
| Debt Service           | 8%         | 8,131,086      |
| Culture and Recreation | 4%         | 4,322,295      |
| Welfare                | 1%         | 690,050        |
| Health                 | 1%         | 1,491,634      |
|                        | <hr/>      | <hr/>          |
|                        | 100%       | \$ 107,955,076 |



**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**Summaries of  
DEPARTMENTAL  
and  
FUND BUDGETS**

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET  
GENERAL FUND**

**ESTIMATED REVENUES**

**TAXES**

|                                   |    |                   |
|-----------------------------------|----|-------------------|
| Ad Valorem Tax                    | \$ | 12,775,000        |
| County Sales Tax                  |    | 43,100,000        |
| Salaries for Revenue Commissioner |    | 260,000           |
| County Beer Tax                   |    | 150,000           |
| County Wine Tax                   |    | 5,000             |
| Lodging Tax                       |    | 2,500,000         |
| Other Tax                         |    | 660,000           |
| <b>TOTAL TAXES</b>                |    | <u>59,450,000</u> |

**LICENSE & PERMITS**

495,200

**INTERGOVERNMENTAL**

|                                |                  |
|--------------------------------|------------------|
| State Shared Revenue           | 1,722,890        |
| State Cost Sharing Revenue     | 1,750,937        |
| Federal Cost Sharing           | 1,154,102        |
| Local Government Cost Sharing  | 272,000          |
| <b>TOTAL INTERGOVERNMENTAL</b> | <u>4,899,929</u> |

**CHARGES FOR SERVICES**

|                                       |                  |
|---------------------------------------|------------------|
| Court Fees                            | 1,453,000        |
| Fees & Commissions - Public Officials | 3,868,200        |
| Other Fees & Charges                  | 80,800           |
| <b>TOTAL CHARGES FOR SERVICES</b>     | <u>5,402,000</u> |

**FINES AND FORFEITURES**

35,000

**MISCELLANEOUS**

|                            |                  |
|----------------------------|------------------|
| Interest                   | 6,500            |
| Sales & Rentals            | 585,849          |
| Other                      | 632,000          |
| <b>TOTAL MISCELLANEOUS</b> | <u>1,224,349</u> |

**TRANSFERS IN FROM OTHER FUNDS**

1,689,000

**TOTAL ESTIMATED REVENUES**

\$ 73,195,478

**MONTGOMERY COUNTY COMMISSION****2015 - 2016 BUDGET****GENERAL FUND****APPROPRIATIONS****GENERAL GOVERNMENT**

|                                                              |    |                   |
|--------------------------------------------------------------|----|-------------------|
| County Commission                                            | \$ | 866,572           |
| Risk Management                                              |    | 230,333           |
| Public Affairs                                               |    | 105,767           |
| Finance Department                                           |    | 511,277           |
| Judges                                                       |    | 499,849           |
| Domestic Relations Court                                     |    | 900               |
| Circuit Clerk                                                |    | 26,638            |
| District Clerk                                               |    | 1,400             |
| District Attorney                                            |    | 2,988,854         |
| Pre-Trial/District Attorney                                  |    | 716,499           |
| Court Reporters                                              |    | 173,430           |
| Court Administrators                                         |    | 650               |
| Probate Judge's Office                                       |    | 3,871,412         |
| Revenue Commissioner                                         |    | 1,306,892         |
| Tax and Audit Division                                       |    | 884,452           |
| Support Services                                             |    | 3,247,144         |
| Building Permits                                             |    | 41,280            |
| Election Operating                                           |    | 299,528           |
| Election Administration                                      |    | 385,000           |
| Board of Registrars                                          |    | 277,804           |
| Tax Equalization Board                                       |    | 5,995             |
| Veterans Service Office                                      |    | 700               |
| Forestry Commission                                          |    | 12,150            |
| Central Alabama Opportunities Industrialization Center, Inc. |    | 8,750             |
| Industrial Park Utilities/Maintenance                        |    | 43,000            |
| Industrial Development                                       |    | 34,000            |
| Information Systems                                          |    | 2,053,079         |
| Contingent                                                   |    | 25,000            |
| Unemployment Compensation                                    |    | 15,000            |
| <b>TOTAL GENERAL GOVERNMENT</b>                              | \$ | <u>18,633,355</u> |

**PUBLIC SAFETY**

|                                                             |    |                   |
|-------------------------------------------------------------|----|-------------------|
| Sheriff's Office                                            | \$ | 13,673,689        |
| Montgomery County Detention Facility                        |    | 16,170,513        |
| Montgomery City-County Emergency Management Agency          |    | 109,829           |
| Coroner's Office                                            |    | 117,280           |
| Youth Facility Net of City Funding                          |    | 2,895,167         |
| Youth Facility - DYS Subsidy                                |    | 311,923           |
| Youth Facility - DYS Boot Camp                              |    | 485,500           |
| Crimestoppers                                               |    | 5,000             |
| Montgomery County Association of Volunteer Fire Departments |    | 190,000           |
| <b>TOTAL PUBLIC SAFETY</b>                                  | \$ | <u>33,958,901</u> |

**SANITATION- Transfer Station & Storm Water Permit****\$ 147,627**

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**GENERAL FUND**

**HEALTH**

|                                         |                     |
|-----------------------------------------|---------------------|
| Health Department                       | \$ 468,822          |
| Montgomery Area Mental Health Authority | 170,000             |
| Family Sunshine Center                  | 31,700              |
| VOCAL                                   | 5,000               |
| Animal Shelter                          | 500,000             |
| Chemical Addictions Program, Inc.       | 37,500              |
| Lighthouse Counseling Center, Inc.      | 19,200              |
| Council on Substance Abuse - NCADD      | 11,700              |
| Mosquito Control                        | 55,367              |
| Sickle Cell Foundation                  | 15,750              |
| Community Care Network                  | 17,500              |
| Red Cross                               | 15,000              |
| <b>TOTAL HEALTH</b>                     | <b>\$ 1,347,539</b> |

**WELFARE**

|                                              |                   |
|----------------------------------------------|-------------------|
| Transfer of Insane                           | \$ 7,101          |
| Restor                                       | 5,000             |
| Child Protect                                | 3,750             |
| Brantwood Children's Home                    | 12,500            |
| Montgomery Community Action Agency           | 32,500            |
| Central Alabama Aging Consortium             | 15,000            |
| Montgomery Area Council on Aging             | 32,500            |
| Montgomery Area Food Bank                    | 3,750             |
| Pauper Burial                                | 5,000             |
| Joint Public Charity Hospital Board          | 85,000            |
| Indigent Hospitalization Program             | 160,563           |
| School to Work/ Summer Apprentice Program    | 146,773           |
| Central Alabama Community Foundation (BONDS) | 7,750             |
| Department of Human Resources                | 20,000            |
| <b>TOTAL WELFARE</b>                         | <b>\$ 537,187</b> |

**CULTURE & RECREATION**

|                                                    |                     |
|----------------------------------------------------|---------------------|
| City - County Library                              | \$ 2,100,341        |
| Pike Road Library net of Town of Pike Road funding | 91,539              |
| Montgomery Museum of Fine Arts                     | 1,523,706           |
| Montgomery County Recreation Board                 | 442,022             |
| Boys & Girls Clubs                                 | 12,500              |
| Boys & Girls Club - South Central Alabama          | 12,500              |
| The United Community Improvement                   | 4,687               |
| Unified YMCA                                       | 30,000              |
| ECHO                                               | 5,000               |
| Alabama Shakespeare Festival                       | 100,000             |
| <b>TOTAL CULTURE &amp; RECREATION</b>              | <b>\$ 4,322,295</b> |

**MONTGOMERY COUNTY COMMISSION****2015 - 2016 BUDGET****GENERAL FUND****APPROPRIATIONS****EDUCATION**

|                                                      |           |                |
|------------------------------------------------------|-----------|----------------|
| City/County School Bonds                             | \$        | 405,443        |
| Montgomery Education Foundation                      |           | 45,000         |
| Auburn Extension Service                             |           | 115,020        |
| Montgomery Internal Medicine Residency Program (UAB) |           | 22,500         |
| Thelma Morris After School Program                   |           | 25,000         |
| Latchkey                                             |           | 28,040         |
| YMCA Childcare Program                               |           | 30,000         |
| Character @ Heart                                    |           | 15,000         |
| <b>TOTAL EDUCATION</b>                               | <b>\$</b> | <b>686,003</b> |

**CLASSIFIED BY CHARACTER ONLY**

|                                                                       |    |                  |
|-----------------------------------------------------------------------|----|------------------|
| In-House Appropriations- General Government Category                  | \$ | 1,269,378        |
| In-House Appropriations-Retiree Health & Life Insurance               |    | 2,035,100        |
| Reclassification Reserve                                              |    | (1,720,413)      |
| Montgomery Co Building Authority 2006-2015 Capital Lease Obligation   |    | 4,860,585        |
| Montgomery Co Public Education Cooperative District Series 2015 Bonds |    | 1,058,257        |
| Education Debt Service Funding                                        |    | (1,058,257)      |
| Montgomery Energy Conservation Project 2012 G.O. Warrants             |    | 398,587          |
| Montgomery Energy Conservation Project 2014 G.O. Warrants             |    | 404,844          |
| Agency Appropriations-General Government Category                     |    | 891,068          |
| <b>TOTAL CLASSIFIED BY CHARACTER ONLY</b>                             |    | <b>8,139,149</b> |

|                             |           |                   |
|-----------------------------|-----------|-------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$</b> | <b>67,772,056</b> |
|-----------------------------|-----------|-------------------|

**TRANSFERS**

|                                                  |           |                  |
|--------------------------------------------------|-----------|------------------|
| To Community Corrections Fund                    |           | 363,488          |
| To Merit Fund                                    |           | 212,372          |
| To General Obligation Warrant Debt Service Funds |           | 4,847,562        |
| <b>TOTAL TRANSFERS</b>                           | <b>\$</b> | <b>5,423,422</b> |

|                                             |           |                   |
|---------------------------------------------|-----------|-------------------|
| <b>TOTAL APPROPRIATIONS &amp; TRANSFERS</b> | <b>\$</b> | <b>73,195,478</b> |
|---------------------------------------------|-----------|-------------------|

**EMERGENCY FUND****ESTIMATED REVENUES****MISCELLANEOUS**

|                                 |           |               |
|---------------------------------|-----------|---------------|
| Interest                        | \$        | 20,000        |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$</b> | <b>20,000</b> |

**APPROPRIATIONS**

|                                                      |           |               |
|------------------------------------------------------|-----------|---------------|
| <b>GENERAL GOVERNMENT-Miscellaneous Expenditures</b> | <b>\$</b> | <b>20,000</b> |
| <b>TOTAL APPROPRIATIONS</b>                          | <b>\$</b> | <b>20,000</b> |

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**WORKERS' COMPENSATION FUND**

**ESTIMATED REVENUES**

|                                    |                          |
|------------------------------------|--------------------------|
| Workers Compensation Contributions | \$ 340,000               |
| Other reimbursements               | 4,800                    |
| Interest                           | 2,000                    |
| <b>TOTAL ESTIMATED REVENUES</b>    | <b>\$ <u>346,800</u></b> |

**APPROPRIATIONS**

|                                    |                          |
|------------------------------------|--------------------------|
| Workers' Compensation Expenditures | \$ 346,800               |
| <b>TOTAL APPROPRIATIONS</b>        | <b>\$ <u>346,800</u></b> |

**HEALTH INSURANCE FUND**

**ESTIMATED REVENUES**

|                                 |                             |
|---------------------------------|-----------------------------|
| Premiums                        | \$ 11,627,000               |
| Interest                        | 3,000                       |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>11,630,000</u></b> |

**APPROPRIATIONS**

|                             |                             |
|-----------------------------|-----------------------------|
| Health Care Costs           | \$ 11,630,000               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>11,630,000</u></b> |

**RETIRED EMPLOYEE LIFE INSURANCE FUND**

**ESTIMATED REVENUES**

|                                 |                         |
|---------------------------------|-------------------------|
| Premiums                        | \$ 80,000               |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>80,000</u></b> |

**APPROPRIATIONS**

|                             |                         |
|-----------------------------|-------------------------|
| Death Benefit Payments      | \$ 80,000               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>80,000</u></b> |

**LIABILITY FUND**

**ESTIMATED REVENUES**

|                                 |                          |
|---------------------------------|--------------------------|
| Premiums                        | \$ 587,000               |
| Interest                        | 9,000                    |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>596,000</u></b> |

**APPROPRIATIONS**

|                             |                          |
|-----------------------------|--------------------------|
| Liability Ins. Costs        | \$ 596,000               |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u>596,000</u></b> |

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**GASOLINE TAX FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUE**

|                    |              |
|--------------------|--------------|
| State Gasoline Tax | \$ 1,560,000 |
|--------------------|--------------|

**STATE COST SHARING REVENUE**

|                                                        |         |
|--------------------------------------------------------|---------|
| Engineer's & Assistant Engineer's Salary reimbursement | 106,610 |
|--------------------------------------------------------|---------|

**MISCELLANEOUS**

|       |               |
|-------|---------------|
| Other | <u>95,000</u> |
|-------|---------------|

**TOTAL ESTIMATED REVENUES**

|                     |
|---------------------|
| \$ <u>1,761,610</u> |
|---------------------|

**TRANSFERS**

|                                    |         |
|------------------------------------|---------|
| From Public Highway & Traffic Fund | 500,000 |
|------------------------------------|---------|

|                                    |                  |
|------------------------------------|------------------|
| From Public Building/Roads/Bridges | <u>7,364,394</u> |
|------------------------------------|------------------|

**TOTAL TRANSFERS**

|                  |
|------------------|
| <u>7,864,394</u> |
|------------------|

**TOTAL ESTIMATED REVENUES AND TRANSFERS**

|                            |
|----------------------------|
| \$ <u><u>9,626,004</u></u> |
|----------------------------|

**APPROPRIATIONS**

**HIGHWAYS & ROADS**

|              |              |
|--------------|--------------|
| Construction | \$ 1,604,160 |
|--------------|--------------|

|            |           |
|------------|-----------|
| District I | 1,653,498 |
|------------|-----------|

|             |           |
|-------------|-----------|
| District II | 1,868,391 |
|-------------|-----------|

|              |           |
|--------------|-----------|
| District III | 2,024,587 |
|--------------|-----------|

|                          |           |
|--------------------------|-----------|
| County Engineer's Office | 1,252,220 |
|--------------------------|-----------|

|             |         |
|-------------|---------|
| County Shop | 744,631 |
|-------------|---------|

|                    |         |
|--------------------|---------|
| Bridge Maintenance | 473,517 |
|--------------------|---------|

|                       |              |
|-----------------------|--------------|
| Environmental Cleanup | <u>5,000</u> |
|-----------------------|--------------|

**TOTAL APPROPRIATIONS**

|                     |
|---------------------|
| \$ <u>9,626,004</u> |
|---------------------|

**TOTAL APPROPRIATIONS & TRANSFERS**

|                            |
|----------------------------|
| \$ <u><u>9,626,004</u></u> |
|----------------------------|

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**PUBLIC BUILDING/ROADS/BRIDGES FUND**

**ESTIMATED REVENUES**

**TAXES**

|                |              |
|----------------|--------------|
| Ad Valorem Tax | \$ 6,250,000 |
|----------------|--------------|

**MISCELLANEOUS**

|          |        |
|----------|--------|
| Interest | 20,000 |
|----------|--------|

|                                 |                     |
|---------------------------------|---------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ 6,270,000</b> |
|---------------------------------|---------------------|

|                               |                  |
|-------------------------------|------------------|
| <b>Budgetary Fund Balance</b> | <b>2,183,394</b> |
|-------------------------------|------------------|

|                                                            |                     |
|------------------------------------------------------------|---------------------|
| <b>TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE</b> | <b>\$ 8,453,394</b> |
|------------------------------------------------------------|---------------------|

**APPROPRIATIONS**

**TRANSFERS**

|                      |              |
|----------------------|--------------|
| To Gasoline Tax Fund | \$ 7,364,394 |
|----------------------|--------------|

|                 |           |
|-----------------|-----------|
| To General Fund | 1,089,000 |
|-----------------|-----------|

|                        |                     |
|------------------------|---------------------|
| <b>TOTAL TRANSFERS</b> | <b>\$ 8,453,394</b> |
|------------------------|---------------------|

|                                             |                     |
|---------------------------------------------|---------------------|
| <b>TOTAL APPROPRIATIONS &amp; TRANSFERS</b> | <b>\$ 8,453,394</b> |
|---------------------------------------------|---------------------|

**PUBLIC HIGHWAY & TRAFFIC FUND**

**ESTIMATED REVENUES**

|                   |           |
|-------------------|-----------|
| License & Permits | \$ 84,000 |
|-------------------|-----------|

|                      |         |
|----------------------|---------|
| State Shared Revenue | 315,000 |
|----------------------|---------|

|                      |        |
|----------------------|--------|
| Charges for Services | 70,000 |
|----------------------|--------|

|                                 |                   |
|---------------------------------|-------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ 469,000</b> |
|---------------------------------|-------------------|

|                               |               |
|-------------------------------|---------------|
| <b>Budgetary Fund Balance</b> | <b>31,000</b> |
|-------------------------------|---------------|

|                                                            |                   |
|------------------------------------------------------------|-------------------|
| <b>TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE</b> | <b>\$ 500,000</b> |
|------------------------------------------------------------|-------------------|

**TRANSFERS**

|                               |            |
|-------------------------------|------------|
| Transfer to Gasoline Tax Fund | \$ 500,000 |
|-------------------------------|------------|

|                        |                   |
|------------------------|-------------------|
| <b>TOTAL TRANSFERS</b> | <b>\$ 500,000</b> |
|------------------------|-------------------|

**CAPITAL IMPROVEMENT FUND**

**ESTIMATED REVENUES**

|                      |            |
|----------------------|------------|
| State Shared Revenue | \$ 800,000 |
|----------------------|------------|

|          |       |
|----------|-------|
| Interest | 5,000 |
|----------|-------|

|                                 |                   |
|---------------------------------|-------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ 805,000</b> |
|---------------------------------|-------------------|

|                               |                  |
|-------------------------------|------------------|
| <b>Budgetary Fund Balance</b> | <b>2,195,000</b> |
|-------------------------------|------------------|

|                                                            |                     |
|------------------------------------------------------------|---------------------|
| <b>TOTAL ESTIMATED REVENUES AND BUDGETARY FUND BALANCE</b> | <b>\$ 3,000,000</b> |
|------------------------------------------------------------|---------------------|

**APPROPRIATIONS**

|                                   |              |
|-----------------------------------|--------------|
| Buildings Repair and Improvements | \$ 3,000,000 |
|-----------------------------------|--------------|

|                             |                     |
|-----------------------------|---------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 3,000,000</b> |
|-----------------------------|---------------------|

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**RRR GASOLINE TAX FUND**

**ESTIMATED REVENUES**

**STATE SHARED REVENUES**

|                                       |                     |
|---------------------------------------|---------------------|
| Motor Vehicle License - Act 84-186    | \$ 420,000          |
| Petroleum Inspection Fee - Act 84-185 | 117,000             |
| 4 cent Gasoline Tax                   | 877,500             |
| 5 cent Gasoline Tax                   | 420,000             |
| Additional excise tax                 | 31,000              |
| <b>TOTAL STATE SHARED REVENUES</b>    | <b>\$ 1,865,500</b> |

**MISCELLANEOUS**

|          |           |
|----------|-----------|
| Interest | \$ 12,000 |
|----------|-----------|

**TOTAL ESTIMATED REVENUES**

|                        |              |
|------------------------|--------------|
| Budgetary Fund Balance | \$ 1,742,500 |
|------------------------|--------------|

|                                                              |                     |
|--------------------------------------------------------------|---------------------|
| <b>TOTAL ESTIMATED REVENUES &amp; BUDGETARY FUND BALANCE</b> | <b>\$ 3,620,000</b> |
|--------------------------------------------------------------|---------------------|

**APPROPRIATIONS**

|                             |                     |
|-----------------------------|---------------------|
| Restriping & Resigning      | 115,000             |
| Resurfacing                 | 3,505,000           |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 3,620,000</b> |

**SEVERED MATERIAL TAX FUND**

**ESTIMATED REVENUES**

|                             |                   |
|-----------------------------|-------------------|
| <b>STATE SHARED REVENUE</b> | <b>\$ 141,000</b> |
|-----------------------------|-------------------|

**TOTAL ESTIMATED REVENUES**

|  |                   |
|--|-------------------|
|  | <b>\$ 141,000</b> |
|--|-------------------|

**APPROPRIATIONS**

|                                  |                   |
|----------------------------------|-------------------|
| Road Bldg Materials and Supplies | \$ 141,000        |
| <b>TOTAL APPROPRIATIONS</b>      | <b>\$ 141,000</b> |

**APPRAISAL FUND**

**ESTIMATED REVENUES**

**COST SHARING**

|                                 |                     |
|---------------------------------|---------------------|
| State of Alabama                | \$ 596,966          |
| Montgomery County               | 733,929             |
| Board of Education              | 710,629             |
| Local Cities                    | 1,107,031           |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ 3,148,555</b> |

**APPROPRIATIONS**

|                             |                     |
|-----------------------------|---------------------|
| General Government          | \$ 3,148,555        |
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ 3,148,555</b> |

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**MERIT SYSTEM FUND**

**ESTIMATED REVENUES**

|                    |            |
|--------------------|------------|
| City of Montgomery | \$ 960,792 |
|--------------------|------------|

**TRANSFERS**

|                            |         |
|----------------------------|---------|
| Transfer from General Fund | 212,372 |
|----------------------------|---------|

|                               |               |
|-------------------------------|---------------|
| <b>Budgetary Fund Balance</b> | <u>73,000</u> |
|-------------------------------|---------------|

|                                                              |                                   |
|--------------------------------------------------------------|-----------------------------------|
| <b>TOTAL ESTIMATED REVENUES &amp; BUDGETARY FUND BALANCE</b> | <b>\$ <u><u>1,246,164</u></u></b> |
|--------------------------------------------------------------|-----------------------------------|

**APPROPRIATIONS**

|                    |              |
|--------------------|--------------|
| General Government | \$ 1,246,164 |
|--------------------|--------------|

|                             |                                   |
|-----------------------------|-----------------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u><u>1,246,164</u></u></b> |
|-----------------------------|-----------------------------------|

**COMMUNITY CORRECTIONS FUND**

**ESTIMATED REVENUES**

|                                   |            |
|-----------------------------------|------------|
| Alabama Department of Corrections | \$ 360,000 |
|-----------------------------------|------------|

|             |         |
|-------------|---------|
| Client Fees | 157,800 |
|-------------|---------|

|                                 |                          |
|---------------------------------|--------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u>517,800</u></b> |
|---------------------------------|--------------------------|

**TRANSFERS**

|                            |         |
|----------------------------|---------|
| Transfer From General Fund | 363,488 |
|----------------------------|---------|

|                                 |                                 |
|---------------------------------|---------------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u><u>881,288</u></u></b> |
|---------------------------------|---------------------------------|

**APPROPRIATIONS**

|               |            |
|---------------|------------|
| Public Safety | \$ 881,288 |
|---------------|------------|

|                             |                                 |
|-----------------------------|---------------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u><u>881,288</u></u></b> |
|-----------------------------|---------------------------------|

**GRANT FUND**

**ESTIMATED REVENUES**

|                          |                   |
|--------------------------|-------------------|
| Federal and State Grants | \$ <u>999,647</u> |
|--------------------------|-------------------|

|                                 |                                 |
|---------------------------------|---------------------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$ <u><u>999,647</u></u></b> |
|---------------------------------|---------------------------------|

**APPROPRIATIONS**

|                      |            |
|----------------------|------------|
| Grant Appropriations | \$ 999,647 |
|----------------------|------------|

|                             |                                 |
|-----------------------------|---------------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u><u>999,647</u></u></b> |
|-----------------------------|---------------------------------|

**MONTGOMERY COUNTY COMMISSION  
2015 - 2016 BUDGET**

**GENERAL OBLIGATION WARRANTS 2007/2015 DEBT SERVICE FUND**

**TRANSFERS**

|                            |                     |
|----------------------------|---------------------|
| Transfer from General Fund | \$ <u>3,599,162</u> |
|----------------------------|---------------------|

|                        |                                   |
|------------------------|-----------------------------------|
| <b>TOTAL TRANSFERS</b> | <b>\$ <u><u>3,599,162</u></u></b> |
|------------------------|-----------------------------------|

**APPROPRIATIONS**

|           |              |
|-----------|--------------|
| Principal | \$ 2,150,000 |
|-----------|--------------|

|          |                  |
|----------|------------------|
| Interest | <u>1,449,162</u> |
|----------|------------------|

|                             |                                   |
|-----------------------------|-----------------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u><u>3,599,162</u></u></b> |
|-----------------------------|-----------------------------------|

**GENERAL OBLIGATION WARRANTS 2010-A DEBT SERVICE FUND**

**REVENUE AND TRANSFERS**

|                            |                     |
|----------------------------|---------------------|
| Transfer from General Fund | \$ <u>1,248,400</u> |
|----------------------------|---------------------|

|                                    |                                   |
|------------------------------------|-----------------------------------|
| <b>TOTAL REVENUE AND TRANSFERS</b> | <b>\$ <u><u>1,248,400</u></u></b> |
|------------------------------------|-----------------------------------|

**APPROPRIATIONS**

|           |            |
|-----------|------------|
| Principal | \$ 790,000 |
|-----------|------------|

|          |                |
|----------|----------------|
| Interest | <u>458,400</u> |
|----------|----------------|

|                             |                                   |
|-----------------------------|-----------------------------------|
| <b>TOTAL APPROPRIATIONS</b> | <b>\$ <u><u>1,248,400</u></u></b> |
|-----------------------------|-----------------------------------|

**Montgomery County Commission  
Construction Programs Fund**

2016 Proposed  
Budget

Revenues

Revenue 0

**Budgetary Fund Balance** 1,100,000

**Total Revenues and Budgetary Fund Balance 1,100,000**

Expenditures

**Department:** 51107 - Other Construction Projects

CO - Capital Outlay

524 Additions/Renovations to Bldgs 1,100,000

**Department Total: 51107 - Other Construction Projects 1,100,000**

**Expenditures Total 1,100,000**

**Fund Revenue & Budgetary Fund Balance 1,100,000**

**Fund Expenditures 1,100,000**

**Fund Net 0**

SEP 21 2015

## Montgomery County Commission

Finance Department  
P.O. Box 1667  
Montgomery, Alabama 36102  
Phone 334-832-1268  
Fax 334-832-2533

## Memo

**To:** Donnie L. Mims, Administrator

**From:** Sherrill R. Thomas, Finance Director 

**Date:** August 31, 2015

**Re:** GASB 54 Resolutions

---

The Governmental Accounting Standards Board (GASB) adopted a new standard (GASB 54) for governmental fund balance reporting that was effective in 2011. This standard requires that the County Commission annually approve a resolution committing applicable fund balances.

Attached is a resolution for County Commission approval to comply with the GASB 54 requirements for fiscal year 2015.

# **GASB 54**

## **Fund Balance Commitments**

### **Resolution**

**WHEREAS**, the Montgomery County Commission is the elected representative of the citizens of Montgomery County, responsible for maintaining the financial records of the County in accordance with Governmental Accounting Standards; and

**WHEREAS**, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years beginning after June 15, 2010, and

**WHEREAS**, the Montgomery County Commission desires to commit certain fund balance reserves in compliance with GASB 54 requirements, and to apply such requirements to its financial statements ending September 30, 2015; and

**NOW BE IT RESOLVED** that Montgomery County Commission commits the following portions of its September 30, 2015, Fund Balances, as follows:

#### **GENERAL FUND:**

- \$ 50,000 is committed for Catoma Community park improvements.
- DHR Rent is committed for DHR Building expenses.
- Workers Compensation Self Insured Account is committed to Workers Compensation Expense and Claims
- Employee Health Insurance Trust Account is committed for Employee/Retiree Health Insurance Plan Costs
- Retiree Life Insurance Account is committed for Retiree Death benefits
- Liability Account is committed for Liability Insurance, claims and related legal expense

#### **CONSTRUCTION PROGRAMS FUND:**

- The fund balance is assigned to County construction, equipment and improvement projects

**DONE THIS THE** \_\_\_\_\_ **day of** \_\_\_\_\_ **2015.**

# AGENDA

SEP 21 2015

## MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: August 21, 2015

RE: Contract No. 53000-13B-029  
Metal Pipe

I request that the attached Amendment No. 2 to Contech Engineered Solutions contract for metal pipe be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2015 and ending on September 30, 2016.

Contech Engineered Solutions would like to increase pricing by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with George Speake, County Engineer.

Attachment

**Montgomery County Commission  
Purchasing Department  
P. O. Box 1667  
Montgomery, AL 36102**

Amendment  
To  
Contract # 53000-13B-029

**Amendment No. 2**

Contract with Contech Engineered Solutions for metal pipe is hereby extended for one (1) year, beginning October 1, 2015 and ending September 30, 2016.

Contech Engineered Solutions would like to increase pricing by 5% in accordance with the terms of the contract.

All other provisions of the contract remain the same.

WITNESS:

CONTECH ENGINEERED SOLUTIONS

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

WITNESS:

MONTGOMERY COUNTY COMMISSION

\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

---

August 3, 2015

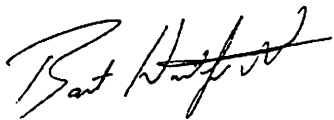
Myrtle Singleton, Purchasing Manager  
Montgomery County  
101 S. Lawrence Street  
Montgomery, AL 36104

**Subject: Annual Metal Pipe Contract Extension – No. 5300-13B-029**

Dear Myrtle:

Contech Engineered Solutions LLC is pleased to extend our contract with Montgomery County for corrugated metal pipe for the upcoming 2015 – 2016 fiscal year. This reflects a 12 month extension through September 30, 2016. A price increase of 5% has been added.

We certainly appreciate the opportunity to furnish Contech corrugated metal pipe for your upcoming projects.



**Bart Hartsfield**  
Regional Sales Engineer  
205-515-5982

METAL PIPE - ROUND AND ARCH

| CONTECH ENGINEERED SOLUTIONS                      |       |                     |               |                           |                    |                        |                        |                        |
|---------------------------------------------------|-------|---------------------|---------------|---------------------------|--------------------|------------------------|------------------------|------------------------|
| Montgomery County Alabama - Pricing for 2015-2016 |       |                     |               |                           |                    |                        |                        |                        |
| SIZE                                              | GUAGE | ARCH EQUIV TO ROUND | CORRUGATIONS  | BIT. COATED PIPE PER FOOT | COATED BAND PER EA | PLAIN GALV PIPE PER LF | PLAIN GALV BAND PER EA | 3:1 BEVEL CUT PER PAIR |
| 12"                                               | 16    |                     | 2-2/3" x 1/2" | \$8.15                    | \$8.15             | \$6.98                 | \$6.98                 | \$51.20                |
| 15"                                               | 16    |                     | 2-2/3" x 1/2" | \$9.78                    | \$9.78             | \$8.38                 | \$8.38                 | \$63.99                |
| 18"                                               | 16    |                     | 2-2/3" x 1/2" | \$12.21                   | \$12.21            | \$10.47                | \$10.47                | \$76.79                |
| 24"                                               | 16    |                     | 2-2/3" x 1/2" | \$15.48                   | \$15.48            | \$13.26                | \$13.26                | \$102.39               |
| 30"                                               | 14    |                     | 2-2/3" x 1/2" | \$24.43                   | \$24.43            | \$20.95                | \$20.95                | \$127.97               |
| 36"                                               | 14    |                     | 2-2/3" x 1/2" | \$29.33                   | \$29.33            | \$25.14                | \$25.14                | \$158.70               |
| 42"                                               | 14    |                     | 3" x 1"       | \$34.21                   | \$34.21            | \$29.43                | \$29.43                | \$191.96               |
| 48"                                               | 14    |                     | 3" x 1"       | \$39.09                   | \$39.09            | \$33.52                | \$33.52                | \$230.36               |
| 54"                                               | 14    |                     | 3" x 1"       | \$49.69                   | \$49.69            | \$42.59                | \$42.59                | \$255.96               |
| 60"                                               | 10    |                     | 3" x 1"       | \$96.11                   | \$96.11            | \$82.37                | \$82.37                | \$294.36               |
| 66"                                               | 10    |                     | 3" x 1"       | \$105.05                  | \$105.05           | \$90.05                | \$90.05                | \$326.34               |
| 72"                                               | 10    |                     | 3" x 1"       | \$114.02                  | \$114.02           | \$97.72                | \$97.72                | \$354.85               |
| 78"                                               | 10    |                     | 3" x 1"       | \$123.78                  | \$123.78           | \$106.10               | \$106.10               | \$430.01               |
| 80"                                               | 10    |                     | 3" x 1"       | \$133.56                  | \$133.56           | \$114.48               | \$114.48               | \$516.00               |
| 17" SX13" R                                       | 16    | 15"                 | 2-2/3" x 1/2" | \$10.29                   | \$10.29            | \$8.82                 | \$8.82                 | \$65.96                |
| 21" SX15" R                                       | 16    | 18"                 | 2-2/3" x 1/2" | \$12.85                   | \$12.85            | \$11.01                | \$11.01                | \$79.16                |
| 28" SX20" R                                       | 16    | 24"                 | 2-2/3" x 1/2" | \$16.30                   | \$16.30            | \$13.95                | \$13.95                | \$105.55               |
| 35" SX24" R                                       | 14    | 30"                 | 2-2/3" x 1/2" | \$25.71                   | \$25.71            | \$22.05                | \$22.05                | \$132.01               |
| 42" SX29" R                                       | 14    | 36"                 | 2-2/3" x 1/2" | \$30.87                   | \$30.87            | \$26.46                | \$26.46                | \$163.60               |
| 49" SX33" R                                       | 14    | 42"                 | 2-2/3" x 1/2" | \$36.00                   | \$36.00            | \$30.87                | \$30.87                | \$197.89               |
| 57" SX38" R                                       | 14    | 48"                 | 2-2/3" x 1/2" | \$41.15                   | \$41.15            | \$35.28                | \$35.28                | \$237.48               |
| 64" SX43" R                                       | 14    | 54"                 | 2-2/3" x 1/2" | \$52.30                   | \$52.30            | \$44.82                | \$44.82                | \$263.88               |
| 66" SX51" R                                       | 10    | 60"                 | 3" x 1"       | \$101.17                  | \$101.17           | \$86.71                | \$86.71                | \$303.45               |
| 73" SX55" R                                       | 10    | 66"                 | 3" x 1"       | \$110.59                  | \$110.59           | \$94.78                | \$94.78                | \$336.44               |
| 81" SX59" R                                       | 10    | 72"                 | 3" x 1"       | \$120.03                  | \$120.03           | \$102.87               | \$102.87               | \$369.42               |



[www.mc-ala.org/da](http://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**

**SEP 21 2015**

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Rhonda B. Cape  
Chief Administrator

DATE: September 17, 2015

RE: Violence Against Women Prosecution Grant

The Montgomery County District Attorney's Office is applying to ADECA for a continuation of the Violence Against Women Prosecution Grant. The County Commission serves as the sub grantee. The grant start date will be January 1, 2016. The District Attorney's Office provides the matching funds so there is no cost to the County General Fund.

Please place this grant application request on the Montgomery County Commission agenda for Monday, September 21.

Thank you for your continued support for the VAW Prosecution Unit.

attachment

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ADECA</b><br><b>Law Enforcement and Traffic Safety (LETS) Division</b><br><b>401 Adams Avenue</b><br><b>Post Office Box 5690</b><br><b>Montgomery, Alabama 36103-5690</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Grant Application - Cover Page</b><br><b>Date Received by LETS:</b><br><br><b>Grant Number Assigned (Leave Blank):</b>                                                                                                                                                                       |
| <b>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.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                 |
| <b>1. Applicant:</b><br>Name: Montgomery County Commission<br>Address: 101 South Lawrence Street<br>Montgomery, AL 36104<br>Phone #: (334) 832-1259<br>Fax #: (334) 832-2533<br>E-Mail:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>3. Authorizing Official:</b><br>Name: Elton N. Dean, Sr., Chairman<br>Title: Montgomery County Commission<br>Address: 101 South Lawrence Street<br>Montgomery, AL 36104<br><br>Phone #: (334) 832-1259<br>Fax #: (334) 832-2533<br>E-Mail:                                                   |
| <b>2. Implementing Agency:</b><br><br>Name: Montgomery County District Attorney<br>Phone #: (334) 832-2550                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Signature: _____ Date: _____                                                                                                                                                                                                                                                                    |
| <b>4. Project Director:</b><br>Name: Rhonda B. Cape<br>Address: 251 South Lawrence Street<br>Montgomery, AL 36104<br>Phone #: (334) 832-2550<br>Fax #: (334) 832-1615<br>E-Mail: <a href="mailto:rhondacape@mc-ala.org">rhondacape@mc-ala.org</a><br><br>Signature: <i>Rhonda B. Cape</i> Date: <i>9/17/15</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>5. Financial Officer:</b><br>Name: Sherrill Thomas<br>Address: 101 South Lawrence Street<br>Montgomery, AL 36104<br>Phone #: (334) 832-1268<br>Fax #: (334) 832-2533<br>E-Mail: <a href="mailto:sherrillthomas@mc-ala.org">sherrillthomas@mc-ala.org</a><br><br>Signature: _____ Date: _____ |
| <b>6. Type of Application:</b><br><input type="checkbox"/> Original<br><input checked="" type="checkbox"/> Continuation of Previous Grant<br>Number: 14-WF-PR-003                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>7. Program Under Which Application is Made:</b><br>Violence Against Women Act Program                                                                                                                                                                                                        |
| <b>8. Active membership in any Statewide associations or coalitions?</b> If yes, please list all membership(s).<br>District Attorneys Assoc, Alabama State Bar Assoc, District Attorney Investigators Assoc, VOCAL, Alabama Coalitions Against Domestic Violence, Alabama Coalition Against Sexual Violence, Office of Prosecution Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                 |
| <b>9. Does this application require a prior cost approval?</b> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                 |
| <b>10. Name of the Project:</b> (Brief Descriptive Title)<br>Montgomery County Violence Against Women Prosecution Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>11. Federal Grant Funds Requested:</b><br><br><div style="text-align: center; border-bottom: 1px solid black; width: 100px; margin: 0 auto;">\$85,500.00</div>                                                                                                                               |
| <b>12. Will other Federal Support be available for any part of this project?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br>If yes, identify and explain on Budget Page 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>13. DUNS Number:</b><br><div style="text-align: center;">99839086</div>                                                                                                                                                                                                                      |
| <b>15. Federal Employer Identification No.:</b><br><div style="text-align: center;">63-6001653</div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>14. Sam.gov Registration Expiration Date:</b><br><br><b>16. Congressional District:</b><br><div style="text-align: center;">2nd Congressional District</div>                                                                                                                                 |
| <b>17. Organization Type (Check one which applies)</b><br><div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> State Agency</div> <div style="width: 33%;"><input type="checkbox"/> Public College or University</div> <div style="width: 33%;"><input type="checkbox"/> Private Not-for-Profit Agency</div> <div style="width: 33%;"><input checked="" type="checkbox"/> Local Government</div> <div style="width: 33%;"><input type="checkbox"/> Private College or University</div> <div style="width: 33%;"><input type="checkbox"/> Private For-Profit Company</div> <div style="width: 33%;"><input type="checkbox"/> Other Instrumentality of Gov't</div> <div style="width: 33%;"><input type="checkbox"/> Public Not-for-Profit Agency</div> <div style="width: 33%;"><input type="checkbox"/> Private Individual</div> </div> |                                                                                                                                                                                                                                                                                                 |
| <b>18. Project Summary: (Suitable for a news release pertaining to this project)</b> The Violence Against Women Unit (VAW Unit) of the Montgomery District Attorney's Office provides vertical prosecution and victim services advocacy of cases involving violence against women: domestic violence, sexual assault, stalking and human trafficking.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                 |

## Resolution of Applicant for Matching Funds

**Whereas**, the State of Alabama, through the Alabama Department of Economic and Community Affairs, Law Enforcement and Traffic Safety Division, under the Omnibus Crime Control and Safe Streets Act of 1968, (PL 90-351 as amended) and other appropriate federal authorizations, is offering financial aid to combat rising crime, improve the criminal justice system, assist victims of crime, or assist in the problems of juvenile justice; and

**Whereas**, the **Montgomery County Commission** hereinafter referred to as Applicant, is of the opinion that it would be beneficial to make application for such assistance and

**Whereas**, said applicant agrees to be accountable for providing the cash match toward the total cost of said project,

**NOW, THEREFORE, BE IT RESOLVED** by the Applicant

that, Elton N. Dean, Sr., in his/her official capacity

as Chairman, be authorized to make

application to the Alabama Department of Economic and Community Affairs, Law Enforcement and Traffic Safety Division, for said financial assistance.

Adopted this the \_\_\_\_\_ day of September 2015

I, Donald L. Mims, County Administrator  
(Name) (Title)

In and for the **Montgomery County Commission**

Do hereby certify that the above is a true and correct copy of a resolution adopted at their regular meeting of \_\_\_\_\_, 2015, and the same appears in the minutes of said meeting.

Witness by hand and official seal of the **Montgomery County Commission**

This the \_\_\_\_\_ day of September, 2015

\_\_\_\_\_  
(Name)

**County Administrator**

\_\_\_\_\_  
(Title)

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Statement of the Problem**

1. The target service area is Montgomery County, a mix of urban and rural areas with a current active military population of 9,866 (including families). The City of Montgomery is home to eight colleges and universities. Women make up 52.5% percent of Montgomery County's population, and 20.4% of people in the County live under the poverty level. In 2013, the Montgomery Police Department made contact with 1,131 victims of domestic violence and fielded 8,882 calls regarding a domestic violence incident. The Montgomery County Sheriff's Office fielded an average of 450 domestic violence calls for each of the last two years. These numbers show the continuing need for the DA VAW Unit.
2. The problem to be addressed is to provide specialized prosecution services to victims of violence against women to ensure they receive all the services they need for their safety, wellbeing, and to follow through with prosecution, and to ensure law enforcement coordination to hold accountable offenders of violence against women. Domestic violence, stalking, sexual assault, elder abuse, and human trafficking continue to be problems requiring a multi-faceted approach in Montgomery. Victims need access to the best services available, including comprehensive victim advocacy and victim service cross-referrals.
3. The number of victims served and services provided within the past federal fiscal year:
  - a. The VAW Unit prosecuted 944 court hearings in misdemeanor violence against women cases in the past federal fiscal year and 538 court hearings in felony violence against cases.
  - b. STOP funds have allowed the VAW Unit to successfully prosecute 325 defendants of misdemeanor domestic violence and 280 felony cases involving domestic violence, sexual assault, stalking, elder abuse and human trafficking since 2009.
  - c. Services provided through STOP grant funding include dedicated prosecution in six Circuit Courts by a specially trained Deputy DA of violence against women felonies that occur in Montgomery County. STOP funding also allows this DDA to prosecute misdemeanor crimes of violence against women occurring within Montgomery County in District Court and to prosecute misdemeanor crimes of violence against women occurring within the municipality of the City of Montgomery, which are transferred to District Court through a special program called TARGET. A Victim Services Officer (VSO) makes contact with all victims and provides direct court advocacy and referrals to other appropriate victim services agencies.
4. Gaps in services include:
  - a. Victims of violence against women sometimes do not follow through with prosecution because they return to their offender. Sometimes they return to their offender because of lack of options to them – they do not have alternate housing, financial independence, or they lack understanding of the need to leave their dangerous situation because they need counseling but are not aware of its availability.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Statement of the Problem**

- b. The public holds onto biases about violence against women cases. This creates a hurdle in asking a trial jury to convict an offender and also wrongly creates expectations of how a victim should act.
  - c. The public is often unaware of the services available to victims of violence against women.
- 5. Grant funding will address the problems of victims not following through in prosecution and address the biases of the public and lack of knowledge of violence against women issues and services. All of these issues can be addressed with the continued STOP funding of the VAW Unit, and the citizens of Montgomery County can become more informed of the issues of domestic violence, sexual assault, stalking, human trafficking, and elder abuse, and can learn what services are available to victims and how to access them.
  - a. Deputy DA Shaw is the co-chair of the Montgomery County Task Force on Domestic Violence as well as the Middle District of Alabama Human Trafficking Task Force (formerly known as the Central Alabama Human Trafficking Task Force). She is able to reach the public on domestic violence, sexual assault, and human trafficking awareness through media and special events sponsored by these task forces.
- 6. The DA VAW Unit collaborates within the community with other service providers, law enforcement and others within the criminal justice system to provide victim services.
  - a. The DA VAW Unit helps to provide wraparound services to victims of violence against women, which increases their likelihood that they will follow through with prosecution and receive the best services available. The Unit's colocation at One Place Family Justice Center (FJC) ensures daily collaboration with other victim services agencies to provide holistic services to victims. The FJC has multiple on-site partners (including the Family Sunshine Center, Standing Together Against Rape program of Lighthouse Counseling Center, the Domestic Violence Bureau of the Montgomery Police Department, Legal Services of Alabama, the Family Violence Clinic of the Faulkner University Jones School of Law) and twenty-one off-site partners. FJC has served almost 3,500 clients, 85% of which of which are female, since it opened in 2010.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Goals & Objectives Section**

1. The proposed project's goals and objectives are:
  - a. To improve the criminal justice system as it concerns violence against women prosecution
    - i. By providing specialized vertical prosecution and victim services of all domestic violence, stalking, sexual assault, elder abuse and human trafficking cases.
  - b. To change public attitudes concerning violence against women
    - i. By providing public speaking, training, public services announcements or other forms of outreach and communication to change the public's biases concerning violence against women and to educate them on resources available to victims.
  - c. To establish a community-based response concerning violence against women
    - i. By actively participating in task forces, community groups, and promoting law reform.
2. The specific tasks and activities necessary in accomplishing each goal and objective:
  - a. Providing Vertical prosecution of violence against women crimes and associated victim services by
    - i. Representing victims at grand jury proceedings, status and sentencing hearings, as well as at trial
    - ii. Meeting with victims in advance of court hearings
    - iii. Making contact with victims within a week upon receiving a case from law enforcement in 95% of cases
    - iv. Maintaining consistence communication and an open door policy with victims, conducting specific victim preparation meetings
  - b. Public outreach
    - i. Speaking to students, schools, churches, neighborhood associations, to the media, and other at other public avenues regarding violence against women crimes, how to recognize the crimes, who to report to, what the law is, and what victim services are
  - c. Community based response
    - i. training local law enforcement agencies on the laws, prosecution of, and advocacy in domestic violence, stalking, sexual assault, strangulation, and human trafficking cases
    - ii. facilitating coordination between law enforcement agencies and victim services agencies
3. Progress has been made to the goals and objectives from the past federal fiscal year.
  - a. Establish a domestic violence homicide review team
    - i. DDA Shaw has met with a consultant for creating the team, has examined and chosen the cases which to review, has consulted with others on who should be involved in the process, has identified who should be on the team, and is organizing the initial meeting of all participating agencies.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Goals & Objectives Section**

- b. Utilize an evidenced based prosecution style
  - i. The DA VAW Unit routinely requests from law enforcement and uses evidence to make enhance prosecution in violence against women cases, such as 911 calls, pictures, jail phone calls, text messages and phone call logs, and other such forms of evidence.
- c. Prosecute and advocate for domestic violence elder abuse cases.
  - i. The DA VAW Unit has prosecuted several cases involving violence against elderly females, in collaboration with another Deputy DA who specializes in prosecuting elder violence. The DA VAW Unit also participates in the Montgomery County Elder Justice Task Force.
- 4. The proposed project expects the outcomes of greater consistency and continuity in prosecuting and advocating in violence against women cases and also a greater victim trust in the criminal justice system. This ultimately reduces victim recidivism and increases victim participation in prosecution while helping to reduce the number of violent crimes against women.
- 5. The Montgomery County District Attorney plans to ensure the long-term sustainability of the DA VAW Unit by committing the resources of a victim services office and a legal assistant to the Unit to help it accomplish its mission of holistic prosecution and victim advocacy.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Methods & Procedures Section**

1. The plan to meet each of the measurable objectives:
  - a. The DA VAW Unit will contact violence against women victims, as soon as the warrants are received from the law enforcement agency, through phone calls and letters. Regular contact will be maintained with victims to keep them apprised of proceedings in the criminal justice system.
  - b. The Deputy District Attorney (DDA) will meet with victims at the preliminary hearing, prepare them for grand jury, take their testimony at grand jury, advise them of pretrial and other court hearing, prepare them for trial, and represent them at trial, sentencing, and post-sentencing hearings.
  - c. The Unit's DDA and Victims Service Officer (VSO) will also consult with victims and other victim service providers to make sure victims are receiving the full gamut of services available.
  - d. The DDA will ensure that excessive bonds are requested on violence against women offenders and will file motions to revoke bond and probation when a violation has occurred.
  - e. The DDA will train law enforcement officers and advocates on violence against women law, legal advocacy, and the criminal justice system.
  - f. The DDA will be on call for law enforcement to consult regarding the appropriate charge for cases and to be a liaison to other law enforcement agencies.
2. The responsibilities and qualifications of key personnel:
  - a. The DDA for the DA VAW Unit is an active member in good standing with the Alabama State Bar. She has received specialized training in responding to victims of domestic violence, stalking, sexual assault, human trafficking, and elder abuse. She has also received extensive training in the family justice center concept of colocation and collaboration of victim services and works each day with other agencies housed at One Place Family Justice Center.
  - b. The Victim Services Officer for the Unit will make contact with victims and provide direct court advocacy and referrals to other appropriate victim services agencies. The VSO will help maintain records needed for the quarterly reports.
  - c. The Project Director is the Chief Administrator for the Montgomery County District Attorney's Office. Her role will be to submit quarterly reports and budgets, supervise the project staff, and maintain records related to the grant. The Deputy District Attorney, currently DDA Shaw, will provide vertical prosecution on domestic violence misdemeanors in the Montgomery County District Court dedicated domestic violence docket as well as prosecution of all violence against women felonies occurring in Montgomery County in six Circuit Courts.
3. The following partnerships have been developed as part of the emphasis of STOP funding
  - a. STOP funding has allowed DDA Shaw to co-chair the Montgomery County Domestic Violence Task Force and the Middle District for Alabama Human Trafficking Task Force.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Methods & Procedures Section**

She also participates in the Sexual Assault Response Team for the River Region and in weekly HALT team meetings at One Place, which review high lethality violence against women cases to ensure victim safety and offender accountability.

4. Timeline or specific time period for completion of each task
  - a. The tasks will be ongoing. Success will be measured by forward movement toward the goals, evidenced in monthly and quarterly reports.

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Evaluation Section**

1. Describe how the proposed projects success will be measured:
  - a. The number of collaborative meetings attended and number of court hearings and victim meetings attended will be tallied monthly and quarterly.
  - b. The DDA and VSO will use a number of recording tools including, but not limited to, Microsoft Excel and Word, monthly reporting and quarterly reporting templates.
2. Who will collect and maintain statistical data:
  - a. The Victim Services Officer will collect and maintain the statistical data.
3. How and when statistical data will be collected:
  - a. The statistical data will be collected each month in preparation for a quarterly grant report. The data will be collected by tabulating the number of court hearings, victim preparation meetings in advance of trial, grand jury, or other court proceedings, and the number of task force meetings DDA Shaw attends, as well as the number of public speaking engagements, and any other task that meets the objectives of this project.

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

**Budget - Page 1**

**A. Personnel:**

List each individual with salary

| Name of Employee                                           | Position / Title         | Salary or Hourly Rate | Rate of Pay | % of Time Devoted to Project | Annual Income / Unit Cost | Category Total      |
|------------------------------------------------------------|--------------------------|-----------------------|-------------|------------------------------|---------------------------|---------------------|
| Carrie Shaw                                                | Deputy District Attorney | \$ 2,888.84           | 24          | 100%                         | \$ 69,332.16              | \$ 69,332.16        |
| Crystal Taylor                                             | Victims Service Officer  | \$ 1,588.00           | 8           | 100%                         | \$ 12,704.00              | \$ 12,704.00        |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
|                                                            |                          | \$ -                  |             |                              | \$ -                      | \$ -                |
| If additional space is needed see Attachment 1 (Personnel) |                          |                       |             |                              | \$ -                      | \$ -                |
|                                                            |                          |                       |             |                              | <b>Salaries Sub-Total</b> | <b>\$ 82,036.16</b> |

**Fringe Benefit Computation**

|                  |              |          |
|------------------|--------------|----------|
| FICA             | \$ 82,036.16 | 7.650%   |
| FICA             |              | 0.000%   |
| W/C              | \$ -         | 0.000%   |
| Health Insurance | \$ 13,600.00 | 100.000% |
| Life Insurance   | \$ -         | 0.000%   |
| Retirement       | \$ 82,036.16 | 14.570%  |
| Other            | \$ -         | 0.000%   |
| Other            | \$ -         | 0.000%   |

|              |
|--------------|
| \$ 6,275.77  |
| \$ -         |
| \$ -         |
| \$ 13,600.00 |
| \$ -         |
| \$ 11,952.67 |
| \$ -         |
| \$ -         |

\*Based on the first \$8,000 in salaries paid to each employee in a calendar year

If additional space is needed see Attachment 1 (Personnel)

\$ -

**Fringe Sub-Total \$ 31,828.43**

**Total Personnel Expenditures \$ 113,864.59**

**B. Professional 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/\$56.25 per hour.

Individual Consultants and/or Contracting of Service Organizations

|  |
|--|
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|      |
|------|
| \$ - |
| \$ - |
| \$ - |
| \$ - |
| \$ - |
| \$ - |
| \$ - |
| \$ - |

**Total Contractual Services \$ -**

**C. Travel:**

Transportation & associated costs of project personnel (Consultant Travel is to be included

in Category B above)

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

**Total Travel \$**

511

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

**Budget - Page 2**

**D. Operating Expenses:**

Must be itemized

|                                                                    |           |
|--------------------------------------------------------------------|-----------|
|                                                                    | \$ -      |
| Office Supplies (copy paper, pens, post-its, toner, etc)           | \$ 135.41 |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
|                                                                    | \$ -      |
| If additional space is needed see Attachment 2 (Operating Expense) | \$ -      |

**Total Operating Expense** \$ **135.41**

**E. Equipment Purchase:**

Must be itemized

| Item                                                       | Qty | Unit Price | Total Item Cost |
|------------------------------------------------------------|-----|------------|-----------------|
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
| If additional space is needed see Attachment 3 (Equipment) |     |            | \$ -            |

**Equipment Purchase Total** \$ -

| Lease or Rental Equipment                                  | Qty | Unit Price | Total Item Cost |
|------------------------------------------------------------|-----|------------|-----------------|
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
|                                                            |     | \$ -       | \$ -            |
| If additional space is needed see Attachment 3 (Equipment) |     |            | \$ -            |

**Lease or Rental Total** \$ -

**Total Equipment Expense** \$ -

**Total Project Cost** \$ **114,000.00**

\$ 114,000.00

|                        |                |     |                       |              |
|------------------------|----------------|-----|-----------------------|--------------|
| <b>Matching Ratio:</b> | ADECA / LETS % | 75% | ADECA / LETS Support  | \$ 85,500.00 |
|                        | Match %        | 25% | Matching Contribution | \$ 28,500.00 |

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

Budget - Page 3

**A. Source of Matching Contribution:**

(Indicate Sources Per Instructions)

|                        |              |
|------------------------|--------------|
|                        | \$ -         |
| District Attorney Fund | \$ 28,500.00 |
|                        | \$ -         |
|                        | \$ -         |
|                        | \$ -         |
|                        | \$ -         |
|                        | \$ -         |
|                        | \$ -         |

Total Matching Contribution: \$ 28,500.00  
 Match Differential: \$ (0.00)

Match from Budget Page 2 \$ 28,500.00

**B. Budget Summary and Projection:**

(Total budget of applicant or implementing agency)

**APPLICATION IS INCOMPLETE WITHOUT THIS**

| Budget Categories         | Prior Phase   | Present Phase | Successive Phase |
|---------------------------|---------------|---------------|------------------|
| A Personnel and Fringe    | \$ 114,000.00 | \$ 113,864.59 | \$ 114,000.00    |
| B Contractual Services    | \$ -          | \$ -          | \$ -             |
| C Travel                  | \$ -          | \$ -          | \$ -             |
| D Operating Expenses      | \$ -          | \$ 135.41     | \$ -             |
| E Equipment               | \$ -          | \$ -          | \$ -             |
| Total Budget of Applicant | \$ 114,000.00 | \$ 114,000.00 | \$ 114,000.00    |
| Duration of Project Phase | 12            | 12            | 12               |

**C. Federal Support:**

Will other Federal support be available for any part of this project?

Yes ☐

No ☒

If "Yes", Explain:

**D. Federal Submissions:**

Have other Federal agencies been contacted for assistance on this or similar projects?

Yes ☐

No ☒

If "Yes", Explain:

**Alabama Department of Economic and Community Affairs**  
**Law Enforcement and Traffic Safety Division**  
**Grant Application – Budget Narrative Section**

Funding is requested for personnel expenses only.

- A. **PERSONNEL:** (a) Salaries are calculated for reimbursement purposes for staff employees who will compose the Domestic Violence Prosecution Unit: a Deputy District Attorney and a Victim Services Officer. Salaries are paid semi-monthly with the total amounts for reimbursement calculated on anticipated percentage (100%) of time to be spent by each employee on the project.

FICA is calculated at 7.65% of gross salaries. Retirement is calculated at 14.57%. Health Insurance is calculated at \$850 per person per month. Funding for twelve months is requested for the Deputy District Attorney; funding for four months is requested for the Victim Services Officer.

1. Deputy District Attorney - \$69,332.16 annual salary

Maintain a Deputy District Attorney to serve as the vertical prosecutor for felony violence against women cases and for misdemeanor cases set on the dedicated domestic violence docket; to represent the Unit in public functions and to conduct weekly unit meetings to maintain focus and identify areas of significant concern.

2. Victim Services Officer - \$38,112.00 annual salary

Maintain a Victim Services Officer to contact victims, facilitate and schedule regular victims' meetings, assist law enforcement agencies in early contact with victims, and to provide appropriate materials and information to victims. The Victim Services Officer will also provide clerical support, research assistance in trial preparation, maintain records for evaluation procedures, and provide support for community liaison efforts for the Unit as a whole.

- B. **OPERATING EXPENSES:** A minimal amount of funding is requested for office supplies such as copy paper, pens, post-its, toner, etc.

Budget Prepared By:  
Name: Rhonda Cape  
Address: 251 S. Lawrence Street  
Montgomery, AL 36104  
Phone #: (334) 832-2550

If the budget is prepared by an individual other than the Financial Officer, the Financial Officer must sign here as approving the budget as submitted.

Rhonda B Cape      9/17/15  
Signature                                  Date

Signature

Date

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**

**SEP 21 2015**

September 9, 2015

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Scott Kramer *SK*  
Director of Risk Management

SUBJECT: Excess Workers Comp Insurance Renewal

On September 8, 2014, I met with the County Commission to discuss the rates for excess workers comp insurance. The excess workers comp insurance coverage was secured through Perry Hooper, Jr. of Palomar Insurance with New York Marine & General Insurance. The estimated annual excess workers comp premium for the coming year from October 1, 2015 through September 30, 2016 is \$67,690. This premium amount represents the same rate as last year based on .18167 per \$100 of payroll. The deductible will remain the same at \$600,000 (and \$750,000 for sworn officers).

I am requesting the County Commission's approval of this item outlined above.

ELTON N. DEAN, SR.  
CHAIRMAN

DANIEL HARRIS, JR.  
VICE CHAIRMAN

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**AGENDA**

**SEP 21 2015**

September 9, 2015

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Scott Kramer *SK*  
Director of Risk Management

SUBJECT: Life Insurance Renewal

On September 8, 2015, I met with the County Commission to discuss the status of our extension to our life insurance contract through June 30, 2016. John Dorrough, with Harmon Dennis Bradshaw, Inc., the current broker of our Group Life policy, was able to secure Life Insurance and AD&D at a combined rate of \$.17 per \$1,000 of coverage. This rate, secured with Hartford is the same as our current coverage. The projected annual cost for the 10/1/15 – 10/1/16 will be \$65,740.

I am requesting the County Commission's approval of this item outlined above.

## Scott Kramer

---

Συβφεχτ: FW: Montgomery County Commission - Hartford group life and AD&D renewal  
Ιμπορτανχε: High

---

**From:** John Dorough [<mailto:jdorough@hdbinsurance.com>]  
**Sent:** Friday, August 28, 2015 1:48 PM  
**To:** Scott Kramer  
**Cc:** Laura Freeman; Danny Cox; Melody Singleton  
**Subject:** Montgomery County Commission - Hartford group life and AD&D renewal  
**Importance:** High

Scott,

Please allow this email to serve as confirmation that the group life and AD&D rate with Hartford, for the period 07-1-2015 to 07-1-2016, will remain unchanged at \$0.17 per \$1,000 of coverage.

Please feel free to call me with any questions and thank you again for the opportunity to provide this benefit for the employees of Montgomery County.

Sincerely,

John W. Dorough, III, GBDS  
*Manager, Individual and Employee Benefits Department*  
**Harmon Dennis Bradshaw, Inc.**  
7115 Halcyon Summit Drive  
Montgomery, AL 36117  
(334) 273.7277 (phone)  
(334) 324.0325 (cell)  
(334) 273.1009 (fax)

**NOTE: My direct dial is (334) 517-1831 and new Ext 1831**

ELTON N. DEAN, SR.  
CHAIRMAN

DANIEL HARRIS, JR.  
VICE CHAIRMAN

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**AGENDA**

**SEP 21 2015**

September 16, 2015

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Scott Kramer   
Director of Risk Management

SUBJECT: Property Insurance Renewal

On September 8, 2015, I met with the County Commission to discuss the Property Insurance renewal effective 10/1/15. The property insurance premium for the coming year from October 1, 2015 through September 30, 2016 is projected to be \$104,799. This amount represents the same rate as last year's rates of \$.492 per \$1,000 of value. The rates were secured through Junie Pierce of Colonial Insurance with Affiliated FM Insurance.

I am requesting the County Commission's approval of this item outlined above.

# COLONIAL INSURANCE AGENCY

5251 Hampstead High Street, Unit 200

Montgomery, AL 36116

(334)270-6824

## INVOICE

|                |                        |
|----------------|------------------------|
| <b>Account</b> | CL                     |
| <b>Policy</b>  | Property & Excess Liab |
| <b>Invoice</b> | 2015/16 Renewals       |
| <b>Date</b>    | 9/16/2015              |
| <b>Page</b>    | 1                      |

Montgomery County Commission  
P. O. Box 1667  
Montgomery, AL 36102

|                          |
|--------------------------|
| <b>Account Executive</b> |
| Junie J Pierce           |

|                               |
|-------------------------------|
| <b>Account Representative</b> |
| Ivy Crumpton                  |

Please detach and return with payment

|                              |                             |                      |
|------------------------------|-----------------------------|----------------------|
| <b>Insured's Name</b>        | <b>Policy Number</b>        | <b>Policy Period</b> |
| Montgomery County Commission | 2015 Property & Excess Liab | 2015 - 2016          |

| Transaction Type | Effective | Company        | Description                                              | Amount                |
|------------------|-----------|----------------|----------------------------------------------------------|-----------------------|
| Endorsement      | 7/13/15   | Affiliated FM  | Property End (-) 3032 Woodley Rd/ (+)<br>3425 McGehee Rd | \$105                 |
| Renewal          | 10/1/15   | Affiliated FM  | Property Renewal<br>Engineering Fee                      | \$100,694<br>\$4000   |
| Renewal          | 10/1/15   | States         | Excess Liability Renewal<br>Agency Fee (8%)              | \$173,500<br>\$13,880 |
| Renewal          | 9/1/15    | Liberty Mutual | Crime 01-FI-020931-70                                    | \$552                 |
| Renewal          | 10/1/15   | Liberty Mutual | Crime 01-CH612990-90                                     | \$157                 |
|                  |           |                |                                                          | <b>Invoice Total</b>  |
|                  |           |                |                                                          | \$292,880             |

Thank You!

|                                             |                       |             |
|---------------------------------------------|-----------------------|-------------|
| Colonial Insurance Agency<br>(334) 270-6824 | <b>Invoice Number</b> | <b>Date</b> |
|                                             | 2015/16 Renewals      | 9/16/2015   |

ELTON N. DEAN, SR.  
CHAIRMAN

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**AGENDA**

**SEP 21 2015**

September 16, 2015

**MEMORANDUM**

TO: Donald L. Mims  
County Administrator

FROM: Scott Kramer *SK*  
Director of Risk Management

SUBJECT: Excess Liability Insurance Renewal

On September 8, 2015, I met with the County Commission to discuss the excess liability insurance premium for the coming year. The coverage is for fiscal year October 1, 2015 through September 30, 2016 in the amount of \$187,380 which represents the same rates as the current year rates. The coverage amount is \$5 Million with a deductible of \$750,000. This coverage was secured through Junie Pierce of Colonial Insurance with States Self-Insurers Risk Retention Group. There are no changes to the policy.

I am requesting the County Commission's approval of this item outlined above.

# COLONIAL INSURANCE AGENCY

5251 Hampstead High Street, Unit 200

Montgomery, AL 36116

(334)270-6824

## INVOICE

|                |                        |
|----------------|------------------------|
| <b>Account</b> | CL                     |
| <b>Policy</b>  | Property & Excess Liab |
| <b>Invoice</b> | 2015/16 Renewals       |
| <b>Date</b>    | 9/16/2015              |
| <b>Page</b>    | 1                      |

Montgomery County Commission

P. O. Box 1667

Montgomery, AL 36102

|                          |
|--------------------------|
| <b>Account Executive</b> |
| Junie J Pierce           |

|                               |
|-------------------------------|
| <b>Account Representative</b> |
| Ivy Crumpton                  |

Please detach and return with payment

|                              |                             |                      |
|------------------------------|-----------------------------|----------------------|
| <b>Insured's Name</b>        | <b>Policy Number</b>        | <b>Policy Period</b> |
| Montgomery County Commission | 2015 Property & Excess Liab | 2015 - 2016          |

| Transaction Type | Effective | Company        | Description                                              | Amount                |
|------------------|-----------|----------------|----------------------------------------------------------|-----------------------|
| Endorsement      | 7/13/15   | Affiliated FM  | Property End (-) 3032 Woodley Rd/ (+)<br>3425 McGehee Rd | \$105                 |
| Renewal          | 10/1/15   | Affiliated FM  | Property Renewal<br>Engineering Fee                      | \$100,694<br>\$4000   |
| * Renewal        | 10/1/15   | States         | Excess Liability Renewal<br>Agency Fee (8%)              | \$173,500<br>\$13,880 |
| Renewal          | 9/1/15    | Liberty Mutual | Crime 01-FI-020931-70                                    | \$552                 |
| Renewal          | 10/1/15   | Liberty Mutual | Crime 01-CH612990-90                                     | \$157                 |
|                  |           |                |                                                          | <b>Invoice Total</b>  |
|                  |           |                |                                                          | <b>\$292,880</b>      |

Thank You!

|                                             |                       |             |
|---------------------------------------------|-----------------------|-------------|
| Colonial Insurance Agency<br>(334) 270-6824 | <b>Invoice Number</b> | <b>Date</b> |
|                                             | 2015/16Renewals       | 9/16/2015   |

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

Tax & Audit Department  
P.O. Box 4779  
Montgomery, Alabama 36103-4779

ESTABLISHED 1816

Terri A. Henderson, CRE  
Revenue Manager

Administrative and Auditing for:  
Montgomery County Alabama  
Sales & Use Taxes; Lodging Tax;  
Gasoline Tax; and Fuel Tax

Telephone (334) 832-1697  
FAX (334) 832-1223  
Website [www.mc-ala.org](http://www.mc-ala.org)

# AGENDA

SEP 21 2015

### MEMORANDUM

**DATE:** September 11, 2015

**TO:** Florence M. Cauthen, Deputy Administrator

**FROM:** Terri A. Henderson, Revenue Manager *Terri A. Henderson*  
*09/11/2015*

**RE:** **Proposed Renewal of Montgomery Armored Car Service, Inc. Contract**

Please note our current contract with Montgomery Armored Car Service, Inc. ("MACS") will expire on September 30, 2015. A proposal for the renewal of this contract is attached covering the period October 1, 2015 through September 30, 2016. The proposed contract reflects an approximate 3% total monthly rate increase changing from \$370.94 per month to \$382.07 per month. The total monthly rate increase is comprised of 3% due to the proposed new base monthly rate of \$363.88 plus a 5% monthly line item insurance surcharge. Based on the proposed new monthly rate structure there will be no fuel surcharge unless fuel reaches \$4.00 per gallon. With the exception of the new monthly rate, all other contract language including the fuel surcharge structure will remain the same as in the current contract. Please note the current contract rate of \$370.94 per month has been in effect since October 1, 2014.

This proposed renewal contract was discussed in the Information Session on September 8, 2015 and was advised to place this item on the agenda for the Montgomery County Commission meeting on September 21, 2015. Thank you in advance for your assistance with this matter.

tah/attachment

# MONTGOMERY ARMORED CAR SERVICE, INC.

1701 RIDGEWAY WEST  
MONTGOMERY, ALABAMA 36110

## CONTRACT

WHEREAS, Montgomery Armored Car Service, Inc., a corporation, hereinafter referred to as the "Corporation", organized under the laws of the State of Alabama, is engaged in the business of receiving, transporting and delivery of goods, money, currency, coins, securities, products, bonds, negotiable instruments, checks, drafts, notes, debentures, or any other valuable personal properties which are the properties of others, for a fee or monetary compensation; and

WHEREAS, the undersigned, hereinafter referred to as the "Customer", does have need for the services performed or offered by the Corporation and desires to enter into a contract with said Corporation:

NOW THEREFORE, the Corporation agrees as follows:

1. To receive coins, money, checks, negotiable instruments, and/or securities in armored vehicles for and on behalf of the Customer and to acknowledge receipt for each individual container or shipment.
2. To transport said container or shipment to the consignee of the Customer's designation or choosing and to deliver said shipment or container into the custody of the consignee's agents or employees. The Corporation further agrees to obtain evidence of delivery to the agents or employees of the consignee and to furnish the Customer evidence of said delivery within a reasonable time upon receipt of a written request delivered to the Corporation by the Customer.
3. To receive shipments or containers from the Customer, during normal business hours at a time when the Corporation's vehicle is in a regular route within the immediate area of the customer and consignee's business establishment(s). Change orders to be delivered at the time deposits are picked up.
4. To receive, transport and deliver to the consignee only shipments or containers which are sealed or locked, by agents or employees of the Customer prior to receipt by the Corporation.
5. To be responsible and assume the liability for any loss of any shipment or the contents whereof after receipt of said container or shipment, up and until delivery of said shipment or container is accomplished with the Customer or the Customer's consignee, subject to the exceptions hereinafter referred to. The "said to contain" amount of shipment will be indicated on the messenger's route sheet, any bills of lading and signature book retained by the customer. The limit of the Corporation's liability shall not be an amount any larger than the maximum amount hereinafter stated, to be contained in the total shipment.
6. To receive each sealed or locked container at Customer's business location as designated in writing to Corporation on the specified days of each week and deliver such to the Customer's designated consignee.

The Customer agrees as follows:

1. To furnish all containers in which any shipment is packaged for transportation by the Corporation. The containers shall be equipped with a locking device or system which shall be securely fastened, locked or closed prior to receipt by the Corporation. The customer agrees to inscribe on each container his design, name, trade-mark, or other individual insignia which shall easily identify his container from other containers which may be in the possession of the Corporation.
2. To maintain a safe or vault on his business premises which is under a dual control locking system in which two or more keys are needed to operate the doors to the safe or vault, the Corporation will provide the additional services of retaining possession of one key used in the

operation of said safe or vault and shall participate in the dual opening of the safe or vault in conjunction with any agent or employee designated by the Customer. The Customer and the Corporation both agree that the Corporation assumes no liability for the loss of any items while they are contained in the Customer's safe or vault. The contents shall be removed by the Customer's agent or employee and shall then be used in preparing a deposit or shipment and possession then delivered to the Corporation for transportation to the Customer's consignee. Both the Corporation and Customer understand that this provision or service is optional and the Customer must specifically request this service by acknowledgement where indicated in this contract. This paragraph is applicable only as Customer maintains dual control locking system.

3. The Customer understands that it is their responsibility to determine the monetary value of the contents of each container or shipment which is to be received by the Corporation and the Customer is to make this determination and to seal, secure or lock said shipment or container prior to the receipt by the Corporation's employees. It is also understood that the Corporation shall not have the possession of any key which unlocks or unfastens any container which is to be transported by the Corporation. If an employee, agent, or officer of the Corporation, upon receipt of any container has reason to believe that the lock or fastening device which is made a part of any container has been tampered with for whatever reason, which this is evidenced by marks, scratches, or by other means, the employee or agent of the customer shall, when requested by the Corporation's agent, servant or employee, open the container, verify the contents as correct or incorrect, and reseal or relock the container, prior to receipt by the Corporation.

4. That the Corporation shall not be obligated to receive, transport or deliver any money, currency, coins, securities, checks, stocks, bonds and/or other negotiable instruments, which are not contained in securely sealed bags, or other sealed containers. However, if any individual shipment is inadvertently received by the Corporation in any unsealed, unlocked or unsecured container, the Customer agrees that the Corporation shall not be responsible to determine the contents thereof and shall not be held liable for any alleged or shortage in the contents of any unlocked, unsealed or unsecured container.

5. To certify in writing the total value of the contents of any container as well as the total value of each shipment. Shipments shall not exceed the amount collectively or the value of the Corporation's total insurance coverage at any one time.

6. To notify the Corporation in writing the name of the Customer's designated consignee and acknowledges that the Corporation is not obligated to work with any person not so designated.

7. The Corporation shall not be liable for any non-performance or delays which arise from any event involving act of terrorism or mechanical difficulties with the transporting vehicles. The Customer further agrees that the Corporation shall not be liable for any loss or damage to the contents of any container which may result from the following:

- a. War-like or hostile actions taken by any force, organized or unorganized, against the United States government or the State of Alabama; any department or agency thereof or other governmental body which is considered a part of the United States or the State of Alabama.
- b. Any actions taken by the United States, the State of Alabama or any department, agency or military force thereof, including Coast Guard, law enforcement agencies and National Guard, in defending against any attack or threatened attack by any government, organized or unorganized; any guerilla forces, radical groups, terrorist organization whether or not they are recognized as such by any organized governmental entity located anywhere.
- c. Any conventional, unconventional atomic or nuclear fission device.
- d. Radioactive contamination caused by any accident involving any facility operated by any government authority, agency or department thereof, or operated by any private business entity organization or individual.

8. To give the Corporation immediate written notice of the nature of any loss or damage in the event all or any portion of any shipment or contents of any container is destroyed, damaged, or lost and to furnish an accurate itemized statement or list of such items damaged, destroyed or lost certified and made under oath by any agent, officer, or employee authorized by the Customer. The Customer acknowledges that the Corporation does not have knowledge of the contents of any shipment or container and agrees to cooperate immediately with the Corporation or others in recovery of the contents of any loss, damage, stolen container or shipment and to furnish any books, records, bank statements, duplicate deposit slips, or other items to be used in the verification of any loss claimed by the Customer.

9. In the event of loss, it will completely cooperate to which it is capable in reconstructing checks constituting a part of said loss and as to said check, Corporation's liability except as hereinafter limited shall be the payment to the Customer of:

- (a) Reasonable costs necessary to reconstruct the checks plus where the checks are reconstructed, any necessary costs because of stop-payment procedures.
- (b) The face value of checks which cannot be reconstructed.

It is understood and agreed by the parties to this agreement that the words "reconstruct", "reconstructed", and "reconstruction" shall mean to identify the checks only to the extent of determining the face amount of the said checks and the identity of the maker or the endorser of each. Complete cooperation shall include request by Customer to the makers of the missing checks to issue duplicates and in the event the maker refuses to do so, then to assert all its legal and equitable rights against said maker or to subrogate such rights to the Corporation and its assigns. It is further understood and agreed that the word "Shipment" wherever used in this agreement, shall mean a single consignment of one or more items of property from one shipper at one time at one address to one consignee at one designation address.

10. To pay the Corporation for its services as follows. Additional charges, if any, are listed below.

| SERVICE              | FREQUENCY                                                   | MONTHLY RATE |
|----------------------|-------------------------------------------------------------|--------------|
| Bank Deposit Pick-up | Monday through Friday<br>Excluding State / Federal Holidays | \$363.88     |

Insurance Surcharge: 5.0% surcharge will be added to the monthly base rate for insurance costs.

11. The total maximum liability is to be \$ 175,000.00 per any one shipment.

The initial term of this agreement shall commence on October 1, 2015 and continue until September 30, 2016. Thereafter, this agreement shall automatically renew for successive terms equal to thirty (30) days each unless terminated or altered by either party by written notice to the other not less than 30 days before the effective date of such termination.

If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution, then any disputes not resolved by mediation shall be decided in the circuit court of Montgomery County, Alabama and governed by the laws of the state of Alabama between the Montgomery County Commission and Montgomery Armored Car Service, Inc.

This contract is the entire agreement of the parties and the invalidity of any portion of this contract shall not affect the other provisions hereof and this contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

\_\_\_\_\_ This Customer desires the dual control service offered under the terms of this contract.

XX This Customer does not desire the dual control service offered under the terms of this contract.

IN WITNESS WHEREOF, the parties have executed this Agreement on this the \_\_\_\_ Day of \_\_\_\_\_.

CUSTOMER:  
Montgomery County Commission  
Tax and Audit Department  
Montgomery County Courthouse  
Annex Building # 3  
Montgomery, AL

CORPORATION:  
MONTGOMERY ARMORED CAR SERVICE, INC.  
1701 Ridgeway West  
Montgomery, AL 36110

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
\_\_\_\_\_ Earl R. Childs, President  
Title

Special Instructions, if any:

Fuel Surcharge: Attachment A: Derived from information published by the Department of Energy's Gulf States Market Index each Monday, Fuel Surcharges start at 0.5% per \$0.05 increase in fuel above \$4.00 per gallon of diesel fuel.

Depositing Financial Institution: Regions Bank  
Vault Services  
Birmingham, AL

Consigned to: Regions Bank contracted armored carrier

**Holidays Observed:**

|                  |                  |
|------------------|------------------|
| Labor Day        | Memorial Day     |
| Thanksgiving Day | Independence Day |
| Christmas Day    | New Year's Day   |

ATTACHMENT A: FUEL SURCHARGE PROGRAM

**FUEL SURCHARGE MATRIX – CONTRACT SPECIFIC**

**REVISED 8/18/14**

Please follow the matrix below to base fuel surcharge applications. Please note that fuel surcharges will be updated each Tuesday and adjustments will be made, based upon the previous week's price per gallon for fuel in the Gulf States Regions. Fuel Surcharges are derived from information gathered from <http://tonto.eia.doe.gov> on a weekly basis

| FUEL PRICE / GAL |        | PERCENTAGE (%)          |
|------------------|--------|-------------------------|
| FROM             | TO     | RATE                    |
| \$0.00           | \$3.99 | 0.00%                   |
| \$4.00           | \$4.04 | 0.50%                   |
| \$4.05           | \$4.09 | 1.00%                   |
| \$4.10           | \$4.14 | 1.50%                   |
| \$4.15           | \$4.19 | 2.00%                   |
| \$4.20           | \$4.24 | 2.50%                   |
| \$4.25           | \$4.29 | 3.00%                   |
| \$4.30           | \$4.34 | 3.50%                   |
| \$4.35           | \$4.39 | 4.00%                   |
| \$4.40           | \$4.44 | 4.50%                   |
| \$4.45           | \$4.49 | 5.00%                   |
| \$4.50           | UP     | 5.00% plus 0.5%         |
|                  |        | increase per            |
|                  |        | \$0.05 increase in fuel |

ELTON N. DEAN, SR.  
CHAIRMAN

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**AGENDA**

**SEP 21 2015**

September 21, 2015

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-2015-92: Montgomery Lions Club, for Community Service Programs - \$500; (Walker)
- NC-2015-123: Troy University, for Davis Theater Programs for the Montgomery Public School's Field Trips/Free Performances - \$5,000; (Walker)
- NC-2015-124: City of Montgomery, to be used by BONDS for Dalraida Neighborhood Watch - \$500; (Walker)
- NC-2015-125: City of Montgomery, to be used by BONDS to Support the Arrowhead Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-126: City of Montgomery, to be used by BONDS to Support the Copperfield Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-127: City of Montgomery, to be used by BONDS to Support the Halcyon Summit Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)

MEMORANDUM  
Montgomery County Commission  
September 21, 2015  
Page 2

NC-2015-128: BOE, Vaughn Road Elementary School, for Principal's Discretionary Fund - \$500; (Harris)

NC-2015-129: BOE, Crump Elementary School, for Principal's Discretionary Fund - \$500; (Harris)

NC-2015-130: BOE, Jefferson Davis High School, Principal's Discretionary Fund - \$715; (Harris)

DLM/tll

ELTON N. DEAN, SR.  
CHAIRMAN

DANIEL HARRIS, JR.  
VICE CHAIRMAN

ANDREW D. HALL  
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JILES WILLIAMS, JR.

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**MONTGOMERY COUNTY COMMISSION**

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ESTABLISHED 1816

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www.mc-ala.org

# AGENDA

SEP 21 2015

September 10, 2015

## MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*  
County Administrator

SUBJECT: Position Fill Requests for Engineering Department

The Montgomery County Commission, at its meeting on September 8, 2015, agreed to place the following Position Fill Requests from the Engineering Department on the next agenda:

- (1) Traffic Control Technician I, Position Number 640572015
- (2) County Road Equipment Operator II, Position Number 630552013
- (3) County Road Equipment Operator III, Position Number 660553009

I am requesting approval of these items.

DLM/tn

Attachments

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Engineering Construction

DEPARTMENT HEAD: George Speake

SUPERVISOR: Danise Nettles

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

1. Position Title Traffic Control Technician I

Position Number 640-572-015 - Replacing Zachary B. Sealy

Proposed Effective Date September 14, 2015

Type of Appointment ( ☒ ) Permanent ( ) Temporary

Recruiting

- |                                                                   |                  |
|-------------------------------------------------------------------|------------------|
| ( ) Promotional Register                                          | ( ) Transfer     |
| ( <input checked="" type="checkbox"/> ) Open Competitive Register | ( ) Reemployment |

Pay Grade S04-1 \$ 22,617



Department Head

Date 8/24/15

2. Administrative Review

- ( ) Approved  
( ) Disapproved

Funding Authority

3. Certification

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

Date \_\_\_\_\_

Personnel Director

4. Selectee:

Date \_\_\_\_\_

Appointing Authority

5. ( ) Manpower data entered by \_\_\_\_\_  
( ) Payroll entered by \_\_\_\_\_

Date \_\_\_\_\_  
Date \_\_\_\_\_

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: Montgomery County Engineering District 3  
DEPARTMENT HEAD: George Speake  
SUPERVISOR: Rob Chancey

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 CREO II

Position Number 630552013

Proposed Effective Date September 14, 2015

Type of Appointment ( ☒ ) Permanent ( ) Temporary

Recruiting

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

Pay Grade S06 -1 \$24,198.

Pay Step to be based upon City /  
County of Montgomery Personnel  
Board Rules and Regulations, Rule  
6 Section 10 b Transfers



Date 9/1/15

Department Head

2. Administrative Review

- ( ) Approved  
( ) Disapproved

Funding Authority

3. Certification

Promotional \_\_\_\_\_ Candidates  
Open-Competitive \_\_\_\_\_ Candidates  
Transfer \_\_\_\_\_ Candidates

Date \_\_\_\_\_

Personnel Director

4. Selectee:

Date \_\_\_\_\_

Appointing Authority

5. ( ) Manpower data entered by \_\_\_\_\_

Date \_\_\_\_\_

( ) Payroll entered by \_\_\_\_\_

Date \_\_\_\_\_

## POSITION FILL REQUEST

**DEPARTMENT:** Montgomery County Engineering Bridge Mainta

**DEPARTMENT HEAD:** George Speake

**SUPERVISOR:** Timothy Dicks

### 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** CREO III

**Position Number**    **660553009 - Replacing James K Tucker**

**Proposed Effective Date**      **October 12, 2015**

**Type of Appointment**                      ( ☒ ) Permanent                      ( ☐ ) Temporary

## Recruiting

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

|                  |                          |
|------------------|--------------------------|
| <b>Pay Grade</b> | <b>S08 - 1 \$ 27,090</b> |
|------------------|--------------------------|

**Pay Step to be based upon City /  
County of Montgomery Personnel  
Board Rules and Regulations, Rule  
6 Section 10 a Promotions**

Date 8/7/15

**Department Head**

## 2. Administrative Review

( ) Approved  
( ) Disapproved

**Funding Authority**

### 3. Certification

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

Date \_\_\_\_\_

**Personnel Director**

**4. Selectee:**

Date \_\_\_\_\_

**Appointing Authority**

5. ( ) Manpower data entered by \_\_\_\_\_ Date \_\_\_\_\_  
( ) Payroll entered by \_\_\_\_\_ Date \_\_\_\_\_



**STEVEN L. REED**  
PROBATE JUDGE  
MONTGOMERY COUNTY

**AGENDA**  
SEP 21 2015

# MEMORANDUM

**To: Montgomery County Commission**

**Cc: Donnie Mims**

**From: Montgomery County Probate Office**

**Date: 8/26/15**

**Re: Request to fill a vacant Customer Service Clerk position**

The Montgomery County Probate Court is requesting to fill a vacant Customer Service Clerk position. The position is recently vacated and is currently in our budget.

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: PROBATE

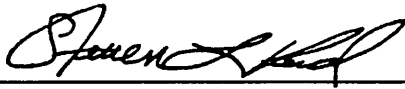
APPOINTING AUTH.: Judge Steven L. Reed

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: 750016066  
PROPOSED EFFECTIVE DATE: 9/14/15  
TYPE OF APPOINTMENT: ☒ PERMANENT ☐ TEMPORARY  
RECRUITING:  
☐ Promotional Transfer ☐ Transfer  
☒ Open Competitive Register ☐ Reemployment  
PAY GRADE: A03-S1 (A03= \$25,146 - \$35,795)

  
\_\_\_\_\_  
APPOINTING AUTHORITY

8/26/15  
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

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 10

Date: September 16, 2015  
To: Donald L. Mims, Administrator  
From: Judge Steven L. Reed  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Alexandria, Virginia  
Departure Date: November 11, 2015 Return Date: November 14, 2015  
Conference Leave (Days / Hours): 3 Days  
Purpose of Travel: to attend the National College of Probate Judges 2015 Fall Conference

Traveler (s) Name: 1. Judge Steven L. Reed 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,650.00 Advance Registration Required: \$400.00  
Department Name: Probate Fund Name: 001-51300-265

Additional Comments: \_\_\_\_\_  
**ALL EXPENSES WILL BE INCURRED IN FISCAL YEAR 2016**

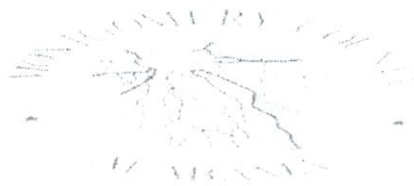
To: Judge Steven L. Reed  
From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,650.00 and advance registration of \$400.00 is authorized.

*To be completed by the Finance Department*

|                    |                                          |
|--------------------|------------------------------------------|
| Fund Code:         | <u>001-51300-265</u> (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u>       |
| Current Budget:    | <u>\$13,300.00</u>                       |
| Approved Requests: | <u>\$13,154.51</u>                       |
| Budget Available:  | <u>\$145.49</u>                          |
| Current Requests:  | <u>\$0.00</u>                            |
| Budget Balance:    | <u>\$145.49</u>                          |

Donald L. Mims, Administrator



Reviewed by: S Thomas  
Date: 9/16/2015  
cc: Finance Director / Buyer

14-1

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 11

Date: September 16, 2015  
To: Donald L. Mims, Administrator  
From: Steven L. Reed  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tuscaloosa, Alabama

Departure Date: October 28, 2015 Return Date: October 29, 2015

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Traveler (s) Name: 1. Judge Steven L. Reed 4. \_\_\_\_\_  
2. Christopher Turner 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$1,350.00 Advance Registration Required: \$450.00

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

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

**ALL EXPENSES WILL BE INCURRED IN FISCAL YEAR 2016**

To: Steven L. Reed

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$1,350.00 and advance registration of \$450.00 is authorized.

***To be completed by the Finance Department***

Fund Code: 001-51300-265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$13,300.00

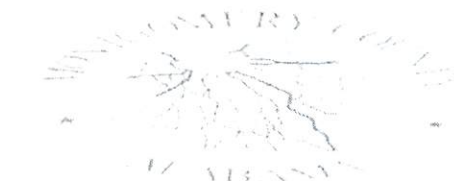
Approved Requests: \$13,154.51

Budget Available: \$145.49

Current Requests: \_\_\_\_\_

Budget Balance: \$145.49

Donald L. Mims, Administrator



Reviewed by: S Thomas

Date: 9/16/2015

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 15

Date: September 14, 2015  
To: Donald L. Mims, Administrator  
From: Wanda J. Robinson, Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Clanton, AL  
Departure Date: September 25, 2015 Return Date: September 25, 2015  
Conference Leave (Days / Hours): 1 Day  
Purpose of Travel: Understanding the Needs of Sexual Assault Victims: A Seminar for Those  
Working in Correctional Settings

Traveler (s) Name: 1. Sergeant Rodney Brooks 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

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

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Wanda J. Robinson, Director  
From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$50.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>001-52200-265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$15,000.00</u>                 |                     |
| Approved Requests: | <u>\$14,385.56</u>                 |                     |
| Budget Available:  | <u>\$614.44</u>                    |                     |
| Current Requests:  | <u>\$50.00</u>                     |                     |
| Budget Balance:    | <u>\$564.44</u>                    |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/14/2015

cc: Finance Director / Buyer

14-3

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 13

Date: September 15, 2015

To: Donald L. Mims, Administrator

From: Bruce R. Howell

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Phoenix, Arizona

Departure Date: September 28, 2015

Return Date: October 1, 2015

Conference Leave (Days / Hours): 4 days

Purpose of Travel: Attend the 2015 JDAI Juvenile Detention Alternative Initiative Inter-site  
Conference

Traveler (s) Name: 1. Beverly Riddle Wise 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: Youth Facility Fund Name: 001-52603-265

Additional Comments: Entire cost of registration, travel and conference paid for by Annie E. Casey  
Foundation

To: Bruce R. Howell

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

Fund Code: 001-52603.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$15,000.00

Approved Requests: \$8,995.57

Budget Available: \$6,004.43

Current Requests: \$0.00

Budget Balance: \$6,004.43

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/15/2015

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 26

Date: September 10, 2015

To: Donald L. Mims, Administrator

From: Clay Henley, Chief Appraiser

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Foley, AL

Departure Date: November 3, 2015

Return Date: November 6, 2015

Conference Leave (Days / Hours): 4 Days

Purpose of Travel: AL XIV: Subdivisions and Right of Ways (20 HRS)

Traveler (s) Name: 1. Faith (DeDe) Wilson 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$976.78 Advance Registration Required: \$275.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: **\*\*\*\*THIS WILL BE COMING OUT OF OUR 2016 BUDGET.\*\*\*\***

Meals: \$75/day=\$300.00 Hotel: \$100/day=\$300 Mileage: \$101.78

Registration=\$ 275.00 TOTAL EST. COST: \$ 976.78

To: Clay Henley, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

**To be completed by the Finance Department**

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

Description: Registration & Training

Current Budget: \$30,000.00

Approved Requests: \$27,729.91

Budget Available: \$2,270.09

Current Requests: \$0.00

Budget Balance: \$2,270.09

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/14/2015

cc: Finance Director / Buyer

14.5

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 21

Date: September 4, 2015

To: Donald L. Mims, Administrator

From: Carmen Douglas, Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL

Departure Date: November 20, 2015

Return Date: November 20, 2015

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: to attend Fred Pryor Seminar: Developing Emotional Intelligence

Traveler (s) Name: 1. Jessalyn Peck 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

Check Mode of Transportation: County Vehicle

☐

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$99.00

Advance Registration Required: \$99.00

Department Name: Personnel

Fund Name: Merit System

Additional Comments:

To: Carmen Douglas, Director

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$99.00 and advance registration of \$99.00 is authorized.

*To be completed by the Finance Department*

Fund Code: 123-51961-265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$20,000.00

Approved Requests: \$13,795.71

Budget Available: \$6,204.29

Current Requests: \$99.00

Budget Balance: \$6,105.29

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/9/2015

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 16

Date: September 10, 2015  
To: Donald L. Mims, Administrator  
From: Paul Brown, Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 27200 Perdido Beach Blvd, Orange Beach, AL 36561  
Departure Date: October 20, 2015 Return Date: October 23, 2015  
Conference Leave (Days / Hours): 4 days  
Purpose of Travel: To attend the Joint Annual Conference - CCP, CRO and Drug Courts

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: \$870.00 Advance Registration Required: \$200.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Check for Registration in the Amount of \$200.00 needed in advance payable to  
Alabama Judicial College Education  
**ALL EXPENSE WILL BE INCURRED IN FISCAL YEAR 2016**

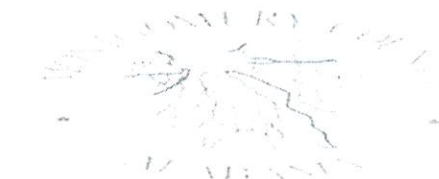
To: Paul Brown, Executive Director  
From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$870.00 and advance registration of \$200.00 is authorized.

*To be completed by the Finance Department*

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$269.35</u>                    |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas  
Date: 9/14/2015  
cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 17

Date: September 11, 2015  
To: Donald L. Mims, Administrator  
From: Paul H. Brown - Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 4671 Warf Parkway, Orange Beach, AL 36561 - Island house Hotel  
Departure Date: October 6, 2015 Return Date: October 9, 2015  
Conference Leave (Days / Hours): 4 days  
Purpose of Travel: To attend the Annual Conference - AL Council on Crime and Delinquency

Traveler (s) Name: 1. ReBecca Johnson 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$695.00 Advance Registration Required: \$100.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Check for Registration in the Amount of \$100.00 needed in advance payable to  
ACCD Conference Registration - Due by 9/30/15.

**ALL EXPENSE WILL BE INCURRED IN FISCAL YEAR 2016**

To: Paul H. Brown - Executive Director

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$695.00 and advance registration of \$100.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$269.35</u>                    |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/14/2015

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 18

Date: September 14, 2015

To: Donald L. Mims, Administrator

From: Paul H. Brown - Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn University Campus, Montgomery

Departure Date: September 29, 2015

Return Date: September 29, 2015

Conference Leave (Days / Hours): 9:00 am - 4:00 pm

Purpose of Travel: To attend "Active Listening Skills to Enhance Basic Interviewing Techniques"

Traveler (s) Name: 1. Kimberley Long 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

Check Mode of Transportation:

County Vehicle

|   |
|---|
| x |
|   |

Commercial Air

|  |
|--|
|  |
|  |

Private Vehicle

Other (Specify)

Total (est.) Cost: \$0.00

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. 9/21/15 reimbursement of actual and necessary expenses in the approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

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

Description: Registration & Training

Current Budget: \$12,300.00

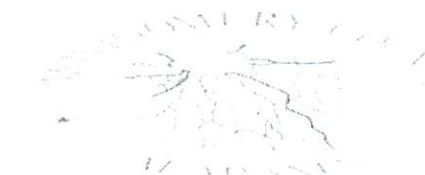
Approved Requests: \$12,030.65

Budget Available: \$269.35

Current Requests: \$0.00

Budget Balance: \$269.35

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/15/2015

cc: Finance Director / Buyer

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Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 19

Date: September 14, 2015

To: Donald L. Mims, Administrator

From: Paul H. Brown - Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn University Campus, Montgomery

Departure Date: October 1, 2015

Return Date: October 1, 2015

Conference Leave (Days / Hours): 9:00 am - 4:00 pm

Purpose of Travel: To attend "Ethical Decision Making for Law Enforcement Officers"

Traveler (s) Name: 1. Kimberley Long 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

Check Mode of Transportation: County Vehicle ☒  
Private Vehicle ☐

Commercial Air ☐

Other (Specify) ☐

Total (est.) Cost: \$0.00

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. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

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

Description: Registration & Training

Current Budget: \$12,300.00

Approved Requests: \$12,030.65

Budget Available: \$269.35

Current Requests: \$0.00

Budget Balance: \$269.35

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/15/2015

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 20

Date: September 14, 2015  
To: Donald L. Mims, Administrator  
From: Paul H. Brown - Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Frazer United Methodist Church, Atlanta, Hwy., Montgomery  
Departure Date: September 29, 2015 Return Date: September 29, 2015  
Conference Leave (Days / Hours): 8:00 am - 3:30 pm  
Purpose of Travel: To attend the Annual Law Enforcement Summit - AL Attorney General

Traveler (s) Name: 1. Paul Brown 4. \_\_\_\_\_  
2. Jonathan Benton 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: Community Corrections Fund Name: Community Corrections

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$269.35</u>                    |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/15/2015

cc: Finance Director / Buyer

14-11

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 21

Date: September 16, 2015

To: Donald L. Mims, Administrator

From: Paul H. Brown - Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn University Campus, Montgomery

Departure Date: October 1, 2015

Return Date: October 1, 2015

Conference Leave (Days / Hours): 9:00 am - 4:00 pm

Purpose of Travel: To attend "Ethical Decision Making for Law Enforcement Officers"

Traveler (s) Name: 1. Robert Pritchett 4. \_\_\_\_\_  
2. Tony Ferguson 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$0.00 Advance Registration Required: NONE

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: 9:00 am - 4:00 pm

To: Paul H. Brown - Executive Director

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

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

Description: Registration & Training

Current Budget: \$12,300.00

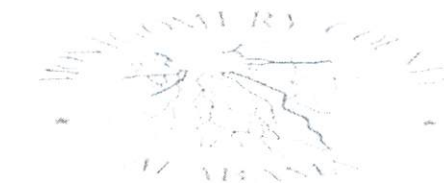
Approved Requests: \$12,030.65

Budget Available: \$269.35

Current Requests: \$0.00

Budget Balance: \$269.35

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/16/2015

cc: Finance Director / Buyer

14-12

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 22

Date: September 16, 2015  
To: Donald L. Mims, Administrator  
From: Paul H. Brown - Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn University Campus, Montgomery  
Departure Date: September 29, 2015 Return Date: September 29, 2015  
Conference Leave (Days / Hours): 9:00 am - 4:00 pm  
Purpose of Travel: To attend "Active Listening Skills to Enhance Basic Interviewing Techniques"

Traveler (s) Name: 1. Tony Ferguson 4. \_\_\_\_\_  
2. Robert Pritchett 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$0.00 Advance Registration Required: NONE

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: 9:00 am - 4:00 pm  
\_\_\_\_\_  
\_\_\_\_\_

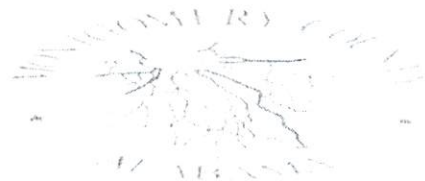
To: Paul Brown, Executive Director  
From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$269.35</u>                    |                     |

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/16/2015

cc: Finance Director / Buyer

14-13

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 23

Date: September 16, 2015  
To: Donald L. Mims, Administrator  
From: Paul H. Brown - Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn University Campus, Montgomery

Departure Date: October 29, 2015

Return Date: October 29, 2015

Conference Leave (Days / Hours): 9:00 am - 4:00 pm

Purpose of Travel: To attend "The Crooks are Getting Smarter"

Traveler (s) Name: 1. Tony Ferguson 4. \_\_\_\_\_  
2. Robert Pritchett 5. \_\_\_\_\_  
3. Kimberley Long 6. \_\_\_\_\_

Check Mode of Transportation: County Vehicle ☒  
Private Vehicle ☐

Commercial Air ☐

Other (Specify) ☐

Total (est.) Cost: \$0.00

Advance Registration Required: NONE

Department Name: Community Corrections

Fund Name: Community Corrections

Additional Comments: 9:00 am - 4:00 pm

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$0.00</u>                      |                     |
| Budget Balance:    | <u>\$269.35</u>                    |                     |

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/16/2015

cc: Finance Director / Buyer

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 24

Date: September 16, 2015

To: Donald L. Mims, Administrator

From: Paul Brown, Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 27200 Perdido Beach Blvd, Orange Beach, AL 36561

Departure Date: October 20, 2015

Return Date: October 23, 2015

Conference Leave (Days / Hours): 4 days

Purpose of Travel: To attend the Joint Annual Conference - CCP, CRO and Drug Courts

Traveler (s) Name: 1. Shonda Williams 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_

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

Total (est.) Cost: \$825.00 Advance Registration Required: \$200.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Check for Registration in the Amount of \$200.00 needed in advance payable to  
Alabama Judicial College Education

**ALL EXPENSES WILL BE INCURRED IN FISCAL YEAR 2016**

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is 9/21/2015 reimbursement of actual and necessary expenses in the  
approximate amount of \$825.00 and advance registration of \$200.00 is authorized.

***To be completed by the Finance Department***

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

Description: Registration & Training

Current Budget: \$12,300.00

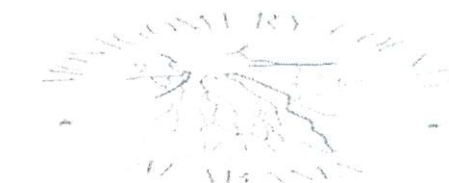
Approved Requests: \$12,030.65

Budget Available: \$269.35

Current Requests: \$200.00

Budget Balance: \$69.35

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/16/2015

cc: Finance Director / Buyer

14-15

Montgomery County Commission  
Travel / Training Request Approval

Appendix C

**AGENDA**

**SEP 21 2015**

Request # 25

Date: September 16, 2015  
To: Donald L. Mims, Administrator  
From: Paul H. Brown - Executive Director  
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Frazer United Methodist Church, Atlanta, Hwy., Montgomery  
Departure Date: September 29, 2015 Return Date: September 29, 2015  
Conference Leave (Days / Hours): 8:00 am - 3:30 pm  
Purpose of Travel: To attend the Annual Law Enforcement Summit - AL Attorney General

Traveler (s) Name: 1. ReBecca Johnson 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: NONE

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: 8:00 am to 3:30 pm  
\_\_\_\_\_  
\_\_\_\_\_

To: Paul H. Brown - Executive Director

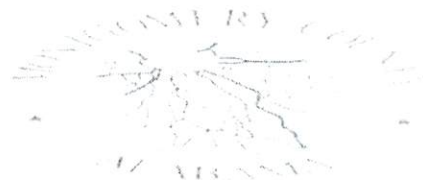
From: Donald L. Mims, Administrator

The above request is app. 9/21/15 reimbursement of actual and necessary expenses in the  
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

***To be completed by the Finance Department***

|                    |                                    |                     |
|--------------------|------------------------------------|---------------------|
| Fund Code:         | <u>124-52960.265</u>               | (ex: 000-00000-000) |
| Description:       | <u>Registration &amp; Training</u> |                     |
| Current Budget:    | <u>\$12,300.00</u>                 |                     |
| Approved Requests: | <u>\$12,030.65</u>                 |                     |
| Budget Available:  | <u>\$269.35</u>                    |                     |
| Current Requests:  | <u>\$200.00</u>                    |                     |
| Budget Balance:    | <u>\$69.35</u>                     |                     |

Donald L. Mims, Administrator



Reviewed by: S Thomas

Date: 9/17/2015

cc: Finance Director / Buyer

14-16