

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

MAY 18, 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
Chief Information and Technology Officer

Comments from Scheduled Attendees:

Sheriff Derrick Cunningham
Revenue Commissioner Janet Buskey and GIS & Cadastral Mapping Manager Todd Grant
Chief Probate Clerk William Flowers

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Williams

Pledge of Allegiance Led By Chairman Dean

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of May 4, 2015

CONSENT AGENDA:

Consider Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Resolution Authorizing Submission of an Application for Financial Assistance to ADECA for a PY 2015 Community Development Block Grant for the Purpose of Implementing a Housing Rehabilitation Program in the Eastwood Villa Neighborhood, County Commission
2. Consider Contract for Professional Services with Dominion Legacy, Inc., Regarding the 2014 Tax Sale, Revenue Commissioner's Office
3. Consider Amendment Number 2 to Contract with CLS Service for Inmate Laundry Service, Contract Number 52200-13B-007, Detention Facility
4. Consider Amendment Number 2 to Contract with American Amenities, Inc., for Admission Kits and Indigent Hygiene Kits, Contract Number 52200-13B-008, Detention Facility
5. Consider Amendment Number 1 to Contract with Climate Service, Inc., for Preventive Maintenance Services on the Heating, Ventilation, Air Conditioning and Controls, Contract Number 51901-14B-004, Support Services
6. Consider Amendment Number 1 to Contract with Signs Now for Graphics & Lettering for Sheriff Vehicles, Contract Number 52110-14B-007, Sheriff's Office
7. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
8. Consider Budget Change Request Number 30 for \$5,000 to Alabama Dance Theatre, for Free Admission for Title One Economically Disadvantaged School Children and Twenty Montgomery Area Outreach Organizations to the 2014-2015 Season Production and Teacher Workbooks, County Commission Appropriations
9. Consider Budget Change Request Number 31 for \$8,000 to the Montgomery Area Chamber of Commerce, to Provide Funding Towards a Sculpture for Hyundai Motor Manufacturing Alabama, LLC, Celebrating the 10th Anniversary of Production in Montgomery, County Commission Appropriations
10. Consider Position Fill Request for County Road Equipment Operator I, Position Number 610551020, Engineering Department
11. Consider Position Fill Request for County Road Equipment Operator II, Position Number 630552015, Engineering Department
12. Consider Position Fill Request for County Road Equipment Operator II, Position Number 610552016, Engineering Department

13. Consider Establishment of Deputy Sheriff Major Classification, Pay Grade PS6 and Related Position Fill Request, Sheriff's Office
14. Consider Moving Assistant Chief Deputy Sheriff and Detention Facility Director to Pay Grade A12 of the Administrative Pay Plan, Sheriff's Office
15. Consider Travel/Training Requests (6)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Honorable Charles Price
Community Corrections Executive Director Paul Brown
Finance Director Sherrill Thomas
Executive Director Stephen Woerner and Board Member Toby Roth with Bridge Builders Alabama

Reports from Staff:

Deputy Administrator
County Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

MAY 18, 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.

MAY 25, 2015

County Holiday (Memorial Day)

JUNE 1, 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.

JUNE 15, 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.

JULY 3, 2015

County Holiday (Independence Day)

JULY 6, 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.

JULY 20, 2015

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

PERSONNEL ACTIONS

Fill action continues for 2 Appraiser II – Appraisal Department
Fill action continues for 1 Payroll & Benefits Manager – Finance 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 Officer – Community Corrections
Fill action continues for 1 Legal Support Assistant – District Attorney’s Office
Fill action continues for 1 Secretary – District Attorney’s Office
Fill action continues for 1 Investigator I – District Attorney’s Office
Fill action continues for 1 Director – District Attorney Pre-Trial
Fill action continues for 32 Correction Officer Trainees – Detention Facility
Fill action continues for 1 Detention Facility Accounts Manager – Detention Facility
Fill action continues for 3 Clerk II – Detention Facility
Fill action continues for 1 Corrections Officer Corporal – Detention Facility
Fill action continues for 1 Stores Clerk I – Detention Facility
Fill action continues for 1 CREO 1 – Engineering Department
Fill action continues for 1 Clerk III – Personnel Department
Fill action continues for 2 Customer Service Clerk – Probate Judge’s Office
Fill action continues for 1 Clerk III – Probate Judge’s Office
Fill action continues for 1 Assistant Tag & License Supervisors – Probate Judge’s Office
Fill action continues for 1 Customer Service Clerk (Part-Time) – Probate Judge’s Office
Fill action continues for 1 Tag and License Supervisor – Probate Judge’s Office
Fill action continues for 1 County Archivist – Probate Judge’s Office
Fill action continues for 1 Grant Manager – Sheriff’s Office
Fill action continues for 1 Clerk III – Sheriff’s Office
Fill action continues for 2 Court Security Officer – Sheriff’s Office
Fill action continues for 2 Clerk Typist II – Sheriff’s Office
Fill action continues for 5 Deputy Sheriff’s (Part-Time) – Sheriff’s Office
Fill action continues for 1 Deputy Sheriff / Deputy Sheriff Trainee – Sheriff’s Office
Fill action continues for 1 Court Operations Clerk I – Youth Facility
Fill action continues for 3 Juvenile Probation Officer I – Youth Facility
Fill action continues for 1 Juvenile Detention Compliance Officer – Youth Facility
Fill action continues for 2 Juvenile Detention Officer – Youth Facility
Fill action continues for 4 Juvenile Detention Officer’s (Part-Time) – Youth Facility

May 18, 2015

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 05-01-15

Check Number	To	Check Number
252616		252677
Total Checks Paid		\$255,911.47

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

05-18-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 05-01-15

Check Number	To	Check Number
252678		252745
Total Checks Paid		\$361,812.69

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

AGENDA

MAY 18 2015

05-18-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 05-08-15

Check Number	To	Check Number
252746		252840
Total Checks Paid		\$359,023.84

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

05-18-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 05-08-15

Check Number	To	Check Number
252841		252932
Total Checks Paid		\$227,683.80

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
05/15/15

Payroll Check Number	122780	To	Payroll Check Number	122855	\$ 62,220.48
Direct Deposits					\$ 828,513.69
Payroll Check Number	122856	To	Payroll Check Number	122884	\$ 251,491.95
Direct Deposits					\$ 358,243.00
Federal Deposits					\$ 326,485.05
Total Payroll Paid					\$ 1,826,954.17

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

CARPDC

CENTRAL ALABAMA REGIONAL PLANNING
AND DEVELOPMENT COMMISSION

AUTAUGA, ELMORE & MONTGOMERY COUNTIES

Jiles Williams, Jr.
Chairman

Greg Clark
Executive Director

AGENDA

MAY 18 2015

May 11, 2015

Honorable Elton N. Dean, Sr.
Chairman
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Chairman Dean:

As you and the Commission are aware, our office has been working to identify and develop a 2015 CDBG application for the County to submit to ADECA for this year's funding consideration. Based on the Commission's direction at the last Commission meeting on 5/4/2015, our office is working on a follow-up housing rehabilitation project for the Eastwood Villa neighborhood. You will therefore find attached a Resolution that will need to be on the 5/18/2015 Commission agenda for consideration.

Please note that I have revised some of the language from the original Resolution in the 2012 application in the event the project is funded. As you may recall, that Resolution did not commit matching funds from the County because they were stated to come from homeowner participants. However, ADECA came back and required that commitment Resolution at the LCC stage of the project. By including the revised language now, if the project is funded, we won't have to go through another formal process. If I need to address this with any of the Commissioners I will be glad to, particularly since we have new Commissioners since that last housing project.

I will prepare the remaining signature pages for your signing at a later date, but they will just need execution and no further action before submission of the application to the State on June 12, 2015. If someone from our office should be at the Commission meeting please let me know. Additionally, if you have questions or need anything further prior to the 18th meeting, please let me know that as well.

Thank you for your consideration.

Sincerely,



Leslie York
Community Development Manager

Attachment

RESOLUTION

WHEREAS, the Montgomery County Commission has been determined eligible to request financial assistance through the PY 2015 Community Development Block Grant (CDBG) Program as made available through the Housing and Community Development Act of 1974, as amended, and as administered by the Alabama Department of Economic and Community Affairs (ADECA) and overseen by the U.S. Department of Housing and Urban Development; and

WHEREAS, it has been determined that the greatest community development need that exists in the County and can be best addressed by the CDBG County Competitive Fund is providing housing rehabilitation assistance in a specific neighborhood of the County, namely Eastwood Villa, that has been identified as requiring such assistance and consisting of predominantly low-and-moderate income persons; and

WHEREAS, as a condition of approval of a CDBG project, there must be sufficient matching funds of no less than 10% committed to a project; and

WHEREAS, the Montgomery County Commission intends to provide its match commitment from program participants receiving rehabilitation assistance, and as required by ADECA, in the event homeowner match does not materialize, to officially commit stated matching funds to the project.

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Commission, as follows:

SECTION 1. That the Montgomery County Commission submit an application for financial assistance to ADECA for a PY 2015 Community Development Block Grant through the County Competitive Fund in the amount of \$350,000 for the purpose of implementing a housing rehabilitation program in the Eastwood Villa neighborhood of the County.

SECTION 2. That the Montgomery County Commission hereby agrees to commit \$35,000 of matching funds toward the project and that said funds will not be spent on private property but will instead be used for professional services or necessary clearance testing should sufficient funds not be provided by participating homeowners.

SECTION 3. That Elton N. Dean, Sr., in his capacity as Chairman, is hereby authorized and directed to execute all required application documents on behalf of the County, and take such other actions as may be required to implement the project should it be funded.

PASSED, ADOPTED AND APPROVED this 18th day of May, 2015.

ATTEST:

Elton N. Dean, Sr., Chairman

Donald L. Mims, County Administrator

JANET BUSKEY
REVENUE COMMISSIONER

ALLYSON HOLLAND
CHIEF CLERK

CLAY HENLEY
CHIEF APPRAISER
APPRAISAL DEPARTMENT

MONTGOMERY COUNTY
REVENUE COMMISSIONER'S OFFICE

P.O. Box 1667
Montgomery, AL 36102-1667
Phone: (334) 832-1250 Fax: (334) 832-1644 website: www.mc-ala.org



AGENDA

MAY 18 2015

April 29, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Janet Buskey, Revenue Commissioner

CC: Donnie Mims, County Administrator

RE: CONTRACT APPROVAL – 2014 TY TAX SALE

Attached please see the proposed contract for professional services for Gary Boyd of Dominion Legacy, Inc. to provide the following services (1) Conducting the actual tax sale (2) Making available related consulting services (3) Any other necessary or reasonable assistance to the Montgomery County Revenue Commissioner regarding the tax sale. The contract has been included in the approved 2015 FY budget.

Please note the only change to the contract from last year is the mileage rate. The increase in the mileage rate to .575 is the current IRS rate.

As a vendor, Mr. Boyd is certified as an E-Verify member.

I respectfully request that this contract be placed on the agenda at the next County Commission meeting for approval. Thank you for your consideration.

Main Office
Downtown (Annex III)
101 S. Lawrence St
Montgomery, AL 36104

East Office
5447 Atlanta Hwy
Montgomery, AL 36109
(334) 272-9692

West Office
3075 Mobile Hwy
Montgomery, AL 36108
(334) 262-4546

Appraisal and Mapping
131 S Perry St
Montgomery, AL 36104
(334) 832-1303

Contract for Professional Services

This agreement is between the **Montgomery County Commission, Montgomery, Alabama** and **Dominion Legacy, Inc.**, for professional services to be rendered by Dominion Legacy, Inc. for the event of the 2014 tax sale, administered by the Montgomery County Revenue Commissioner. This tax sale is scheduled to begin on Wednesday, June 3, 2015.

Services to be provided are as follows but are not limited to: (1) Conducting the actual tax sale (2) Making available related consulting services (3) Any other necessary or reasonable assistance to the Montgomery County Revenue Commissioner regarding the tax sale.

Compensation to Dominion Legacy, Inc. for these services will consist of fees, travel and food/lodging as described below:

FEES: \$3.50 per parcel for each parcel offered at the tax sale. Fees will not be less than \$2,450.00 (equivalent to 700 parcels) or greater than \$3,500.00 (equivalent to 1,000 parcels).

NOTE: If the number of parcels offered at tax sale exceeds 1,000, fees will be capped at \$3,500.00. Travel and Food/Lodging will not be affected by the fee cap. Invoice will be for actual parcels offered subject to the minimum and maximum fee limits.

TRAVEL: Mileage rate of .575 per mile (current IRS standard) not to exceed 400 miles. Invoice will be for actual miles subject to the travel cap.

FOOD/LODGING: \$200.00 per day not to exceed 3 days. Invoice will be for actual expenses subject to the food/lodging cap.

MEDIATION: If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first 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 Dominion Legacy, Inc.

(Page 2 is signature page)

These above terms agreed by the authorized representatives signed below:

_____	_____
Elton Dean, Sr.	Date
Chairman	
Montgomery County Commission	

_____	_____
Gary W. Boyd, Director	Date
Dominion Legacy, Inc.	

Memo

To: Donald L. Mims, County Administrator
From: Myrtle Singleton, Purchasing Manager
Date: April 24, 2015
Re: Contract No. 52200-13B-007
Inmate Laundry Service

I request that the attached Amendment No. 2 to the CLS Service contract for Inmate laundry service be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning June 1, 2015 and ending on May 31, 2016.

CLS chooses not to increase prices during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Wanda Robinson, Director of Montgomery County Detention Facility.

Attachment

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

Amendment
To
Contract # 52200-13B-007

Amendment No. 2

Contract with CLS Service for Inmate Laundry Service, is hereby extended for one (1) year beginning June 1, 2015 and ending May 31, 2016.

There will be no price increase during this contract period.

All other provisions of the contract remain the same.

WITNESS:

CLS SERVICE

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

March 30, 2015

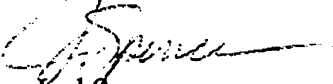
Ms. Myrtle Singleton
Purchasing Manager

RE: Contract No. 52200-13B-007,
Inmate Laundry Service

Dear Ms. Singleton:

CLS Service does wish to renew the contract for the Inmate Laundry Service. We do not seek a price increase at this time.

Sincerely,



Joel Spencer
CLS Service

MAY 18 2015

Memo

To: Donald L. Mims, County Administrator
From: Myrtle Singleton, Purchasing Manager *ms*
Date: April 24, 2015
Re: Contract No. 52200-13B-008
Admission Kits and Indigent Kits

Request the attached Amendment No. 2 to be considered for approval on a future agenda.

This will allow for the contract with American Amenities Inc. to be extended for one (1) year, beginning June 1, 2015 and ending on May 31, 2016.

American Amenities Inc. would like to increase prices 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 Wanda Robinson, Director of Montgomery County Detention Facility.

Attachment

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

Amendment
To
Contract # 52200-13B-008

Amendment No. 2

Contract with American Amenities Inc. for Admission Kits and Indigent Kits, is hereby extended for one (1) year beginning June 1, 2015 and ending May 31, 2016.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract shall remain the same.

WITNESS:

AMERICAN AMENITIES INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

Myrtle Singleton

From: Andy Chuang <andy@aai-info.com>
Sent: Thursday, April 16, 2015 11:54 AM
To: Myrtle Singleton
Cc: Andy Chiu
Subject: Re: FW: Second Email:Contract renewal: 52000-13B-008

4/16/15

Dear Myrtle,

Thank you very much for the renewal document.

American Amenities, Inc. would like to renewal the contact under original bid number 5200-13B-008 for additional year with an increase of 5% for Indigent Kits and Admission Kits.

Please see the price increase proposal below. If there is any questions, please let us know.

Admission Kits:
Product Code: KIT005AL
 $\$79.38 + 5\% = \83.35 / Case

Indigent Hygiene Kits:
Product Code: KIT004AL
 $\$77.28 + 5\% = \81.14 / Case

Best regards,

Andy Chuang

On Wed, Apr 15, 2015 at 5:02 AM, Myrtle Singleton <MyrtleSingleton@mc-ala.org> wrote:

Mr. Chuang,

Attached is a copy of the original document that I emailed on April 7, 2015

From: Myrtle Singleton
Sent: Tuesday, April 07, 2015 12:11 PM
To: andy@aai-info.com
Subject: Contract renewal: 52000-13B-008

Mr. Chuang,

Attached is a letter that was mailed American Amenities on March 13,2015 regarding contract renewal for admission kits. Please let me know whether you would like to renew the contract. Your attention regarding this matter is appreciated.

Myrtle Singleton,Purchasing Manger

Montgomery County Commission

101 S. Lawrence Street

Montgomery, AL 36104

334-832-1269 Office

334-832-2547 Fax

myrtlesingleton@mc-ala.org

--

Best Regards,

Andy Chuang
American Amenities, Inc.
19510 144th Ave. N.E.
Suite C-7
Woodinville, WA 98072
Tel: (425) 489-1899
Fax: (425) 487-2939
Email: andy@aai-info.com

Memo

To: Donald L. Mims, County Administrator
From: Myrtle Singleton, Purchasing Manager *mls*
Date: April 24, 2015
Re: Contract No. 51901-14B-004
Preventive Maintenance Services
HVAC System for Montgomery County Detention Facility Jail II

Request the attached Amendment No. 1 to be considered for approval on a future agenda.

This will allow for the contract with Climate Service Inc. to be extended for one (1) year, beginning June 1, 2015 and ending on May 31, 2016.

Climate Services would like to increase pricing by 2.5% in accordance with the terms of the contract. The total cost for the twelve month period of June 1, 2015 to May 31, 2016 will be \$37,186.92.

This contact extension has been coordinated with Wanda Robinson, Director of Montgomery County Detention Facility and Pat Litchfield, Plant Maintenance Engineer.

Attachment

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

**Amendment
To
Contract # 51901-14B-004**

Amendment No. 1

Contract with Climate Service Inc. for Preventative Maintenance Services and HVAC Systems at Montgomery County Detention Facility Jail II, is hereby extended for one (1) year beginning June 1, 2015 and ending May 31, 2016.

Prices will increase by 2.5%, in accordance with the contract

All other provisions of the contract remain the same.

WITNESS:

CLIMATE SERVICE INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

SERVICE ON HEATING.
AIR CONDITIONING.
ICE MACHINES, &
REFRIGERATION UNITS.



596F OLIVER ROAD
MONTGOMERY, ALABAMA 36117
TELEPHONE:
279-6933

April 2, 2015

Ms. Myrtle Singleton
Montgomery County Commission
Purchasing Manager
100 South Lawrence Street
Montgomery, Alabama 36104

RE: Contract No. 51901-14B-004
Preventive Maintenance Services
Heating/AC System for the Mac Sim Butler
Detention Facility

Dear Ms. Singleton:

We are pleased to have the option to renew the above referenced contract for another year. Following a detailed cost analysis of our previous year of service, we would like to exercise an allowable 2.5% price increase for the upcoming year. The total contract price for the twelve-month period of June 1, 2015 to May 31, 2016 is \$37,186.92.

We want to thank you for the opportunity to serve you. If you have any questions regarding this price increase, or our on the job performance, please do not hesitate to call.

Sincerely,
CLIMATE SERVICE INC.

Dan Downes Jr.

MAY 18 2015

Memo

To: Donald L. Mims, County Administrator
From: Myrtle Singleton, Purchasing Manager *mes*
Date: April 24, 2015
Re: Contract No. 52110-14B-007
Graphics & Lettering for Sheriff Vehicles

Request the attached Amendment No. 1 to be considered for approval on a future agenda.

This will allow for the contract with Signs Now to be extended for one (1) year, beginning May 19, 2015 and ending on May 18, 2016.

Signs Now would like to increase prices 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 Derrick Cunningham, Sheriff.

Attachment

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

Amendment
To
Contract # 52110-14B-007

Amendment No. 1

Contract with Signs Now for Graphics and Lettering of Sheriff Vehicles, is hereby extended for one (1) year beginning May 19, 2015 and ending May 18, 2016.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

SIGNS NOW

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JULES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667



ESTABLISHED 1816

DONALD L. MIAMI, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-8568
www.mc-ala.org

March 12, 2015

Mr. Martin
1113B Perry Hill Road
Montgomery, AL 36109

Dear Mr. Martin:

Re: Invitation to Bid No. 52110-14B-007, Graphics & Lettering for Sheriff Vehicles

This is to advise that the above referenced contract will expire on May 18, 2015. A price escalation may be allowed but shall not exceed 5% per year.

Please advise if you desire to renew the contract for one (1) year and if there will be a price increase.

Your earliest reply is appreciated.

Sincerely,

Myrtle Singleton
Myrtle Singleton, Purchasing Manager

William E. Martin 4/9/15

w/ 5% increase

[Signature] 4/9/15

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

MAY 18 2015

May 18, 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-2015-66: Alabama Dance Theatre, for Free Admission for Title One Economically Disadvantaged School Children and Twenty Montgomery Area Outreach Organizations to the 2014-2015 Season Production and Teacher Workbook. 2,500; (Dean - \$500; Hall - \$1,000; and Harris - \$1,000)
- C-2015-67: AUM Dixie Baseball and Softball League, for Baseball and Softball Programs - \$2,500; (Walker)
- C-2015-68: East Montgomery Baseball and Softball, Inc., for Baseball and Softball Programs for East Montgomery Youth - \$2,500; (Walker)
- NC-2015-96: City of Montgomery, to be used by BONDS to Support the BONDS Program, for the "National Night Out Kickoff" Event - \$1250; (Dean - \$250; Hall - \$250; Harris - \$250; Walker - \$250 and Williams - \$250)
- NC-2015-97: BOE, Montgomery Public Schools, for Staff Appreciation Event - \$1,500; (Dean - \$500; Harris - \$500 and Walker - \$500)

- NC-2015-98: City of Montgomery, to be used by BONDS to Forest Hills Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-99: City of Montgomery, to be used by BONDS to Carol Villa Civic Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-100: City of Montgomery, to be used by BONDS to Somerset Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-101: City of Montgomery, to be used by BONDS to Eastbrook- Morningview Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-102: City of Montgomery, to be used by BONDS to Lake Forest/Mitylene Forest Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)
- NC-2015-103: City of Montgomery, to be used by BONDS to Deerfield Neighborhood, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Walker)

DLM/tlm

MAY 18 2015

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 30

DEPARTMENT:	County Commission	REVIEWED:	S. Thomas	5/4/2015
DATE:	5/4/2015	Finance Director		Date
REQUESTED BY:	Donald Mims, Administrator	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Alabama Dance Theater	001-57600.450	0	5,000	5,000
Misc In-House Appropriations	001-59310.498	30,500	(5,000)	25,500
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		30,500	0	30,500

JUSTIFICATION:

To provide funds to the Alabama Dance Theater for free admission for Title One economically disadvantaged school children and twenty Montgomery Area Outreach Organizations to the 2014-2015 Season Production and Teacher Workbooks.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 31

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	5/4/2015
DATE:	5/4/2015	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery Area Chamber of Commerce	001-59320.483	362,500	8,000	370,500
Fund Balance	001.35900		(8,000)	0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		362,500	0	370,500

JUSTIFICATION:

To provide funding towards a sculpture for Hyundai Motor Manufacturing Alabama, LLC, celebrating the 10th Anniversary of production in Montgomery.

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

ESTABLISHED 1816

GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
JAMES M. KELLEY, PE
ASSISTANT COUNTY ENGINEER
(334) 832-1310
FAX (334) 832-7190
www.mc-ala.org

AGENDA

MAY 18 2015

May 5, 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer

George C. Speake
5/5/2015

SUBJECT: Position Fill for County Road Equipment Operator I

At the May 4, 2015, Information Session, I discussed with the Commission our need to fill a County Road Equipment Operator I position at our District I maintenance facility on Terminal Road. Please recall the Commission agreed to place this position fill request on the May 18, 2015, agenda for approval.

This vacancy is due to the retirement of Edgar Kirk. It will be filled by promoting from within and will not involve any new hires. Funding for this position is already included in our current FY 2015 budget. Applicable position fill request form is attached. Thank you for your assistance with this matter.

GCS/gcs

Attachment

cc: File

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Engineering District 1

DEPARTMENT HEAD: George Speake

SUPERVISOR: Andrew McCall

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

1. Position Title CREO I

Position Number 610551020 - Replacing Edgar Kirk

Proposed Effective Date May 26, 2015

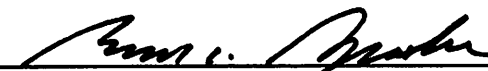
Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade S04- - 1

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


Department Head

Date 5/5/2015

2. Administrative Review

- () Approved
() Disapproved

Funding Authority

3. Certification

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date _____

4. Selectee: _____

Appointing Authority

Date _____

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION
Engineering Department
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
JAMES M. KELLEY, PE
ASSISTANT COUNTY ENGINEER
(334) 832-1310
FAX (334) 832-7190
www.mc-ala.org

AGENDA

MAY 18 2015

April 23, 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer

George C. Speake
4/23/2015

SUBJECT: Position Fill for County Road Equipment Operator II

It is requested that we be permitted to fill a recently vacated County Road Equipment Operator II (truck driver) position at our District III maintenance facility in Ramer. This vacancy resulted from the January 1, 2015, retirement of Mr. Essex Williams. The delay in requesting to fill this vacancy is due to time and testing requirements needed to obtain an updated promotional register.

This position will be filled by promoting from within and will not involve any new hires. Funding for this position is already included in our current FY 2015 budget.

Forwarded herewith is the position fill request form pertaining to this County Road Equipment Operator II vacancy for placement on the nearest possible Montgomery County Commission meeting agenda. Thank you for your assistance with this matter.

GCS/gcs

Attachment

cc: File

11-1

ORIGINAL

POSITION FILL REQUEST

DEPARTMENT: Montgomery County Engineering District 3
DEPARTMENT HEAD: George Speake
SUPERVISOR: Robert 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 630552015 (replacing Essex Williams)

Proposed Effective Date May 25, 2015

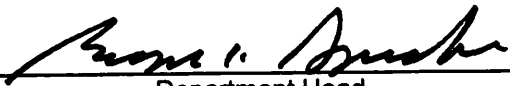
Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade S06 - 1

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


Department Head

Date 4/23/2015

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director

Date _____

4. Selectee:

Appointing Authority

Date _____

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

Date _____
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
Engineering Department
P.O. BOX 1667
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ESTABLISHED 1816

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ASSISTANT COUNTY ENGINEER
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AGENDA

MAY 18 2015

May 5, 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer


5/5/2015

SUBJECT: Position Fill for County Road Equipment Operator II

At the May 4, 2015, Information Session, I discussed with the Commission our need to fill a County Road Equipment Operator II position at our District I maintenance facility on Terminal Road. Please recall the Commission agreed to place this position fill request on the May 18, 2015, agenda for approval.

This vacancy is due to the retirement of Marcus Parker. It will be filled by promoting from within and will not involve any new hires. Funding for this position is already included in our current FY 2015 budget. Applicable position fill request form is attached. Thank you for your assistance with this matter.

GCS/gcs

Attachment

cc: File

ORIGINAL

POSITION FILL REQUEST

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

DEPARTMENT: Montgomery County Engineering District 1

DEPARTMENT HEAD: George Speake

SUPERVISOR: Andrew McCall

1. Position Title CREO II

Position Number 610552016 - Replacing Marcus Parker

Proposed Effective Date June 8, 2015

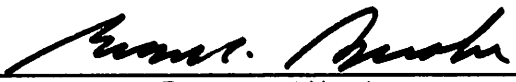
Type of Appointment (☒) Permanent () Temporary

Recruiting

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

Pay Grade S06 - 1

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


Department Head

Date 5/5/2015

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date _____

4. Selectee: _____

Appointing Authority

Date _____

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



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

AGENDA

MAY 18 2015

KEVIN J. MURPHY

CHIEF DEPUTY

COLONEL WANDA J. ROBINSON

DIRECTOR OF DETENTION

MEMORANDUM

TO : Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham 
Montgomery County Sheriff's Office

DATE : April 22, 2015

SUBJECT : New Pay Grades

This Memorandum is to request that the County Commission approve the new pay grades listed below:

*** Deputy Sheriff Major. Assistant Chief Deputy Sheriff, Detention Facility Director**

The Montgomery County Sheriff's Office is moving in a new direction. With this movement we are adding the rank of Major and will be doing away with a Captain position. This will allow us to have three Captains, one Major and one Assistant Chief.

This is vital to our agency with us creating a Grant Manager, Fleet Manager and an E911 position. The new Major will be the main person in charge of the newly created units at the Sheriff's Office which will relieve some of the work load from the Assistant Chief, especially of the day to day management of personnel.

In order for us to implement these changes the Detention Facility Director and the Assistant Chief is in the same pay scale and will be moved to the Administrative pay scale. This is not a significant move nor a significant pay move. We are trying to stay in line with the guidelines.

I are requesting approval from the County Commission before the Personnel Board can adopt these changes.

DC/lc

**CITY - COUNTY OF MONTGOMERY
PERSONNEL DEPARTMENT**

PERSONNEL BOARD
JOHN L. BAKER, CHAIRMAN
BENITA FROEMMING
RANDALL B. JAMES

27 Madison Avenue
Montgomery, Alabama 36104

CARMEN DOUGLAS
PERSONNEL DIRECTOR
TELEPHONE: 334-625-2675
FAX: 334-625-2219

MEMORANDUM

TO: Derrick Cunningham, Sheriff
THRU: Carmen Douglas, Personnel Director *CD*
FROM: Cami Hacker, Sr. Personnel Analyst *CH*
DATE: April 20, 2015
SUBJECT: Sheriff's Office Rank Transition

We received your request to review the management level classifications in the Sheriff's Office and have met with your staff to gather information regarding the transition.

Since the Deputy Sheriff Captain is compensated at pay grade PS5 and the Assistant Chief Deputy Sheriff is compensated at pay grade PS6, the Assistant Chief needed to be moved up one pay grade to accommodate the Major pay.

Ordinarily, the Assistant Chief would be reassigned to the PS7 pay grade. However, you have requested that the Assistant Chief and the Detention Facility Director be compensated at the same rate of pay. Since the Director is at the top grade of the corrections pay plan, the Personnel Department recommends the Assistant Chief and Director classifications be moved to the administrative pay plan. We are recommending pay grade A12 which falls between the PS6 recommended for Major and the PS7 currently assigned to the Chief Deputy position.

Therefore, we are proposing the following pay grade assignments:

Deputy Sheriff Major	PS6
Assistant Chief Deputy Sheriff	A12
Detention Facility Director	A12

Updated job descriptions for the three classifications have been attached for your review and approval. The Deputy Sheriff Captain has also been attached. Since you are proposing using three Captains instead of four, changes were made to the Captain's job description to remove the administration captain's duties for inclusion in the Major's job description.

If you agree with our proposal, please sign the job descriptions and return them to our office. You will also need to obtain the approval of the County Commission before these pay grades can be presented to the Personnel Board for adoption on the County pay plan.

Please let me know if you have any questions or need any further information from our office.

MONTGOMERY COUNTY
ADMINISTRATIVE PAY PLAN
EFFECTIVE: OCTOBER 1, 2014

Grade	Steps	1	2	3	4	5	6	7	8	9	10	11	12	13
A01	Annual	20,246	20,960	21,674	22,388	23,104	23,818	24,532	25,248	25,962	26,676	27,390	28,108	28,820
	Bi-Wkly	778.68	806.15	833.62	861.09	888.61	916.07	943.54	971.06	998.53	1026.99	1053.46	1080.99	1108.46
	Hourly	9.7335	10.0769	10.4202	10.7636	11.1076	11.4509	11.7943	12.1382	12.4816	12.8249	13.1683	13.5124	13.8557
A02	Annual	22,485	23,279	24,072	24,866	25,659	26,453	27,247	28,040	28,835	29,627	30,422	31,214	32,008
	Bi-Wkly	864.82	895.35	925.86	956.38	986.89	1017.43	1047.97	1078.47	1109.02	1139.51	1170.06	1200.55	1231.09
	Hourly	10.8103	11.1919	11.5732	11.9548	12.3361	12.7179	13.0996	13.4809	13.8628	14.2439	14.6257	15.0069	15.3886
A03	Annual	25,146	26,034	26,921	27,808	28,696	29,584	30,471	31,358	32,246	33,133	34,021	34,908	35,795
	Bi-Wkly	967.16	1001.30	1035.43	1069.55	1103.70	1137.83	1171.95	1206.09	1240.22	1274.35	1308.49	1342.62	1376.74
	Hourly	12.0895	12.5163	12.9429	13.3694	13.7962	14.2229	14.6494	15.0761	15.5028	15.9294	16.3561	16.7828	17.2093
A04	Annual	28,223	29,219	30,214	31,211	32,206	33,203	34,200	35,195	36,191	37,187	38,184	39,180	40,175
	Bi-Wkly	1085.49	1123.82	1162.09	1200.42	1238.70	1277.03	1315.37	1353.65	1391.98	1430.26	1468.60	1506.92	1545.20
	Hourly	13.5686	14.0477	14.5261	15.0052	15.4838	15.9629	16.4421	16.9206	17.3997	17.8783	18.3575	18.8365	19.3150
A05	Annual	31,708	32,827	33,946	35,065	36,184	37,304	38,423	39,542	40,661	41,780	42,899	44,019	45,138
	Bi-Wkly	1219.54	1262.58	1305.63	1348.67	1391.71	1434.77	1477.81	1520.85	1563.90	1606.94	1649.98	1693.02	1736.07
	Hourly	15.2443	15.7823	16.3204	16.8584	17.3964	17.9346	18.4726	19.0106	19.5487	20.0868	20.6248	21.1628	21.7009
A06	Annual	35,600	36,856	38,112	39,369	40,625	41,882	43,138	44,394	45,651	46,907	48,163	49,420	50,677
	Bi-Wkly	1369.22	1417.54	1465.86	1514.19	1562.50	1610.83	1659.14	1707.48	1755.79	1804.11	1852.44	1900.75	1949.12
	Hourly	17.1152	17.7193	18.3233	18.9274	19.5313	20.1354	20.7393	21.3435	21.9474	22.5514	23.1555	23.7594	24.3640
A07	Annual	39,896	41,303	42,712	44,120	45,528	46,936	48,344	49,753	51,161	52,569	53,977	55,384	56,793
	Bi-Wkly	1534.48	1588.59	1642.75	1696.92	1751.07	1805.23	1859.40	1913.56	1967.73	2021.88	2076.04	2130.17	2184.34
	Hourly	19.1810	19.8574	20.5344	21.2115	21.8884	22.5654	23.2425	23.9195	24.5966	25.2735	25.9505	26.6271	27.3042
A08	Annual	44,583	46,157	47,730	49,304	50,877	52,451	54,024	55,598	57,172	58,745	60,318	61,892	63,466
	Bi-Wkly	1714.74	1775.26	1835.78	1896.30	1956.82	2017.34	2077.86	2138.38	2198.91	2259.42	2319.94	2380.47	2440.99
	Hourly	21.4342	22.1907	22.9473	23.7037	24.4603	25.2168	25.9733	26.7297	27.4864	28.2428	28.9993	29.7559	30.5124
A09	Annual	49,672	51,424	53,178	54,931	56,683	58,437	60,191	61,943	63,696	65,450	67,202	68,956	70,709
	Bi-Wkly	1910.45	1977.85	2045.29	2112.74	2180.12	2247.58	2315.02	2382.41	2449.85	2517.30	2584.70	2652.14	2719.58
	Hourly	23.8808	24.7231	25.5661	26.4092	27.2515	28.0947	28.9377	29.7801	30.6231	31.4663	32.3088	33.1517	33.9947
A10	Annual	55,129	57,075	59,021	60,966	62,912	64,858	66,804	68,750	70,696	72,641	74,587	76,533	78,478
	Bi-Wkly	2120.34	2195.18	2270.03	2344.86	2419.70	2494.55	2569.38	2644.22	2719.07	2793.90	2868.74	2943.59	3018.38
	Hourly	26.5043	27.4398	28.3754	29.3108	30.2463	31.1819	32.1173	33.0527	33.9884	34.9238	35.8592	36.7949	37.7297
A11	Annual	60,954	63,105	65,256	67,408	69,559	71,710	73,862	76,012	78,164	80,316	82,466	84,618	86,769
	Bi-Wkly	2344.38	2427.11	2509.86	2592.62	2675.33	2758.09	2840.84	2923.55	3006.30	3089.07	3171.78	3254.54	3337.28
	Hourly	29.3048	30.3389	31.3733	32.4077	33.4416	34.4761	35.5105	36.5444	37.5788	38.6134	39.6473	40.6817	41.7160
A12	Annual	67,931	70,329	72,726	75,124	77,521	79,919	82,317	84,713	87,112	89,508	91,906	94,304	96,701
	Bi-Wkly	2612.72	2704.96	2797.15	2889.39	2981.57	3073.79	3166.03	3258.21	3350.45	3442.63	3534.86	3627.09	3719.27
	Hourly	32.6590	33.8120	34.9644	36.1174	37.2698	38.4224	39.5754	40.7276	41.8806	43.0329	44.1858	45.3386	46.4909
A13	Annual	73,735	76,338	78,940	81,543	84,144	86,747	89,350	91,952	94,554	97,157	99,759	102,362	104,964
	Bi-Wkly	2835.95	2936.06	3036.16	3136.26	3236.32	3336.42	3436.54	3536.63	3636.69	3736.79	3836.90	3937.01	4037.07
	Hourly	35.4484	36.7008	37.9520	39.2032	40.4540	41.7053	42.9567	44.2079	45.4586	46.7099	47.9612	49.2126	50.4634
A14	Annual	80,672	83,519	86,367	89,214	92,062	94,908	97,755	100,603	103,450	106,298	109,144	111,992	114,839
	Bi-Wkly	3102.78	3212.27	3321.80	3431.30	3540.83	3650.32	3759.82	3869.34	3978.84	4088.38	4197.86	4307.39	4416.90
	Hourly	38.7848	40.1534	41.5225	42.8913	44.2604	45.6290	46.9977	48.3668	49.7355	51.1047	52.4732	53.8424	55.2112
A15	Annual	88,008	91,115	94,220	97,327	100,432	103,539	106,645	109,751	112,857	115,963	119,069	122,176	125,281
	Bi-Wkly	3384.93	3504.41	3623.86	3743.34	3862.76	3982.25	4101.74	4221.18	4340.66	4460.10	4579.59	4699.08	4818.51
	Hourly	42.3116	43.8051	45.2982	46.7917	48.2845	49.7781	51.2718	52.7647	54.2593	55.7513	57.2449	58.7385	60.2314
A16	Annual	97,485	100,926	104,366	107,807	111,248	114,688	118,129	121,570	125,010	128,451	131,892	135,332	138,773
	Bi-Wkly	3749.43	3881.77	4014.09	4146.43	4278.76	4411.09	4543.43	4675.75	4808.09	4940.42	5072.76	5205.09	5337.42
	Hourly	48.8679	48.5221	50.1761	51.8304	53.4845	55.1386	56.7929	58.4469	60.1011	61.7553	63.4095	65.0636	66.7177

MONTGOMERY COUNTY
PUBLIC SAFETY PAY PLAN
EFFECTIVE: OCTOBER 1, 2014

	STEPS	1	2	3	4	5	6	7	8	9	10	11	12	13
Grade PST	Annual	34,508												
	Bi-Wkly	1244.84												
	Hourly	45.1480												
Grade PS1	Annual	32,664	33,844	34,966	36,118	37,271	38,424	39,577	40,730	41,883	43,035	44,188	45,340	46,493
	Bi-Wkly	1266.48	1300.53	1344.82	1389.17	1433.51	1477.85	1522.19	1566.53	1610.87	1655.18	1699.52	1743.86	1788.20
	Hourly	45.7022	46.2666	46.8402	47.3646	47.9189	48.4731	49.0274	49.5816	50.1359	50.6897	51.2440	51.7982	52.3525
Grade PS2	Annual	34,657	35,884	37,104	38,328	39,550	40,774	41,998	43,220	44,444	45,667	46,890	48,113	49,337
	Bi-Wkly	1332.98	1380.04	1427.06	1474.14	1521.15	1568.22	1615.30	1662.30	1709.38	1756.41	1803.46	1850.49	1897.56
	Hourly	46.6622	47.2505	47.8383	48.4267	49.0144	49.6028	50.1912	50.7788	51.3672	51.9551	52.5433	53.1311	53.7195
Grade PS3	Annual	42,191	43,679	45,168	46,657	48,147	49,636	51,125	52,614	54,103	55,592	57,082	58,570	60,059
	Bi-Wkly	1622.72	1679.97	1737.24	1794.51	1851.79	1909.06	1966.34	2023.62	2080.90	2138.17	2195.45	2252.69	2309.95
	Hourly	20.2840	20.9996	21.7155	22.4314	23.1474	23.8633	24.5792	25.2953	26.0112	26.7271	27.4431	28.1586	28.8744
Grade PS4	Annual	46,499	48,140	49,781	51,422	53,063	54,704	56,345	57,986	59,627	61,268	62,909	64,550	66,192
	Bi-Wkly	1788.42	1851.52	1914.65	1977.77	2040.88	2104.00	2167.10	2230.23	2293.35	2356.46	2419.58	2482.70	2545.86
	Hourly	22.3552	23.1440	23.9331	24.7221	25.5110	26.3000	27.0888	27.8779	28.6669	29.4557	30.2447	31.0337	31.8232
Grade PS5	Annual	54,021	55,928	57,835	59,742	61,648	63,555	65,461	67,367	69,274	71,182	73,088	74,994	76,901
	Bi-Wkly	2077.74	2151.06	2224.43	2297.75	2371.09	2444.42	2517.74	2591.05	2664.38	2737.76	2811.08	2884.40	2957.72
	Hourly	25.9717	26.8883	27.8054	28.7219	29.6386	30.5552	31.4717	32.3881	33.3047	34.2220	35.1385	36.0550	36.9715
Grade PS6	Annual	63,015	65,239	67,463	69,687	71,912	74,135	76,359	78,584	80,807	83,031	85,256	87,479	89,704
	Bi-Wkly	2423.65	2509.20	2594.73	2680.26	2765.83	2851.35	2936.89	3022.45	3107.97	3193.50	3279.07	3364.59	3450.16
	Hourly	30.2956	31.3650	32.4341	33.5033	34.5729	35.6419	36.7111	37.7806	38.8496	39.9187	40.9884	42.0574	43.1270
Grade PS7	Annual	74,954	77,600	80,245	82,890	85,536	88,181	90,827	93,472	96,117	98,763	101,408	104,054	106,699
	Bi-Wkly	2882.85	2984.60	3086.34	3188.09	3289.84	3391.58	3493.34	3595.09	3696.82	3798.58	3900.31	4002.06	4103.82
	Hourly	36.0356	37.3075	38.5793	39.8511	41.1230	42.3948	43.6667	44.9386	46.2103	47.4822	48.7539	50.0258	51.2978
Grade PS8	Annual	97,485	100,926	104,366	107,807	111,248	114,688	118,129	121,570	125,010	128,451	131,892	135,332	138,773
	Bi-Wkly	3749.44	3881.77	4014.09	4146.43	4278.76	4411.09	4543.43	4675.76	4808.09	4940.42	5072.76	5205.09	5337.42
	Hourly	46.8680	48.5221	50.1761	51.8304	53.4845	55.1386	56.7929	58.4470	60.1011	61.7553	63.4095	65.0636	66.7177



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

AGENDA

MAY 18 2015

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

MEMORANDUM

TO : Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham 
Montgomery County Sheriff's Office

DATE : April 22, 2015

SUBJECT : New Pay Grades

This Memorandum is to request that the County Commission approve the new pay grades listed below:

Deputy Sheriff Major, *Assistant Chief Deputy Sheriff, *Detention Facility Director

The Montgomery County Sheriff's Office is moving in a new direction. With this movement we are adding the rank of Major and will be doing away with a Captain position. This will allow us to have three Captains, one Major and one Assistant Chief.

This is vital to our agency with us creating a Grant Manager, Fleet Manager and an E911 position. The new Major will be the main person in charge of the newly created units at the Sheriff's Office which will relieve some of the work load from the Assistant Chief, especially of the day to day management of personnel.

In order for us to implement these changes the Detention Facility Director and the Assistant Chief is in the same pay scale and will be moved to the Administrative pay scale. This is not a significant move nor a significant pay move. We are trying to stay in line with the guidelines.

I are requesting approval from the County Commission before the Personnel Board can adopt these changes.

DC/lc

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219

OFFICE 334.832.4980
FAX 334.832.7113

WWW.MONTGOMERYSHERIFF.COM

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104

OFFICE 334.832.1386
FAX 334.265.0990

14-1

**CITY - COUNTY OF MONTGOMERY
PERSONNEL DEPARTMENT**

PERSONNEL BOARD
JOHN L. BAKER, CHAIRMAN
BENITA FROEMMING
RANDALL B. JAMES

27 Madison Avenue
Montgomery, Alabama 36104

CARMEN DOUGLAS
PERSONNEL DIRECTOR
TELEPHONE: 334-625-2675
FAX: 334-625-2219

MEMORANDUM

TO: Derrick Cunningham, Sheriff
THRU: Carmen Douglas, Personnel Director *CD*
FROM: Cami Hacker, Sr. Personnel Analyst *CH*
DATE: April 20, 2015
SUBJECT: Sheriff's Office Rank Transition

We received your request to review the management level classifications in the Sheriff's Office and have met with your staff to gather information regarding the transition.

Since the Deputy Sheriff Captain is compensated at pay grade PS5 and the Assistant Chief Deputy Sheriff is compensated at pay grade PS6, the Assistant Chief needed to be moved up one pay grade to accommodate the Major pay.

Ordinarily, the Assistant Chief would be reassigned to the PS7 pay grade. However, you have requested that the Assistant Chief and the Detention Facility Director be compensated at the same rate of pay. Since the Director is at the top grade of the corrections pay plan, the Personnel Department recommends the Assistant Chief and Director classifications be moved to the administrative pay plan. We are recommending pay grade A12 which falls between the PS6 recommended for Major and the PS7 currently assigned to the Chief Deputy position.

Therefore, we are proposing the following pay grade assignments:

Deputy Sheriff Major	PS6
Assistant Chief Deputy Sheriff	A12
Detention Facility Director	A12

Updated job descriptions for the three classifications have been attached for your review and approval. The Deputy Sheriff Captain has also been attached. Since you are proposing using three Captains instead of four, changes were made to the Captain's job description to remove the administration captain's duties for inclusion in the Major's job description.

If you agree with our proposal, please sign the job descriptions and return them to our office. You will also need to obtain the approval of the County Commission before these pay grades can be presented to the Personnel Board for adoption on the County pay plan.

Please let me know if you have any questions or need any further information from our office.

MONTGOMERY COUNTY
ADMINISTRATIVE PAY PLAN
EFFECTIVE: OCTOBER 1, 2014

	Steps	1	2	3	4	5	6	7	8	9	10	11	12	13
Grade A01	Annual	20,246	20,960	21,674	22,388	23,104	23,818	24,532	25,248	25,962	26,676	27,390	28,106	28,820
	Bi-Wkly	778.68	806.15	833.62	861.09	888.61	916.07	943.54	971.06	998.53	1025.99	1053.46	1080.99	1108.46
	Hourly	9,733.5	10,076.9	10,420.2	10,763.6	11,107.6	11,450.9	11,794.3	12,138.2	12,481.6	12,824.9	13,168.3	13,512.4	13,855.7
Grade A02	Annual	22,485	23,279	24,072	24,866	25,659	26,453	27,247	28,040	28,835	29,627	30,422	31,214	32,008
	Bi-Wkly	864.82	895.35	925.86	956.38	986.89	1017.43	1047.97	1078.47	1109.02	1139.51	1170.06	1200.55	1231.09
	Hourly	10,810.3	11,191.9	11,573.2	11,954.8	12,336.1	12,717.9	13,099.6	13,480.9	13,862.8	14,243.9	14,625.7	15,006.9	15,388.6
Grade A03	Annual	25,146	26,034	26,921	27,808	28,696	29,584	30,471	31,358	32,246	33,133	34,021	34,908	35,795
	Bi-Wkly	967.16	1001.30	1035.43	1069.55	1103.70	1137.83	1171.95	1206.09	1240.22	1274.35	1308.49	1342.62	1376.74
	Hourly	12,089.5	12,516.3	12,942.9	13,369.4	13,796.2	14,222.9	14,649.4	15,076.1	15,502.8	15,929.4	16,356.1	16,782.8	17,209.3
Grade A04	Annual	28,223	29,219	30,214	31,211	32,206	33,203	34,200	35,195	36,191	37,187	38,184	39,180	40,175
	Bi-Wkly	1085.49	1123.82	1162.09	1200.42	1238.70	1277.03	1315.37	1353.65	1391.98	1430.26	1468.60	1506.92	1545.20
	Hourly	13,568.6	14,047.7	14,526.1	15,005.2	15,483.8	15,962.9	16,442.1	16,920.6	17,399.7	17,878.3	18,357.5	18,836.5	19,315.0
Grade A05	Annual	31,708	32,827	33,946	35,065	36,184	37,304	38,423	39,542	40,661	41,780	42,899	44,019	45,138
	Bi-Wkly	1219.54	1262.58	1305.63	1348.67	1391.71	1434.77	1477.81	1520.85	1563.90	1606.94	1649.98	1693.02	1736.07
	Hourly	15,244.3	15,782.3	16,320.4	16,858.4	17,396.4	17,934.6	18,472.6	19,010.6	19,548.7	20,086.8	20,624.8	21,162.8	21,700.9
Grade A06	Annual	35,600	36,856	38,112	39,369	40,625	41,882	43,138	44,394	45,651	46,907	48,163	49,420	50,677
	Bi-Wkly	1369.22	1417.54	1465.86	1514.19	1562.50	1610.83	1659.14	1707.48	1755.79	1804.11	1852.44	1900.77	1949.12
	Hourly	17,115.2	17,719.3	18,323.3	18,927.4	19,531.3	20,135.4	20,739.3	21,343.5	21,947.4	22,551.4	23,155.5	23,759.4	24,364.0
Grade A07	Annual	39,898	41,303	42,712	44,120	45,528	46,936	48,344	49,753	51,161	52,569	53,977	55,384	56,793
	Bi-Wkly	1534.48	1588.59	1642.75	1696.92	1751.07	1805.23	1859.40	1913.56	1967.73	2021.88	2076.04	2130.17	2184.34
	Hourly	19,181.0	19,857.4	20,534.4	21,211.5	21,888.4	22,565.4	23,242.5	23,919.5	24,596.6	25,273.5	25,950.5	26,627.1	27,304.2
Grade A08	Annual	44,583	46,157	47,730	49,303	50,877	52,451	54,024	55,598	57,172	58,745	60,318	61,892	63,466
	Bi-Wkly	1714.74	1776.26	1837.78	1899.30	1960.82	2022.34	2083.86	2145.38	2206.91	2268.42	2329.94	2391.47	2452.99
	Hourly	21,434.2	22,190.7	22,947.3	23,703.7	24,460.3	25,216.8	25,973.3	26,729.7	27,486.4	28,242.8	28,999.3	29,755.9	30,512.4
Grade A09	Annual	49,672	51,424	53,176	54,928	56,680	58,432	60,184	61,936	63,688	65,440	67,192	68,944	70,709
	Bi-Wkly	1910.45	1977.85	2045.29	2112.74	2180.12	2247.58	2315.02	2382.41	2449.85	2517.30	2584.70	2652.14	2719.58
	Hourly	23,806.6	24,723.1	25,561.1	26,409.2	27,257.5	28,094.7	28,937.7	29,780.1	30,623.1	31,466.3	32,308.8	33,151.7	33,994.7
Grade A10	Annual	55,129	57,075	59,021	60,966	62,912	64,858	66,804	68,750	70,696	72,641	74,587	76,533	78,478
	Bi-Wkly	2120.34	2195.18	2270.03	2344.88	2419.70	2494.55	2569.38	2644.22	2719.07	2793.90	2868.74	2943.59	3018.38
	Hourly	26,504.3	27,439.8	28,375.4	29,310.8	30,246.3	31,181.9	32,117.3	33,052.7	33,988.4	34,923.8	35,859.2	36,794.9	37,729.7
Grade A11	Annual	60,954	63,105	65,256	67,408	69,559	71,710	73,862	76,012	78,164	80,316	82,466	84,618	86,769
	Bi-Wkly	2344.38	2427.11	2509.86	2592.62	2675.33	2758.09	2840.84	2923.55	3006.30	3089.07	3171.78	3254.54	3337.28
	Hourly	29,304.8	30,339.9	31,373.3	32,407.7	33,441.6	34,476.1	35,510.5	36,544.4	37,578.8	38,613.4	39,647.3	40,681.7	41,716.0
Grade A12	Annual	67,931	70,329	72,726	75,124	77,521	79,919	82,317	84,713	87,112	89,508	91,906	94,304	96,701
	Bi-Wkly	2612.72	2704.96	2797.15	2889.39	2981.57	3073.79	3166.03	3258.21	3350.45	3442.63	3534.86	3627.09	3719.27
	Hourly	32,659.0	33,812.0	34,964.4	36,117.4	37,269.8	38,422.4	39,575.4	40,727.6	41,880.6	43,032.9	44,185.8	45,338.6	46,490.9
Grade A13	Annual	73,735	76,338	78,940	81,543	84,144	86,747	89,350	91,952	94,554	97,157	99,759	102,362	104,964
	Bi-Wkly	2835.95	2936.06	3036.16	3136.26	3236.32	3336.42	3436.54	3536.63	3636.69	3736.79	3836.90	3937.01	4037.07
	Hourly	35,449.4	36,700.8	37,952.0	39,203.2	40,454.0	41,705.3	42,956.7	44,207.9	45,458.6	46,709.9	47,961.2	49,212.6	50,463.4
Grade A14	Annual	80,672	83,519	86,367	89,214	92,062	94,908	97,755	100,603	103,450	106,298	109,144	111,992	114,839
	Bi-Wkly	3102.78	3212.27	3321.80	3431.30	3540.83	3650.32	3759.82	3869.34	3978.84	4088.38	4197.86	4307.39	4416.90
	Hourly	38,784.8	40,153.4	41,522.5	42,891.3	44,260.4	45,629.0	46,997.7	48,366.8	49,735.5	51,104.7	52,473.2	53,842.4	55,211.2
Grade A15	Annual	88,008	91,115	94,220	97,327	100,432	103,539	106,645	109,751	112,857	115,963	119,069	122,176	125,281
	Bi-Wkly	3384.93	3504.41	3623.86	3743.34	3862.76	3982.25	4101.74	4221.18	4340.66	4460.10	4579.59	4699.08	4818.51
	Hourly	42,311.6	43,805.1	45,298.2	46,791.7	48,284.5	49,778.1	51,271.8	52,764.7	54,258.3	55,751.3	57,244.9	58,738.5	60,231.4
Grade A16	Annual	97,465	100,926	104,386	107,847	111,308	114,768	118,229	121,689	125,149	128,609	132,069	135,529	138,973
	Bi-Wkly	3749.43	3881.77	4014.09	4146.43	4278.76	4411.09	4543.43	4675.75	4808.09	4940.42	5072.76	5205.09	5337.42
	Hourly	46,867.9	48,522.1	50,176.1	51,830.4	53,484.5	55,138.6	56,792.9	58,446.9	60,101.1	61,755.3	63,409.5	65,063.6	66,717.7

MONTGOMERY COUNTY
PUBLIC SAFETY PAY PLAN
EFFECTIVE: OCTOBER 1, 2014

	1	2	3	4	5	6	7	8	9	10	11	12	13
Grade PST	Annual 34,608 Bi-Wkly 4244.84 Hourly 46.1480												
Grade PS1	Annual 32,664 Bi-Wkly 4266.18 Hourly 46.7022	33,844 4300.63 46.2666	34,966 4344.82 46.8402	36,118 4389.17 47.3646	37,271 4433.51 47.9189	38,424 4477.85 48.4731	39,577 4522.19 49.0274	40,730 4566.53 49.5816	41,883 4610.87 50.1359	43,035 4655.18 50.6897	44,188 4699.52 51.2440	45,340 4743.86 51.7982	46,493 4788.20 52.3525
Grade PS2	Annual 34,667 Bi-Wkly 4332.98 Hourly 46.6622	36,884 4380.04 47.2606	37,404 4427.06 47.8383	38,328 4474.14 48.4267	39,550 4521.15 49.0144	40,774 4568.22 49.6028	41,998 4615.30 50.1912	43,220 4662.30 50.7788	44,444 4709.38 51.3672	45,667 4756.41 51.9551	46,890 4803.46 52.5433	48,113 4850.49 53.1311	49,337 4897.56 53.7195
Grade PS3	Annual 42,191 Bi-Wkly 1622.72 Hourly 20.2840	43,679 1679.97 20.9996	45,168 1737.24 21.7155	46,657 1794.51 22.4314	48,147 1851.79 23.1474	49,636 1909.06 23.8633	51,125 1966.34 24.5792	52,614 2023.62 25.2953	54,103 2080.90 26.0112	55,592 2138.17 26.7271	57,082 2195.45 27.4431	58,570 2252.69 28.1586	60,059 2309.95 28.8744
Grade PS4	Annual 46,499 Bi-Wkly 1788.42 Hourly 22.3552	48,140 1851.52 23.1440	49,781 1914.65 23.9331	51,422 1977.77 24.7221	53,063 2040.88 25.5110	54,704 2104.00 26.3000	56,345 2167.10 27.0888	57,986 2230.23 27.8779	59,627 2293.35 28.6669	61,268 2356.46 29.4557	62,909 2419.58 30.2447	64,550 2482.70 31.0337	66,192 2545.86 31.8232
Grade PS5	Annual 54,021 Bi-Wkly 2077.74 Hourly 25.9717	55,928 2151.06 26.8883	57,835 2224.43 27.8054	59,742 2297.75 28.7219	61,648 2371.09 29.6386	63,555 2444.42 30.5552	65,461 2517.74 31.4717	67,367 2591.05 32.3881	69,274 2664.38 33.3047	71,182 2737.76 34.2220	73,088 2811.08 35.1385	74,994 2884.40 36.0550	76,901 2957.72 36.9715
Grade PS6	Annual 63,015 Bi-Wkly 2423.65 Hourly 30.2956	65,239 2509.20 31.3650	67,463 2594.73 32.4341	69,687 2680.26 33.5033	71,912 2765.83 34.5729	74,135 2851.35 35.6419	76,359 2936.89 36.7111	78,584 3022.45 37.7806	80,807 3107.97 38.8496	83,031 3193.50 39.9187	85,256 3279.07 40.9884	87,479 3364.59 42.0574	89,704 3450.16 43.1270
Grade PS7	Annual 74,954 Bi-Wkly 2882.85 Hourly 36.0356	77,600 2984.60 37.3075	80,245 3086.34 38.5793	82,890 3188.09 39.8511	85,536 3289.84 41.1230	88,181 3391.58 42.3948	90,827 3493.34 43.6667	93,472 3595.09 44.9386	96,117 3696.82 46.2103	98,763 3798.58 47.4822	101,408 3900.31 48.7539	104,054 4002.06 50.0258	106,699 4103.82 51.2978
Grade PS8	Annual 97,485 Bi-Wkly 3749.44 Hourly 46.8680	100,926 3881.77 48.5221	104,366 4014.09 50.1761	107,807 4146.43 51.8304	111,248 4278.76 53.4845	114,688 4411.09 55.1386	118,129 4543.43 56.7929	121,570 4675.76 58.4470	125,010 4808.09 60.1011	128,451 4940.42 61.7553	131,892 5072.76 63.4095	135,332 5205.09 65.0636	138,773 5337.42 66.7177

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 4

Date: May 8, 2015
To: Donald L. Mims, Administrator
From: Lou Ialacci
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Cisco Seminar in Birmingham AL
Departure Date: May 19, 2015 Return Date: May 19, 2015
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Cisco Live Seminar on New Cisco Products
class schedule 8 AM to 4:30 PM

Traveler (s) Name: 1. Alfred Jones 4. _____
2. Shakenda Darrington 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$211.60 Advance Registration Required: \$0.00

Department Name: Information Systems Fund Name: General

Additional Comments: Mileage

To: Lou Ialacci
From: Donald L. Mims, Administrator

The above request is app. 05/18/15 reimbursement of actual and necessary expenses in the
approximate amount of \$211.60 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51965-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$9,295.50</u>	
Budget Available:	<u>\$10,704.50</u>	
Current Requests:	<u>\$211.60</u>	
Budget Balance:	<u>\$10,492.90</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 5/11/2015
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 13

Date: May 11, 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: June 5, 2015

Return Date: June 5, 2015

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: To attend Labor and Employment Law Seminar

Traveler (s) Name: 1. Kaila Matney 4. _____
2. Cami Hacker 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: Personnel Fund Name: Merit System

Additional Comments: Sponsored by SHRM - no charge for members

To: Carmen Douglas, Director

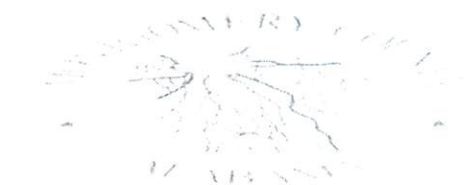
From: Donald L. Mims, Administrator

The above request is app. 05/18/15 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>123-51961-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$4,405.58</u>	
Budget Available:	<u>\$15,594.42</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$15,594.42</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 5/11/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 14

Date: May 11, 2015
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Denver, CO
Departure Date: September 27, 2015 Return Date: September 30, 2015
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: to attend the IPMA-HR Conference

Traveler (s) Name: 1. Carmen Douglas 4. Robbie Estes
2. Cami Hacker 5. Kaila Matney
3. Mark Willis 6. _____

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

Total (est.) Cost: \$10,895.00 Advance Registration Required: \$3,245.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Per Person: \$649.00 - Registration Fee; \$670.00 - Hotel; \$500.00 - Airfare
\$300.00 - Food; \$20.00 - Tips
Group: Taxi - \$200.00

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator

The above request is app. 05/18/15 reimbursement of actual and necessary expenses in the
approximate amount of \$10,895.00 and advance registration of \$3,245.00 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: \$4,405.58
Budget Available: \$15,594.42
Current Requests: \$10,895.00
Budget Balance: \$4,699.42

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 5/12/2015
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 14

Date: May 13, 2015

To: Donald L. Mims, Administrator

From: Paul Brown, Executive Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 120 So. Los Angeles St, Los Angeles, CA 90012

Departure Date: July 12, 2015 Return Date: July 16, 2015

Conference Leave (Days / Hours): five days

Purpose of Travel: To attend the APPA 40th Annual Training Institute and World Conference

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: \$2,154.65 Advance Registration Required: \$590.00

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. 05/18/15 reimbursement of actual and necessary expenses in the
approximate amount of \$2,154.65 and advance registration of \$590.00 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: \$7,726.00

Budget Available: \$4,574.00

Current Requests: \$2,154.65

Budget Balance: \$2,419.35

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 5/13/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 29

Date: May 5, 2015

To: Donald L. Mims, Administrator

From: Sheriff Derrick Cunningham

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL

Departure Date: Wednesday, July 29, 2015

Return Date: Sunday, August 2, 2015

Conference Leave (Days / Hours): 3 days

Purpose of Travel: Attend 2015 Alabama Sheriffs Association Summer Conference

Traveler (s) Name: 1. Sheriff Cunningham 4. _____
2. Chief Kevin J. Murphy 5. _____
3. Captain Gayle Atchison 6. _____

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

Total (est.) Cost: \$6,013.00 Advance Registration Required: \$1,100.00

Department Name: Sheriff's Office Fund Name: 749-52110.499

Additional Comments: _____

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 05/18/15 reimbursement of actual and necessary expenses in the
approximate amount of \$6,013.00 and advance registration of \$1,100.00 is authorized.

To be completed by the Finance Department

Fund Code: 749-52110.499 (ex: 000-00000-000)

Description: Administration Expense

Current Budget: \$417,000.00

Approved Requests: \$363,501.00

Budget Available: \$53,499.00

Current Requests: \$6,013.00

Budget Balance: \$47,486.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 5/13/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

AGENDA

MAY 18 2015

Request # 7

Date: May 11, 2015
To: Donald L. Mims, Administrator
From: Janet Buskey, Revenue Comm.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: June 14, 2015 Return Date: June 18, 2015
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: Association of AL Tax Administrators 2015 Summer Conference

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

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

Total (est.) Cost: \$3,963.92 Advance Registration Required: \$800.00

Department Name: Revenue Commission Fund Name: Manufactured Home Trust

Additional Comments: _____

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

The above request is app. 05/18/15 reimbursement of actual and necessary expenses in the
approximate amount of \$3,963.92 and advance registration of \$800.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>781-51501-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$6,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$6,000.00</u>	
Current Requests:	<u>\$3,963.92</u>	
Budget Balance:	<u>\$2,036.08</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 5/11/2015

cc: Finance Director / Buyer