

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

AUGUST 15, 2016

AGENDA

INFORMATION SESSION

Call to Order Welcome at 4:00 p.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:

Juvenile Court Administrator Bruce Howell with the Youth Facility
Executive Director Paul Brown with Community Corrections
Director of Risk Management Scott Kramer
Executive Director Kim Wolfe with the Montgomery Symphony Orchestra
Executive Director Cynthia Brown with Heritage Training and Career Center

Recess to Formal Session

FORMAL SESSION

Welcome at 5:30 p.m.

Invocation by Guest of Commissioner Williams

Pledge of Allegiance Led by Guest of Commissioner Williams

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of August 1, 2016

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Authorization of the 2016 – 2017 Annual Community Corrections Plan, Community Corrections
2. Consider Authorization to Recognize and Deny a Claim filed by Bernice Hopper on behalf of her minor child, Chavis Thompson, County Commission
3. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
4. Consider Authorization of Bid Award to Knox Pest Control for Pest Control Services, Bid Number 51901-16B-028, Support Services
5. Consider Budget Change Requests (2)
 - (1) Engineering Department – Request Number 11
 - (2) Youth Facility – Request Number 7
6. Consider Budget Change Request Number 74 for \$50,000 to the USS Montgomery Commissioning and Support Foundation for the Official Commissioning of the USS Montgomery LCS 8, County Commission Appropriations
7. Consider Budget Change Request Number 75 for \$15,000 to Girls on the Run Serving the River Region for Program Support, County Commission Appropriations
8. Consider Budget Change Request Number 76 for \$4,000 to Neighbors, Inc., d/b/a Neighbors in Christ for Program Expense, County Commission Appropriations
9. Consider Budget Change Request Number 77 for \$100,000 to Helping Montgomery Families Initiative for Program Expenses for the Period September 1, 2016 through August 31, 2017, County Commission Appropriations
10. Consider Budget Change Request Number 78 for \$8,000 to EAT South (Education.Act.Transform) for Program Expense, County Commission Appropriations
11. Consider Budget Change Request Number 79 for \$10,000 to Bridge Builders Alabama for Program Expense, County Commission Appropriations
12. Consider Travel/Training Requests (9)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Reports from Staff:

Administrator
Deputy Administrator
County Attorney
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

AUGUST 15, 2016

Regular County Commission Meeting
4:00 p.m. - Information Session
5:30 p.m. - Formal Session
Cleveland Avenue Y.M.C.A.
1400 Aaron Street
After Conclusion of the Formal Session, an
Information Session may be conducted

SEPTEMBER 5, 2016

County Holiday (Labor Day)

SEPTEMBER 6, 2016

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

SEPTEMBER 12, 2016

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 3, 2016

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 17, 2016

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

Accurate information was not available to generate the Personnel Actions Report.

AGENDA

AUG 15 2016

8-15-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-5-16

Check Number	To	Check Number
262568		262634
Total Checks Paid		\$86,213.59

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

AGENDA

AUG 15 2016

8-15-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-5-16

Check Number	To	Check Number
262635		262708
Total Checks Paid		\$731,685.37

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

AGENDA

AUG 15 2016

8-15-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-12-16

Check Number	To	Check Number
262710		262773
Total Checks Paid		\$439,314.73

CHECK #	PAYEE	AMOUNT	DATE
262709	Ramer Water Company, Inc.	\$ 75.71	8-5-16

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

AGENDA

AUG 15 2016

8-15-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-12-16

Check Number	To	Check Number
262774		262867
Total Checks Paid		\$206,684.50

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

8/15/16 Meeting

MONTGOMERY COUNTY COMMISSION

AGENDA

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

AUG 15 2016

CHECKS ARE DATED
8/5/16

Payroll Check Number	126018	To	Payroll Check Number	126095	\$ 55,144.28
Direct Deposits					\$ 862,278.63
Payroll Check Number	126096	To	Payroll Check Number	126121	\$ 257,535.47
Direct Deposits					\$ 393,954.19
Federal Deposits					\$ 331,483.21
Total Payroll Paid					\$ 1,900,395.78

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

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

AGENDA

August 10, 2016

AUG 15 2016

TO: Elton Dean – Commission Chairman
Montgomery County, Alabama

FROM: Paul H. Brown – Executive Director
Montgomery County Community Corrections

RE: Request for Commission Agenda Item - Commission Review and Approval of the
2016-2017 Annual Community Corrections Plan

Dear Chairman Dean:

Provided, you will find a copy of the Proposed Community Corrections Plan for fiscal year 2016-2017. Every fiscal year the County Community Corrections Department and the MCCPCA Board prepare an annual Community Corrections Plan for submittal to the Montgomery County Commission and the Department of Corrections for approval. The approval of annual Community Corrections Plans by the County Commission and Alabama Department of Corrections is statutorily mandated for the Montgomery County Community Corrections Authority to receive continued State funding for Jail/Prison diversion felony offenders on Community Corrections Supervision. We anticipate state funding/support for our program to be in excess of \$365,000 for the upcoming 2016-2017 fiscal year.

The MCCPCA Board met on Tuesday, August 9th, 2016 and approved the proposed annual plan for adoption and referral to the Commission (for final approval). Evidence of an approved plan is required to be submitted to the Alabama Department of Corrections no later than August 31st, 2016 for consideration of reimbursement funding during the 2016-2017 fiscal year.

The Montgomery County Community Corrections Department provides a variety of beneficial services to the Courts and the community which include: Pre-Trial Release, Community Service Restitution, County Probation, Drug Court support, GPS Electronic Monitoring of Offenders, administration of the E.V.E.N. Domestic Violence Education/Intervention Program, drug abuse screening, drug/alcohol abuse assessments, referrals to community-based providers for services and coordination and direct supervision of felony offenders diverted from incarceration in State prison. The Department provides vital offender monitoring, referral and supervision services to offenders predicated to help these individuals live a drug and crime free lifestyle while ensuring public safety. The local citizens as well as the State of Alabama benefit from the cost savings of placing non-violent offenders on Community Supervision in lieu of more costly incarceration.

PAUL BROWN - EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

1-1

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

The Montgomery County Community Corrections Department relies greatly on the administrative and financial support it receives from the Community Corrections Division of the Alabama Department of Corrections. The provision of these services helps to protect public safety while maintaining offender accountability. The funds received from the Alabama Department of Corrections fully cover the cost of delivering services to the Jail/Prison Diversion offenders for which we are reimbursed and also are used to offset other operational and administrative costs of providing Community Corrections services to Montgomery County as a whole.

As previously mentioned, the Alabama Department of Corrections Community Corrections Plan requires written evidence of approval of the Plan on the part of the County Commission. Confirmation of the Commission's approval of the Annual Plan is due by the close of business on Wednesday, August 31st, 2016. I respectfully request that the review and approval of the plan as submitted be placed on the next Commission Agenda for consideration.

Respectfully submitted,

Paul H. Brown – Executive Director
Montgomery County Community Corrections Department



Haskell Slaughter & Gallion, LLC

8 Commerce Street

Suite 1200

Montgomery, Alabama 36104

t. 334.265.8573 | f. 334.264.7945

AGENDA

AUG 15 2016

MEMORANDUM

TTG

July 14, 2016

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Sworn Statement of Claim regarding Chavis Thompson, a minor, by his mother, Bernice Hopper

I have reviewed your memorandum dated July 12, 2016, and I have reviewed the attached Sworn Statement of Claim regarding Chavis Thompson, a minor, by his mother, Bernice Hopper stating that her son Chavis Thompson stepped into an uncovered manhole opening in their neighborhood on Cedar Street.

It is my opinion that this claim should be recognized and denied at the next MCC meeting.

50051-317

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 1818

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

July 12, 2016

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims *DLM*
County Administrator

RE: Sworn Statement of Claim regarding Chavis Thompson, a minor, by his mother,
Bernice Hopper

Attached is a letter from Attorney Valerie Rucker Russell regarding a Sworn Statement of Claim regarding Chavis Thompson, a minor, by his mother, Bernice Hopper, who fell into a manhole on the street/sidewalk in the City of Montgomery.

Please review and advise by Thursday, July 14, 2016, as to what action the County needs to take regarding this matter.

As always, thank you for your assistance.

/tn

Attachment

WALTON
LAW FIRM, P.C.

WALTON LAW FIRM, P.C.

CATHERINE D. MONCUS
ATTORNEY AT LAW

VALERIE RUSSELL
ATTORNEY AT LAW

MALLORY STOREY
ATTORNEY AT LAW

valerie@waltonlaw.net

WILL O. (TRIP) WALTON, III*
ATTORNEY AT LAW

*ALSO ADMITTED IN GEORGIA

May 24, 2016

Montgomery County Commission
101 South Lawrence Street
Montgomery, Alabama 36104

Re: Chavis Thompson, a minor, by his mother, Bernice Hopper
Date of Loss: February 26, 2016

Dear Sir or Madam:

Please find enclosed one original and one copy of a Sworn State of Claim regarding the above referenced matter. Please "stamp" the copy filed and return it to me via the enclosed self-addressed envelope. Please send a copy of the enclosed to your insurance provider.

Thank you for your attention to this matter.

Sincerely,



Valerie Rucker Russell

Enclosures: as stated
Cc: Scott Kramer, Risk Manager
(via Email only scottkramer@mc-ala.org)

To: Montgomery County Commission
101 South Lawrence Street
Montgomery, Alabama 36104

SWORN STATEMENT OF CLAIM

STATE OF ALABAMA

COUNTY OF MONTGOMERY

Before me, the undersigned authority, personally appeared Bernice Hopper, who is known to me and by me being first duly sworn, doth depose and say on oath as follows:

My name is Bernice Hopper and I currently reside at 129 Cedar Street, Montgomery, Alabama 36110. I am the mother and custodial parent of Chavis Thompson, a minor, age thirteen (13) years. I am filing this claim for damages suffered by me and my son, Chavis Thompson, arising out injuries he sustained on February 29, 2016 when he stepped into an uncovered manhole opening. Attached hereto as Exhibit "1" are photographs which show the location of the manhole and the uncovered manhole.

Specifically, on February 29, 2016 at approximately 6:00 p.m., Chavis Thompson, a minor, was walking in our neighborhood and on Cedar Street near house number 149 when he stepped into an uncovered manhole opening. There were no warnings or markings to alert anyone that the manhole was not covered. As a result of Chavis Thompson falling through the manhole, he sustained injuries, including, but not limited to, his left leg and left hip for which he received medical attention, pain and suffering, and mental anguish and emotional distress.

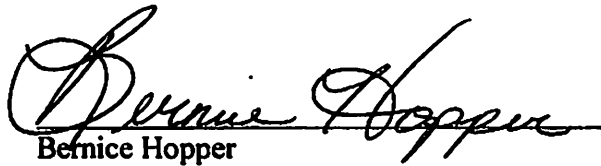
Additionally, as a result of the injuries sustained by Chavis Thompson, I, Bernice Hopper incurred, and in the future will be caused to incur, medical and medical related expenses in connection with his care and treatment and management. Due to his injuries, Chavis Thompson required assistance, support, monitoring, guidance, encouragement, management and nursing care

(including but not limited to, help, monitoring, guidance, care and management in walking, maintaining this personal hygiene, performing physical therapy exercises, transporting him to and from doctors' visits). I, Bernice Hopper, personally provided said services for Chavis Thompson. As a result of the injuries sustained by Chavis Thompson, I, Bernice Hopper, was deprived of the normal parent-child relationship with my son.

The County negligently failed to ensure that the manhole was covered or to place a barrier or warning signs to alert the public in general, and my son in particular, of the dangerous condition. The County's negligence resulted in the injuries suffered and sustained by Chavis Thompson and me. On my behalf and on behalf of my son, Chavis Thompson, I am seeking all damages allowed pursuant to Alabama law.

This Verified Notice of Claim is made in accordance with the Code of Alabama (1975), Sections 6-5-20, 11-12-5 and 11-12-8.

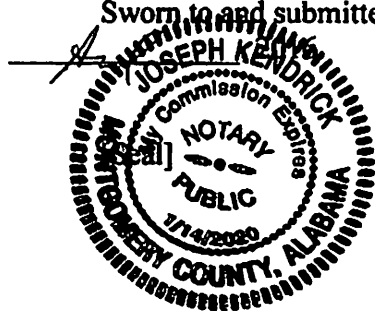
Further the affiant saith not


Bernice Hopper

STATE OF ALABAMA

COUNTY OF MONTGOMEY

Sworn to and submitted before me by Bernice Hopper on this the 27 day of




Notary Public
My Commission Expires: 1-4-2020





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
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AGENDA

AUG 15 2016

August 15, 2016

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-2016-80: Neighbors, Inc., d/b/a Neighbors in Christ, for a Program to Provide Assistance to Victims of Crime - \$6,000; (Dean-\$1,000, Harris-\$1,000, Hall-\$1,000, Williams-\$1,000 and Walker-\$2,000)
- C-2016-81: EAT South, for Downtown Farm Development Project and Related Educational Workshops - \$2,000; (Walker)
- C-2016-82: Montgomery Symphony Orchestra, for Music Education and Musical Enrichment Programs for All Ages - \$1,500; (Walker)
- C-2016-83: Montgomery Area Council on Aging, for Community Services Programs, Including Operating Expenses - \$850; (Walker)
- NC-2016-143: Alabama Cooperative Extension System, for School Programs - \$1,500; (Walker)
- NC-2016-144: BOE, Dalraida Elementary School, for Physical Education Equipment - \$1,200; (Walker)
- NC-2016-145: BOE, Morningview Elementary School, for Principal's Discretionary Fund - \$3,000; (Walker)
- NC-2016-146: BOE, Goodwyn Middle School, for Principal's Discretionary Fund - \$1,000; (Walker)

MEMORANDUM
Montgomery County Commission
August 15, 2016
Page 2

- NC-2016-147: BOE, Capitol Heights Middle School, for Principal's Discretionary Fund - \$1,000; (Walker)
- NC-2016-148: BOE, Dozier Elementary School, for Principal's Discretionary Fund - \$750; (Walker)
- NC-2016-149: BOE, Flowers Elementary School, for Principal's Discretionary Fund - \$750; (Walker)
- NC-2016-150: City of Montgomery, to be used by BONDS to West Montgomery Renaissance Organization, for the "National Night Out" Event - \$2,500; (Dean-\$1,250 and Williams-\$1,250)

DLM/tll

AGENDA

AUG 15 2016

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager
DATE: July 27, 2016
RE: Invitation to Bid No. 51901-16B-028
Pest Control Services

Request approval of award on the above referenced Invitation to Bid to the lowest responsible bidder, Knox Pest Control, in the amount \$12,756.00.00 based on unit pricing, be placed on a future agenda. (Copy of spreadsheet attached.)

Coordination of award was made with Pat Litchfield, Plant Maintenance Manager and Derrick Cunningham, Sheriff.

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO. 51901-16B-028				Safeguard Pest Service P. O. Box 3535 Montgomery, AL 36109 (334) 391-1095 Attn: Ron Menees		S & S Termite and Pest Control P. O. Box 3079 Opelika, AL 36803 (334) 745-0666 Attn: Larry Holley		Topco Pest Control Service 1577 E. Ann Street Montgomery, AL 36107 (334) 263-1070 Attn: R.S. Saini		Hepburn Pest Control 101 Rutherford Ct Wetumpka, AL 36093 (334) 430-4349 Attn: Royal Hepburn		Gregory Pest Solutions 14370 Us 411 #4 Odenville, AL 35120 (205) 703-6445 Attn: Stephen Miller	
ISSUE DATE: JULY 8, 2016													
BID OPENING DATE: JULY 25, 2016													
COUNTY COMM. - ALL BLDGS													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	PEST CONTROL												
	FOR COUNTY BLDGS												
	PART I												
1	COURTHOUSE	QTR	4	\$65.00	\$260.00	\$60.00	\$240.00	\$60.00	\$240.00	\$225.00	\$900.00	\$75.00	\$300.00
2	ANNEX I	MO	12	\$54.00	\$648.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$70.00	\$840.00
3	ANNEX II	QTR	4	\$44.00	\$176.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$45.00	\$180.00
4	ANNEX III	MO	12	\$54.00	\$648.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$65.00	\$780.00
5	CARNEGIE BLDG.	QTR	4	\$44.00	\$176.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$60.00	\$240.00
6	GREIL BLDG.	QTR	4	\$40.00	\$160.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$55.00	\$220.00
7	YOUTH FACILITY	MO	12	\$95.00	\$1,140.00	\$50.00	\$600.00	\$100.00	\$1,200.00	\$125.00	\$1,500.00	\$110.00	\$1,320.00
8	YF: 5 MOBILE UNITS	MO	12	\$52.00	\$624.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$70.00	\$840.00
9	CAMP DAVIS BLDGS. 2, 3, 4, 6, 7, 8, 9	MO	12	\$22.00	\$264.00	\$50.00	\$600.00	\$80.00	\$960.00	\$125.00	\$1,500.00	\$70.00	\$840.00
10	ENG. SIGN SHOP	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$70.00	\$840.00
11	COUNTY SHOP; TER	QTR	4	\$30.00	\$120.00	\$45.00	\$180.00	\$30.00	\$120.00	\$175.00	\$700.00	\$50.00	\$200.00
12	DISTRICT I; TER.	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$45.00	\$540.00
13	DISTRICT II; MER. RD	MO	12	\$30.00	\$360.00	\$25.00	\$300.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$30.00	\$360.00
14	DISTR. III; HIC. GROV.	QTR	4	\$75.00	\$300.00	\$45.00	\$180.00	\$70.00	\$280.00	\$175.00	\$700.00	\$70.00	\$280.00
15	PROBATE/REVENUE EAST	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$55.00	\$660.00
16	PROBATE/REVENUE SOUTH	MO	12	\$41.00	\$492.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$55.00	\$660.00
17	PROBATE /REVENUE WEST	MO	12	\$41.00	\$492.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$60.00	\$720.00
TOTAL BID AMOUNTS													

Notes:

4-2

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO. 51901-16B-028				Safeguard Pest Service P. O. Box 3535 Montgomery, AL 36109 (334) 391-1095 Attn: Ron Menees		S & S Termite and Pest Control P. O. Box 3079 Opelika, AL 36803 (334) 745-0666 Attn: Larry Holley		Topco Pest Control Service 1577 E. Ann Street Montgomery, AL 36107 (334) 263-1070 Attn: R.S. Saini		Heppburn Pest Control 101 Ruherford Ct Wetumpka, AL 36093 (334) 430-4349 Attn: Royal Hepburn		Gregory Pest Solutions 14370 Us 411 #4 Odenville, AL 35120 (205) 703-6445 Attn: Stephen Miller	
ISSUE DATE: JULY 12, 2013													
BID OPENING DATE: JULY 29, 2013													
COUNTY COMM. - ALL BLDGS.													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
18	SHERIFF WAREHOUSE	MO	12	\$41.00	\$492.00	\$50.00	\$600.00	\$40.00	\$480.00	\$125.00	\$1,500.00	\$50.00	\$600.00
19	SHERIFF FIRING RANGE	QTR	4	\$35.00	\$140.00	\$45.00	\$180.00	\$50.00	\$200.00	\$175.00	\$700.00	\$45.00	\$180.00
20	SHERIFF RAMER SUBSTATION	QTR	4	\$30.00	\$120.00	\$45.00	\$180.00	\$30.00	\$120.00	\$175.00	\$700.00	\$35.00	\$140.00
21	PRESTWOOD BUILDING	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$55.00	\$660.00
22	COMMUNITY CORRECTIONS	MO	12	\$45.00	\$540.00	\$75.00	\$900.00	\$40.00	\$480.00	\$125.00	\$1,500.00	\$50.00	\$600.00
23	CAREHERE HEALTH CLINIC	MO	12	\$30.00	\$360.00	\$40.00	\$480.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$40.00	\$480.00
24	ANNEX IV	MO	12	\$42.00	\$504.00	\$45.00	\$540.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$55.00	\$660.00
25	YF BUILDING- HERRON ST.	MO	12	\$22.00	\$264.00	\$40.00	\$480.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$45.00	\$540.00
26	FLATWOOD RECREATION CENTER	MO	12	\$45.00	\$540.00	\$45.00	\$540.00	\$40.00	\$480.00	\$125.00	\$1,500.00	\$50.00	\$600.00
	PART II												
28	DETENTION FACILITY- JAIL II	MO	12	\$130.00	\$1,560.00	\$200.00	\$2,400.00	\$120.00	\$1,440.00	\$275.00	\$3,300.00	\$140.00	\$1,680.00
29	DETENTION FACILITY- JAIL I	MO	12	\$150.00	\$1,800.00	\$300.00	\$3,600.00	\$300.00	\$3,600.00	\$275.00	\$3,300.00	\$190.00	\$2,280.00
	TOTAL COST PART I				\$10,260.00		\$11,580.00		\$10,680.00		\$32,800.00		\$14,280.00
	TOTAL COST PART II				\$3,360.00		\$6,000.00		\$5,040.00		\$6,600.00		\$3,960.00
TOTAL BID AMOUNTS					\$13,620.00		\$17,580.00		\$15,720.00		\$39,400.00		\$18,240.00

Notes:

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Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 6		BID # 7		BID # 8		BID # 9		BID # 10	
INVITATION TO BID NO. 51901-16B-028				Veterns Pest Control, LLC P. O. Box 11082 Montgomery, AL 36111 (334) 578-2844 Attn: Eddie Bennett		Knox Pest Control 1570 N. Eastern Blvd. Montgomery, AL 36117 (888) 689-1079 ext. 217 Attn: Linda Shelton		ZAP Pest Control No Bid					
ISSUE DATE: JULY 8, 2016													
BID OPENING DATE: JULY 25, 2016													
COUNTY COMM - ALL BLDGS.													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	PEST CONTROL												
	FOR COUNTY BLDGS												
	PART I												
1	COURTHOUSE	QTR	4	\$430.00	\$1,720.00	\$145.00	\$580.00						
2	ANNEX I	MO	12	\$146.00	\$1,752.00	\$145.00	\$1,740.00						
3	ANNEX II	QTR	4	\$430.00	\$1,720.00	\$80.00	\$320.00						
4	ANNEX III	MO	12	\$146.00	\$1,752.00	\$72.00	\$864.00						
5	CARNEGIE BLDG.	QTR	4	\$430.00	\$1,720.00	\$68.00	\$272.00						
6	GREIL BLDG.	QTR	4	\$430.00	\$1,720.00	\$50.00	\$200.00						
7	YOUTH FACILITY	MO	12	\$146.00	\$1,752.00	\$50.00	\$600.00						
8	YF: 5 MOBILE UNITS	MO	12	\$146.00	\$1,752.00	\$29.00	\$348.00						
9	CAMP DAVIS BLDGS. 2, 3,4,6,7,8,9	MO	12	\$146.00	\$1,752.00	\$29.00	\$348.00						
10	ENG. SIGN SHOP	MO	12	\$146.00	\$1,752.00	\$15.00	\$180.00						
11	COUNTY SHOP; TER	QTR	4	\$430.00	\$1,720.00	\$40.00	\$160.00						
12	DISTRICT I; TER.	MO	12	\$146.00	\$1,752.00	\$18.00	\$216.00						
13	DISTRICT II; MER. RD	MO	12	\$146.00	\$1,752.00	\$10.00	\$120.00						
14	DISTR. III; HIC. GROV.	QTR	4	\$430.00	\$1,720.00	\$45.00	\$180.00						
15	PROBATE/REVENUE EAST	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
16	PROBATE/REVENUE SOUTH	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
17	PROBATE /REVENUE WEST	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
TOTAL BID AMOUNTS													

Notes:

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**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:						BID # 6		BID # 7		BID # 8		BID # 9		BID # 10	
INVITATION TO BID NO. 51901-16B-028						Veterns Pest Control, LLC P. O. Box 11082 Montgomery, AL 36111 (334) 578-2844 Attn: Eddie Bennett		Knox Pest Control 1570 N. Eastern Blvd Montgomery, AL 36117 (888) 689-1079 ext. 217 Attn: Linda Shelton		ZAP Pest Control No Bid					
ISSUE DATE: JULY 8, 2016															
BID OPENING DATE: JULY 25, 2016															
COUNTY COMM. - ALL BLDGS.															
TERMS OF PAYMENT / DISCOUNT:															
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT		UNIT PRICE	EXTENDED AMOUNT	
18	SHERIFF WAREHOUSE	MO	12	\$146.00	\$1,752.00		\$36.00	\$432.00							
19	SHERIFF FIRING RANGE	QTR	4	\$430.00	\$1,720.00		\$38.00	\$152.00							
20	SHERIFF RAMER SUBSTATION	QTR	4	\$430.00	\$1,720.00		\$29.00	\$116.00							
21	PRESTWOOD BUILDING	MO	12	\$146.00	\$1,752.00		\$25.00	\$300.00							
22	COMMUNITY CORRECTIONS	MO	12	\$146.00	\$1,752.00		\$29.00	\$348.00							
23	CAREHERE HEALTH CLINIC	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
24	ANNEX IV	MO	12	\$146.00	\$1,752.00		\$21.00	\$252.00							
25	YF BUILDING- HERRON ST.	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
26	FLATWOOD RECREATION CENTER	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
	PART II														
28	DETENTION FACILITY- JAIL II	MO	12	\$185.00	\$2,220.00		\$132.00	\$1,584.00							
29	DETENTION FACILITY- JAIL I	MO	12	\$185.00	\$2,220.00		\$125.00	\$1,500.00							
	TOTAL COST PART I				\$45,296.00			\$9,672.00							
	TOTAL COST PART II				\$4,440.00			\$3,084.00							
TOTAL BID AMOUNTS								\$49,736.00							

Notes:

4.5

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 1st day of September, 2016, between Knox Pest Control, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Knox Pest Control agrees to furnish pest control services for Montgomery County buildings in accordance with all provisions and specifications of Invitation to Bid No. 51901-16B-028, as issued by the Montgomery County Commission on July 8, 2016 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Knox Pest Control and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning September 1, 2016 and ending August 31, 2017, with the option to renew for an additional two (2) years, in one (1) year periods, providing funds are made available by the Montgomery County Commission. That the prices stipulated in the bid by Knox Pest Control shall remain firm for the one (1) year period.
3. At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year.
4. That Montgomery County Commission or Knox Pest Control may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice to the other party.
5. Knox Pest Control shall submit a monthly invoice in order to be paid for the work performed during a particular month or quarter. Invoices shall be identified by locations along with sign in sheets. Sign in sheets must be signed and dated at each location being serviced by county personnel indication the work was performed. Invoices received without sign-in sheets will be returned unpaid.
6. That Montgomery County reserves the right to add other locations, as needed, during the contract period.
7. That Knox Pest Control shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.

8. That Knox Pest Control agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Knox Pest Control, death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Knox Pest Control agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Knox Pest Control also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.
9. 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 Knox Pest Control.
10. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1st day of September, 2016.

WITNESS:

KNOX PEST CONTROL

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 11

DEPARTMENT:	Engineering	REVIEWED:	S. Thomas	7/26/16
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
Elected Official/Dept. Head	7/25/2016	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair & Maint. Motor Veh.	111-53300.234	5,000	(3,000)	2,000
Road Const. & Main Supplies	111-53300.213	107,410	3,000	110,410
TOTAL		112,410	0	112,410

JUSTIFICATION:

To realign budget for Road Constr. & Main Supplies

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 7

DEPARTMENT:	Youth Facility	REVIEWED:	S. Thomas	7/27/2016
	7/26/2016		Finance Director	Date
REQUESTED BY:	Bruce R. Howell	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE	REVISED BUDGET
Misc. Supplies	001-52604-219	10,000	(8,000)	2,000
Travel	001-52604-265	2,500	(2,500)	0
Contract services	001-52604-304	15,000	(15,000)	0
Medical & Dental Services	001-52602-158	0	1,500	1,500
Electricity	001-52602-244	90,000	11,800	101,800
Equipment	001-52602-400	0	12,200	12,200
TOTAL		117,500	0	117,500

JUSTIFICATION:

Midyear adjustments for shortfalls in Medicine and Building repair

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 74

DEPARTMENT: County Comm Appropriations REVIEWED: S. Thomas 8/1/2016
DATE: 8/1/2016 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
USS Montgomery Commissioning and Support Foundation	001-57903.498	0	50,000	50,000
Fund Balance	001.35900		(50,000)	
TOTAL		0	0	50,000

JUSTIFICATION:

To provide funding for the official commissioning of the USS Montgomery LCS 8 at the Alabama State Docks, Mobile, Alabama.

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AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 75

DEPARTMENT: County Comm Appropriations REVIEWED: S. Thomas 7/19/2016
DATE: 7/19/2016 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
Girls on the Run	001-58100.498	0	15,000	15,000
Donation Revenue	001-40000.47701	(434,700)	(15,000)	(449,700)
TOTAL		(434,700)	0	(434,700)

JUSTIFICATION:

To provide funding for Girls on the Run serving the River Region for program support.

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 76

DEPARTMENT:	County Comm Appropriations	REVIEWED: S. Thomas	8/1/2016
DATE:	8/1/2016	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
Neighbors Inc.	001-52760.498	0	4,000	4,000
Donation Revenue	001-40000.47701	(449,700)	(2,044)	(451,744)
Miscellaneous In House Appro.	001-59310.498	40,000	(1,956)	38,044
TOTAL		(409,700)	0	(409,700)

JUSTIFICATION:

To provide funding to Neighbors In Christ for program expense.

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AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 77

DEPARTMENT:	County Comm Appropriati	REVIEWED:	S. Thomas	8/1/2016
DATE:	8/1/2016		Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Helping Mtgy Families Initiative	001-58100.455	0	100,000	100,000
Fund Balance	001.35900		(100,000)	
TOTAL		0	0	100,000

JUSTIFICATION:

Provide funding to the Helping Montgomery Families Initiative for program expenses for the period September 1, 2016 through August 31, 2017.

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 78

DEPARTMENT:	County Comm Appropriations	REVIEWED: S. Thomas	8/1/2016
DATE:	8/1/2016	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
EAT South	001-58100.498	0	8,000	8,000
Miscellaneous In House Appro.	001-59310.498	38,044	(8,000)	30,044
TOTAL		38,044	0	38,044

JUSTIFICATION:

To provide funding to EAT South (Education.Act.Transform) for program expense.

AUG 15 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 79

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	8/1/2016
DATE:	8/1/2016	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
Bridge Builders Alabama	001-56530.498	0	10,000	10,000
Misc. In-House Appropriations	001-59310.498	30,044	(10,000)	20,044
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		30,044	0	30,044

JUSTIFICATION:

To budget an appropriation to Bridge Builders Alabama for program expense.

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

Date: August 2, 2016
To: Donald L. Mims, Administrator
From: Steven L. Reed
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: Tuscaloosa, AL
Departure Date: September 14, 2016 Return Date: September 16, 2016
Conference Leave (Days / Hours): 3 days
Purpose of Travel: to attend Alabama Probate Judges Association 2016 Training 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: \$1,098.19 Advance Registration Required: \$250.00
Department Name: Probate Fund Name: 001-51300-265

Additional Comments: _____

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

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,098.19 and advance registration of \$250.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51300.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$14,000.00</u>	
Approved Requests:	<u>\$10,345.08</u>	
Budget Available:	<u>\$3,654.92</u>	
Current Requests:	<u>\$1,098.19</u>	
Budget Balance:	<u>\$2,556.73</u>	

Donald L. Mims, Administrator

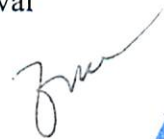
Reviewed by: S. Thomas
Date: 8/3/2016
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2



AGENDA

AUG 15 2016

Date: August 8, 2016
To: Donald L. Mims, Administrator
From: Myrtle Singleton, Purchasing Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hilton Garden Inn East, 1600 Interstate Park Dr., Montgomery, AL
Departure Date: September 27, 2016 Return Date: September 27, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend Managing Emotions under Pressure Seminar

Traveler (s) Name: 1. Myrtle Singleton 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$149.00 Advance Registration Required: \$149.00
Department Name: Support Services Fund Name: General

Additional Comments: _____

To: Myrtle Singleton, Purchasing Manager
From: Donald L. Mims, Administrator

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$149.00 and advance registration of \$149.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51901.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$2,000.00</u>
Approved Requests:	<u>\$17.28</u>
Budget Available:	<u>\$1,982.72</u>
Current Requests:	<u>\$149.00</u>
Budget Balance:	<u>\$1,833.72</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 8/9/2016
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 3

Bur

AGENDA

AUG 15 2016

Date: August 8, 2016
To: Donald L. Mims, Administrator
From: Myrtle Singleton, Purchasing Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Homewood Suites, 1800 Interstate Park Dr., Montgomery, AL
Departure Date: October 14, 2016 Return Date: October 14, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend How to Deal with Unacceptable Employee Behavior Seminar

Traveler (s) Name: 1. Myrtle Singleton 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$199.00 Advance Registration Required: \$199.00

Department Name: Support Services Fund Name: General

Additional Comments: All Expenses will be Incurred in FY2017

To: Myrtle Singleton, Purchasing Manager
From: Donald L. Mims, Administrator

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$199.00 and advance registration of \$199.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51901.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$2,000.00</u>	
Approved Requests:	<u>\$17.28</u>	
Budget Available:	<u>\$1,982.72</u>	
Current Requests:	<u>\$149.00</u>	
Budget Balance:	<u>\$1,833.72</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 8/9/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 4

Date: August 8, 2016
To: Donald L. Mims, Administrator
From: Myrtle Singleton, Purchasing Manager
Re: Travel / Training Request

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AGENDA
AUG 15 2016

Request approval to be granted for the following:

Destination: Embassy Suites, 300 Tallapoosa St., Montgomery, AL
Departure Date: October 17, 2016 Return Date: October 17, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend Mistake-Free Grammar & Proofreading Seminar

Traveler (s) Name: 1. Myrtle Singleton 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: Support Services Fund Name: General

Additional Comments: All Expenses will be Incurred in FY2017

To: Myrtle Singleton, Purchasing Manager

From: Donald L. Mims, Administrator

The above request is app. 8/15/16 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:	<u>001-51901.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$2,000.00</u>	
Approved Requests:	<u>\$17.28</u>	
Budget Available:	<u>\$1,982.72</u>	
Current Requests:	<u>\$149.00</u>	
Budget Balance:	<u>\$1,833.72</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 8/9/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 56

Date: August 5, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: Glynco, GA
Departure Date: August 21, 2016 Return Date: August 26, 2016
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: attend Court Security Seminar provided by US Marshals

Traveler (s) Name: 1. Fred Johnson 4. _____
2. Pernell Sweeney 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$200.00 Advance Registration Required: \$0.00
Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: Most expenses provided by US Marshals Service

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

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$26,100.00</u>	
Approved Requests:	<u>\$24,225.42</u>	
Budget Available:	<u>\$1,874.58</u>	
Current Requests:	<u>\$200.00</u>	
Budget Balance:	<u>\$1,674.58</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 8/9/2016
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 12

Date: August 2, 2016
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: September 22, 2016 Return Date: September 22, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Finance and Accounting for Non-Financial People

Traveler (s) Name: 1. Yvonne Robinson 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$348.00 Advance Registration Required: \$348.00
Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

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

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$348.00 and advance registration of \$348.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52200-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$11,836.20</u>	
Budget Available:	<u>\$3,163.80</u>	
Current Requests:	<u>\$348.00</u>	
Budget Balance:	<u>\$2,815.80</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 8/5/2016
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 21

Date: August 4, 2016
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Management
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: Kansas City, MO
Departure Date: September 26, 2016 Return Date: September 28, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: to attend PRIMA 2016 ICMA Conference

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

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

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

Department Name: Risk Management Fund Name: Liability

Additional Comments: **** All expenses will be reimbursed by PRIMA ****

To: Scott Kramer, Risk Management

From: Donald L. Mims, Administrator

The above request is app. 8/15/16 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>007-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$4,807.28</u>	
Budget Available:	<u>\$10,192.72</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$10,192.72</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 8/5/2016

cc: Finance Director / Buyer

12-7

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 27

Date: August 9, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: October 11, 2016 Return Date: October 11, 2016
Conference Leave (Days / Hours): 5 Hours
Purpose of Travel: to attend AUM's Government Career Fair

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. Brittany Lopez 5. _____
3. _____ 6. _____

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

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

Department Name: Personnel Fund Name: Merit System

Additional Comments: Funds to be taken from FY2017 Budget

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

The above request is app. 8/15/16 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$100.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>123-51961-190</u>	(ex: 000-00000-000)
Description:	<u>Recruiting</u>	
Current Budget:	<u>\$2,000.00</u>	
Approved Requests:	<u>\$1,917.35</u>	
Budget Available:	<u>\$82.65</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$82.65</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 8/9/2016

cc: Finance Director / Buyer

12-8

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 15

Date: August 9, 2016
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

AGENDA

AUG 15 2016

Request approval to be granted for the following:

Destination: 401 Beacon Parkway West, Birmingham, AL
Departure Date: August 29, 2016 Return Date: August 29, 2016
Conference Leave (Days / Hours): One day
Purpose of Travel: Jefferson County Task Case Planning Training/ University of Ohio

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: \$50.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Food & Gas

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

The above request is app. 8/15/16 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>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,125.00</u>	
Approved Requests:	<u>\$3,553.98</u>	
Budget Available:	<u>\$6,571.02</u>	
Current Requests:	<u>\$50.00</u>	
Budget Balance:	<u>\$6,521.02</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 8/9/2016

cc: Finance Director / Buyer

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