

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

OCTOBER 3, 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
Sheriff Derrick Cunningham
Probate Judge Steven L. Reed and Chief Probate Clerk William Flowers
President Rusty Gregory, Treasurer Ray Rawlings and Board Member Winston Sheehan
with the Montgomery County Historical Society
Executive Director Lynn Beshear with Envision 2020
Chief Appraiser Clay Henley
Realtor Frank Thomas with Frank Thomas and Associates, LLC**

Recess to Formal Session

FORMAL SESSION

Welcome at 5:30 p.m.

Invocation by Guest of Vice Chairman Harris

Pledge of Allegiance Led by Guest of Vice Chairman Harris

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meetings of September 6, 2016 and
September 12, 2016

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

RESOLUTION:

Consider Authorization of Resolution Proclaiming October 7, 2016 as National
Manufacturing Day in Montgomery County, County Commission

NEW BUSINESS:

1. Consider Authorization of Official Intent Resolution Relating to the Proposed Improvements to Montgomery County Administration Building and Courthouse Annex I, County Commission
2. Consider Board Member Appointment, Montgomery City-County Personnel Board
3. Consider Authorization of Final Change Order Number 1 to J.J. Morley Enterprises regarding Weatherization of Courthouse and Old Jail, County Commission
4. Consider Authorization of Final Pay Application from Norris Building Company, Inc., regarding Renovation of Probate-Revenue South, County Commission
5. Consider Authorization of Payment of 2017 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims and Deputy Administrator Florence M. Cauthen, County Commission
6. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
7. Consider Authorization of Budget Change Request Number 1 from Donation Revenue for \$3,000 to Have a Heart 4 Children, \$25,000 to Montgomery Association for Retarded Citizens and \$10,000 to Montgomery Area Nontraditional Equestrians (MANE) for program expenses, County Commission Appropriations
8. Consider Authorization of Payment of Invoice from Alabama Technology Network for the County's portion in the amount of \$7,000 (40% of \$17,500 Invoice) for Process Improvement Studies for Hyundai Power Transformers USA, County Commission

9. Consider Authorization of Position Fill Requests – Detention Facility (2)

- (1) Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 88
- (2) Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 90

10. Consider Travel/Training Requests (10)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

OCTOBER 3, 2016

Regular County Commission Meeting located at
Montgomery Preparatory Academy
for Career Technologies (MPACT)
2901 East South Boulevard
4:00 p.m. - Information Session
5:30 p.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session may be conducted

OCTOBER 10, 2016

County Holiday (Columbus Day)

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.

NOVEMBER 7, 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.

NOVEMBER 11, 2016

County Holiday (Veteran's Day)

NOVEMBER 16, 2016

Swearing-In Ceremony
1:30 p.m. - Information Session
2:00 p.m. - Formal Session for the Swearing-In Ceremony

NOVEMBER 21, 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.

NOVEMBER 24, 2016

County Holiday (Thanksgiving Day)

PERSONNEL ACTIONS

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-2-16

Check Number	To	Check Number
263143		263195
Total Checks Paid		\$559,631.67

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 ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-2-16

Check Number	To	Check Number
263196		263265
Total Checks Paid		\$443,083.03

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 ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-9-16

Check Number	To	Check Number
263266		263312
Total Checks Paid		\$246,790.76

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

AGENDA

OCT - 3 2016

10-3-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-9-16

Check Number	To	Check Number
263313		263392
Total Checks Paid		\$188,895.77

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

AGENDA

OCT - 3 2016
10-3-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-16-16

Check Number	To	Check Number
263393		263451
Total Checks Paid		\$343,496.76

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

AGENDA

OCT - 3 2016

10-3-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-16-16

Check Number	To	Check Number
263452		263554
Total Checks Paid		\$258,015.55

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

AGENDA

OCT - 3 2016

10-3-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-23-16

Check Number	To	Check Number
263555		263641
Total Checks Paid		\$776,380.85

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

AGENDA

OCT - 3 2016

10-3-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 9-23-16

Check Number	To	Check Number
263642		263744
Total Checks Paid		\$352,278.85

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

10/3/16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

AGENDA

OCT - 3 2016

CHECKS ARE DATED
9/16/16

Payroll Check Number	126311	To	Payroll Check Number	126375	\$ 51,165.13
Direct Deposits					\$ 885,154.80
Payroll Check Number	126376	To	Payroll Check Number	126402	\$ 261,321.46
Direct Deposits					\$ 394,751.02
Federal Deposits					\$ 345,475.21
Total Payroll Paid					\$ 1,937,867.62

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



Office of Public Affairs
Montgomery County Commission
P.O. Box 1667
Montgomery, Alabama 36102
334.832.1270

AGENDA

OCT - 3 2016

September 7, 2016

MEMORANDUM

To: Montgomery County Commission

From: DiDi Henry, public affairs director

A handwritten signature in dark ink, appearing to be "DdH", is written over the name "DiDi Henry".

RE: Manufacturing Day Resolution

Chairman Dean has been asked to support a resolution proclaiming October 7, 2016, as ***Manufacturing Day in Montgomery County***, to coincide with this national day of recognizing and highlighting the role that manufacturing plays in our community. Furthermore, it serves as an opportunity for manufacturers to highlight their work and their workers and to energize a future pipeline of skilled workers

I am requesting that this item be placed on the October 3, 2016, agenda. Thank you.

Montgomery County Commission

A County Older Than The State



*Established 1816
Montgomery, Alabama*

Resolution

WHEREAS; National Manufacturing Day is an annual event celebrated on the first Friday in October, with this year being October 7, 2016; and

WHEREAS, National Manufacturing Day is an opportunity for manufacturers to highlight their work and their workers and to energize a future pipeline of skilled workers; and

WHEREAS, National Manufacturing Day is designed to amplify the voice of individual manufacturers and coordinate a collective chorus of manufacturers with common concerns and challenges; and

WHEREAS, this celebration empowers manufacturers to come together to address their collective challenges so they can help their communities and future generations thrive; and

WHEREAS, Montgomery County, Alabama, is currently home to 525 manufacturing businesses which employ 18,101 individuals, with salaries totaling \$965.1 million annually,

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby proclaim Friday, October 7, 2016, as *National Manufacturing Day* in Montgomery County, Alabama, and salute the many manufacturing companies and their employees who contribute so much to the economy, the business work force and the quality of life of Montgomery County, Alabama.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 3rd day of October, 2016.

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

OCT - 3 2016

September 29, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Official Intent Resolution Relating to the Proposed Improvements to Montgomery County Administration Building and Courthouse Annex I

The Montgomery County Commission, at its meeting on September 12, 2016, agreed to place on the next agenda an Official Intent Resolution Relating to the Proposed Improvements to Montgomery County Administration Building and Courthouse Annex I.

I am requesting approval of this item.

DLM/tn

Attachment

I, the undersigned County Administrator of Montgomery County, Alabama, hereby certify that the attached pages numbered consecutively from 1 to 2, inclusive, constitute a true, correct, and complete copy of a resolution and order adopted by the Montgomery County Commission at a regular meeting of said County Commission held on September ___, 2016, as the same appears in the records of said County Commission, and that said resolution and order has not been rescinded, repealed, or amended in any respect and is still in full force and effect.

WITNESS my signature, as County Administrator of Montgomery County, Alabama, under its seal, this ___ day of September, 2016.

[S E A L]

County Administrator of
Montgomery County, Alabama

BE IT RESOLVED AND ORDERED by the Montgomery County Commission as follows:

Section 1. Findings. The Montgomery County Commission (the "Commission"), which is the governing body of Montgomery County, Alabama (the "County"), has found and ascertained and does hereby declare as follows:

(a) The Commission has projected significant capital expenditures relating to various capital improvements and equipment to be acquired, constructed, and equipped with respect to certain renovations and improvements to the Sheriff's Office and such other renovations and improvements to the 1st floor of the Annex One building located within the County as deemed necessary by the Commission (collectively, the "Annex One Renovation Project");

(b) The Commission has determined that (i) the Commission will be required to make substantial capital expenditures with respect to the Annex One Renovation Project, and (ii) the Commission intends to pay such capital expenditures for the Annex One Renovation Project with tax-exempt indebtedness;

(c) The Commission has determined that it is desirable and in the best interest of the citizens and taxpayers of the County for tax-exempt warrants to be issued by the Commission or to cause such warrants to be issued by a public building authority or such other public entity on behalf of the Commission in the approximate aggregate amount not to exceed \$3,000,000, in one or more series (the "Warrants"), for the purposes of (i) funding the Annex One Renovation Project, and (ii) paying the issuance expenses of the Warrants;

(d) The Commission reasonably expects to issue the Warrants, or cause a public building authority or such other public entity acting on the Commission's behalf to issue the Warrants, in an amount not in excess of \$3,000,000 to provide funds for the above referenced purposes and hereby declares its official intent to reimburse prior expenditures relating to the above referenced purposes with proceeds from the issuance of the Warrants pursuant to Treasury Regulation Section 1.150-2.

Section 2. Official Intent Declaration. This declaration is made solely for the purpose of establishing compliance with the requirements of Treasury Regulation Section 1.150-2 and does not bind the Commission to make any expenditure, incur any indebtedness, or proceed with the Annex One Renovation Project.

Section 3. Reimbursement of Prior Expenditures. The Commission hereby acknowledges that certain costs related to the Annex One Renovation Project are expected to be paid by the County prior to the issuance of the Warrants (including costs heretofore incurred within sixty (60) days prior to the adoption of this resolution). To the extent that any such expenditures are or have been incurred and paid prior to the issuance of the Warrants, the Commission hereby states that it reasonably expects to apply a portion of the proceeds of the Warrants to reimburse the Commission for the moneys expended for the initial payment of such expenditures for the Annex One Renovation Project.

Section 4. Effective Date. This resolution shall be effective immediately.

Commissioner _____ thereupon moved that said resolution be adopted, which motion was seconded by _____, and, upon the said motion being put to vote, the following vote was recorded:

YEAS:

NAYS:

The Chairman thereupon declared that said resolution had been duly adopted.

* * * *

There being no further business to come before the meeting, the same was adjourned.

Chairman of the
Montgomery County Commission

County Administrator of the
Montgomery County Commission

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
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AGENDA

OCT - 3 2016

September 29, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery City-County Personnel Board Appointment

The Montgomery County Commission, at its meeting on September 12, 2016, agreed to place on the next agenda the appointment of James E. Williams to the Montgomery City-County Personnel Board for a term ending October 1, 2022.

I am requesting that the Commission approve this appointment at the next meeting.

/tn

Attachment

**CITY - COUNTY OF MONTGOMERY
PERSONNEL DEPARTMENT**

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

27 Madison Avenue
Montgomery, Alabama 36104

BARBARA M. MONTOYA
PERSONNEL DIRECTOR
KAREN B. CASON
ASSISTANT PERSONNEL DIRECTOR
TELEPHONE: 334-241-2675
FAX: 334-241-2219

August 12, 2016

Donnie Mims
County Administrator
Montgomery County Commission
101 South Lawrence Street
Montgomery, AL 36116

Dear Donnie:

I am in receipt of your notification of the expiration of the appointment of Randy James to the Montgomery City-County Personnel Board. Randy wanted me to extend his appreciation to Commission for appointing him to serve on the Montgomery City-County Personnel Board. Due to other obligations, he will not be able to serve on the Board after the expiration of his term, effective October 1, 2016.

Benita Froemming and I are requesting that the Commission consider appointing a new board member that is an attorney. It is beneficial to the Board and the employees that we serve to have someone with a legal background.

If you need any additional information, please let me know.

Sincerely,


John F. Baker
Personnel Board Chairman

cc: Benita Froemming
Randy James

2016 AUG 15 AM 9:18
COUNTY CLERK
/

Personnel Board, City-County

Members:

Term Expires:

Randy James
3726 Llyde Lane
Montgomery, AL 36106
Email: randy@jamesandpittman.com
Home: 270-1115
Cell: 462-7460
Work: 270-1115

(County)

10/1/2016

Johnny Baker, (Chairman)
2277 Semmes Drive
Montgomery, AL 36106
Home: 272-9405
Work: 262-7773

(Courts)

10/1/2017

Benita Froemming

(City)

10/1/2001

NOTE: Although Ms. Froemming's term expired 10/1/2001, she will continue to serve on the Board as the City's Representative until the city deems it appropriate to take action on this matter.

Term: 6 years

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
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AGENDA

OCT - 3 2016

September 12, 2016

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: Courthouse and Jail Weatherization Final Change Order

Attached is the final change order for the weatherization of the Courthouse and old jail. The change order decreases the contract amount by \$22,772.00 for unused project allowances. The change order must be approved prior to submission by the contractor of its final pay application.

I request that approval of Change Order Number One be placed on the next agenda of the Montgomery County Commission.

AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: 001	OWNER: ☒
Montgomery County Commission	DATE: August 16, 2016	ARCHITECT: ☒
Courthouse and Jail Weatherization		CONTRACTOR: ☒
PHJ #1208GVH		FIELD: ☐
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 1208GVH	OTHER: ☐
J.J. Morley Enterprises	CONTRACT DATE: September 9, 2015	
1325 3 rd Avenue South	CONTRACT FOR: General Construction	
Birmingham, AL 35233		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Item #	RFP #	Description	Cost	Days
A	1	Correct Rust Bleeders in Precast Concrete (Allowance Justification)	\$8,929.00	0
B	-	Time Extension Due to Rain and Thunderstorms (November & December 2015)	\$0.00	20
C	-	Time Extension Due to Rain and Thunderstorms (January 2016)	\$0.00	10
D	2	Repair existing pipe penetrations in the basement walls at both the Courthouse and the Jail (Building 1) (Allowance Justification)	\$16,261.00	0
E	-	Repair spall concrete on both Courthouse and Jail (Allowance Justification)	\$2,038.00	0
F	-	Time Extension Due to Rain and Thunderstorms (February 2016)	\$0.00	8
G	-	Projects Owners Allowance	(\$50,000.00)	0
H	-	Time Extension Due to Rain and Thunderstorms (March 2016)	\$0.00	11
I	-	Time Extension Due to Rain and Thunderstorms (April 2016)	\$0.00	14
J	-	Time Extension Due to Rain and Thunderstorms (May 2016)	\$0.00	8
K	-	Time Extension Due to Rain and Thunderstorms (June 2016)	\$0.00	11
Total			\$22,772.00	82

The original Contract Sum was	\$	713,178.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	713,178.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	22,772.00
The new Contract Sum including this Change Order will be	\$	690,406.00

The Contract Time will be increased by Eighty Two (82) days.

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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www.mc-ala.org

AGENDA

OCT - 3 2016

September 12, 2016

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: Norris Building Company, Inc., Final Pay Application for Probate-Revenue South

Please find attached an application for final payment of \$23,023.00 to Norris Building Company, Inc., for renovation of Probate-Revenue South.

I request that approval of final payment to Norris Building Company, Inc., be placed on a future agenda.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA Document G702

OWNER: Montgomery County Commission 101 S. Lawrence St., Annex III Montgomery, AL 36102-1667	PROJECT: Montgomery Co. Probate and Revenue South Office	APPLICATION NO: Eight	Distribution to: [] Owner [] Architect [] Contractor [] Inspector
FROM Norris Building Company, Inc. (CONTRACTOR) PO Box 20667 Montgomery, AL 36120	LOCATION: Montgomery, AL	PERIOD FROM: 7/1/2016 PERIOD TO: 8/30/2016	
	ARCHITECT: Chambless King Architects 12 West Jefferson St. Ste. 300 Montgomery, AL 36104		

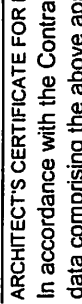
CONTRACT FOR: Montgomery County Probate and Revenue South Office CONTRACT DATE: 11/10/2015

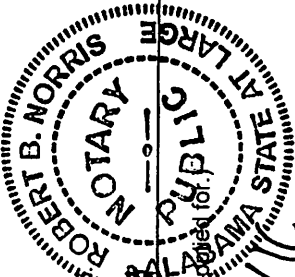
CONTRACTOR'S APPLICATION FOR PAYMENT	
CHANGE ORDER SUMMARY	
Change Orders approved in previous months by Owner	
TOTAL	
Approved This Month	
Number	Date Approved
1	7/21/2016
(\$7,598.00)	
TOTALS	
(\$7,598.00)	
[Net change by Change Orders	
(\$7,598.00)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Norris Building Company, Inc. State of: ALABAMA County of: MONTGOMERY

By:  Date: 8/30/16
Subscribed and sworn to before me this 31st day of August, 2016
Notary Public: My Commission expires 12/14/2018

ARCHITECT'S CERTIFICATE FOR PAYMENT
In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.
By:  Date: 9/8/16
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



AMOUNT CERTIFIED: (Attach explanation if amount certified differs from the amount applied for.)
ARCHITECT: Chambless King Architects

8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH, PLUS RETAINAGE
(Line 3 less line 6)

913,313.00
890,290.00
23,023.00

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
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ESTABLISHED 1816

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AGENDA

OCT - 3 2016

September 29, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of 2017 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims and Deputy Administrator Florence M. Cauthen

The Montgomery County Commission, at its meeting on September 12, 2016, agreed to place on the next agenda the payment of 2017 Membership Dues to the Association of County Administrators of Alabama (ACAA) for Administrator Donald L. Mims and Deputy Administrator Florence M. Cauthen.

I am requesting approval of this item.

DLM/tn

Attachment

ACAA MEMBERSHIP APPLICATION & RENEWAL FORM

For 2017 Membership Year
(January 1 - December 31, 2017)

County: Montgomery County Website: www.mc-ala.org

Address/City/Zip: 101 S. Lawrence St., P.O. Box 1667, Montgomery, AL 36102-1667

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

In order to continue to receive all Association of County Administrators of Alabama (ACAA) mailings, persons must be current ACAA members. Please add the names below of all eligible members from your county, along with their titles and email addresses, who wish to join ACAA. Eligible members include county commission Administrators; Assistant Administrators; and any other persons, by whatever title designated, who performs the duties of Administrators or Assistant Administrators to the various governing bodies of the State of Alabama. Renewal of membership in ACAA for 2017 is due by November 30, 2016. Direct any questions regarding ACAA renewal to Paulette Williams at 334-263-7594.

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

Name: Florence M. Cauthen Title: Deputy Administrator Email: florencecauthen@mc-ala.org

Name: _____ Title: _____ Email: _____

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

Total Amount Enclosed: \$ _____ (\$150 Administrator + \$75 each Asst. Admin. and Others)

Payment Due Upon Receipt

Please make check payable to ACAA and mail to:

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

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

OCT - 3 2016

October 3, 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-2017-1: Montgomery County Historical Society / Montgomery Museum of History, for Educational Services and Equipment to Teach Citizens and Students About Montgomery County's History - \$2,500; (Hall)

DLM/tll

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

**BUDGET FORM 5
AGENDA**

OCT - 3 2016

REQUEST NUMBER 1

DEPARTMENT:	County Comm Appropriations	REVIEWED: S. Thomas	9/14/2016
DATE:	9/12/2016	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
Have a Heart 4 Children	Annual Holiday Event	001-56530.498	0	3,000	3,000
Montgomery Association for Retarded Citizens	McInnis School Recycling Program	001-56530.498	0	25,000	25,000
Montgomery Area Nontraditional Equestrians (MANE)	Program expense	001-56530.498	0	10,000	10,000
Donation Revenue		001-40000.47701	0	(38,000)	(38,000)
TOTAL			0	0	0

JUSTIFICATION:

To provide funding to the above organizations for programs expenses as noted.

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
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AGENDA

OCT - 3 2016

September 29, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of Invoice from Alabama Technology Network for the County's portion
for Process Improvement Studies for Hyundai Power Transformers USA

The Montgomery County Commission, at its meeting on September 12, 2016, agreed to place on the next agenda the payment of Invoice from Alabama Technology Network for the County's portion in the amount of \$7,000 (40% of \$17,500 Invoice) for Process Improvement Studies for Hyundai Power Transformers USA.

I am requesting approval of this item.

DLM/tn

Attachment



**Alabama
Technology
Network**

Invoice

c/o ATN - Alabama Southern Community College - Thomasville Cam...
30755 Highway 43 South
Thomasville AL 36784

Date 9/7/2016
Invoice # IN9980
Contract #
PO #
Terms Net 30
Due Date 10/7/2016

Bill To

Mayor Strange and Chairman Dean
C/O Jessica Horsley
Montgomery Area Chamber of Co...
PO Box 79
Montgomery AL 36101
United States

Description	Quantity	Rate	Amount
Lean: Kaizen-Rapid Improvement Three day event June 2016	1	7,500.00	7,500.00
Lean: Kaizen-Rapid Improvement Three day event July 2016	1	7,500.00	7,500.00
Lean: Coaching-Follow-up Sessions	1	2,500.00	2,500.00
Paid for by the City of Montgomery		0.00%	0.00
Total			\$17,500.00

Alabama Technology Network

Remittance Slip

Client Hyundai Power Transform...
Invoice # IN9980
Amount Due \$17,500.00
Amount Paid _____

Please Enter Your Credit Card Information

Type: ☐ Master Card ☐ VISA ☐ American Express
Credit Card #: _____
Expiration Date: _____ Month _____ Year
Signature: _____

Make Checks Payable To
Alabama Technology Network
PO Box 302130
Montgomery, AL 36130-2130

Additional Credit Card Information:

Name On Card: _____ 3-Digit Security Code: _____

8.2

Tammy Nix

From: Jessica G. Horsley <jhorsley@montgomerychamber.com>
Sent: Wednesday, September 07, 2016 2:26 PM
To: Strange, Todd Contact Card; Elton N. Dean, Sr.; Elton Dean; Crabb, Barry O. (bcrabb@montgomeryal.gov); Archie, Anita; Fehl, Kim; Donald Mims; Tammy Nix; Sherrill Thomas; DiDi Henry
Cc: Tony Wojciechowski (tewwojo1@hhiamerica.com); 'Chris Lewis'; Brad James
Subject: RE: HPT/ATN Agreement
Attachments: Hyundai Power Transformers Endeavor 5266 Phase 3 invoice 9980.pdf; HPT Letter.pdf

Good Afternoon All,

As you are aware, Hyundai Power Transformers (HPT) has had several process improvement studies performed by ATN. There was an agreement signed in April 2015 from the City and County to offset some of the price. Please see attached. The total spent on the studies and training is listed below:

HPT	\$17,500 (Payment Made)
City/County share	\$17,500 (City \$10,500/County \$7,000)
Region 7 EITP Grant	<u>\$15,000 (Payment Made)</u>
Total	\$50,000

All training is complete. ATN has received both the Region 7 grant and HPT payment. The balance remaining is that portion of the City/County Agreement. Please find the ATN invoice attached.

Thank you so much for your commitment to our industry and specifically this project. Please let me know if you need any additional information for processing of the payment.

Thanks!
Jessica

Jessica G. Horsley
Director, Retention
Montgomery Area Chamber of Commerce

From: Jessica G. Horsley
Sent: Thursday, February 4, 2016 4:15 PM
To: Strange, Todd Contact Card <tstrange2@aol.com>; Crabb, Barry O. (bcrabb@montgomeryal.gov) <bcrabb@montgomeryal.gov>; Archie, Anita <aarchie@montgomeryal.gov>; Fehl, Kim <kfehl@montgomeryal.gov>; 'eltondean@mc-ala.org' <eltondean@mc-ala.org>; 'Donald Mims' <DonaldMims@mc-ala.org>; 'tammynix@mc-ala.org' <tammynix@mc-ala.org>; 'Sherrill Thomas' <SherrillThomas@mc-ala.org>
Cc: Tony Wojciechowski (tewwojo1@hhiamerica.com) <tewwojo1@hhiamerica.com>; Chris Lewis <clewis@atn.org>
Subject: HPT/ATN Agreement

Good Afternoon All,

I met with HPT/ATN this morning to discuss the progress of the Value Stream Mapping and Kaizen events for improved operations at HPT. The process improvement is going extremely well, with improved production process and morale. Implementation started November 7, 2015 and is projected to conclude June 2016. The total cost of the project is \$50k, with the breakdown of responsible parties being:

HPT	\$17,500
City/County share	\$17,500 (City \$10,500/County \$7,000)
Region 7 EITP Grant	\$15,000 *Grant has been secured, not paid
Total	\$50,000

ATN will invoice all parties upon completion and the City/County money is not expected to be paid until HPT has fulfilled their \$17,500 commitment for payment. I have attached the April 2015 signed letter from Mayor and Chairman Dean expressing the agreement. Since this agreement spans FY 15 and FY 16, I wanted to make sure that the City/County didn't need any additional documentation at this time. Please let me know!

Thanks so much,

Jessica



Jessica G. Horsley

Director, Retention

Montgomery Area Chamber of Commerce

Office: 334.240.9428

Cell: 334.294.1812

Email: jhorsley@montgomerychamber.com

www.facebook.com/montgomerychamber

www.twitter/mgmchamber

www.linkedin.com/companies/montgomery-area-chamber-of-commerce

BUILD ON

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

LEGACY: City of Montgomery | Montgomery County Commission | Hyundai Motor Manufacturing Alabama, LLC | Alabama Power Company | Regions Bank | The Colonial Company | Alabama Gas Corporation | Aronov Realty Management, Inc. | Baptist Health | Goodwyn, Mills & Cawood, Inc. | Hodges Warehouse + Logistics | Larry Puckett Chevrolet | SABIC

SUSTAINING: BBVA Compass | Advertiser Media Group | Alfa Insurance Companies | Beasley, Allen, Crow, Methvin, Portis & Miles, PC | Blue Cross Blue Shield of Alabama | Barrie and Laura Harmon | Information Transport Solutions, Inc. | Jackson Hospital & Clinic, Inc. | Jerry Kyser Builder | Merchant Capital Investments, a division of Stifel Nicolaus | Montgomery Industrial Development Board | Montgomery Water & Sewer Board | Rheem Water Heaters | ServisFirst Bank | Southeast Alabama Gas District | Stivers Ford Lincoln Mazda



*City of Montgomery
&
Montgomery County Commission*



April 17, 2015

Mr. Jungsoo Lee
President and CEO
Hyundai Power Transformers USA
215 Folmar Parkway
Montgomery, AL 36105

Dear President Lee,

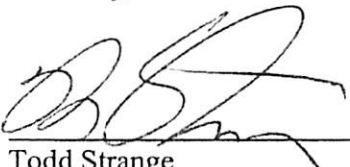
We understand that the evaluation from both ATN and AIDT has been completed, and a plan of action has been proposed. ATN proposes a Value Stream Mapping (VSM) of HPT internal processes with focus on identifying areas of emphasis in which opportunities exist for increased plant efficiencies. The cost of this is approximately \$20,000-\$25,000.

The next step would then be Kaizen events that result from the findings of the VSM process. The cost of this process would be an additional \$25,000. We understand that ATN can begin this project within 30 days and it will take approximately 20 business days to complete.

Therefore the cost of the total project would be approximately \$50,000. There is \$15,000 available in State of Alabama Region 7 funds and \$17,500 total from the City and the County. This would leave a total of \$17,500 for HPT to cover. We view ourselves as partners with HPT and offer these funds in that spirit. We believe it is important for HPT to share in this cost to make it a meaningful process and partnership.

We look forward to your response.

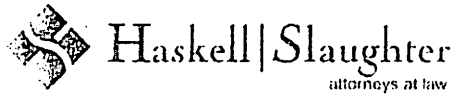
Sincerely,



Todd Strange
Mayor, City of Montgomery



Elton Dean
Chairman, Montgomery County Commission



Haskell Slaughter & Gallion, LLC

8 Commerce Street

Suite 1200

Montgomery, Alabama 36104

t. 334.265.8573 | f. 334.264.7945

TTG

MEMORANDUM

September 28, 2016

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Appropriation of Funds to Pay Invoice from Alabama Technology Network

I have reviewed your memorandum dated September 26, 2016, regarding the MCC paying \$7,000 to the Alabama Technology Network for the reasons stated in the September 26, 2016, memorandum.

It is my opinion that these funds can be appropriated for the purposes listed above. The agreement appears to be in order. This agreement will be binding on all parties, if executed.

I am also of the opinion that the services provided for in this appropriation are in the best interest of the public health, safety, education, and general welfare of the citizens of Montgomery County. I, therefore, see no reason why the above appropriation cannot be made if it is the desire of the Montgomery County Commission.

50051-317

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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MONTGOMERY, ALABAMA 36102-1667

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www.mc-ala.org

September 26, 2016

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Appropriation of Funds to Pay Invoice from Alabama Technology Network

Attached is an email from Retention Director Jessica Horsley with the Montgomery Area Chamber of Commerce requesting for the County Commission to pay \$7,000 to the Alabama Technology Network c/o ATN – Alabama Southern Community College, Thomasville, AL, which represents 40% of the attached \$17,500 invoice addressed to Mayor Strange and Chairman Dean.

This invoice is for services rendered concerning process improvement studies performed by the Alabama Technology Network. Also, attached is an Agreement Letter to Hyundai Power Transformers USA executed by Mayor Strange and Chairman Dean, dated April 17, 2015, which states "Therefore the cost of the total project would be approximately \$50,000. There is \$15,000 available in State of Alabama Region 7 funds and \$17,500 total from the City and the County. This would leave a total of \$17,500 for HPT to cover. We view ourselves as partners with HP and offer these funds in that spirit. We believe it is important for HPT to share in this cost to make it a meaningful process and partnership."

Please review and advise by 12:00 Noon, Wednesday, September 28, 2016, as to whether the County Commission can appropriate funds to pay the invoice from Alabama Technology Network.

Thank you for your assistance regarding this matter.

DLM/tn

Attachments

8-7

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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AGENDA

OCT - 3 2016

September 29, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Position Fill Requests for Detention Facility

The Montgomery County Commission, at its meeting on September 12, 2016, agreed to place the following Position Fill Requests from the Detention Facility on the next agenda:

- (1) Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 88
- (2) Corrections Officer Trainee (CO0419)/Corrections Officer (CO0420), Position Number 90

I am requesting approval of these items.

DLM/tn

Attachments

Requisition for Montgomery City County Personnel
For Recruitment, Referral of Eligible Lists, and Special Appointments

Status: Routed to County Commission
Requisition ID: 1190

Date Requisition Created: 9/7/2016 1:28:45 PM

Requisition Properties

Start Date	9/7/2016		Position Number	
Desired Hire Date	9/26/2016		Recruitment Number	-
Position Type	Open Competitive	☐	Prefer Position(s) to be Filled By	☐

Department and Class Information

Department Name	☐	Sel Budget	☐	Job Class Code and Title	☐
Detention Facility		50 - DETENTION FACILITY		CO0419 - Corrections Officer	
Override Dept Name	☐	Certify Register from Alternate Job Class			☐
Select Department		CO0420 - Corrections Officer			

List Requirements

You must provide a number from 1 to 99 for the number of vacancies.

# Vac	Jurisdictions	Emp. Status
1 ☐	Montgomery County ☐	Full-Time ☐

Notes

Position #088 - Replacement of Shykeshia Brown

[View Details](#)

Requisition Supporting Information

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
Notes			
COUNTY USE ONLY Manpower Data Entered By	COUNTY USE ONLY Manpower Data Entered On		

Requisition for Montgomery City County Personnel
For Recruitment, Referral of Eligible Lists, and Special Appointments

Status: Routed to County Commission
Requisition ID: 1184

Date Requisition Created: 9/1/2016 12:58:21 PM

Requisition Properties

Start Date	9/1/2016		Position Number	
Desired Hire Date	9/12/2016		Recruitment Number	
Position Type			Prefer Position(s) to be Filled By	
Open Competitive	☒		Open Competitive	☒

Department and Class Information

Department Name		Sel Budget	Job Class Code and Title
Detention Facility	☒	50 - DETENTION FACILITY	CO0419 - Corrections Officer ☒
Override Dept Name		Certify Register from Alternate Job Class	
Select Department	☒	CO0420 - Corrections Officer	☒

List Requirements

You must provide a number from 1 to 99 for the number of vacancies.

# Vac	Jurisdictions	Emp. Status
1 ☒	Montgomery County ☒	Full-Time ☒



Notes

Position #090 - Replacement of Kareemah Britton

[View Details](#)



Requisition Supporting Information

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
Notes			
COUNTY USE ONLY Manpower Data Entered By	COUNTY USE ONLY Manpower Data Entered On		

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 19, 2016
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: December 1, 2016 Return Date: December 2, 2016
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend 2016 Auburn University Tax Seminar
Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Sherrill Thomas 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

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

Department Name: Finance Department Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$200.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$3,000.00</u>	
Current Requests:	<u>\$200.00</u>	
Budget Balance:	<u>\$2,800.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/19/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 19, 2016

To: Donald L. Mims, Administrator

From: Steven L. Reed

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Charleston, SC

Departure Date: November 14, 2016 Return Date: November 17, 2016

Conference Leave (Days / Hours): 4 days

Purpose of Travel: to attend National College of Probate Judges 2016 Fall Conference

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

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

Total (est.) Cost: \$1,655.00 Advance Registration Required: \$525.00

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

Additional Comments: _____

To: Steven L. Reed

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,655.00 and advance registration of \$525.00 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>\$17,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$17,000.00</u>	
Current Requests:	<u>\$1,655.00</u>	
Budget Balance:	<u>\$15,345.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/20/2016

cc: Finance Director / Buyer

10-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 27, 2016
To: Donald L. Mims, Administrator
From: Janet Buskey, Revenue Commissioner
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, AL
Departure Date: October 11, 2016 Return Date: October 14, 2016
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: Advanced Train the Trainer Course

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

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

Total (est.) Cost: \$851.51 Advance Registration Required: \$250.00

Department Name: Revenue Commission Fund Name: 001-51500-.265

Additional Comments: Mileage: \$60.48, Hotel: \$241.03 Meals: \$300.00
Registration: \$250.00

To: Janet Buskey, Revenue Commissioner

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$851.51 and advance registration of \$250.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51500.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$4,400.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$4,400.00</u>	
Current Requests:	<u>\$851.51</u>	
Budget Balance:	<u>\$3,548.49</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/27/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 28, 2016
To: Donald L. Mims, Administrator
From: Lou Ialacci
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, Alabama
Departure Date: October 10, 2016 Return Date: October 11, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Give a Presentation on the Montgomery Internet Exchange (MIX) to the
South East Telecommunication Convention

Traveler (s) Name: 1. Lou Ialacci 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: Information Systems Fund Name: General

Additional Comments: All expense paid by MIX project

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

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51965-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$22,000.00</u>
Approved Requests:	<u>\$0.00</u>
Budget Available:	<u>\$22,000.00</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$22,000.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 9/28/2016
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

AGENDA

OCT - 3 2016

Date: September 28, 2016
To: Donald L. Mims, Administrator
From: Lou Ialacci
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Dallas, Texas
Departure Date: October 17, 2016 Return Date: October 19, 2016
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Attend NANOG Conference for technical education and business development

Traveler (s) Name: 1. Lou Ialacci 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: Information Systems Fund Name: General

Additional Comments: All expense paid by MIX project

To: Lou Ialacci

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 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>001-51965-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$22,000.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$22,000.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/28/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Date: September 22, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA
OCT - 3 2016

Request approval to be granted for the following:

Destination: Selma, Alabama
Departure Date: October 31, 2016 Return Date: November 2, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend Standard Field Sobriety Training

Traveler (s) Name: 1. Rick Thompson 4. _____
2. David Alford 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: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: no expected expenses

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 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>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$5,200.00</u>	
Budget Available:	<u>\$19,800.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$19,800.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/22/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

AGENDA

OCT - 3 2016

Date: September 26, 2016
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: University of Phoenix - Atlanta Campus -- Sandy Springs, GA
Departure Date: November 6, 2016 Return Date: November 9, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Handle with Care Certification and Re-Certification

Traveler (s) Name: 1. Varick Nix 4. _____
2. Carlos Parks 5. _____
3. Marcus Townsend 6. _____

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

Total (est.) Cost: \$3,500.00 Advance Registration Required: \$1,500.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$3,500.00 and advance registration of \$1,500.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52200-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$5,250.00</u>	
Budget Available:	<u>\$9,750.00</u>	
Current Requests:	<u>\$4,420.00</u>	
Budget Balance:	<u>\$5,330.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/27/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 12, 2016
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, Al.
Departure Date: October 5, 2016 Return Date: October 7, 2016
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Attend the Gulf Coast Conference on Alcohol and Drug abuse

Traveler (s) Name: 1. Warren G. Brantley 4. _____
2. Linda Parsley-Engle 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,350.00 Advance Registration Required: \$550.00

Department Name: Youth Facility Fund Name: 001-52603-265

Additional Comments: First conference in new fiscal year 2017-1

To: Bruce R. Howell

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,350.00 and advance registration of \$550.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52603.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$13,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$13,000.00</u>	
Current Requests:	<u>\$1,350.00</u>	
Budget Balance:	<u>\$11,650.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/13/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 27, 2016
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Home Builders Association of Alabama

Departure Date: November 3, 2016 Return Date: November 3, 2016

Conference Leave (Days / Hours): 1 day

Purpose of Travel: To attend Alabama Qualified Credentialed Professional (QCP) Workshop

Traveler (s) Name: 1. James Kelley 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$269.00 Advance Registration Required: \$269.00

Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600-265

Additional Comments: _____

To: George C. Speake, County Engineer

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$269.00 and advance registration of \$269.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$1,086.00</u>	
Budget Available:	<u>\$8,914.00</u>	
Current Requests:	<u>\$269.00</u>	
Budget Balance:	<u>\$8,645.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/27/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

OCT - 3 2016

Date: September 26, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: October 28, 2016 Return Date: October 30, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend ALSHRM State Council Meeting

Traveler (s) Name: 1. Carmen Douglas 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$263.84 Advance Registration Required: \$50.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: \$213.84, Mileage; \$50.00, Registration. All other expenses covered by ALSHRM.

To: Carmen Douglas, Director

From: Donald L. Mims, Administrator

The above request is app. 10/3/16 reimbursement of actual and necessary expenses in the
approximate amount of \$263.84 and advance registration of \$50.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$25,000.00</u>	
Current Requests:	<u>\$263.84</u>	
Budget Balance:	<u>\$24,736.16</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 9/28/2016

cc: Finance Director / Buyer