

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

JUNE 6, 2016

AGENDA
INFORMATION SESSION

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

Prayer Led by Commissioner Williams

Reports from Staff:

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

Comments from Scheduled Attendees:

Circuit Judge Calvin L. Williams, Scout Executive Marvin Smith, and District Attorney
Daryl Bailey
Sheriff Derrick Cunningham
Pastor Cromwell Handy with Dexter Avenue King Memorial Baptist Church
Bishop Jimmy Lee Sawyer
Vice President of Community Strategies Sheron Rose with the Montgomery Area
Chamber of Commerce
Chairman George Noblin with the Board of Registrars

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Guest of Commissioner Hall

Pledge of Allegiance Led by Guest of Commissioner Hall

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of May 16, 2016

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Board Member Appointment to the Joint Public Charity Hospital Board, County Commission
2. Consider Board Member Appointment to the Montgomery Area Mental Health Authority, County Commission
3. Consider Authorization of Amendment Number 1 to Contract with Advanced Disposal Regarding Garbage Collection Service (Probate-Revenue South Office), Contract Number 51901-15B-022, Support Services
4. Consider Authorization of Amendment Number 2 to Contract with Sea Coast Disposal Regarding Garbage Collection Service (Youth Facility), Contract Number 51901-15B-022, Support Services
5. Consider Authorization of Amendment Number 1 to Contract with Filter Service Company, Inc., Regarding Air Filters and Service, Contract Number 51901-15B-023, Support Services
6. Consider Authorization to Recognize and Deny a Claim filed Garrett Dennis, through Power of Attorney for Brittany S. Moore, County Commission
7. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
8. Consider Bid Award to Armstrong Relocation, Regarding Moving Probate and Revenue Commissioner's Offices to the New South Office, Bid Number 51100-16B-023, County Commission
9. Consider Authorization of Payment in the Amount of \$8,900 for Equipment to Improve Control of Activation of Emergency Sirens, Montgomery City/County Emergency Management Agency, County Commission
10. Consider Authorization of Budget Change Requests (4)
 1. County Commission Appropriations – Request Number 55, 56 and 57
 2. Engineering Department - Request Number 7
11. Consider Authorization of Position Fill Request for Administrative Support Specialist, CO0015, Position Number 290015005, Board of Registrars

12. Consider Authorization of Position Fill Request for Community Corrections Officer, CO0359, Position Number 300359005, Community Corrections
13. Consider Authorization of Position Fill Requests – Detention Facility
 1. Corrections Officer Corporal, CO0425, Position Number 167
 2. Corrections Officer Trainee/ Corrections Officer, CO0419, Position Number 080
 3. Corrections Officer Trainee/ Corrections Officer, CO0419, Position Number To Be Determined
14. Consider Authorization of Position Fill Request for Deputy Sheriff Trainee/Deputy Sheriff, CO0430, Position Number 160, Sheriff's Office
15. Consider Travel/Training Requests (8)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Director of Corporate Development Justice Smyth, Montgomery Area Chamber of
Commerce
Personnel Director Carmen Douglas
Executive Director Greg Clark with Central Alabama Regional Planning and
Development Commission
General Manager/CFO Jake Cowen with Troy Cable

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

JUNE 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.

JUNE 20, 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.

JULY 4, 2016

County Holiday (Independence Day)

JULY 5, 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.

JULY 18, 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.

AUGUST 1, 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.

AUGUST 15, 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.

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 5-20-16

Check Number	To	Check Number
261045		261105
Total Checks Paid		\$397,399.38

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

AGENDA

JUN - 6 2016

6-6-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 5-20-16

Check Number	To	Check Number
261106		261174
Total Checks Paid		\$226,967.08

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

AGENDA

JUN - 6 2016

6-6-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 5-27-16

Check Number	To	Check Number
261175		261217
Total Checks Paid		\$89,549.98

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

AGENDA

JUN - 6 2016

6-6-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 5-27-16

Check Number	To	Check Number
261218		261295
Total Checks Paid		\$330,689.96

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 6-3-16

Check Number	To	Check Number
261296		261325
Total Checks Paid		\$42,865.09

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

AGENDA

JUN - 6 2016
6-6-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 6-3-16

Check Number	To	Check Number
261326		261402
Total Checks Paid		\$250,930.75

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

AGENDA**JUN - 6 2016**

CHECKS ARE DATED
5/27/16

Payroll Check Number	125511	To	Payroll Check Number	125580	\$ 51,357.44
Direct Deposits					\$ 846,664.73
Payroll Check Number	125581	To	Payroll Check Number	125605	\$ 255,426.14
Direct Deposits					\$ 389,952.51
Federal Deposits					\$ 326,095.12
Total Payroll Paid					\$ 1,869,495.94

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

AGENDA

JUN - 6 2016

June 2, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Joint Public Charity Hospital Board Appointments

The Montgomery County Commission, at its meeting on May 16, 2016, agreed to place on the next agenda the reappointment of Mary B. Weidler and the appointment of Dr. James Armstrong to the Joint Public Charity Hospital Board for terms ending October 5, 2018.

I am requesting that the Commission approve these appointments.

/tn

Attachment

Joint Public Charity Hospital Board

Members:

Term Expires:

Richard Wilhoite
7195 Fanning Mill Road
Grady, AL 36036

10/5/2016

Henry A. Frazer
500 Cherry Hill Place
Montgomery, AL 36117
Cell: 296-1441
Work: 265-2700
Home: 271-1678

10/5/2016

Dr. Albert Holloway, Chairman
2611 Woodley Park Drive
Montgomery, AL 36117
Phone: 288-0009

10/5/2017

Lynn Beshear
Envision2020
600 S Court Street
Montgomery, Alabama 36106
Work: 269-0224
Cell: 462-0220

10/5/2017

* Mary B. Weidler
1722 Hill Hedge Drive
Montgomery, AL 36106

10/5/2015

* Vivian Hamlett, M.D.
1765 Milly Branch
Pike Road, AL 36064
Home: 334.271.5910
Cell: 334.462.5566

10/5/2015

Debra Thrash (293-6400)
Administrator
Montgomery County Health Department
3060 Mobile Hwy
Montgomery, AL 36108

Permanent

Term: 3 years

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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

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AGENDA

JUN - 6 2016

June 2, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *dlm*
County Administrator

SUBJECT: Board Member Appointment to the Montgomery Area Mental Health Authority

The Montgomery County Commission, at its meeting on May 16, 2016, agreed to place on the next agenda the appointment of Margaret Arthur to the Montgomery Area Mental Health Authority for a term ending April 1, 2017.

I am requesting that the Commission approve this appointment.

/tn

Attachment



E. Baxter Morris
President

MONTGOMERY AREA MENTAL HEALTH AUTHORITY
2140 UPPER WETUMPKA ROAD, P.O. BOX 3223
MONTGOMERY, ALABAMA 36107

(334) 279-7830
mamha@mamha.org

SERVING MONTGOMERY, ELMORE,
AUTAUGA AND LOWNDES COUNTIES

Henry E. Parker
Executive Director

April 26, 2016

Commissioner Elton Dean, Chairman
101 South Lawrence Street
Montgomery, Alabama

RE: Appointment to Montgomery Area Mental Health Authority, Inc. Board of Directors

Dear Chairman Dean:

I am writing to inform you that Ms. Barbara Kornegay passed away recently which leaves a vacancy on our Board of Directors. I am requesting you fill this vacancy as soon as possible.

Ms. Margaret Arthur, 3530 Lehigh Street, Montgomery, Alabama 36108 has expressed an interest in serving on the Board of Directors. Ms. Arthur has been very involved as an advocate for mental health and is an active member of NAMI Montgomery. Ms. Arthur has first-hand experience and knowledge of mental health and has worked for years with a relative suffering from mental illness. Ms. Arthur would be an outstanding candidate for filling this vacancy. She may be reached at 334.264.1079. The majority of our consumers from Montgomery County are African American and the Authority would like to increase the African American membership of the Board to help more readily deal with issues.

Please consider appointing Ms. Margaret Arthur to the Montgomery Area Mental Health Authority, Inc. Board of Directors. Our Board of Directors meets the fourth Monday of each month at 3:30 p.m. Whomever you select will also serve on one or more of the Board's committees.

I look forward to meeting with your appointee and getting to know them. I am sure you will appoint someone who will be an active participant and help guide us through these trying economic times. If you have any questions, please call me at 334.279.7830 ext. 7000

Sincerely,

A handwritten signature in black ink, appearing to read "Henry E. Parker".

Henry E. Parker
Executive Director
Montgomery Area Mental Health Authority, Inc.

Cc: Administration

Montgomery Area Mental Health Authority

Members:

Term Expires:

Rev. Albert Perkins, III
425 North Moye Drive
Montgomery, AL 36109

4/1/2021

Arica Smith
2224 Semaht Drive
Montgomery, AL 36106
334-224-4294
Smithfamily2224@yahoo.com

4/1/2019



Barbara W. Kornegay
2520 Leonidas Drive
Montgomery, AL 36106

4/1/2017

Mr. Henry E. Parker, Executive Director
Montgomery Area Mental Health Authority
P.O. Box 3223
Montgomery, AL 36109

Term: 6 years

AGENDA

JUN - 6 2016

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager ^{MRS}

DATE: May 6, 2016

RE: Contract No. 51901-15B-022
Garbage Collection Service

Request the attached Amendment No. 1 to provide garbage collection services for Montgomery County Probate-Revenue South Office at 3425 McGehee Rd., Montgomery, AL 36111 to be considered for approval on a future agenda.

This amendment will allow the contract with Advanced Disposal to provide garbage collection services at the Probate-Revenue South Office on a monthly basis at \$53.00 per month effective June 20, 2016.

The Probate-Revenue South Office was not part of the original bid; however, per the Invitation to Bid, Montgomery County Commission reserves the right to add other locations, within the county, as needed, during the period of the contract.

Advanced Disposal contract will expire June 30, 2018, prices will remain firm during the contract period.

Amendment has been coordinated with Florence Cauthen, Deputy Administrator.

Attachment

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

Amendment
To
Contract # 51901-15B-022

Amendment No. 1

Contract for garbage collection services for Montgomery County, to be provided at Montgomery County Probate-Revenue South Office at 3425 McGehee Rd., Montgomery, AL 36111 is hereby amended as follows:

The following location will be added to the contract, Probate-Revenue South Office. Garbage collection services will be provided on a monthly basis at \$53.00 per month effective June 20, 2016, which should be billed to Montgomery County Probate, P.O. Box 1667, Montgomery, Alabama 36102-1667.

All other provisions of the contract will remain the same.

WITNESS:

ADVANCED DISPOSAL

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Advanced Disposal

May 5, 2016

Myrtle Singleton, Purchasing Manager

Montgomery County Commission

101 S. Lawrence Street

Montgomery, Alabama 36104

Below is our quote for dumpster service for the following locations:

Davis Treatment Center 8 yard serviced Monday, Wednesday, Friday \$225.00 Monthly

1111 Air Base Blvd.

Probate Substation 4 yard serviced on Thursday \$ 53.00 Monthly

3425 McGehee Road

All pricing is to remain fixed until June 30, 2018.

Thank You,

Daryl Rutland

General Manager

AGENDA

JUN - 6 2016

MEMORANDUM

TO: Donald L. Mims, County Administrator
FROM: Myrtle Singleton, Purchasing Manager *MS*
DATE: May 6, 2016
RE: Contract No. 51901-15B-022
Garbage Collection Service

Request the attached Amendment No. 2 to provide garbage collection services for the Davis Treatment Center at 1111 Airbase Blvd., Montgomery, AL 36108 to be considered for approval on a future agenda.

This amendment will allow the contract with Sea Coast Disposal to provide garbage collection services at the Davis Treatment Center on a monthly basis at \$168.87 per month.

The Davis Treatment Center was not part of the original bid; however, per the Invitation to Bid, Montgomery County Commission reserves the right to add other locations, within the county, as needed, during the period of the contract.

Sea Coast Disposal contract will expire June 30, 2018, prices will remain firm during the contract period.

Amendment has been coordinated with Bruce Howell, Juvenile Court Administrator.

Attachment

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

Amendment
To
Contract # 51901-15B-022

Amendment No. 2

Contract for garbage collection services for Montgomery County, to be provided at The Davis Treatment Center, 1111 Air Base Blvd., Montgomery, AL 36105 is hereby amended as follows:

The following location will be added to the contract, The Davis Treatment Center. Garbage collection services will be provided on a monthly basis at \$168.87 per month, which should be billed to Montgomery County Youth Facility, P.O. Box 1667, Montgomery, Alabama 36102-1667.

All other provisions of the contract will remain the same.

WITNESS:

SEACOAST DISPOSAL, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Sea Coast Disposal, Inc.

5/6/2016

Mrs. Myrtle

We can provide refuse service for the Davis Treatment Center located on 1111 Air Base Blvd. Monday, Wednesday & Friday. Total cost for this service would be \$168.87 per month for the 8 yard container.

Please let me know if this is acceptable. We thank you for your business.

Thank You

Debbie Isaacs

Admin.

Sea Coast Disposal, Inc.

(334-399-4905)

AGENDA

JUN - 6 2016

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: May 10, 2016

RE: Contract No. 51901-15B-023
Air Filters and Service

I request that the attached Amendment No. 1 to Filter Service Company, Inc. contract for air filters and service be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning July 1, 2016 and ending on June 30, 2017.

Filter Service Company, Inc. would like to increase pricing by 3% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Pat Litchfield, Plant Maintenance Manager.

Attachment

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

**Amendment
To
Contract # 51901-15B-023**

Amendment No. 1

Contract with Filter Service Company for Air Filters and Service, is hereby extended for one (1) year beginning July 1, 2016 and ending on June 30, 2017.

Prices will increase by 3%, in accordance with the contract.

All other provisions of the contract shall remain the same.

WITNESS:

FILTER SERVICE COMPANY, INC.

BY: _____

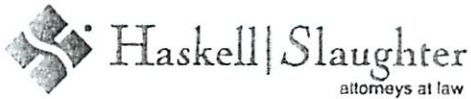
TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Haskell Slaughter & Gallion, LLC
8 Commerce Street
Suite 1200
Montgomery, Alabama 36104
t. 334 265 8573 | f. 334 264 7945

AGENDA

JUN - 6 2016

TTG

MEMORANDUM

April 28, 2016

To: Donnie Mims
From: Thomas T. Gallion, III
Re: Claim regarding Brittany S. Moore

I am in receipt of your April 26, 2016, memo regarding a notice of claim filed by Brittany S. Moore. Based on the information that I reviewed, it is my legal opinion that this is not the responsibility of Montgomery County.

It is my recommendation that this claim be recognized and denied at the next commission 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 1816

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

April 26, 2016

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims *DLM*
County Administrator

RE: Claim regarding Brittany S. Moore

Attached is a letter from Attorney Garrett Dennis regarding a Notice of Claim filed on behalf of his client, Brittany S. Moore, who fell into a manhole on the street/sidewalk in the City of Montgomery.

Please review and advise by Thursday, April 28, 2016, as to what action the County needs to take regarding this matter.

As always, thank you for your assistance.

DLM/tn

Attachment

STATE OF ALABAMA
MONTGOMERY COUNTY

)
)
)

NOTICE OF CLAIM

TO: CITY OF MONTGOMERY, ALABAMA

City of Montgomery / City Clerk
103 North Perry Street
Montgomery, AL 36104

MONTGOMERY COUNTY, ALABAMA

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

Comes now, Garrett Dennis, through Power of Attorney for Brittany S. Moore, pursuant to the Code of Alabama (1975), and hereby gives notice of and presents a potential claim against the above addressed entities in the sum of more than one hundred thousand dollars and no cents (\$100,000.00).

Said claim arises out of an accident that occurred on or about March 10, 2016, in Montgomery County, Alabama. On the day of the accident, Ms. Moore was walking down the sidewalk in the City of Montgomery, Alabama where Ms. Moore fell into a negligently maintained manhole. This fall injured Ms. Moore. Upon investigation and belief, the street/sidewalk that contained the manhole, where Ms. Moore's injuries were caused, is owned and controlled by the City of Montgomery, AL or Montgomery County, AL.

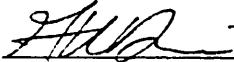
Ms. Moore asserts that the City of Montgomery or Montgomery County, Alabama failed to maintain its premises and failed to protect against hazardous conditions in areas that it controls. As a result of the City of Montgomery or Montgomery County, Alabama's negligent conduct, Ms. Moore was injured.

The claimant, Ms. Moore, asks that the above addressed entities provide her with any information and/or documentation they have pertaining to the accident described herein. If you know of any other person or entity you deem to be responsible in any manner for Ms. Moore's injuries you should inform the claimant and her counsel of the name and address of such persons or entity immediately. Furthermore, if you believe your organization has no relationship to this matter please notify the claimant's counsel of the same in writing.

Dated this the 20 day of April, 2016.



Garrett Dennis POA for Brittany S. Moore



Garrett Dennis
Attorney for Claimant

OF COUNSEL:

Shunnarah Injury Lawyers, P.C.
3626 Clairmont Avenue
Birmingham, AL 35222
205.983.8144

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

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(334) 832-1210
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www.mc-ala.org

June 6, 2016

AGENDA

JUN - 6 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-2016-66: Alabama Baseball Coaches Association, Inc., for the Montgomery Miracle League - \$2,000; (Walker)
- C-2016-67: Helping Hands Outreach, for Helping the Needy Families and Homeless in Montgomery County - \$500; (Harris)
- C-2016-68: Montgomery Area Council on Aging, for Community Services Programs, Including Operating Expenses - \$1,000; (Harris)
- NC-2016-110: Alabama Cooperative Extension System, for the Purchase of Herbicide and Materials Needed to Control the Growth of Bamboo at the Chisholm Boys and Girls Club - \$500; (Dean-\$100, Harris-\$100, Hall-\$100, Walker-\$100 and Williams-\$100)
- NC-2016-111: BOE, Brewbaker Technology Magnet School, for Principal's Discretionary Fund for the Building of the Softball Practice Field - \$2,500; (Harris-\$1,250 and Hall-\$1,250)
- NC-2016-112: BOE, Halcyon Elementary School, for Principal's Discretionary Fund for Production of Play - \$1,000; (Hall)
- NC-2016-113: City of Montgomery, to be used by BONDS to Flatwood Community, with Funding to Promote Neighborhood Clean-up Project - \$500; (Williams)
- NC-2016-114: Montgomery County Recreation Department for Flatwood Community Center, for Youth Activities - \$250; (Williams)

DLM/tll

AGENDA

JUN - 6 2016

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *MLS*

DATE: June 1, 2016

RE: Invitation to Bid No. 51100-16B-023
Move Probate South Office

I request approval of award on the above referenced Invitation to Bid, to the only bidder, Armstrong Relocation in the amount of \$3,840.00, be placed on the agenda for the County Commission meeting on June 6, 2016. (Copy of spreadsheet attached.)

Coordination of award made with Florence Cauthen, Deputy Administrator.

Attachment

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

8.2

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

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MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

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ADMINISTRATOR

FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210

FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

May 6, 2016

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: Invitation to Bid No. 51100-16B-023

Purchasing issued a bid to move Probate records and equipment stored since the close of the South Probate Office and to move some items for Revenue. The bid will open on May 26, 2016.

The move is scheduled for June 13, 2016, and the building will open to the public on June 20, 2016.

I request that award of Bid No. 51100-16B-023 be placed on the June 6, 2016, agenda for approval by the Commission.

8.3

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

JUN - 6 2016

June 2, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Authorization of Payment for Siren Equipment

The Montgomery County Commission, at its meeting on May 16, 2016, agreed to place on the next agenda authorization of payment in the amount of \$8,900 to the Montgomery City/County Emergency Management Agency for equipment to improve control of activation of emergency sirens.

I am requesting that the Commission approve this payment.

/tn

Attachment

Tammy Nix

From: Brown, Calvin I. <cibrown@montgomeryal.gov>
Sent: Thursday, April 28, 2016 12:29 PM
To: Donald Mims
Subject: Emailing - 1389_001.pdf
Attachments: 1389_001.pdf

I have attached the quote for the technology to better control the siren activation process.
Keep in mind we will probably share the cost with the city.



Calvin Brown, Director
Montgomery City/County EMA
Office: 334-240-4181
Cell: 334-850-2880
Fax: 334-241-2622
Email: cibrown@montgomeryal.gov

4116 First Avenue North
Birmingham, AL 35222
Phone: 205-591-8804 Fax: 205-595-8999
www.allcomm.com

Quote

Date: 04/28/16
Quote #: Q-EJC116

Quote Prepared By:
Office Phone:
Cell Phone:
Email Address:

Joe Collison
256-241-4724
256-452-1542
joe.collison@allcomm.com

To: Montgomery City/County EMA
Address: PO Box 1111
City: Montogmery
State: AL
Zip: 36101
Attn: Calvin Brown
Re:

[illegible]



4116 First Avenue North
Birmingham, AL 35222
Phone: 205-591-8804 Fax: 205-595-8999
www.allcomm.com

To: Montgomery City/County EMA
Address: PO Box 1111
City: Montgomery
State: AL
Zip: 36101
Attn: Calvin Brown
Re:

Quote

Date: 04/28/16
Quote #: Q-EJC116

Quote Prepared By: Joe Collison
Office Phone: 256-241-4724
Cell Phone: 256-452-1542
Email Address: joe.collison@allcomm.com

We are pleased to quote the following:

	Equipment Total	\$ 15,300.00
	Installation	\$ 2,500.00
	Fcc Licensing	\$ -
	Freight	\$ -
	Total	\$ 17,800.00

Thank You for Your Consideration!

Allcomm Wireless Inc Terms and Conditions dated 8/1/2011 are attached and integral to this quotation. Taxes, if applicable, are not included. If you are a new customer and are tax exempt, please notify us of your exempt status at the time of acceptance. All quotes are valid for 30 days. If you have a purchase order, please send along with the accepted quote.

I accept the above quotation & agree to be bound by the terms and conditions of Allcomm Wireless.

Authorized Buyer Signature

Date

JUN - 6 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 55

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	5/5/2016
DATE:	5/5/2016	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
ADECA-Passenger rail study	001-51955.447	0	20,000	20,000
Fund Balance	001.35900		(20,000)	
TOTAL		0	0	20,000

JUSTIFICATION:

To provide \$20,000 towards the cost of Phase II of a passenger rail study from Birmingham to Montgomery. This expenditure was approved and budgeted in February 2015 but the payment has just been requested by ADECA.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 56

DEPARTMENT:	County Comm Appropriations	REVIEWED:	S. Thomas		5/16/2016
DATE:	5/16/2016		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
Brewbaker Technology Magnet High School	001-58100.498	0	5,000	5,000
Donation Revenue	001-40000.47701	(356,500)	(5,000)	(361,500)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(356,500)	0	(356,500)

JUSTIFICATION:

Budget for an appropriation to Montgomery County Brewbaker Technology Magnet High School for funding a softball practice field.

JUN - 6 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 57

DEPARTMENT: County Comm Appropria REVIEWED: S. Thomas 5/16/2016
DATE: 5/16/2016 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
Joint Public Charity Hospital Board	001-51955.447	85,000	9,000	94,000
Fund Balance	001.35900		(9,000)	
TOTAL		85,000	0	94,000

JUSTIFICATION:

To increase the annual budget appropriation to the Joint Public Charity Hospital Board by \$9,000.

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 7

DEPARTMENT:	Engineering	REVIEWED:	S. Thomas	5/5/16
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
Elected Official/Dept. Head	5/4/2016	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies & Minor Equip	111-53600.211	7,200	(140)	7,060
Digital Cable Service	111-53600.259	150	140	290
TOTAL		7,350	0	7,350

JUSTIFICATION:

To realign budget to cover Digital Cable Services.



BOARD OF REGISTRARS MONTGOMERY COUNTY

AGENDA

JUN - 6 2016

MEMORANDUM

DATE: May 2, 2016

TO: Donald L. Mims Administrator
Montgomery County Commission

FROM: George M. Noblin, Chairman
Montgomery County Board of Registrars

A handwritten signature in black ink, appearing to be "G. Noblin", is written over the printed name of George M. Noblin.

RE: Request to Fill Employee Vacancy

In view of the retirement on March 31, 2016, of the Board's long-time Chief Clerk, Deanna Porath, this is to request that the Board be allowed to proceed with a Position Fill Request form to fill the Administration Support Specialist (0015) position.

The retirement of our three clerks, each with over 30 years of longevity, the last two within the past three months, has created a substantial experience deficit as we enter the 2016 Presidential Election cycle. Realizing that Deanna, our Administrative Support Specialist, would be retiring early in 2016, we had Megan Jones, who was hired at the end of 2014, basically train under Deanna in the full range of duties, including mapping and street file maintenance, in coordination with the ES&S Statewide Voter Registration System and the Office of the Secretary of State, along with other voter registration activities. It is an effective but complicated system to learn and navigate, even in times less demanding than a Presidential Election year.

Accordingly the Board is seeking to fill this vacancy within the office and as expeditiously as possible. A position fill request for this purpose is attached, and I respectfully request the Commission's earliest possible action on this request.

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

Status: Routed to County Commission

Date Requisition Created: 5/2/2016 11:49:02 AM

Requisition ID: 1062

Requisition Properties

Start Date	5/2/2016		WorkOrderNumber	
Desired Hire Date	5/2/2016		Recruitment Number	
Position Type	Promotional	☐	Prefer Position(s) to be Filled By	☐

Department and Class Information

Department Name	☐	SelBudget	☐	Job Class Code and Title	☐
Board of Registrars		29 - BOARD OF REGISTRARS		CO0015 - Administrative	
Override Dept Name		Certify Register from Alternate Job Class			
Select Department	☐	Select Job Class and Job Title			☐

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

Promotional for Board of Registrars only

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

AGENDA

JUN - 6 2016

DATE: May 9, 2016

TO: Elton Dean - Chairman

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

SUBJECT: Future Agenda Item
Request for Commission to Consider a Position Fill Request – Community
Corrections Officer From Promotional Register

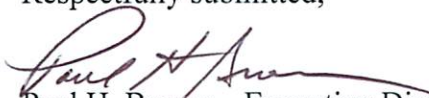
Dear Chairman Dean:

The Community Corrections Department is submitting a Position Fill Request for the position of Community Corrections Officer. This Position Fill Request is intended to fill the position vacated by the resignation of Community Corrections Officer, Robert Pritchett, which became effective the close of business, April 29, 2016.

This position is necessary to support the Circuit and District Courts and to help maintain operational efficiency in the Jail and Prison Diversion Caseloads. This position will help us to meet ADOC minimum standards and to safeguard public safety. The current Community Corrections budget covers this position.

In 2015, at the behest of the Community Corrections Department and with the input from a number of interested stakeholders, the Commission approved a new Community Corrections position titled "Community Corrections Technician" which was envisioned as a position from where individuals could promote to the position of Community Corrections Officer. I now respectfully ask that this position fill request be approved and designated to be filled from an internal Promotional Register.

Respectfully submitted,


Paul H. Brown – Executive Director

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

12-1

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

Status: Routed to County Commission
Requisition ID: 1071

Date Requisition Created: 5/9/2016 2:24:20 PM

Requisition Properties

Start Date	6/16/2016		WorkOrderNumber	
Desired Hire Date	7/4/2016		Recruitment Number	
Position Type	Promotional	☒	Prefer Position(s) to be Filled By	☒
			Promotional	

Department and Class Information

Department Name	Community Corrections	☒	SelBudget	30 - COMMUNITY CORRECTIONS	☒	Job Class Code and Title	CO0359 - Communi	☒
Override Dept Name	Select Department	☒	Certify Register from Alternate Job Class	Select Job Class and Job Title	☒			

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

By Internal Promotion - Must be APOST Eligible for Academy if n

[View Details](#)

Requisition Supporting Information

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

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
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JILES WILLIAMS, JR.

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MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

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www.mc-ala.org

AGENDA

JUN - 6 2016

June 2, 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 May 16, 2016, agreed to place the following Position Fill Requests from the Detention Facility on the next agenda:

- (1) Corrections Officer Corporal, CO0425, Position Number 167
- (2) Corrections Officer Trainee/ Corrections Officer, CO0419, Position Number 080
- (3) Corrections Officer Trainee/ Corrections Officer, CO0419, Position Number To Be Determined

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**Date Requisition Created:** 5/3/2016 10:32:29 AM**Requisition ID:** 1064**Requisition Properties**

Start Date	5/3/2016		WorkOrderNumber	
Desired Hire Date	5/23/2016		Recruitment Number	
Position Type	Promotional	☒	Prefer Position(s) to be Filled By	☒

Department and Class Information

Department Name		SelBudget		Job Class Code and Title	
Detention Facility	☒	50 - DETENTION FACILITY	☒	CO0425 - Corrections Officer	☒
Override Dept Name		Certify Register from Alternate Job Class			
Select Department	☒	CO0425 - Corrections Officer Corporal			☒

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

Replacement of Akil Woodson (position #167)

[View Details](#)**Requisition Supporting Information**

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
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Notes

COUNTY
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On



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

Status: Routed to County Commission
Requisition ID: 1063

Date Requisition Created: 5/3/2016 10:19:38 AM

Requisition Properties

Start Date	5/3/2016		WorkOrderNumber	
Desired Hire Date	5/23/2016		Recruitment Number	
Position Type			Prefer Position(s) to be Filled By	
Open Competitive	☒		Open Competitive	☒

Department and Class Information

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

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 View Details

replacement of Rolland Harris (position #080)

+

Requisition Supporting Information

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

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

Status: Routed to County Commission

Date Requisition Created: 5/3/2016 10:36:41 AM

Requisition ID: 1065

Requisition Properties

Start Date	5/3/2016		WorkOrderNumber	
Desired Hire Date	5/23/2016		Recruitment Number	 -
Position Type			Prefer Position(s) to be Filled By	
Open Competitive	☒		Open Competitive	☒

Department and Class Information

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

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 to be determined after promotion

[View Details](#)**Requisition Supporting Information**

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
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Notes

COUNTY
USE ONLY
Manpower
Data Entered
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COUNTY
USE ONLY
Manpower
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On



ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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

AGENDA

JUN - 6 2016

June 2, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Position Fill Request from Sheriff's Office

The Montgomery County Commission, at its meeting on May 16, 2016, agreed to place a Position Fill Request for Deputy Sheriff Trainee/Deputy Sheriff, CO0430, Position Number 160 on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment

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

Status: Routed to County Commission
Requisition ID: 1060

Date Requisition Created: 5/2/2016 10:04:17 AM

Requisition Properties

Start Date	5/2/2016		WorkOrderNumber	
Desired Hire Date	5/23/2016		Recruitment Number	
Position Type			Prefer Position(s) to be Filled By	
Open Competitive	☒		Open Competitive	☒

Department and Class Information

Department Name		SelBudget		Job Class Code and Title	
Sheriff	☒	55 - SHERIFF	☒	CO0431 - Deputy Sheriff	☒
Override Dept Name		Certify Register from Alternate Job Class			
Sheriff	☒	CO0430 - Deputy Sheriff Trainee			☒

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 #160 (Replacement of Archie Maggard)

[View Details](#)

Requisition Supporting Information

Proposed Effective Date of Hire		Pay Grade	County Payroll Number
---------------------------------	--	-----------	-----------------------

Notes

COUNTY
USE ONLY
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By

COUNTY
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On



Montgomery County Commission
Travel / Training Request Approval

Howe
Car

Appendix C

Request # 10

AGENDA

JUN - 6 2016

Date: May 31, 2016

To: Donald L. Mims, Administrator

From: Terri Henderson, Revenue Manager

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Pelham, AL

Departure Date: August 26, 2016

Return Date: August 26, 2016

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ASCPA CPE Course Entitled "Sales and Use Tax Workshop"

Attendee Will Earn 8 Hours CPE Toward Her 40 Hour

Annual Certified Revenue Examiner CPE Requirement.

Traveler (s) Name: 1. Te'Rea Smith 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation:

County Vehicle

☐

Commercial Air

☐

Private Vehicle

☒

Other (Specify)

☐

Total (est.) Cost: \$401.00

Advance Registration Required: \$300.00

Department Name: Tax & Audit

Fund Name: 001-51800-265

Additional Comments: Non-Member Early Bird Registration Fee \$300.00. Mileage \$81.00.

Meals \$20.00. Lodging \$0 (None). Workshop Sponsored By ASCPA.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the
approximate amount of \$401.00 and advance registration of \$300.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51800.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$10,000.00

Approved Requests: \$6,377.93

Budget Available: \$3,622.07

Current Requests: \$401.00

Budget Balance: \$3,221.07

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/1/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

Date: May 31, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

AGENDA

JUN - 6 2016

Request approval to be granted for the following:

Destination: Orange Beach, Alabama

Departure Date: August 16, 2016 Return Date: August 18, 2016

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: Attend 2016 ACCA Annual Convention and participate in the CROAA Education Training Breakout Sessions. Attendee will earn 20 CPE hours to apply toward her 40 hour annual ALTIST Certified Revenue Examiner certification requirement.

Traveler (s) Name: 1. Twyla Jackson 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,098.84 Advance Registration Required: \$200.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Estimated costs \$213.84 mileage, \$505.00 lodging, \$180.00 meals, and registration fee of \$200.00. Registration fee will be paid to the ACCA in advance by attendee at point of online registration ahead of 7/29/16 early registration deadline.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the approximate amount of \$1,098.84 and advance registration of \$200.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$6,377.93</u>	
Budget Available:	<u>\$3,622.07</u>	
Current Requests:	<u>\$1,499.84</u>	
Budget Balance:	<u>\$2,122.23</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/1/2016

cc: Finance Director / Buyer

15-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Norman C...

Request # 12

Date: May 31, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

AGENDA

JUN - 6 2016

Request approval to be granted for the following:

Destination: Prattville, AL (Marriott Legends Hotel and Conference Center at Capitol Hill)

Departure Date: July 13, 2016 Return Date: July 14, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: Attend ACCA CGEI "Overview of County Government" Course in Prattville, AL.
This is an elective course that will apply toward employee earning his initial
CROAA CCRO Certification.

Traveler (s) Name: 1. Kenneth Holmes 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$209.56 Advance Registration Required: \$175.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Advance Online Registration Fee \$175.00. Lodging \$0. Mileage \$34.56.
Meals \$0 (Lunch Provided). CGEI Course Sponsored By ACCA And Elective.
Course For CROAA CCRO Certification Program.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the
approximate amount of \$209.56 and advance registration of \$175.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51800.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$10,000.00

Approved Requests: \$6,377.93

Budget Available: \$3,622.07

Current Requests: \$1,709.40

Budget Balance: \$1,912.67

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 6/1/2016

cc: Finance Director / Buyer

15-3

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 44

Date: May 25, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA

JUN - 6 2016

Request approval to be granted for the following:

Destination: Washington, DC
Departure Date: June 12, 2016 Return Date: June 14, 2016
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend Data-Driven Justice Initiative Community Workshop

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

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

Total (est.) Cost: \$1,100.00 Advance Registration Required: \$0.00

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

Additional Comments: any costs to be tentatively paid by the Montgomery County Commission

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,100.00 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>\$18,072.00</u>	
Budget Available:	<u>\$6,928.00</u>	
Current Requests:	<u>\$1,100.00</u>	
Budget Balance:	<u>\$5,828.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 5/26/2016

cc: Finance Director / Buyer

15-4

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 45

Date: May 25, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA
JUN - 6 2016

Request approval to be granted for the following:

Destination: Birmingham, Alabama
Departure Date: July 19, 2016 Return Date: July 19, 2016
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: attend AFIX Technology one day training seminar

Traveler (s) Name: 1. MaryBeth Simmons 4. _____
2. Luddie Williams 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: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

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

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the
approximate amount of \$50.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
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>\$19,172.00</u>	
Budget Available:	<u>\$5,828.00</u>	
Current Requests:	<u>\$50.00</u>	
Budget Balance:	<u>\$5,778.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 5/26/2016
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 47

Date: May 26, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

AGENDA

JUN - 6 2016

Request approval to be granted for the following:

Destination: Anniston, Alabama
Departure Date: August 28, 2016 Return Date: September 2, 2016
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: attend Center for Domestic Preparedness training

Traveler (s) Name: 1. Jeremy Clemens 4. _____
2. Rick Thompson 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00

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

Additional Comments: _____

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 6/6/16 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-52110.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$25,000.00

Approved Requests: \$19,222.00

Budget Available: \$5,778.00

Current Requests: \$150.00

Budget Balance: \$5,628.00

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 5/26/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 16

Date: May 24, 2016
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

AGENDA
JUN - 6 2016

Request approval to be granted for the following:

Destination: Troy, AL
Departure Date: June 1, 2016 Return Date: June 1, 2016
Conference Leave (Days / Hours): 1 day
Purpose of Travel: _____

Attend Child Sexual Exploitation / Trafficking training

Traveler (s) Name: 1. Ray Williams 4. Ann Sikes
2. Tyrone Anderson 5. _____
3. LaVennia Anthony 6. _____

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

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

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

Additional Comments: Free AOC Approved training

To: Bruce R. Howell
From: Donald L. Mims, Administrator

The above request is app. 6/6/16 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>001-52603-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$11,000.00</u>	
Approved Requests:	<u>\$3,868.99</u>	
Budget Available:	<u>\$7,131.01</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$7,131.01</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 5/26/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 16

Date: May 31, 2016
To: Donald L. Mims, Administrator
From: Scott Kramer, Risk Management
Re: Travel / Training Request

AGENDA

JUN - 6 2016

Request approval to be granted for the following:

Destination: Burlington, Vermont
Departure Date: August 7, 2016 Return Date: August 11, 2016
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend the Annual States' Board Meeting

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 the States****

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

The above request is app. 6/6/16 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>007-51120.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,000.00</u>	
Approved Requests:	<u>\$4,707.92</u>	
Budget Available:	<u>\$10,292.08</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$10,292.08</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 5/31/2016
cc: Finance Director / Buyer