

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



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

December 14, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *dLM*
County Administrator

SUBJECT: Information pertaining to the December 18, 2017
Montgomery County Commission Regular Meeting

Our Commission meeting on Monday, December 18, 2017 will be held at Weeping Willow Baptist Church, which is located at 2925 Forbes Drive, Montgomery, AL. The Information Session will begin at 5:00 p.m., followed by the Formal Session at 6:30 p.m.

Enclosed in your packet is a copy of the Unappropriated Balances for the Commissioners' In-House Miscellaneous Appropriations.

1. County Commission Information Session Schedule for December 18, 2017

Waived Rules Items to Consider for Monday, December 18, 2017

2. Consider Authorization of Security Upgrade to Detention Facility, Detention Facility
3. Consider Authorization to Hire an IT Engineer at Pay Grade A09, Step 4 (\$55,987), Information Systems
4. Consider Authorization of Funds for Repairs at the Youth Facility, Youth Facility
5. Consider Authorization of Lease Renewal Option with Faulkner University for the Alabama Cooperative Extension System Office, County Commission
6. Consider Authorization of Budget Change Request Number 1, Recreation Board

Items to Consider for the Monday, January 8, 2018 Montgomery County Commission Regular Meeting Agenda

7. Consider Authorization of Bid Award to Workable Solutions Investigative & Protective Services, LLC, for Inmate Security, Bid Number 52200-18B-006, Detention Facility
8. Consider Authorization of Alabama Department of Youth Services Grant/Subsidy Agreement for 2017-2018, Youth Facility
9. Consider Authorization of Agreement for Preliminary Engineering (PE) Intersection Improvements at Vaughn Road and Ryan Road Project No. STPAA-5117, MCP 51-86-17P, CPMS Ref. #100067610 and Related Resolution, Engineering Department
10. Consider Authorization of Budget Change Request Number 6, County Commission Appropriations

Personnel Action Item

11. Consider Authorization to Hire a Buyer I at Pay Grade A05, Step 3 (\$34,599), Purchasing Department

General Information

12. Copy of Information regarding Troy University's Customer Service Initiative
13. Copy of Memorandum from Sherriff Cunningham regarding E-Citation Costs
14. Copy of Letter from Macon County Sheriff Andre' Brunson requesting to Purchase Four Vehicles from the Montgomery County Sheriff's Office and Email from Sheriff Derrick Cunningham regarding this Request
15. Copy of Email from Executive Vice President & Chief of Staff Anna Buckalew regarding the 187th Fighter Wing Entry Control Point Project
16. Copy of Invitation from NAMI Montgomery regarding the Mental Health Summit: The Time is Now to be held Thursday, January 11, 2018 from 8:30 a.m. – 4:30 p.m., at the Embassy Suites Hotel
17. Copy of Memorandum regarding Board Member Appointment to the Montgomery County Board of Human Resources
18. Copy of Schedule showing the salaries of employees at Garrett Coliseum, which are paid partially by the County's \$50,000 appropriation and Copy of the Garrett Coliseum's Income/Expense Overview

19. Copy of Proposal from Friends of the Theatre requesting Funding in the Amount of \$5,000 for the Martin Luther King, Jr., Celebration (On 1/17/17, Chairman Dean and Commission Harris appropriated \$1,000 from each of their accounts and Commissioner Sankey and Commissioner Singleton appropriated \$500 from each of their accounts for a total of \$3,000. On 11/20/17, Commissioner Sankey appropriated \$500 from his account.)
20. Copy of Schedule of Upcoming Bids/Contract Renewals for December 2017 – April 2018
21. Copy of Service of Process Fee (Sheriff Process Fee) Collection Report for December 2017
22. Copies of Revenue Reports for November 2017 from Tax and Audit Department
23. Copy of Population Report for November 2017 for the Mac Sim Butler Detention Facility
24. Copy of Census and Fiscal Report for November 2017 for Community Corrections

Previous Requests for Funding

During the December 4, 2017 County Commission meeting, Executive Director Meesoon Han with the Alabama-Korea Education & Economic Partnership (A-KEEP) requested Funding in the amount of \$10,000. Ms. Han also requested an additional \$5,000 from each Commissioner who would like for her to offer Korean as a Second Language Afterschool class at their choice of school for their district.

During the December 4, 2017 County Commission meeting, General Manager Joyce S. Pearson with Motherly Care Family Services requested Funding in the Amount of \$25,000 for the Nursing Assistant Training Program.

Future Budget Changes from Donation Revenue – No Attachments

<u>Organization</u>	<u>Amount of Request</u>
Liberty Learning Foundation, Inc.	\$ 25,000.00
Valiant Cross Academy	\$ 42,963.06
Montgomery Education Foundation	\$ 32,000.00
E.A.T. South Farm	\$ 10,000.00
Women of Hope	\$ 13,500.00
Montgomery Symphony Association	\$ 20,000.00
House to House	\$ 12,400.00
Heritage Training & Career Center	\$ 20,000.00
Second Chance Foundation	\$ 25,000.00
Alabama Dance Theatre	<u>\$ 15,000.00</u>
Total - Requests for Funding	\$215,863.06

If you have any questions, please contact me.

COUNTY COMMISSION
INFORMATION SESSION SCHEDULE
FOR
DECEMBER 18, 2017

- 5:00 p.m. Prayer and Administrator's Briefing regarding the Agenda and Scheduled Attendees
- 5:10 p.m. Organizational Trainer and Consultant Stephen Woerner with Troy University and Vice President of Destination & Brand Development Dawn Hathcock with the Montgomery Area Chamber of Commerce – Presentation regarding Customer Service Initiative (**General Information Item 12**)
- 5:20 p.m. Sherriff Derrick Cunningham – Presentation regarding Security Upgrade to Detention Facility (**Waived Rules Item 2**), Bid Award to Workable Solutions Investigative & Protective Services, LLC, for Inmate Security (**Future Agenda Item 7**), Memorandum regarding E-Citation Costs (**General Information Item 13**) and Letter from Macon County Sheriff Andre' Brunson requesting to Purchase Four Vehicles from the Montgomery County Sheriff's Office (**General Information Item 14**)
- 5:30 p.m. Acting Juvenile Court Administrator Beverly Wise – Presentation regarding the Alabama Department of Youth Services Grant/Subsidy Agreement for 2017-2018 (**Future Agenda Item 8**)
- 5:40 p.m. Chief Information and Technology Officer Lou Ialacci – Presentation regarding Hiring an IT Engineer at Pay Grade A09, Step 4 (\$55,987) (**Waived Rules Item 3**)
- 5:50 p.m. County Engineer George Speake – Presentation regarding Agreement for Preliminary Engineering (PE) Intersection Improvements at Vaughn Road and Ryan Road Project No. STPAA-5117, MCP 51-86-17P, CPMS Ref. #100067610 and Related Resolution (**Future Agenda Item 9**)
- 6:00 p.m. Fifteenth Judicial Presiding Circuit Judge Johnny Hardwick – Presiding Judge's Presentation (**Waived Rules Item 4**)
- 6:30 p.m. Formal Session
- 7:00 p.m. Adjourn



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

December 13, 2017

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham 
Montgomery County Sheriff's Office

SUBJECT : Security Upgrade

I met with information systems and Florence in reference to the security upgrades to workstations in the jail. These upgrades are needed because the system is running off windows XP which is not supported as of this time. Information systems has been working with Norment Security Group on pricing which we were given a 10% discount. As you can see, the total is still \$147,407.00 to get this upgrade completed. At the meeting we found out the price was good until December 31, 2017, at that time, the price would increase. This upgrade is for the cell door controllers which is a critical need. I am requesting that this be approved since we don't have another meeting prior to the December 31st deadline. I will be able to come up with \$80,000.00 to assist with this upgrade.

Thanks for your consideration and I am available for questions.

DC/crv

cc: Florence Cauthen

encl.

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

WWW.MONTGOMERYSHERIFF.COM

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104

OFFICE 334.832.1386
FAX 334.265.0990

2-1

Norment

SECURITY GROUP

PROPOSAL

Montgomery County Commission
100 S. Lawrence St.
Montgomery, AL 36104
Attn: Cpl. Hardy

2511 Midpark Rd.
Montgomery, Alabama 36109
334-281-8440
FAX: 334-286-4377
10/24/17

Proposal Number:
MCC10.24.17

Upgrade of all Operator Workstations, Licenses, and Touch Monitors

Provide and install all new Windows 10 OS Workstation PC's and Touchscreen Monitors in Jail 1 and Jail 2. The current workstations are running on a "no longer supported" version of Windows and the PC's are 8+ years old. The new workstations are higher resolution and require new touchscreen monitors to be compatible. The new monitors are also 24" to replace the current 19" monitors. The Wonderware Door/Intercom/Lighting interface software will be upgraded to the latest version with new licenses. Auxiliary systems software and hardware such as the Video Visitation Interface will also be upgraded to avoid incompatibility.

This quote entails equipment and licenses for the following areas:

Jail 1: Master Control 1 and 2, Rooms: 042, 114, 264, 284, 320, 338, 358, 422, 442 and 448.

Jail 2: Master Control 1 and 2, Rooms: 1089A, 1117, 2015, 2038, 2080, 3019, 3043, 4019, 4043, Video Visitation and SMC.

Provide:

- ❖ (25) HP Computers
- ❖ (25) Wonderware Full Upgrade Licenses
- ❖ (22) 24" Touchscreen Monitors
- ❖ (1) Program Conversion and Upgrade Labor
- ❖ (1) Misc. Install Material
- ❖ (1) Installation Labor
- ❖ (1) Shipping and Local Delivery

PRICE - Good for 90 Days:

\$163,780.00

10% Discount for Maintenance Contract Customers: -\$16,373.00

Net Total: \$147,407.00

A one-year parts and labor warranty is provided. Tax ID: 41-1830566

Sign and return one copy for our files. By: Bryan Clark



Accepted: _____ Firm: _____ Date: _____

Interoffice Memo

To: County Commission
From: Lou Ialacci 
Cc: Donald Mims, Florence Cauthen
Date: December 12, 2017
RE: Request for Starting Salary for Tara Craig

Please see the attached memo recommending that Tara Craig be hired as an IT Engineer Systems. The position has been approved and after a very lengthy search we feel we have found an excellent candidate. In order to hire her it will require starting her at step 4 of her pay grade.

I am requesting the Commission waive rules to approve the starting pay to allow us to make an offer. She has passed the drug test, the background check, and her references have been very good. We have worked shorthanded for quite some time and Tara will be able to step in and immediately be a contributor.

Thank you

Memo

To: Lou Ialacci, Chief Information Technology Officer

From: Rodney Smith, IT Manager Systems 

Date: 12/12/2017

Re: Position Fill Request for IT Engineering

I would like to recommend the hiring of Tara Craig for the open IT Engineer position in the IS Department. She has over 4 plus years of Microsoft.NET development experience in the Information Systems career field. Her most recent work experience has been concentrated in website design and SQL Server development. In my professional opinion I believe Tara would be a great addition to our department staff. She has both the necessary work experience and technical knowledge that is critical to provide the highest level of support for the citizens of Montgomery County and all staff for the County Commission and Elected Officials. It is most important that we can offer Tara Craig a competitive salary and compensation package based on current market demand for experienced Microsoft .NET developers in the greater Montgomery area. Unfortunately it has taken Personnel over a year to find a qualified candidate in our area that can assist me in building a stronger team. During this same time period we engaged with Indeed.com to assist with the candidate search for the current IT Engineer position. I have discussed salary requirements with Mrs. Craig and I feel the best starting salary rate based on the current market demand for someone with same level of development experience would be Step 4 of pay grade A09. I understand this is not the normal policy but due to the current hardship of not being able to find the right person with minimum required Microsoft .NET experience and Mrs. Craig's level of development experience supersedes the minimum requirements I feel it would be in the best interest of the County to start her at the requested pay rate.



JOHNNY HARDWICK
PRESIDING CIRCUIT JUDGE
15TH JUDICIAL CIRCUIT

MONTGOMERY COUNTY COURTHOUSE
P.O. Box 1667
MONTGOMERY, ALABAMA 36102
EMAIL: Johnny.Hardwick@alacourt.gov

PHONE: (334) 832-1357
FAX: (334) 832-1323

December 14, 2017

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

Dear Commissioners:

This letter is to request that repairs be made to two (2) County owned trailers located on the premises of the Youth Facility. The repairs appear to be required as a matter of routine maintenance and would preserve the life of the structures and permit utilization for the delivery of services to our Clients.

Please review the attached list of repairs and the estimated costs associated with each repair. You can see from the nature of the repairs that immediate action is needed to stop ruination and increased repair costs.

It is our hope that said repairs could be undertaken *post haste* as it would allow for the implementation of several programs to provide for the treatment of the youth serviced by the Montgomery County Juvenile Court. The following programs will be implemented to address and improve the negative behavior of our clientele:

1. The Getting Real About Violence and Its Effects (GRAVE PROGRAM);
2. Weekly Attitude Improvement Technique (WAIT);
3. Youth Court;
4. Mentoring;
5. Community Service;
6. Effective Communications Training

I gladly appreciate the leadership of the Commissioners and the fine job you do for our county.

Sincerely,


JOHNNY HARDWICK
PRESIDING CIRCUIT JUDGE

Estimate to Repair Two (2) Trailers at Youth Facility

Quoted Items from contractor:

Repair rotten Decks and Walkway	\$6,990.00
Repair Rotten Wood Floors inside Trailers	\$1,575.00
Repair Loose Trim and Doors	\$1,395.00
Total	<u>\$9,960.00</u>

December 13, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen 
Deputy Administrator

SUBJECT: Montgomery County Extension Service Lease

The Montgomery County Extension Service is housed at Eastmont Plaza Shopping Center on the Atlanta Highway under a lease agreement with Faulkner University. The Extension Service would like the Commission to renew the lease for an additional five year term, pursuant to the option to renew in the original lease. The current term expires June 30, 2018, and notice of intention to renew must be given six months in advance. Effective July 1, 2018, the annual rental will increase from \$69,950 to \$71,950.

We are negotiating with Faulkner to upgrade some of the lighting, as requested by the Extension Service, as a condition of the renewal. In order to meet the six month notice requirement, I am requesting that rules be waived and that the Commission authorize the renewal of the lease subject to a mutual agreement on improvements to the lighting.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 1

DEPARTMENT: Recreation Board REQUESTED BY: Donald L. Mims 12/12/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 12/12/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☒
Agenda ☐

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Food and Supplies	008-57200.218	0	1,000	1,000
Extra Help	008-57200.115	86,120	(1,000)	85,120
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 86,120	\$ 0	\$ 86,120

JUSTIFICATION: To budget for funding for the Flatwood Community Center Christmas Dinner.

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager^{mas}

DATE: December 13, 2017

RE: Invitation to Bid No. 52200-18B-006
Inmate Security

I request approval of award on the above referenced Invitation to Bid to the second lowest bidder, Workable Solutions Investigative & Protective Services, LLC., based on hourly pricing of \$18.00 an hour for regular, \$20.00 an hour for unscheduled and \$22.00 an hour for holidays, be placed on the agenda for the County Commission meeting on December 18, 2017 (Copy of spreadsheet attached.)

The contract with North Atlantic Security, the lowest bidder, was terminated due to numerous problems the Montgomery County Detention Facility encountered during the terms of their contract. Since the contract was terminated, the Detention Facility has used its staff for security purposes, which impacts staffing at the jail. Sheriff Cunningham is requesting that rules be waived.

This contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

Purchasing Department

[illegible]

Notes:



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

December 13, 2017

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham *D.C.*
Montgomery County Sheriff's Office

SUBJECT : Bid Request to Workable Solutions

Please find attached a letter from Colonel Robinson indicating the numerous problems they are having with North Atlantic Security providing security for the detention facility. I am hereby requesting that the bid be awarded to the company listed under bid #2, Workable Solutions Investigative & Protective Services, LLC.

If you have any questions, please do not hesitate to contact me.

DC/crv

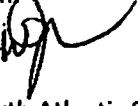
encls.

cc: Ms. Florence Cauthen
Colonel Wanda Robinson



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY
COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

To: Sheriff D. Cunningham
From: Col. Wanda Robinson 
Re: Bid submitted by North Atlantic Security
Date: December 12, 2017

Sheriff Cunningham,

I am requesting that North Atlantic Security not be selected to provide the security service for the detention facility. This company had been our provider and I requested that we terminate their services due to numerous problems we kept having with them.

On several occasions when we called for security there was always a problem with them having ample staff, or they had to get someone to come from outside of Alabama because they were short personnel (not responding in the establish timeframe). This happen several times. We also experience problems actually trying to call them, we utilize the numbers we were given but experience problems making contact or it took several calls to make contact.

We had an incident where an inmate was hospitalized, security was in place, and the inmate became irate, the security company called the jail, saying we needed to send an officer to handle the inmate. The hospital security had to respond to the area.

This company fell short of what we needed and I do not wish to have them providing security services for our agency.

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACT NO. 52200-18B-006

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 1st day of January, 2018 between Workable Solutions Investigative & Protective Services, LLC. of Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Workable Solutions Investigative & Protective Services, LLC. owns and operates a business and desires to furnish Inmate Security Guard Services for Montgomery County Detention Facility and Montgomery County Youth Facility, as needed, in accordance with all provisions of Invitation to Bid No. 52200-18B-006, as issued by the Montgomery County Commission on November 16, 2017, (hereinafter referred to as the "Invitation to Bid"), a copy of which is attached hereto:

WHEREAS, In Consideration thereof, Workable Solutions Investigative & Protective Services, LLC. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will begin January 1, 2018 and will end December 31, 2018.
3. That the hourly price for Regular and Scheduled Appointments will be \$18.00 per man hour; Unscheduled Appointments and/or Emergency after Hours or on Weekends will be \$20.00 per man hour; and for Holidays \$22.00 per man hour, which will remain firm for a one (1) year period. At the end of the one (1) year period, a price increase may be allowed, but shall not exceed 5% per year.
5. That Montgomery County Commission and Workable Solutions Investigative & Protective Services, LLC. shall have the right to terminate this agreement at any time during the contract period by giving a thirty (30) day written notice by either party.
6. That Workable Solutions Investigative & Protective Services, LLC. shall at all times be in compliance with all specifications and special provisions of the Invitation to bid.
7. That Workable Solutions Investigative & Protective Services, LLC.

agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Workable Solutions Investigative & Protective Services, LLC., death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Workable Solutions Investigative & Protective Services, LLC. agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Workable Solutions Investigative & Protective Services, LLC. also agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

8. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and .
9. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1st day of January, 2018.

WITNESS:

WORKABLE SOLUTIONS INVESTIGATIVE
& PROTECTIVE SERVICES, LLC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

Youth Facility

Memo

To: Donald L. Mims, County Administrator
From: Beverly Riddle Wise, Acting Juvenile Court Administrator *BRW*
cc: Brandi Alexander
Date: December 8, 2017
Re: Department of Youth Services Grant/Subsidy Agreement for 2017-2018

Please see attached Agreement for the Montgomery County Commission to accept the award of \$170,264.00. The DYS funds will provide for one detention bed for each of the following counties: Autauga, Butler, Elmore, Monroe, and Montgomery. The funds are formula driven by Legislative Act 17-338.

Please place this item on the next agenda. Thank you.

ALABAMA DEPARTMENT OF YOUTH SERVICES
GRANT/SUBSIDY AGREEMENT
Fiscal Year 2017 – 2018

The Alabama Department of Youth Services hereby awards to Montgomery County Commission (hereinafter called Recipient) the total amount of One hundred seventy thousand, two hundred, sixty-four and no/100 dollars (\$170,264.00) for programs pursuant to DYS community grants/subsidy authorization (Title 44-1-28, Code of Alabama 1975). These funds shall provide at least one detention bed for each of the following counties: Autauga, Butler, Elmore, Monroe, Montgomery. These funds are formula driven by Legislative Act 17-338 as summarized in the table below.

#	#	Part I	Part II			2010 U S Census
Beds	COs	\$14,000	\$0.2449789		FY18	Combined County
		per county	per person		TOTAL	Population
52	5	70,000	100,264		170,264	407,252

The grant/subsidy award contained herein is for a period of twelve months, subject to the availability of funds and adjustment by the Alabama Youth Services' Board as it deems necessary or advisable. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

Acceptance of Award

Recipient hereby signifies its acceptance of the grant/subsidy award and the terms and conditions set forth, this the _____ day of _____, 2017.

Accepted by: _____ Title _____

Alabama Department of Youth Services

Steven P. Lafreniere
Executive Director

Legal Counsel
Reviewed for legal form.

State of Alabama



KAY IVEY
GOVERNOR

STEVEN P. LAFRENIERE
EXECUTIVE DIRECTOR

Post Office Box 66
Mt. Meigs, Alabama 36057

December 05, 2017

Mr. Bruce Howell
Montgomery County Youth Facility
P.O. Box 9219
Montgomery, Alabama 36108

Dear Mr. Howell:

Please find the enclosed FY 2018 grant agreement for the Local Detention Center Subsidy. This agreement incorporates the new distribution formula as required by Legislative Act 17-338. Population numbers are based on the 2010 U. S. Census.

Once signed, please return an original to the address below and if you have any questions please call me at (334) 215-3889.

Department of Youth Services
Attn: LeTonya Bowman
P.O. Box 66
Mount Meigs, AL 36057

Sincerely,

LeTonya Bowman
Chief Accountant

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
Kevin A. Boone, PE
ASSISTANT COUNTY ENGINEER
334.832.1310
FAX: 334.832.7190
WWW.MC-ALA.ORG

ENGINEERING DEPARTMENT

December 7, 2017

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: George C. Speake
County Engineer *George C. Speake*
12/7/2017

SUBJECT: Approval of Agreement for Preliminary Engineering (PE)
Intersection Improvements at Vaughn Road and Ryan Road
Project No. STPAA-5117(), MCP 51-86-17P, CPMS Ref. #100067610

Please place on the agenda for the nearest possible Montgomery County Commission meeting approval of attached agreement between the Alabama Department of Transportation (ALDOT) and Montgomery County necessary for allocation of Federal MPO funds for the Vaughn/Ryan Road Intersection Preliminary Design Engineering Project. After these funds are allocated, we will then request man-day fee proposals from the consultant, request concurrence from ALDOT, and enter into a contract with the consultant to proceed with the design phase of this project.

If approved please have attached agreement executed and return to this office for further processing.

GCS/gcs

Attachment

cc; File

**AGREEMENT FOR
PRELIMINARY ENGINEERING (PE)
ON A FEDERAL MPO PROJECT**

**BETWEEN THE STATE OF ALABAMA
AND
MONTGOMERY COUNTY, ALABAMA**

This agreement is made and entered into by and between the State of Alabama, (acting by and through the Alabama Department of Transportation), hereinafter referred to as the STATE; and MONTGOMERY COUNTY; FEIN 63-6001653, hereinafter referred to as the COUNTY; in cooperation with the United States Department of Transportation, Federal Highway Administration, hereinafter referred to as the FHWA:

WITNESSETH

WHEREAS, the STATE and the COUNTY desire to cooperate in the preliminary engineering for the intersection improvements at Vaughn Road and Ryan Road. Project #STPAA-5117(), MCP 51-86-17P, CPMS Ref. #100067610.

NOW THEREFORE, the parties hereto, for, and in consideration of the premises stated herein do hereby mutually promise, stipulate, and agree as follows:

- (1) This agreement will cover only the preliminary design engineering aspect for the proposed improvements in accordance with plans approved by the STATE.
- (2) The preliminary design engineering phase is hereby defined as that work necessary to advance the development of the project through construction authorization by the FHWA. This phase will include all environmental studies and documentation required by the FHWA. The COUNTY will perform all preliminary design engineering with COUNTY forces, or with a consultant selected and approved by the STATE, as part of the project cost. Plans will be approved by the STATE.
- (3) The COUNTY will acquire any additional right-of-way, if needed, for the project at no cost to the STATE or this project.
- (4) The COUNTY agrees that in the event the FHWA determines, due to rules and/or regulations of FHWA (including but not limited to delay of the projects, or delay of projects contemplated to be developed and accomplished in sequence to the current projects) that Federal funds expended on this project must be refunded to the FHWA, the COUNTY will reimburse and pay to the STATE a sum of money equal to the amount of Federal funds expended under this Agreement.

- (5) Funding for this agreement is subject to the availability of Federal Aid funds at the time of authorization. The STATE will not be liable for Federal Aid funds in any amount. The project will be limited to \$12,000.00 Federal MPO Funds unless the Montgomery Area Metropolitan Planning Organization agrees, subject to the approval of the STATE, to reprogram the allocated Federal MPO Funds for the Montgomery Area sufficient to pay 80% of the project cost. In the event of an underrun in preliminary engineering costs, the amount of Federal Aid funds will be the amount stated below, or 80 percent of eligible costs, whichever is less. The estimated cost and participation by the various parties are as follows:

Federal MPO Funds (Montgomery Area Dedicated)	\$ 48,000.00
County Funds	<u>12,000.00</u>
Total (including Indirect Cost)	\$ 60,000.00

It is understood that the above is an estimate only, and in the event the final cost exceeds the estimate, 80% will be financed with Federal funds, if available; and the COUNTY will be billed for 20% of the overrun and the COUNTY agrees to pay same to the STATE, or in the event the cost is less than the estimate, the COUNTY will receive a refund accordingly from the STATE for its proportional share as above noted.

- (6) Any cost for work not eligible for Federal participation will be financed 100 percent by the COUNTY, which payment will be reflected in the final audit.
- (7) It is clearly understood by both parties that the STATE does not commit any STATE or Federal funds beyond those mentioned herein and that a separate Agreement will be required for the construction and construction engineering and inspection of the proposed improvement.
- (8) The performance of the work covered by this Agreement will be in accordance with the current regulations and requirements of the STATE and FHWA.
- (9) The COUNTY will submit reimbursable invoices for work performed under the terms of this agreement to the STATE within six (6) months after the completion and acceptance of the project. Any invoices submitted after this six (6) month period will not be eligible for payment.
- (10) This agreement is made and expressly executed in the names of the parties hereto by their respective officers, officials or other persons who are authorized to execute it, and it is deemed by the parties to be an agreement or contract under seal.
- (11) A final audit will be made of all project records after completion of the project and a copy will be furnished to the Alabama Department of Examiners of Public Accounts, in accordance with Act. 1994, No. 94-414. A final financial settlement will be made between the parties as reflected by the final audit and this agreement.
- (12) Each party will provide without cost to the other, information available from its records that will facilitate the performance of the work.

- (13) Nothing will be construed under the terms of this agreement by the STATE or the COUNTY that will cause any conflict with Section 23-1-63, Code of Alabama (7/24th law).

- (14) The COUNTY shall be responsible at all times for all of the work performed under this agreement and, as provided in Ala. Code § 11-93-2 (1975), the COUNTY shall indemnify and hold harmless the State of Alabama, The Alabama Department of Transportation, its officers, officials, agents, servants, and employees.

For all claims not subject to Ala. Code § 11-93-2 (1975), the COUNTY shall indemnify and hold harmless the State of Alabama, the Alabama Department of Transportation, its officers, officials, agents, servants, and employees from and against any and all damages, claims, loss, liabilities, attorney's fees or expense whatsoever or any amount paid in compromise thereof arising out of, connected with, or related to the (1) work performed under this Agreement, (2) the provision of any services or expenditure of funds required, authorized, or undertaken by the COUNTY pursuant to the terms of this agreement, or (3) misuse, misappropriation, misapplication, or misexpenditure of any source of funding, compensation or reimbursement by the COUNTY, its officers, officials, agents, servants, and employees.

- (15) The COUNTY will be obligated for the payment of damages occasioned to private property, public utilities or the general public, caused by the legal liability (in accordance with Alabama and/or Federal law) of the COUNTY, its agents, servants, employees or facilities.
- (16) By entering into this agreement, the COUNTY is not an agent of the STATE, its officers, employees, agents or assigns. The COUNTY is an independent entity from the STATE and nothing in this agreement creates an agency relationship between the parties.
- (17) By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.
- (18) Exhibits M and N are attached and hereby made a part of this agreement.
- (19) This agreement may be terminated by either party upon the delivery of a thirty (30) day notice of termination.

IN WITNESS WHEREOF, the parties hereto cause this agreement to be executed by those officers, officials, and persons thereunto duly authorized, and the agreement is deemed to be dated and to be effective on the date stated hereinafter as the date of the approval of the Governor of Alabama.

SEAL

ATTEST:

MONTGOMERY COUNTY, ALABAMA

Clerk (Signature)

BY: _____
Chairman (Signature)
Montgomery County Commission

Type Name of Clerk

Type Name of Chairman

RECOMMENDED:

STATE OF ALABAMA,
ACTING BY AND THROUGH THE
ALABAMA DEPARTMENT OF
TRANSPORTATION

State Local Transportation Engineer
D.E. Phillips, Jr., P.E.

Chief Engineer
Don T. Arkle, P.E.

This agreement has been legally reviewed
and approved as to form and content:

William F. Patty, Chief Counsel
Alabama Department of Transportation

Transportation Director
John R. Cooper

THE WITHIN AND FOREGOING AGREEMENT IS HEREBY APPROVED ON

THE DAY OF , 20 .

GOVERNOR OF ALABAMA
KAY IVEY

9-5

RESOLUTION NUMBER _____

BE IT RESOLVED, by the County Commission of Montgomery County, Alabama, that the County enters into an agreement with the State of Alabama; acting by and through the Alabama Department of Transportation for:

The preliminary engineering for the intersection improvements at Vaughn Road and Ryan Road. Project #STPAA-5117(), MCP 51-86-17P, CPMS Ref. #100067610;

which agreement is before this Commission, and that the agreement be executed in the name of the County, by the Chairman of the Commission for and on its behalf and that it be attested by the County Clerk and the seal of the County affixed thereto.

BE IT FURTHER RESOLVED, that upon the completion of the execution of the agreement by all parties, that a copy of such agreement be kept of record by the County Clerk.

Passed, adopted, and approved this _____ day of _____,
20_____.

ATTESTED:

County Clerk

Chairman, County Commission

I, the undersigned qualified and acting clerk of Montgomery County, Alabama, do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the County Commission of the County named therein, at a regular meeting of such Commission held on the

_____ day of _____, 20_____, and that such resolution is of record in the Minute Book of the County.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the County on this

_____ day of _____, 20_____.

County Clerk

SEAL

EXHIBIT M

CERTIFICATION FOR FEDERAL-AID CONTRACTS: LOBBYING

This certification is applicable to the instrument to which it is attached whether attached directly or indirectly with other attachments to such instrument.

The prospective participant/recipient, by causing the signing of and the submission of this Federal contract, grant, loan, cooperative AGREEMENT, or other instrument as might be applicable under Section 1352, Title 31, U. S. Code, and the person signing same for and on behalf of the prospective participant/recipient each respectively certify that to the best of the knowledge and belief of the prospective participant or recipient and of the person signing for and on behalf of the prospective participant/recipient, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the prospective participant/recipient or the person signing on behalf of the prospective participant/recipient as mentioned above, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, or other instrument as might be applicable under Section 1352, Title 31, U. S. Code, the prospective participant/recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant/recipient also agrees by submitting this Federal contract, grant, loan, cooperative agreement or other instrument as might be applicable under Section 1352, Title 31, U.S. Code, that the prospective participant/recipient shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

EXHIBIT N

FUNDS SHALL NOT BE CONSTITUTED AS A DEBT

It is agreed that the terms and commitments contained herein shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26. It is further agreed that if any provision of this AGREEMENT shall contravene any statute or Constitutional provision of amendment, either now in effect or which may, during the course of this AGREEMENT, be enacted, then the conflicting provision in the AGREEMENT shall be deemed null and void.

When considering settlement of controversies arising from or related to the work covered by this AGREEMENT, the parties may agree to use appropriate forms of non-binding alternative dispute resolution.

TERMINATION DUE TO INSUFFICIENT FUNDS

- a. If the agreement term is to exceed more than one fiscal year, then said agreement is subject to termination in the event that funds should not be appropriated for the continued payment of the agreement in subsequent fiscal years.
- b. In the event of proration of the fund from which payment under this AGREEMENT is to be made, agreement will be subject to termination.

NO GOVERNMENT OBLIGATION TO THIRD PARTY CONTRACTORS

The STATE and COUNTY acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations of or liabilities to the STATE, COUNTY, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

The COUNTY agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided to FHWA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 6

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 12/12/17
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 12/12/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☒
Agenda ☐

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Recreation Board	001-57201.290	495,691	12,000	507,691
Fund Balance	001.35900	0	(12,000)	(12,000)
South Montgomery Property:				0
Repair & Maintenance	008-57301.231	0	4,660	4,660
Improvements-Fence	008-57301.531	0	7,340	7,340
General Fund Revenue	008-40000.44951	(495,691)	(12,000)	(507,691)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: To establish a budget for repairs and other improvements at the property purchased in South Montgomery.

ELTON N. DEAN, SR.
CHAIRMAN

RHONDA WALKER
VICE CHAIRMAN

DAN HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager ^{MRS} *SS*

DATE: December 11, 2017

RE: Buyer I Position

I have selected Cynthia Hill to hire for the Purchasing Department Buyer I position. Ms. Hill has fourteen years of purchasing experience in the private sector. She is currently employed with the County and will be transferring from the Detention Facility.

I recommend and would like approval to hire Ms. Hill at a Step 3 pay level considering her experience in purchasing.

The current annual cost of the step increase is approximately \$2,670. The 2018 budget will cover the partial year increase through the existing vacancy.

cc: Sherrill Thomas, Finance Director

Continuing Education and Outreach

Troy University's Continuing Education and Outreach proposes a tailored approach to hospitality industry's customer and service needs in and around Montgomery.

According to a 2017 study, the state of Alabama saw a more than 5% increase in revenue from tourism in 2016. The study found that tourists spent north of \$13.4 billion in the state last year. These numbers include spending on hotels, shopping, transportation, and restaurants. It is a 5.4 percent jump from 2015. Montgomery played a significant part in this growth in tourism and public services.

The Chamber of Commerce recognizes the need for "service excellence" within the setting of hotels, restaurants, venues attractions, and the travel industry within the City of Montgomery. In concert with Troy University Continuing Education and Outreach, we have found the answer to the needs of employee and management development in critical areas that will assist you in every area of your services.

We are proud to present a special series titled
MGM CSI – Montgomery's Customer Service Initiative.

TROY's Continuing Education and Outreach has developed and implemented a basic and advanced series in the areas of customer service. Ideally, CSI is seven two-hour seminars that will take staff through every aspect of the customer service journey including internal service and external service. This series has been rated a "5 out of 5" by our clients.

Meet TROY's Continuing Education and Outreach Team



Sharleen Smith, Director of Professional Development for Continuing Education, has over 30 years of targeted experience. Ms. Smith understands the needs of organizations and the challenges of today's workforce.

As she leads Professional Development and Outreach with Troy University, her goal is to collaborate with businesses and governments to increase the professional capabilities of their leaders and employees. She is an expert in more than 200 training topics including leadership, team work, communication strategies, management, and employment law. She is one of the most sought after executive coaches in Alabama, whether mentoring C-level leaders, developing younger leaders, or growing business strategies. She reached over 300,000 people in over 8,000 seminars and 500 conferences. Her training and organizational consulting has touched almost every industry in the public and private sector.

Dr. Jane Goodson, Professional Development Trainer and Consultant for Continuing Education, has over 30 years of consulting and training experience in both public and private sector organizations. Among other degrees, she holds a PhD. in Human Resource Management and



Organizational Behavior from the College of Business at the University of Alabama. During her career at Auburn University at Montgomery, she was Director of the MBA program, Head of the Department of Management, and Dean of the College of Business, serving 12 years in that role before returning to the classroom and retiring as Professor Emeritus in 2014. Dr. Goodson specializes in the area of management consulting and has extensive experience in organizational change efforts. Jane is known for her vast knowledge and comfortable style.



Stephen Woerner, Professional Development Trainer, Organizational Consultant and Executive Coach. Before joining TROY, Stephen served as the Executive Director for Bridge Builders Alabama for the past

five years and has extensive experience with organizational issues such as teambuilding, conflict management, change management and leadership. Prior to Bridge Builders, his career included leading organizations that serve a variety of clientele by providing environmental education, special-needs learning, and youth leadership education. Stephen is known for his fun and active style.

Dr. Lee Vardaman serves as the Associate Provost for Academic Support with oversight of Continuing Education. As an experienced consultant and trainer, Dr. Vardaman specializes in working with leaders to increase productivity and



efficiency. Prior to his current position, Dr. Vardaman spent nine years leading the Human Resources Department for TROY after serving as both Human Resources and IT Manager for the Southeast Alabama Regional Planning and Development Commission.

Mike Jackson, Professional Trainer and Consultant, has over 25 years' experience with law enforcement, security, leadership, supervision and management, performance, productivity and ethics. He is an experienced



executive and leadership coach. Mr. Jackson is also the Co-Founder and Owner of J & F Security Concepts, a security consulting firm based out of Montgomery, Alabama. He is project manager and Director of the Motivational Speaking Division of Titanium Productions Group. Michael is known for his humorous and commanding speaking style.

Troy University Continuing Education and Outreach

The following information is under copyright with all rights reserved
to Troy University's Continuing Education and Outreach.

CSI Graduation Benefits for individuals

Certificate from Troy University
Contact hours provided on certificate

CEUs where applicable
Ending luncheon for graduation

Session One: Overall Customer Service

- A. External customers (guests)
- B. Internal customers
- C. Basic needs of any customer
- D. Five keys to overall customer service

Session One will cover the identity of external customers and guests based on their desires, needs and wants when they choose to host/attend an event, take advantage of services provided by the hotel or enjoy their overnight stay. Internal customers will be identified in this manner also but with the importance of how one staff member affects the performance or service of another staff member. In the end, each person, in line of his/her duties, is the "service" the guests see. We will cover the customer service status of vendors, suppliers, etc. who may "touch" the customers and guests during their event or stay. Partnerships are a better word for the service aspects of working with these select groups. However, service is still important. The last segment of the session will cover the overall and deeper needs of customers – the five keys – that are the same for any customer and how we best meet those needs.

Session Two: Interactions In Customer Service

- A. Three forms of service communication
- B. Listening is the fourth form of service
- C. Cycle of communication
- D. Barriers to effective communication
- E. Four types of communicators

Session Two will begin the communication aspect of service. Obviously, communication is what we use to provide service to any customer anytime. This is not an average class on communication; we cover the essentials of what is needed in recognizing the full communication cycle – verbal, vocal, nonverbal and listening. We discuss examples of each that are positive and negative to demonstrate the need for succinct messages. The barriers to effectively communicating with our diverse customer base will be discussed and strategies for how to best meet those challenges are developed. Most importantly, the difference between communicating, connecting and engaging with guests - three very different levels of service – will be discussed. This session will end with the four basic types of communicators and how their perceptions influence the way they communicate and/or our need to modify our styles to best serve.

Session Three: Interpersonal Relationships In Service Delivery

- A. Strategies for guest service
- B. Cultural diversity issues in service communication
- C. Critical conversations and confrontations

Session Three is driven by the deeper and broader needs of communication from the customers' or guests' perspective. Cultural diversity is not just about race, gender, and age but covers a multitude of differences in customers including their needs and how to respond. Ending this seminar is how to deal with tougher customers – those that disagree, those that argue even loudly, those that emotionally attack, etc. A process of critical exchanges will be taught and will include how to make the exchange safe to discuss almost anything, bringing others on board with your service, understanding others' side of the story, cognitively discussing issues and bringing these situations under control.

Session Four: Proper Communication, Telephone and Email Etiquette (office, front desk, spa, restaurants, etc.)

- A. Telephone manners
- B. Voice mail messages
- C. E-mail professionalism
- D. Reservations
- E. Face to face within the service arena

Session Four will cover the techniques needed for telephone and email from a guest of potential customer service perspective. From placing and receiving calls and email to answering or creating calls and emails will be discussed. The subject of emails will be looked at more closely because written words and how they are developed say more than we think. The topics will be woven into customer and guests service. This topic can seem elementary, but often we forget or neglect that our work is not our home and our internal and external customers are not our family. A professional must understand that the communication intent and content is perceived by our actions and attitude when providing the service.

Session Five: Responding To The Tough Customer

- A. Our mindset
- B. Their mindset
- C. Our response
- D. Tough customer strategies
- E. Demonstrating respect at all times

Session Six cannot be confused with the latter part of Session Three. It is different. In Session Three, we covered the process or techniques of conversation where disagreement may take place. Now we uncover the mindset, mental capacities at the time and the emotions of the customer and ourselves in responding. Emotional intelligence in serving others is imperative. Of course, there may always be that one tougher customer that becomes unruly, whether on the call or in person. We will discuss the proper strategies to work with these types of customers if the situation occurs. Lastly, behaviors that demonstrate respect, purpose and commitment will be covered. Treating internal and external customers with respect often makes the difference in a positive or negative outcome even when they do not get the answer they desire.

Session Six: Keep Them Coming Back – The Customer Service Journey

- A. Touch points of service
- B. Cycle of service
- C. Service experience and consistency
- D. Strategies for “making it count”

Session Six hits the core of service and whether or your hotel will withstand the test of time and repeat customers.

Session Seven: Discovering and Solving the Service Dilemma

- A. Expectations of the customer
- B. Consequences of how we fill those expectations
- C. Identifying customer expectations
- D. Examining and resolving customer complaints

Session Seven will be based on a service quadrant study derived from a) customers expectations - high or low - as they come to us *and* b) our quality/delivery of service – positive or negative. Within the four quadrants participants will see the consequences of our service response and the practices needed to get all customers to have a favorable impression. We may not think that is possible; however, most reasonable people, if understood by staff and listened to, can be brought back to a neutral to positive opinion about services. It all depends on our knowledge and behavior.

Actual Costs*

Customer Service Initiative
Troy University, Continuing Education and Outreach
For the Montgomery Hospitality Industry
#MGM/CSI

Event	Explanation	Fee Structure	Potential Dates
Luncheon for Executives	• 2-hour session • Overview of #MGM/CSI program and plan with benefits to hospitality businesses • For owners, top level executives, or onsite managers/directors	• \$137 per person = \$2,740 • Cost inclusive of meal, development, and delivery with three instructors • Assumes a minimum of 20 participants + 2 chamber + City and County Officials + 2 TROY Facilitators	January 2018
Luncheon for Upper Management	• 4-hour session • Overview of #MGM/CSI program management and execution, accountability and overall culture change initiative • Open to all staff of any hospitality industry or business • For VP level leaders, Facility Managers or Directors	• \$167 per person = \$3,340 • Inclusive of meal, program development, and delivery with three instructors • Assumes a minimum of 20 participants + 2 chamber, 2 TROY facilitators and Mayor	January 2018
Manager/ Supervisory Workshops	• Series of 5 two-hour workshops • Each workshop offered twice to serve staffing needs • For positions in a supervisory and or management position whether of a group, shift, specific activity or resource • Detailed to the supervisory and management side of hospitality, accountability, key performance indicators and customer service skills • Open to all staff of any hospitality industry or business	• \$9,000 total (\$450 per person for series if only 20 attend) • Assumes 20 people in attendance • Inclusive of light food break, program development, and delivery with 2 facilitators	February and March 2018
Employee or Staff Workshops	• Series of 7 two-hour workshops or 5 three-hour workshops (depending on needs of staffing/shifts of hospitality facilities) • Open to all staff of any hospitality industry or business	• \$12,400 (\$620 per person for series if only 20 people attend) • Inclusive of light food break, program development, and delivery with 2 facilitators • Assumes 20 people in attendance	April – July 2018

Registration, Materials and Supplies	Registration process and continued communication with hospitality facilities/businesses for all sessions, Post-it Note flip charts, markers, activity supplies and minimum of 80 name tents, name tags, and binders, 450 tabs for all sessions, and printing of 320 handouts	\$5000	Due January 2018
Grand Total		\$32,480	

Key Costs To Consider

1. The above budget is actual costs of Troy Montgomery.
2. Hospitality facilities will be paying at least minimum wage per hour per employee in the sessions (without benefits included). This equates to 20 people in each series, with a minimum cost of \$3,625 to hospitality businesses/facilities not counting the higher wages of supervisors, managers and any employees who might make more than minimum wage. Maximum personnel costs for hours in training can be upwards of approximately \$14,000 with higher wages of supervisors and managers.

Proposed Sponsorship Of Program

- Registration, materials, supplies and printing costs by Chamber - minimum of \$5000.
- Troy CE&O is willing to reduce fee \$5,000/donate up to 20% for instructor delivery services.
- Request City and County to sponsor Troy's Continuing Education program for #MGM/CSI Hospitality Series = \$16,000
- All monies from Chamber and City and County must be paid to Troy Continuing Education up front for cost incurred in preparation, development of content, and to preorder materials and for meals/breaks.
- This sponsorship from TROY, Chamber, and City/County will leave \$6,480 making the training somewhat affordable (on top of their staffing costs) to hospitality business/facilities.
- Desired and motivating costs for program with sponsorship above is as follows:
 - First VIP Luncheon – free
 - Second Tier VIP – \$50
 - Supervisor/manager – \$137 for series
 - Staff/employees - \$137 for series
- Unfortunately, \$137 may be too much for a per person cost. This opinion is based on meeting with hospitality businesses. Therefore, additional sponsorship may be needed from private sector. However, if more than 20 people attend per program or event, the additional sponsorship may not be needed.

Potential Refund/Less Invoicing to City and County

- Any #MGM/CSI program series or luncheons that has more than 20 attendees will reduce the costs to the City/County. If or when this occurs, prepaid sponsorship fees can be returned to City and County or will not be invoiced if the payment is following services rendered.

12-7



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

December 11, 2017

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham 
Montgomery County Sheriff's Office

SUBJECT : E-Citation Costs

I have been looking at the traffic citation problem for some time trying to see what needs to be done as to the breakdown of fees. I've attached the fee(s) breakdown for County and Municipal tickets. As you can see the huge differences, I am hoping that you all can start working with our local delegation to resolve this matter. I am forwarding this information to all associations so that they can get feedback from every Sheriff. The funding my agency receives is not the problem; the problem is I depend on the county to fund my agency. The County Commission receives \$8.00 from every ticket written by my agency which is absurd. I think you all should let the community know that a \$180.00 speeding ticket breaks down as follows:

State fees are \$131.50

District Attorney fees are \$20.50

County fees are \$8.00

The Montgomery County Sheriff's Office has to pay the State of Alabama the following to use the computers E-Citation software per month:

\$15.00 per vehicle

79 units with E-Citation software

\$42,660.00 per year

Also, we pay the state's ACJIC communication cost and ACJIC LETS access per year, in the amount of \$12,180.00. The Sheriff's Office has to provide wireless coverage so the computers will operate in each vehicle which costs as follows:

\$49.99 per month/per vehicle

\$47,390.52 per year

Page 2

December 11, 2017

Mr. Donnie Mims

This amount does not include the purchase of the computers, driver's license readers, nor ticket printers. All of this equipment cost the county a one-time fee *per vehicle* totaling \$6,766.37.

The Montgomery County Sheriff's office doesn't use tickets as a funding opportunity. We have experienced the growth of the county and started receiving numerous complaints about traffic problems. From November 2016 until November 2017, our agency wrote 4,668 warning tickets and 3,737 actual tickets. With the State fees totaling \$491,415.50 and the county fees totaling \$29,896.00, we need to find a solution so that when our agency writes an actual ticket, the county would receive more than \$8.00. It seems obvious why there is not a push to get more State Troopers on the road, if they are making as much without them. I feel and I hope you would agree that we need help on this matter. We need to review the municipal ticket fee and see what we can do to enable adequate funding for the county without going up on ticket cost.

I look forward to hearing from you regarding this matter.

DC/crv

Montgomery County Court Cost Breakdown

Regular Traffic

10500	\$	21.00	Fair Trial Tax Fund
10100	\$	34.00	State General Fund
20100	\$	3.00	Police Officers Annuity Fund
10400	\$	8.50	State Drivers Fund
20300	\$	2.00	Crime Victims Compensation Fund
60100	\$	2.00	Library Fees
10930	\$	15.00	State General Fund
10940	\$	11.00	DNA TRUST FUND
10961	\$	5.00	Advance Tech & Data Fund
10941	\$	1.00	Citizen Trust Fund
20100	\$	2.00	Police Officers Annuity Fund
STJAF	\$	16.00	State Judicial Admin
PJJAF	\$	4.00	Presiding Judge Judicial Admin
CKJAF	\$	4.00	Circuit Clerk Judicial Admin
CLKSF	\$	3.00	Clerks Fund
40100	\$	8.00	County General Fund
50100	\$	2.50	District Attorney Fund
DASSF	\$	18.00	DA Fund

TOTAL COURT COSTS	\$	160.00
TRAFFIC FINES	\$	20.00
TOTAL TICKET COSTS	\$	180.00

STATE ACCOUNT FEES	\$	131.50
DISTRICT ATTORNEY FEES	\$	20.50
COUNTY GENERAL FUND FEES	\$	8.00

Montgomery Municipal Court Cost Breakdown
Regular Traffic

10100	\$ 16.00	Fair Tax Fund
20100	\$ 2.00	Crime Victims Compensation Fund
10400	\$ 21.00	State General Fund
20300	\$ 8.50	State Drivers Fund
60100	\$ 11.00	Alabama DNA Database Fund
10930	\$ 3.00	Advanced Tech & Data Fund
10940	\$ 1.00	Citizenship Trust Fund
10961	\$ 3.00	Circuit Court Fund
10941	\$ 13.00	Solicitors Fund
PJJAF	\$ 9.34	State Judicial Admin Fund
CKJAF	\$ 2.33	Presiding Circuit Judges Fund
CLKSF	\$ 2.33	Circuit Clerks Judicial Admin Fund
40100	\$ 5.00	Police Officers Annunity & Benefit
10500	\$ 17.00	Municipal General Fund
20100	\$ 30.50	Municipal Corrections Fund
STJAF	\$ 10.00	Municipal Court Judicial Admin Fund

TOTAL COURT COSTS	\$ 155.00
TRAFFIC FINES	\$ 20.00
TOTAL TICKET COSTS	\$ 175.00

STATE ACCOUNT FEES	\$ 97.50
DISTRICT ATTORNEY FEES	\$ -
MUNICIPAL GENERAL FUND FEES	\$ 77.50

Monthly Citation Summary

Month	E-CITATION Warning	PAPER Warning	Total Count	E-CITATION Citation	PAPER Citation	Total Count	Total Count All Tickets
11/2016	210	88	298	167	67	465	763
12/2016	439	88	527	244	29	771	1,298
01/2017	434	119	553	287	27	840	1,393
02/2017	385	81	466	451	30	917	1,383
03/2017	294	41	335	293	22	628	963
04/2017	281	84	365	273	26	638	1,003
05/2017	311	128	439	245	22	684	1,123
06/2017	209	65	274	238	8	512	786
07/2017	362	46	408	290	36	698	1,106
08/2017	337	41	378	304	24	682	1,060
09/2017	88	8	96	134	4	230	326
10/2017	292	20	312	323	21	635	947
11/2017	207	10	217	161	11	378	595
Averages:	321	68	389	284	27	311	700
Totals:	3,849	819	4,668	3,410	327	3,737	8,405

Current Collections by Organization

\$ 8.00	X	3737	\$ 29,896.00
\$ 38.00	X	3737	\$ 142,006.00
DIFFERENCE			\$ 112,110.00

3737	MUNICIPAL		STATE		DIST ATTN		COUNTY	
MUNICIPAL TICKET	\$ 77.50	\$ 289,617.50	\$ 97.50	\$ 364,357.50				
COUNTY TICKET			\$ 131.50	\$ 491,415.50	\$ 20.50	\$ 76,608.50	\$ 8.00	\$ 29,896.00

13-5

			TOTAL PATROL UNITS
COST OF TRAFFIC CONTROL			79
LAPTOP COMPUTER	\$	2,607.76	\$ 206,013.04
ASSOCIATED MOUNTING HARWARE	\$	195.82	\$ 15,469.78
MODEM	\$	2,774.00	\$ 219,146.00
ANTENNAS	\$	392.80	\$ 31,031.20
CARD SWIPE FOR E CITATION	\$	445.40	\$ 35,186.60
PRINTER FOR E-CITATION	\$	345.00	\$ 27,255.00
PAPER PER ROLL	\$	5.59	\$ 441.61
TOTAL COSTS TO OUTFIT EACH PATROL UNIT	\$	6,766.37	\$ 534,543.23
ACJIC MONTHLY COSTS PER UNIT PER YEAR	\$	540.00	\$ 42,660.00
VERIZON WIRELESS SERVICES	\$	599.88	\$ 47,390.52
TOTAL RECURRING MONTHLY SERVICE COSTS	\$	1,139.88	\$ 90,050.52
ACJIC COMMUNICATION COST PER YEAR	\$	11,580.00	\$ 11,580.00
ACJIC LETS ACCESS PER YEAR	\$	600.00	\$ 600.00
TOTAL RECURRING ANNUAL SERVICE COSTS	\$	12,180.00	\$ 12,180.00
TOTAL RECURRING YEARLY COSTS	\$	1,139.88	\$ 102,230.52
TOTAL COST FOR EQUIPMENT	\$	6,766.37	\$ 534,543.23
TOTAL COSTS	\$	7,906.25	\$ 636,773.75



MACON COUNTY SHERIFF DEPARTMENT

246 COUNTY ROAD 10
TUSKEGEE, AL 36083
(334) 724-0669 / FAX (334) 724-0009
DETENTION CENTER (334) 727-2500

ANDRE' BRUNSON
SHERIFF

December 6, 2017

Mr. Donald L. Mims, Administrator
Montgomery County Commission
P. O. Box 1667
Montgomery, Alabama 36102-1667

Dear Sir:

This letter is serving to purchase four (4) vehicles from the Montgomery County Sheriff's Office that have been deemed decommissioned by Sheriff Derrick Cunningham (below). In an effort to keep up with the demands of daily operations, these vehicles will become part of a fleet that is rebuilding and are needed to serve the citizens of Macon County. As Sheriff of Macon County, I appreciate any and all consideration in this matter.

Vehicles Decommissioned:

2 – Ford Taurus
2 – Ford Explorers

If there is any additional information needed concerning this matter please call me at 334-339-0522 (cell).

Sincerely

A handwritten signature in black ink, appearing to be "AB" or "Andre' Brunson".

Sheriff Andre' Brunson

MTGY CO. COMMISSION
DEC 7 11 AM '17

14-1

Tammy Nix

From: Derrick Cunningham
Sent: Tuesday, December 12, 2017 11:35 AM
To: Donald Mims
Subject: RE: Request from Macon County Sheriff re Purchase of Four Montgomery County Sheriff Vehicles

This is fine we have been getting around \$4,500.00 and up I recommend \$4,500.00 for the sale of these vehicles.

From: Donald Mims
Sent: Tuesday, December 12, 2017 10:08 AM
To: Derrick Cunningham <DerrickCunningham@mc-ala.org>
Subject: Request from Macon County Sheriff re Purchase of Four Montgomery County Sheriff Vehicles

Derrick,

Attached is a letter from Sheriff Andre' Brunson of Macon County requesting to purchase four vehicles from the Montgomery County Sheriff's Office. Are you in favor of selling the vehicles to Macon County and, if so, at what price?

I would like to present this letter to the Commission at our meeting on Monday, December 18, 2017.

Thanks,
Donnie



Donald L. Mims
County Administrator
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102
Office: (334) 832-1210
Cell: (334) 850-9131
Fax: (334) 832-2533
www.mc-ala.org

Tammy Nix

From: Anna Buckalew <Abuckalew@montgomerychamber.com>
Sent: Tuesday, December 12, 2017 6:22 PM
To: Donald Mims; Tammy Nix
Cc: Lora McClendon
Subject: 187th Entry Point information
Attachments: (v2) F-35 Talking Points - Jobs and Economic Impact with comments dec 12 2017.pdf;
Funding Commitment Letter - ECP - City and County.pdf

Donnie,

Please find attached a summary of the Entry Control Point (ECP) and some supporting documentation. The synopsis is also pasted below. Please let us know if you need anything else.

The 187th Fighter Wing Entry Control Point

As part of the process to recruit the F35 fleet to Montgomery, factors were identified that should be addressed in order to strengthen Montgomery's competitive position. One of the critical items identified was the need for a new Entry Control Point (ECP) to meet minimum Air Force security requirements for the 187th Fighter Wing. The Wing was already aware of this need prior to the F35 project, as their current gate and inspection area had not met minimum Air Force requirements. Therefore, the F35 Task Force, which included Mayor Strange and Chairman Elton Dean along with many other business and community leaders, established pursuit of the development of a new ECP for the 187th as a top priority project.

Total Project Cost	\$2.7 Million
City 60%	\$1,620,000.00
County 40%	\$1,080,000.00

The ECP Project

According to Guard officials, funding for the project can be allocated between 2017 and 2020, at which time the project should be complete.

**187th Fighter Wing
Dannelly Field Air Guard Station (AGS)
Montgomery, Alabama**

WHAT'S AT STAKE?

If F-16s are not replaced with the F-35, the entire unit (not just the flying mission) would be at risk of closure
F-16s currently flown are oldest in the Air Force – must be retired by 2030.

Bed down of F-35 directly protects a collective 4,000 jobs in Alabama

Will ensure that both the Montgomery and Birmingham Air National Guard units, as well as their associated units throughout the state, remain active for the next 50 years

SUBSTANTIAL ECONOMIC IMPACT

Direct Economic Impact of Current Mission: \$80 million annually

- \$8.2 million in military construction/upgrades over the last 5 years
- 1400 jobs

Direct Economic Impact with F-35: \$104 million annually

- \$70 million minimum in up front capital investment – available for bid to local & state contractors
- Increase of 1000 jobs over the years following the bed down

Statewide Impact

- Geographically Separated Units – the 187th Fighter Wing consists of 3 additional units that are not part of the flying mission. If the unit fails to bed down the F-35, these missions will also be at risk of closure.
 - Dothan - 280th Combat Communications Squadron
 - Huntsville – Eagle Vision
 - Montgomery (separate location) – 226th Combat Communications Group
- 117th Air Refueling Wing in Birmingham – provides significant mission support to the 187th Fighter Wing in the form of refueling capability.
 - The 117th is vying to replace its aging fleet of KC-135 tankers
 - The 187th's receipt of the F-35s will make Birmingham a prime competitor for the next generation tanker and will protect its mission for years to come
- Guardsmen and their families live throughout the state and pay property taxes and state/local sales taxes
- Many guardsmen live in Alabama only because they are members of this unit

QUALITY JOBS

- The F-35 is an advanced cyber system which requires highly skilled technicians and engineers to maintain
- These are highly skilled jobs that are easily transferable into the civilian market (pilots, aircraft maintenance technicians, systems engineers, fuel systems specialists, maintenance supervisors, etc)
- 75% are part-time guard/civilian employees – translates into a double benefit of taxable and discretionary income on top of the 187th payroll

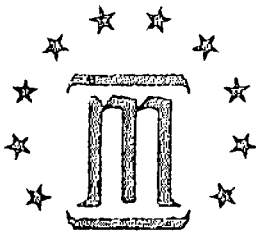
HERITAGE & COMMUNITY

Red Tails Heritage – Tuskegee Airmen

F-16s flown by the 187th carry the designation of the 100th Fighter Squadron, the first of three original WWII squadrons created to train African American Fighter Pilots in 1942. Guardsmen at the 187th still fly aircraft with red tails today.

"Best Hometown in the Air Force" – Montgomery received this distinction as part of Air Education and Training Command (AETC) Community Support Award presented annually to a city that has shown the most outstanding support to an Air Education and Training Command (AETC) base.

Keeping Flight in Montgomery – flight has been part of the fabric of Montgomery for over 100 years since the Wright Brothers first taught military aviators in 1910 at what is now Maxwell AFB. Maxwell is the home of Air University where history, principles of airpower, leadership and management are taught to all members of the Air Force.



*City of Montgomery
&
Montgomery County Commission*



May 8, 2017

The Honorable Heather Wilson
Secretary of the Air Force
1670 Air Force Pentagon
Washington, DC 20330-1670

RE: Commitment of Assistance - Entry Control Point
187th Fighter Wing, Dannelly Field

Secretary Wilson:

This letter serves as the City of Montgomery and Montgomery County's commitment of \$2,660,000 total funds for the construction of a new Entry Control Point for use by the 187th Fighter Wing at Dannelly Field Guard Station to be provided by September 30, 2020. This commitment is based upon design estimates to meet the Air Force requirements related to force protection and installation security.

The 187th Fighter Wing is integral to the identity and economic well-being of Montgomery Alabama delivering an economic impact of over \$80 million to the entire River Region. It continues the legacy of the Tuskegee Airmen "Red Tails" flying under the historic designation of the 100th Fighter Squadron.

We believe this support for the mission of the 187th Fighter Wing's strengthens our continued commitment to being known as the "Best Hometown in the Air Force."

Sincerely,

Todd Strange, Mayor
City of Montgomery

Elton Dean, Chair
Montgomery County Commission

Tammy Nix

From: Mary Jo <classicmjl@hotmail.com>
Sent: Wednesday, December 13, 2017 1:40 PM
To: Donald Mims
Subject: Fw: invite
Attachments: invite.pdf

Mr. Mims,
Please see that each commissioner is given a copy of this attached information. Thank you

NAMI MONTGOMERY wants to make the MONTGOMERY COUNTY COMMISSION aware of an important event happening in Montgomery on January 11, 2018.

We strongly encourage each commissioner to attend this MENTAL HEALTH SUMMIT. The program will lay out a new direction of care for those with mental illness that often come into contact with the criminal justice system.

Mary Jo Logan
President
NAMI Montgomery
Board of Directors

You are invited to attend a
Mental Health Summit: The Time is Now!
A Day to Discover What Community Mental Health Should Look Like

Featuring
Commissioner Lynn Beshear
Judge Steve Leifman
and
Joel Slack

January 11, 2018 • 8:30 a.m. - 4:30 p.m.
Embassy Suites Hotel
300 Tallapoosa Street • Montgomery, AL

Hosted by: NAMI Alabama, Alabama Council for Behavioral Healthcare,
Alabama Disabilities Advocacy Program, and Wings Across Alabama

Please register by January 2, 2018
www.namialabama.org

\$50.00 per person
Check-in: 8:00 a.m. - 8:30 a.m.

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



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

December 13, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Montgomery County Board of Human Resources Board Member Appointment

On November 20, 2017, the Commission approved the appointment of Carolyn Montgomery Clark to the Montgomery County Board of Human Resources based upon the recommendation from this board. This board member position is approved jointly by the County and the City.

This week, I received a phone call from City Clerk Brenda Blalock regarding this appointment. She informed me that the City Council had requested that the County Commission submit another name for their consideration for this appointment. Attached is a copy of Ms. Clark's resume.

We will be discussing this request from the City at our meeting on Monday.

DLM/tn

Attachment

CAROLINE MONTGOMERY CLARK
6205 HINCHCLIFF ROAD
MONTGOMERY, AL 36117
C: (334) 467-9001 or carolinemtgy@knology.net

WORK EXPERIENCE

Statewide Coordinator January 3, 2015 - Present

Alabama Vision Coalition

Post Office Box 242901, Montgomery, AL 36124

Responsible for the planning, administration, coordination, direction and evaluation of all activities related to improving access to vision care by this statewide affiliate of Prevent Blindness, a national nonprofit. Activities include consumer and provider education, developing strategies to take successful programs to scale, and identifying/piloting best practices to demonstrate their potential impact.

Executive Director

July, 2013 – August, 2014

HandsOn River Region

101 Coliseum Boulevard, Montgomery, AL 36109

Responsible for the planning, administration, coordination, direction and evaluation of all activities related to this public, nonprofit corporation that provides volunteer recruitment/training/management, information/referrals to community health and social services resources, disaster preparedness and response, and data collection on the scope of and resources available for homelessness in our community.

Vice President, Community Services

January, 2006 – July, 2013

Central Alabama Community Foundation

35 S. Court Street, Montgomery, Alabama 36104

With assets of approximately \$34M and a service area that includes Autauga, Coffee, Dale, Elmore, Geneva, Henry, Houston, Lowndes, Macon, and Montgomery counties, directly responsible for managing the distribution of more than \$500K annually through the foundation's 5 grant and 40 scholarship processes. Duties involve:

- *Conducting workshops to educate nonprofits/students on available funding opportunities;*
- *Being knowledgeable about nonprofits delivering services throughout the Foundation's 10-county footprint;*
- *Encouraging collaboration between nonprofits;*
- *Convening key leaders around various issues affecting our community and voids in services that address those issues;*
- *Convening and encouraging collaboration among area grant makers;*
- *Redesigning the Foundation's grant making efforts to maximize and effectively measure impact; and*
- *Facilitating various committees to ensure the wisest investment of the foundation's discretionary dollars.*

Program Director July, 2000 – January, 2006
Montgomery Education Foundation
(a program of the Central Alabama Community Foundation)
5950 Carmichael Place, Suite 101, Montgomery, Alabama 36117

- Responsible for the day-to-day management of this multiyear, \$27 million initiative to improve student achievement in Montgomery's public schools.
- Coordinated the efforts of a 20-member advisory board, 7 committees charged with the planning and implementation of the Foundation's initiatives, and a number of adjunct advisory councils.
- Under my leadership, the Foundation identified best practices and implemented pilot projects -- like the Alabama Reading Initiative, the Leadership Academy -- to demonstrate their effectiveness and encourage broader funding by the school system and area donors.
- During my tenure and following one year of systemwide implementation of the Alabama Reading Initiative, students reading at or above grade level by the end of third grade increased from 38 to 86%.

Executive Assistant November, 1993 – June, 2000
Central Alabama Community Foundation
Carol W. Butler, Executive Director
434 N. McDonough Street, Montgomery, Alabama 36104
Assisted in the day-to-day management of a non-profit agency serving a 25-member governing board and a pool of more than 70 donors drawn from a tri-county area.

Executive Assistant March, 1991 - 1999
DataSource
Gene B. Borowski, Owner
206 Windy Point, Alexander City, Alabama 35010
Assisted a team of three nurses meet the needs of their corporate sponsors and effectively coordinate the efforts of more than 50 pharmaceutical clinical research physicians throughout the United States in the management of various clinical drug trials.

EDUCATION

Prince Institute of Professional Studies, Montgomery, Alabama
Degree: Legal Secretary, September, 1997
University of West Florida, Pensacola, Florida
Major: English
Milton High School, Milton, Florida
Graduated June, 1986

COMMUNITY INVOLVEMENT

Board Member, Project Access (2017 – Present)
Member, DHR Quality Assurance Committee (2012 – Present)
Chair, Logistics Committee – Leadership Montgomery (2016 – Present)

Through *Corks & Canvas* Art Studio, Community Partner to Child Protect and Family Sunshine Center (2007 – 2012)

Member, River Region Living and Montgomery Advertiser Citizen of the Year Selection Committees (2013)

Grant Reviewer, All American City (2012)

Leadership Montgomery Class XIX

FAME Board Member, Booker T. Washington Advisory Board (2000 – 2011)

Member, Public Education Network, Alabama Local Education Foundation Network, Alabama Association of Nonprofits (2000 – 2006)

Member, Envision 2020's Financing Public Services Task Force

Member, Family Involvement Action Team in Montgomery Public School's 2004 Strategic Planning Process

REFERENCES

Rev. Gary Burton
Pintlala Baptist Church
73 Federal Road
Hope Hull, AL 36043
(334) 315-2235 or garyburton1@charter.net

Ms. Carol Butler
Executive Director
Mike & Gillian Goodrich Foundation
3800 Colonnade Parkway, Suite 430
Birmingham, AL 35242
(334) 324-1372 or
carol@mkgoodrichfoundation.org

Ms. Vera Jordan
State Representative
Office of Senator Richard Shelby
15 Lee Street, Suite 208
Montgomery, AL 36104
(334) 531-7083 or verajordan2000@yahoo.com

Jeff Langham, EdD
Assistant State Superintendent, Division of
External Affairs
Alabama State Department of Education
50 N. Ripley Street
Montgomery, AL 36104
334-353-1815 or jangham@alsde.edu

Mr. Ed Reifenberg
First United Methodist Church
2416 W. Cloverdale Park
Montgomery, AL 36106
(334) 462-6566 or
ereifenberg@fumcmontgomery.org

Mrs. Ann Sikes
Executive Director
Montgomery Education Foundation
5950 Carmichael Place
Montgomery, AL 36117
(334) 221-1702 or annmsikes@gmail.com

ADDITIONAL ACCOMPLISHMENTS

- Convened a group of area funders to explore issues affecting our community, identify solutions to those issues, and collaborate on funding the proposed solutions. This effort resulted in (1) expansion of the Glenwood Clinic out of Birmingham to Montgomery's Center for Child & Adolescent Development and (2) Montgomery Education Foundation's development of a Summer Learning program offered to 80 area fourth-graders, in an effort to stop summer learning loss and improve academic achievement.
- Collaborated with Tay Knight, who manages the nonprofit division for Warren Averett, to host a quarterly meeting of approximately 20 nonprofit executive directors – providing a forum to discuss issues and opportunities available to nonprofits.
- Worked with Jeff Downes (and now Claire Watson and Robert Smith) to convene a group of area nonprofits (Habitat for Humanity, Rebuilding Together, House 2 House, Renaissance, and Aid to Inmate Mothers), city staff, and private builders to consider replication of Community Works Carolina -- a highly successful program out of South Carolina that is working to replace dilapidated housing stock and put property from various city land banks into use to ensure the availability of adequate housing.
- Identified and began exploration of programs serving adults with autism (e.g., Triumph, Glenwood), encouraging independent living and career opportunities. This type of program could possibly be layered onto the recent expansion of Glenwood Clinic's Applied Behavioral Therapy program at the Center for Child & Adolescent Development in Montgomery or placed at the Therapeutic Recreation Center's recently created Adult Day Program.
- Revamped the Foundation's grant making to offer larger awards that address root causes. Our first multiyear grant in 2009, the Nurse-Family Partnership, has been highly successful in ensuring better outcomes for young moms and their children, with ripples of other effects that will be felt for years to come in other social service programs throughout the community.
- Worked to create a Dexter Hobbs scholarship advisory committee drawing members from the Junior League of Montgomery and Emerge Montgomery to select and mentor the recipients, who are typically first generation college students, through their college careers. Recognized the need for this mentoring component to strengthen (timely) completion rate of recipients



Kay Ivey
Governor

Montgomery County
Department of Human Resources

3030 Mobile Highway
Montgomery, Alabama 36108
(334) 293-3100 phone

Sharonda M. Pettaway
Director



Nancy T. Buckner
Commissioner

MTGY CO. COMMISSION
OCT 24 '17 AM 9:02

October 20, 2017

Donald L. Mims
County Administrator
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102-1667

RE: Montgomery Co. DHR Board Member Vacancies

Dear Mr. Mims:

The terms of Sam Munnerlyn and Stacia Robinson expired as board members of the Montgomery County Department of Human Resources on September 5, 2017.

I am writing on behalf of the Department and requesting that these vacancies be filled as soon as possible.

Please be advised that the Montgomery County DHR Board Members respectfully make the following recommendations:

- It is recommended that Sam Munnerlyn be reappointed to serve another term.
- It is recommended that Carolyn Montgomery Clark be appointed to replace Stacia Robinson.

Thank you in advance for you time and attention to this matter.

Sincerely,


Sharonda M. Pettaway, MSW
Director

Calendar 2016 EOY Payroll Information – Garrett Coliseum

Building and Grounds Supervisor:\$45,265.25
Building and Grounds Supervisor:\$12,855.00
Business and Box Office Manager:\$39,561.81
Director of Events and Marketing:\$63,600.00

Part time:

Accounting:\$3007.50
Event Building and Grounds Supervisor:\$11,668.52
Event Building and Grounds Supervisor:\$2169.81
Event Parking Superintendent:\$756.00
Event Parking Staffer:\$1593.00
Event Inmate Supervisor:\$2257.50
Event Inmate Supervisor:\$2475.00
Event IT Support:\$1472.25
Maintenance Crew:\$6770.00
Event Accounting Assistant:\$852.00
Event Ticketing Manager:\$2128.00
Event Ticketing Assistant:\$1761.25
Event Ticketing Assistant:\$393.75
Event Ticketing Assistant:\$477.25
Event office Support:\$210.25

Total:\$199,274.14

Garrett Coliseum Income/Expense Overview

Expense:

Fixed Annual Expenses.....	\$714,654.00
Repairs and Maintenance.....	\$106,665.60
Total.....	\$821,319.60

Income:

Projected Event Revenue.....	\$415,060.00
RV Camping Revenue.....	\$32,000.00
State of Alabama Allocation.....	\$250,000.00
County of Montgomery Allocation.....	\$50,000.00
City of Montgomery Allocation.....	\$75,000.00
Total.....	\$822,060.00

Variance.....<\$741.00>

Garrett Coliseum Fixed Annual Expenses

Utilities:

Power - \$158,323.78

Water - \$26,456.00

Gas - \$10,023.38

TOTAL - \$194,803.00

Insurance:

Property and Liability - \$119,894.00

Workman's Comp - \$6,380

TOTAL - \$126,274.00

Payroll:

Estimated for 2018, full and part time, and contract event staff

Total: \$297,781.00

Management and accounting fees:

Facilities management - \$77,796.00

Accounting – \$18,000.00

Total - \$95,796.00

GRAND TOTAL: \$714,654.00

MONTGOMERY COUNTY COMMISSION PROPOSAL

Martin Luther King, Jr. Celebration
Sponsored by
Friends of the Theatre
With Dr. Tommie H. Stewart, Creative Director

I. NAME AND ADDRESS OF SPONSORING ORGANIZATION

- A. Friends of the Theatre
P.O. Box 6195
Montgomery, Alabama 36106
- B. Contact Person Name and Title
Dr. Tommie H. Stewart, Creative Director
Contact: Telephone 334.229.4184 or 334-717-9679
Fax: 334.229.7655 Email: tstewart@alasu.edu

II. PROJECT SIZE AND SCOPE

In today's troubling times, the importance of unity and compassion cannot be overstated. Therefore, it is paramount that we teach our youth how to confront issues without violence and hatred. No greater example of this can be found than through the life and teachings of Dr. Martin Luther King, Jr. Beloved Community. Now more than ever the youth of today need exposure to the significance of Martin Luther King, Jr.'s "Beloved Community. On January 16, 2018 at 10 a.m. there will be a multi-cultural citywide celebration in honor of Dr. Martin Luther King, Jr. in tribute to this very ideal. We don't want Montgomery County students to miss it. When youth can relate to the impact of change, they become empowered to see themselves as agents of change and they come to appreciate the strides made in American history while understanding that it all started here in Montgomery, Alabama.

The theme for this 4th annual event is "*A Message for the Future from the Keepers of the Dream.*" Sponsored by The Friends of the Theatre, Inc. (FOT) a non-profit 501(c)3 organization in partnership with Troy University and Alabama State University, the celebration will be held at the historic Davis Theatre. The creative components of the presentation will include:

Dramatizations-focusing on scenes to elevate the ideals of Dr. King

Dance-Used as an expressive technique to feel the power of the movement

Mass Choir-Unified voices of different race, color, faith, and creed

Historical Notes-Highlighting the achievement of citizens in our society

It is our goal to layout the foundation for individual success. Audience feedback indicates that exposure to creative events ignite a desire in our youth to make a positive difference while fostering appreciation of historical events.

III. FUNDS REQUESTED

This is to request \$5,000 to provide support for students in the Montgomery Public School System to attend the event for free or at a greatly reduced cost.

IV. BACKGROUND INFORMATION

As the 4th annual Martin Luther King, Jr. Citywide Celebration is approaching, this proposal is to seek the support of the Montgomery County Commission. The program began in 2015 when the Friends of the Theatre, with the help of Dr. Tommie H. Stewart decided to conduct a citywide non-denominational, multi-cultural celebration in honor of Dr. Martin Luther King, Jr. The theme, *A Message for the Future from Keepers of the Dream*, is at the heart of our program goals and has been the theme from day one. It guides program coordinators as they seek to provide a celebration that is inclusive of all nationalities, ages and genders. The performance for 2018 will be held Tuesday January 16, 2018 at 10 am and 6 pm at the Davis for the Performing Arts. The Friends of the Theatre are partnering with Alabama State University and Troy University.

The celebration utilizes members from the Montgomery community in a mass choir which will perform spirituals and contemporary music to underscore the life and teachings of Dr. King and his concept of the "Beloved Community". Through the teaching of tolerance, unity and peace the program presentation will be a positive and unifying force and represent Montgomery as a change agent for the world, as well as the State of Alabama.

V. PROJECT GOALS AND OBJECTIVES

- Expose area youth to significant changes in history
- To acquaint our youth to the relevance of the Beloved Community
- To present a united cultural front
- To enhance the value of achievements made by citizens of today
- To validate through demonstration the meaning behind secular music
- To engage the talents of our youth on behalf of our youth through a mainstage production
- To blend the beauty of the arts with history

VI. COMMUNITY INVOLVEMENT

This is a community wide culturally diverse presentation with music, drama and dance in honor of Dr. Martin Luther King, Jr.'s birthday. The celebration utilizes members from the Montgomery community in a mass choir that performs spirituals and contemporary music to underscore the life and teachings of Dr. King and his concept of the "Beloved Community". Through the teaching of tolerance, unity and peace the community will come together to address where we should go from here.

This presentation offers a positive and unifying goal to foster the faith of a "Beloved Community." We have had cultures represented that resemble the fabric of Montgomery and the State of Alabama. Individuals of different ages, races, denominations, and gender have found meaning in either participating or attending the King Celebration.

UPCOMING BIDS/CONTRACT RENEWALS 2017

<u>Month</u>	<u>Contract No.</u>	<u>Item</u>	<u>Department</u>	<u>Vendor</u>	<u>Renewal Date</u>	<u>Rebid Date</u>
<u>DEC</u>						
	51100-16B-004	Security Guard Service	County Commission	MSF, Inc.	Dec 31, 2017	Dec 31, 2018
	52200-15B-032	Inmate Uniforms	Detention Facility	Acme Supply, Co., Ltd	Dec 20, 2017	Dec 20, 2018
	52110-16B-008	Emergency Equipment	Sheriff's Office	Gulf States Distributors	Dec 20, 2017	Dec 20, 2018
	51100-17B-004	Armored Car Services	Tax & Audit Probate	MAC Courier Services, LLC	Dec 31, 2017	Dec 31, 2019

UPCOMING BIDS/CONTRACT RENEWALS 2018

<u>Month</u>	<u>Contract No.</u>	<u>Item</u>	<u>Department</u>	<u>Vendor</u>	<u>Renewal Date</u>	<u>Rebid Date</u>
<u>JANUARY</u>						
	53104-16B-005	Traffic Signage & Supplies	Engineering	Osburn Associates, Inc.	Jan 3, 2018	Jan 3, 2019
	53000-16B-006	Crushed Stone	Engineering	Dunn Construction Co., Inc.	Jan 3, 2018	Jan 3, 2019
	51500-17B-006	Off-site Printing of Notices	Revenue Commission	Diversified Companies, LLC	Jan 2, 2018	Jan 2, 2020
<u>FEBRUARY</u>						
	51901-15B-014	Toner Cartridges	Support Service	The Office Pal		Feb 28, 2018
	59310-16P-002	Inspection and Evaluations of Elevators	County Commission	Dieter Consulting Services, Inc.	Feb 15, 2018	Feb 15, 2019
	52110-17B-008	Sheriff's Office Uniforms	Sheriff Office	Galls, LLC Gulf States Distributors MAC Uniforms	Feb 5, 2018	Feb 5, 2020
<u>APRIL</u>						
	52110-16B-007	Polo Shirts MCSO	Sheriff's Office	Ad-Wear Specialty of Texas, Inc.	April 3, 2018	April 3, 2019
	51965-16B-011	Computer Hardware	Information Systems	KCI, Inc.	April 30, 2018	April 30, 2019
NOTE:	51100-03B-017	Residential Solid Waste Collection	County Commission	Advanced Disposal	This contract has an automatic renewal. Notice to cancel must be given by April 30, 2018. *April 30, 2018-	

**MONTGOMERY COUNTY COMMISSION
SHERIFF PROCESS FEE COLLECTION COMPARISON**

Month Deposited	FY 2017 Collections	FY 2018 Collections	Increase (Decrease)	
			Amount	%
OCTOBER	43,772	39,141	(4,631)	-10.58%
NOVEMBER	40,230	36,171	(4,059)	-10.09%
DECEMBER	38,862	36,427	(2,435)	-6.27%
JANUARY	37,116			0.00%
FEBRUARY	42,597			0.00%
MARCH	40,887			0.00%
APRIL	43,801			0.00%
MAY	36,639			0.00%
JUNE	38,156			0.00%
JULY	41,913			0.00%
AUGUST	39,546			0.00%
SEPTEMBER	40,122			0.00%
TOTAL	122,864	111,739	(11,125)	-9.05%

YTD Totals 2017

\$483,641

\$111,739

YTD Totals 2016

\$439,869

MONTGOMERY COUNTY COMMISSION
SALES TAX COMPARISON - NO AUDITS OR REFUNDS INCLUDED
OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

FY 2017		FY 2018			Increase (Decrease)	
MONTH DEPOSITED	1.5% Collections	1.5% Collections	Simplified Sellers Tax	Total Collections	Amount	%
OCTOBER	3,556,400	3,548,435	68,643	3,617,078	60,678	1.71%
NOVEMBER	3,442,102	3,451,743	62,738	3,514,481	72,379	2.10%
DECEMBER	3,594,253					
JANUARY	4,357,256					
FEBRUARY	3,226,845					
MARCH	3,304,970					
APRIL	4,135,519					
MAY	3,604,052					
JUNE	3,593,426					
JULY	3,756,734					
AUGUST	3,435,784					
SEPTEMBER	3,665,491					
Year to Date	\$6,998,502	\$7,000,178	\$131,381	\$7,131,559	\$133,057	1.90%

Total YTD 2017	\$43,672,831	\$6,998,502
Total YTD 2016	\$42,941,719	\$6,898,003
Total YTD 2015	\$42,229,243	\$6,861,182

1-22-1

MONTGOMERY COUNTY COMMISSION
SALES TAX COMPARISON - ACTUAL COLLECTIONS
OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

FY 2017		FY 2018			Increase (Decrease)	
MONTH DEPOSITED	1.5% Collections	1.5% Collections	Simplified Sellers Tax SSUT	Total Collections	Amount	%
OCTOBER	3,576,342	3,568,912	68,643	3,637,555	61,213	1.71%
NOVEMBER	3,488,406	3,527,221	62,738	3,589,959	101,553	2.91%
DECEMBER	3,656,532					
JANUARY	4,378,384					
FEBRUARY	3,236,476					
MARCH	3,417,574					
APRIL	4,318,898					
MAY	3,680,847					
JUNE	3,659,662					
JULY	3,801,223					
AUGUST	3,478,806					
SEPTEMBER	3,627,493					
Year to Date	\$7,064,748	\$7,096,133	\$131,381	\$7,227,514	\$162,766	2.30%

Total YTD 2017	\$44,320,643	\$7,064,748
Total YTD 2016	\$43,552,955	\$6,942,316
Total YTD 2015	\$43,026,884	\$7,018,498

MONTGOMERY COUNTY COMMISSION EDUCATION TAX COMPARISON
OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

EDUCATION SALES TAX

Month Deposited	FY 2017	FY 2018	Increase (Decrease)	
	1.0% Collections	1.0% Collections	Amount	%
OCTOBER	2,334,564	2,384,646	50,082	2.15%
NOVEMBER	2,290,263	2,306,695	16,432	0.72%
DECEMBER	2,420,203			
JANUARY	2,841,070			
FEBRUARY	2,139,457			
MARCH	2,248,749			
APRIL	2,723,361			
MAY	2,427,158			
JUNE	2,420,872			
JULY	2,402,677			
AUGUST	2,248,592			
SEPTEMBER	2,335,523			
Year to Date	\$4,624,826	\$4,691,340	\$66,514	1.44%

GASOLINE TAX

Collections	FY 2017	FY 2018	Increase (Decrease)	
	Collections	Collections	Amount	%
137,536		139,037	1,501	1.09%
137,661		142,218	4,557	3.31%
132,410				
129,222				
121,033				
116,222				
139,250				
131,771				
128,386				
152,388				
138,355				
166,378				
\$275,197		\$281,255	\$6,059	2.20%

Total YTD 2017	\$28,832,488	\$4,624,826
Total YTD 2016	\$28,751,678	\$4,603,011
Total YTD 2015	\$28,371,485	\$4,636,626

\$1,630,613	\$275,197
\$1,622,822	\$270,286
\$1,613,839	\$260,872

MONTGOMERY COUNTY COMMISSION LODGING TAX COMPARISON

OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

FY 2017		FY 2018	Increase (Decrease)	
MONTH DEPOSITED	Collections	Collections	Amount	%
OCTOBER	213,184	231,009	17,824	8.36%
NOVEMBER	231,791	217,201	(14,590)	-6.29%
DECEMBER	211,662			
JANUARY	188,631			
FEBRUARY	185,122			
MARCH	202,694			
APRIL	252,511			
MAY	219,103			
JUNE	240,823			
JULY	228,679			
AUGUST	229,423			
SEPTEMBER	230,915			
Year to Date	\$444,975	\$448,209	\$3,234	0.73%

Total YTD 2017 \$2,634,537 \$444,975
 Total YTD 2016 \$2,710,090 \$438,755
 Total YTD 2015 \$2,577,637 \$406,785

Lodging Tax

**MAC SIM BUTLER DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, AL 36104**

Statistical Report for November 2017

US Marshal Inmates Received	48
FBOP Inmates Received	15
US Marshal Inmate Carryovers from Previous Month	60
FBOP Inmate Carryovers from Previous Month	19
Total US Marshal Inmate Days	2264
Total FBOP Inmate Days	599
Total Federal Inmate Days	2863

State Inmates Received	266
State Inmate Carryovers from Previous Month	527
Total State Inmates in Facility this Month	793
Total State Carryovers to Next Month	521
Total State Inmate Days	15,411

Total Inmates (State and Federal Combined)	935
Total Inmate Days (State and Federal Combined)	18,274
* Average Daily Population	<u>609</u>

Total Days Billed to the State	15,411
Amount Charged to the State	\$ 26,969.25
Sheriff's Allowance	\$ 337.50
Total Charged to the State	\$ 27,306.75

Total Spent for Food this Month	\$56,346.03
Amount Over Allowance	\$56,008.53
Amount Under Allowance	--
Average Cost for Food per Inmate Day	\$3.66

THE STATE OF ALABAMA,

Vendor Number

63600165305

Payable to

MCC & Derrick Cunningham

Sheriff of

Montgomery

County.

For feeding prisoners in the jail of said county during the month of

November , 2017

Month						Year		
Date	Total # In Jail	Insane	Juvenile	Federal	Other	# In Jail State	Per Capita	Sheriff's Allowance
1	523					523	\$ 915.25	\$ 11.25
2	525					525	\$ 918.75	\$ 11.25
3	521					521	\$ 911.75	\$ 11.25
4	528					528	\$ 924.00	\$ 11.25
5	525					525	\$ 918.75	\$ 11.25
6	527					527	\$ 922.25	\$ 11.25
7	522					522	\$ 913.50	\$ 11.25
8	524					524	\$ 917.00	\$ 11.25
9	520					520	\$ 910.00	\$ 11.25
10	516					516	\$ 903.00	\$ 11.25
11	515					515	\$ 901.25	\$ 11.25
12	517					517	\$ 904.75	\$ 11.25
13	511					511	\$ 894.25	\$ 11.25
14	518					518	\$ 906.50	\$ 11.25
15	511					511	\$ 894.25	\$ 11.25
16	506					506	\$ 885.50	\$ 11.25
17	506					506	\$ 885.50	\$ 11.25
18	507					507	\$ 887.25	\$ 11.25
19	501					501	\$ 876.75	\$ 11.25
20	497					497	\$ 869.75	\$ 11.25
21	507					507	\$ 887.25	\$ 11.25
22	502					502	\$ 878.50	\$ 11.25
23	503					503	\$ 880.25	\$ 11.25
24	506					506	\$ 885.50	\$ 11.25
25	510					510	\$ 892.50	\$ 11.25
26	510					510	\$ 892.50	\$ 11.25
27	508					508	\$ 889.00	\$ 11.25
28	510					510	\$ 892.50	\$ 11.25
29	514					514	\$ 899.50	\$ 11.25
30	521					521	\$ 911.75	\$ 11.25
31	0					0	\$ -	\$ -
Total	15411	0	0	0	0	15411	\$ 26,969.25	\$ 337.50

Amount Chargeable to the State (0900-14) \$ 26,969.25

SSN: _____ Sheriff's Allowance (0900-31) \$ 337.50

Total Amount \$ 27,306.75

Affadavit of the Sheriff before Notary Public

The State of Alabama

Montgomery

County

Before me Marilyn M. Crenshaw

Notary Public, personally appeared

MCC & Derrick Cunningham

Sheriff of said County, who being by me sworn,

makes oath that the within account for

27306.75

Dollars is correct and

that no part here of has been paid.

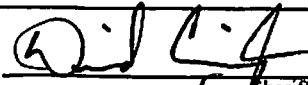
Sworn to and subscribe before me this

4th

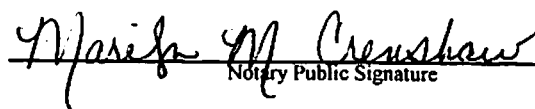
day of

November

, 20 17



Sheriff Signature



Notary Public Signature

23-2

MTGY CO. COMMISSION
DEC 5 '17 AM 8:24

Standard Form 1034 Revised October 1987 Department of the Treasury 1 TFM 4-2000		PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL			VOUCHER NO. Invoice #11-2017	
U.S. DEPARTMENT, BUREAU, OR ESTABLISHMENT AND LOCATION U.S. Marshals Service One Church Street, Suite A-100 Montgomery, AL 36104 Attn: Debi Brewer (334) 223-3101			DATE VOUCHER PREPARED 12/01/2017		SCHEDULE NO.	
			CONTRACT NUMBER AND DATE		PAID BY USMS M/AL Montgomery	
			REQUISITION NUMBER AND DATE			
PAYEE'S NAME AND ADDRESS Montgomery County Jail (4AP) 225 South McDonough Street Montgomery, AL 36106 (334) 832-1665 (Corlis Miles) Fax: (334) 265-0990 corlismiles@mc-ala.org TAX ID# 63-6001653 H02 DUNS # 099839086 IGA # 02-11-0009			DATE INVOICE RECEIVED			
			DISCOUNT TERMS			
			PAYEE'S ACCOUNT NUMBER			
			SHIPPED FROM			TO

NUMBER AND DATE OF ORDER	DATE OF DELIVERY OR SERVICE	ARTICLES OR SERVICES (Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)	QUAN-TITY	UNIT PRICE		AMOUNT (1)
				COST	PER	
Nov Jail Bill 11/01/2017 to 11/30/2017	11/30/2017	Non-Medical Transport of Federal Inmates	1925	0.535	Mile	1,029.88
		Montgomery County Jail (See Attached List)	1	0.535		0.31
		Submitted by: IGA # 02-11-0009				
		COR: _____				
		PT-4AP-D02- -TRP-				
TOTAL						1,030.19

(Use continuation sheet(s) if necessary) (Payee must NOT use the space below)

PAYMENT: ☐ PROVISIONAL ☐ COMPLETE ☐ PARTIAL ☐ FINAL ☐ PROGRESS ☐ ADVANCE	APPROVED FOR	EXCHANGE RATE	DIFFERENCES	
	=\$	=\$1.00		
	BY 2		Amount verified; correct for payment	
	TITLE		(Signature or initials)	

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

 (Date) (Authorized Certifying Officer) ² (Title)

ACCOUNTING CLASSIFICATION

SOC:25302/2292 1561020XD H52 D02 HDT5001D

PAID BY \$	CHECK NUMBER	ON ACCOUNT OF U.S. TREASURY	CHECK NUMBER	ON (Name of bank)
	CASH	DATE	PAYEE ³	

1. When stated in foreign currency, insert name of currency.

2. If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign in the space provided, over his official title.

3. When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporate name, as well as the capacity in which he signs, must appear. For example: "John Doe Company, per John Smith, Secretary", or "Treasurer", as the case may be.

Previous edition usable
NSN 7540-00-900-2234

PRIVACY ACT STATEMENT

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purpose of disbursing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.

23-3

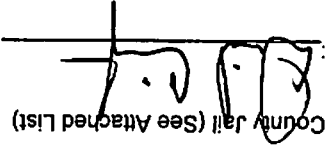
23-4

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purpose of disbursing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will render discharge of the payment obligation.

PRIVACY ACT STATEMENT

NSN 7540-00-900-2234

Previous edition usable

1. When stated in foreign currency, insert name of currency. 2. If the ability to certify and authority to approve are combined in one person, one signature only is necessary, otherwise the approving officer will sign in the space provided, over his official title. 3. When a voucher is received in the name of a company or corporation, the name of the person writing the company or corporate name, as well as the capacity in which he signs, must appear. For example: "John Doe Company, per John Smith, Secretary," or "Treasurer," as the case may be.		TITLE	
CASH		DATE	
CHECK NUMBER		ON ACCOUNT OF U.S. TREASURY	
CHECK NUMBER		ON (Name of bank)	
ACCOUNTING CLASSIFICATION			
(Date) (Authorized Certifying Officer) 2 (Title)			
Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.			
APPROVED FOR		EXCHANGE RATE	
BY 2		DIFFERENCES	
TITLE		(Signature or initials)	
AMOUNT VERIFIED, correct for payment		AMOUNT	
PROVISIONAL		COMPLETE	
PARTIAL		FINAL	
PROGRESS		ADVANCE	
PAYMENT			
(Payee must NOT use the space below)			
TOTAL 28,752.00			
11/30/2017			
11/01/2017 to			
Nov Jail Bill			
11/30/2017			
Housing of Federal BOP Inmates			
Submitted by: 			
COR:			
DATE OF DELIVERY OR SERVICE			
ARTICLES OR SERVICES			
QUAN- TITY			
COST			
PER			
AMOUNT			
SHIPPED FROM			
TO			
WEIGHT			
GOVERNMENT BAL. NUMBER			
PAYEE'S ACCOUNT NUMBER			
DISCOUNT TERMS			
DATE INVOICE RECEIVED			
PAYEE'S NAME AND ADDRESS			
Montgomery County Jail			
225 South McDonough Street			
Montgomery, AL 36104			
(334) 832-1665 (Corlis Miles)			
Fax: (334) 265-0990 corlismiles@mc-ala.org			
TAX ID # 63-6001653 H02			
DUNS # 099839086			
REQUISITION NUMBER AND DATE			
CONTRACT NUMBER AND DATE			
DATE VOUCHER PREPARED			
12/01/2017			
PAYED BY			
Montgomery			
SCHEDULE NO.			
Invoice #11-2017			
VOUCHER NO.			
U.S. DEPARTMENT, BUREAU, OR ESTABLISHMENT AND LOCATION			
Federal Bureau of Prisons-Community Corrections			
Maxwell AFB-Building 1209 820 Willow Street			
Montgomery, AL 36112			
REVISOR			
Revised October 1987			
Department of the Treasury			
1 TFM 4-2000			
Standard Form 1034			
SERVICES OTHER THAN PERSONAL			

**MONTGOMERY COUNTY MAC SIM BUTLER DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, AL 36104**

November 2017 Monthly Jail Report -- State Inmates

MIGY CO. COMMISSIO
DEC 5 '17 AM 8:24

Number of Inmates Brought Over from Previous Month:

O/M	6	1.02%
W/M	69	16.33%
B/M	389	68.37%
W/F	27	6.12%
B/F	36	8.16%
O/F	0	0.00%
Total	527	100.00%

Number of Inmates Received During the Month:

O/M	7	2.63%
W/M	30	11.28%
B/M	190	71.43%
W/F	17	6.39%
B/F	22	8.27%
O/F	0	0.00%
Total	266	100.00%

Total Number of Inmates in Jail During the Month:

O/M	13	1.64%
W/M	99	12.48%
B/M	579	73.01%
W/F	44	5.55%
B/F	58	7.31%
O/F	0	0.00%
Total	793	100.00%

Number of Inmates Released or Removed During the Month:

O/M	5	1.84%
W/M	36	13.24%
B/M	197	72.43%
W/F	16	5.88%
B/F	18	6.62%
O/F	0	0.00%
Total	272	100.00%

Number of Inmates Carried Over at the Close of the Month:

O/M	8	1.54%
W/M	63	12.09%
B/M	382	73.32%
W/F	28	5.37%
B/F	40	7.68%
O/F	0	0.00%
Total	521	100.00%

**MONTGOMERY COUNTY MAC SIM BUTLER DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, AL 36104**

November 2017 Monthly Jail Report -- Federal Bureau of Prison Inmates

Number of Inmates Brought Over from Previous Month:

O/M	7
W/M	0
B/M	11
W/F	0
B/F	1
O/F	0
Total	<u>19</u>

Number of Inmates Received During the Month:

O/M	2
W/M	3
B/M	10
W/F	0
B/F	0
O/F	0
Total	<u>15</u>

Number of Inmates in Jail During the Month:

O/M	9
W/M	3
B/M	21
W/F	0
B/F	1
O/F	0
Total	<u>34</u>

Number of Inmates Released or Removed During the Month:

O/M	7
W/M	2
B/M	8
W/F	0
B/F	1
O/F	0
Total	<u>18</u>

Number of Inmates Carried Over at the Close of the Month:

O/M	2
W/M	1
B/M	13
W/F	0
B/F	0
O/F	0
Total	<u>16</u>

Community Corrections Census & Fiscal Report

PROGRAM TYPE:

	Oct, 17	Nov, 17	Dec, 17	Jan, 18	Feb, 18	Mar, 18	Apr, 18	May, 18	June, 18	July, 18	Aug, 18	Sept, 18	TOTAL:
~County Probation Offenders	190	199	0	0	0	0	0	0	0	0	0	0	
Fees Collected	195.00	305.50	-	-	-	-	-	-	-	-	-	-	\$500.50
~Pre-Trial Release Participants	37	40	0	0	0	0	0	0	0	0	0	0	
(Jail Bed- Days Saved)	1167	1140	0	0	0	0	0	0	0	0	0	0	
Fees Collected	654.00	250.00	-	-	-	-	-	-	-	-	-	-	\$904.00
~Drug Court Offenders	17	16	0	0	0	0	0	0	0	0	0	0	
Fees Collected	1,837.00	1,820.00	-	-	-	-	-	-	-	-	-	-	\$3,657.00
~Jail/Prison Diversion Offenders	169	161	0	0	0	0	0	0	0	0	0	0	
Fees Collected	2,168.50	1,890.00	-	-	-	-	-	-	-	-	-	-	\$4,058.50
Amt. Billed to AL Dept. of Corrections	31,080.00	27,340.00	-	-	-	-	-	-	-	-	-	-	\$58,420.00
~Electronic Monitoring Offenders	0	0	0	0	0	0	0	0	0	0	0	0	
Fees Collected	-	-	-	-	-	-	-	-	-	-	-	-	\$0.00
~Drug Screenings	229	0	0	0	0	0	0	0	0	0	0	0	
Fees Collected	1,340.00	1,370.00	-	-	-	-	-	-	-	-	-	-	\$2,710.00
~E.V.E.N. DV Program Enrolled	91	94	0	0	0	0	0	0	0	0	0	0	
Fees Collected	1,095.00	1,060.00	-	-	-	-	-	-	-	-	-	-	\$2,155.00
~Other Fees Collected	215.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$295.00
TOTAL FEES: (15-16 FY)	\$ 38,584.50	\$ 34,115.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,700.00
Prior Year Fees (Comparison)	\$42,667.00	\$39,865.00	\$44,362.00	\$42,946.00	\$38,930.00	\$38,359.00	\$34,919.50	\$38,340.95	\$40,145.00	\$39,932.50	\$41,277.00	\$38,209.00	
TOTAL POPULATION SERVED: (Population at end of Reporting Month)	494	500	0	0	0	0	0	0	0	0	0	0	
Comparison Population Previous Year	467	464	451	445	462	448	437	443	463	483	526	517	
~Community Service Participants	20	25	0	0	0	0	0	0	0	0	0	0	
(Community Service Hours)	179	181	0	0	0	0	0	0	0	0	0	0	
Value of Labor at \$7.25 per Hr. (Minimum Wage)	\$ 1,297.75	\$ 1,312.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,610.00

Drug Court

AL D.O.C.

Client Fees

E.V.E.N.

Budget Allocation (Anticipated Revenue)

Total Amount Collected/Billed to Date

Balance (of anticipated revenue)

\$32,650.00

\$3,657.00

\$28,993.00

\$360,460.00

\$58,420.00

\$302,040.00

\$88,740.00

\$8,173.00

\$80,567.00

\$28,150.00

\$2,155.00

\$25,995.00

Revenue Comparison to Prior Year

Current FY Year to Date Total

Prior Year to Date

Difference From Prior Year

\$72,700.00

\$82,532.00

-\$9,832.00 +

Total Projected Fees from All Other Sources*

Target Amount expected to be collected/billed by date

Total Collected/Billed to date

\$510,000.00

\$85,017.00 Target Percent

16.67%

\$72,700.00 % of Goal Collected/Billed to date**

14.25%

**Goal = \$510,000 divided by 12 & X# of Months Completed this FY

Difference from Anticipated Revenue to Date: + or -

-\$12,317.00

*Other than from County Appropriations

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Montgomery County Community Corrections

Revenue Received or Billed
FY 2017-2018 (October 2017 - September 2018)

MONTH/YR	DRUG COURT FEES	ALL DRUG COURT DRUG SCREENING FEES	PROBATION SUPERVISION FEES	JAIL/PRISON DIVERSION FEES	PRE-TRIAL RELEASE FEES	DRUG SCREENING FEES	ELECTRONIC MONITORING FEES	E.V.E.N. PROGRAM FEES	SUBTOTAL (FEES)	OTHER MONIES COLLECTED	AL DEPT. OF CORRECTIONS (Jail/Prison Diversion)	ADOC BILLING STATUS*	MONTHLY TOTALS
Oct-17	\$1,837.00	\$965.00	\$195.00	\$2,168.50	\$654.00	\$375.00		\$1,095.00	\$7,289.50	\$215.00	\$31,080.00	B	\$38,584.50
Nov-17	\$1,820.00	\$1,050.00	\$305.50	\$1,890.00	\$250.00	\$320.00		\$1,060.00	\$6,695.50	\$80.00	\$27,340.00	B	\$34,115.50
Dec-17									\$0.00				\$0.00
Jan-18									\$0.00				\$0.00
Feb-18									\$0.00				\$0.00
Mar-18									\$0.00				\$0.00
Apr-18									\$0.00				\$0.00
May-18									\$0.00				\$0.00
Jun-18									\$0.00				\$0.00
Jul-18									\$0.00				\$0.00
Aug-18									\$0.00				\$0.00
Sep-18									\$0.00				\$0.00
TOTALS:	\$3,657.00	\$2,015.00	\$500.50	\$4,058.50	\$904.00	\$695.00	\$0.00	\$2,155.00	\$13,985.00	\$295.00	\$58,420.00		GRAND TOTAL: \$72,700.00

* "R" Denotes Payment Received and "B" Denotes Payment Billed

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