REGULAR MEETING

MONTGOMERY COUNTY COMMISSION

MARCH 20, 2017

AGENDA

INFORMATION SESSION

Call to Order Welcome at 4:00 p.m.

Prayer

Reports from Staff:

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

Comments from Scheduled Attendees:

Sheriff Derrick Cunningham
Director of General Services Steve Jones with the City of Montgomery
Ms. Tashina Morris with TS Morris Youth Intervention
Scout Executive/CEO Marvin D. Smith with Boy Scouts of America Tukabatchee Area Council
Marketing/Public Relations Specialist Felicia Taylor with Alabama State University
Dr. Choona Lang with Homeview Holistic Community Family Health Center

Recess to Formal Session

FORMAL SESSION

Welcome at 5:30 p.m.

Invocation by Rev. LaVaughn Wiggins, United Evangelical Lutheran Church

Pledge of Allegiance Led by Boy Scout Troop 224

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of March 6, 2017

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Authorization of Grant Application for the Edward Byrne Memorial Justice Assistance Grant (JAG) Application, District Attorney's Office

2. Consider Authorization of Appointment of Sheron Rose as the Designee for the Local Workforce Innovation and Opportunity Act Board Representative for Montgomery County, County Commission

3. Consider Authorization of Modified Resolution with the City of Montgomery regarding Gerhardi, Inc./Project RUMBA, which was originally Adopted June 20, 2016, County Commission

4. Consider Authorization of Amendment Number 2 to Contract with Seacoast Disposal, Inc., for Clean Saturday Refuse Collection Services (Contract Number 51100-15B-033), County Commission

5. Consider Authorization of Miscellaneous Appropriations Reprogramming Requests, County Commission

6. Consider Authorization of Budget Change Request Number 30 to Kershaw YMCA in the Amount of $25,000, County Commission Appropriations

7. Consider Authorization of Budget Change Request Number 31 to East Montgomery YMCA in the Amount of $10,000, County Commission Appropriations

8. Consider Authorization of Budget Change Request Number 32 for the Britton YMCA in the Amount of $2,500, County Commission Appropriations

9. Consider Authorization of Budget Change Request Number 33 for the HandsOn River Region in the Amount of $5,000, County Commission Appropriations

10. Consider Authorization of Budget Change Request Number 34 for Child Protect in the Amount of $20,000, County Commission Appropriations

11. Consider Authorization of Budget Change Request Number 1, Youth Facility

12. Consider Authorization of Position Fill Request – Community Corrections
    - Community Corrections Officer – Position Number 300359002

13. Consider Authorization of Position Fill Request – Sheriff's Office
    - Deputy Sheriff – Part Time, Position Number 550431002

14. Consider Authorization of Travel/Training Requests (12)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery Area Chamber of Commerce

Reports from Staff:

Administrator
Deputy Administrator
County Attorney

Adjourn

CALENDAR OF EVENTS

MARCH 20, 2017	Regular County Commission Meeting 4:00 p.m. - Information Session 5:30 p.m. - Formal Session Ridgecrest Baptist Church 5260 Vaughn Road After Conclusion of the Formal Session, an Information Session may be conducted
APRIL 3, 2017	Regular County Commission Meeting 8:00 a.m. - Information Session 9:30 a.m. - Formal Session After Conclusion of the Formal Session, an Information Session will be conducted until 12:00 Noon.
APRIL 17, 2017	Regular County Commission Meeting 8:00 a.m. - Information Session 9:30 a.m. - Formal Session After Conclusion of the Formal Session, an Information Session will be conducted until 12:00 Noon.
MAY 1, 2017	Regular County Commission Meeting 8:00 a.m. - Information Session 9:30 a.m. - Formal Session After Conclusion of the Formal Session, an Information Session will be conducted until 12:00 Noon.
MAY 15, 2017	Regular County Commission Meeting 4:00 p.m. - Information Session 5:30 p.m. - Formal Session LOCATION TO BE DETERMINED After Conclusion of the Formal Session, an Information Session will be conducted until 12:00 Noon.
MAY 29, 2017	County Holiday (Memorial Day)

AGENDA

MAR 20 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-3-17

Check Number	To	Check Number
267437		267481
Total Checks Paid		$198,296.64

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

AGENDA

MAR 20 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-3-17

Check Number	To	Check Number
267482		267562
Total Checks Paid		$561,532.85

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

AGENDA

MAR 2 0 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-10-17

Check Number	To	Check Number
267563		267631
Total Checks Paid		$174,485.54

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

AGENDA

MAR 20 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-10-17

Check Number	To	Check Number
267633		267744
Total Checks Paid		$413,598.57

Check# 267632 replaces Check# 266410

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

AGENDA

MAR 20 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-17-17

Check Number	To	Check Number
267745		267806
Total Checks Paid		$765,815.40

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

AGENDA

MAR 20 2017

3-20-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED 3-17-17

Check Number	To	Check Number
267807		267869
Total Checks Paid		$330,327.53

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

AGENDA

MAR 20 2017

3/20/17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND ORDERED PAID

CHECKS ARE DATED
3/17/17

Payroll Check Number	127485	To	Payroll Check Number	127549	$ 48,166.19
Direct Deposits					$ 857,262.22
Payroll Check Number	127550	To	Payroll Check Number	127572	$ 257,346.59
Direct Deposits					$ 401,727.19
Federal Deposits					$ 328,249.17
Total Payroll Paid					$ 1,892,751.36

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

Daryl D. Bailey

District Attorney

Fifteenth Judicial Circuit of Alabama

251 South Lawrence Street
P.O. Box 1667
Montgomery, Alabama 36102-1667

www.mc-ala.org/da

(334)832-2550

AGENDA

MAR 20 2017

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Rhonda B. Cape
Chief Administrator

DATE: March 14, 2017

RE: Edward Byrne Memorial JAG Application

The Montgomery County District Attorney's Office is applying to ADECA for a Byrne Memorial Justice Assistance grant for equipment purchases. The County Commission serves as the sub grantee. There is no match required for this grant.

We request the Commission approve the application at their meeting on March 20, 2017.

Alabama Department of Economic and Community Affairs
Law Enforcement and Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

Revised 6/05/2014 **Cover Page**

Application is hereby made for a grant under the program described in item 7 below in the amount and for the purpose set forth in this application

1. Applicant	**3. Authorizing Official**
Name: Montgomery County Commission Address: 101 S Lawrence Street Montgomery, AL 36104 Phone #: 334-832-1259 Fax #: 334-832-2533 E-Mail:	Name: Elton N. Dean, Sr., Chairman Title: Montgomery County Commission Address: 101 S. Lawrence Street Montgomery , AL 36104 Phone #: 334-832-1259 Fax #: 334-832-2533 E-Mail: Signature: Date:
2. Implementing Agency Name: Montgomery County Dristrict Attorney Phone #: 334-832-2550	
4. Project Director	**5. Financial Officer**
Name: Natalie Dixon Address: 100 S Lawrence Street Montgomery, AL 36104 Phone #: 334-832-1627 Fax #: 334-832-1615 E-Mail: nataliedixon@mc-ala.org Signature: Natalie Dixon Date: 28 Feb 2017	Name: Sherrill Thomas Address: 101 S Lawrence Street Montgomery, AL 36104 Phone #: 334-832-1268 Fax #: 334-832-2533 E-Mail: sherrillthomas@mc-ala.org Signature: Sherrill Thomas Date: 3/13/17
6. Type of Application ☑ Original ☐ Continuation of Previous Grant Number:	**7. Program Under Which Application is Made** (Include Purpose Areas addressed if applicable) Byrne JAG

8. Active membership in any Statewide associations or coalitions

9. Project Start Date (Estimated)	**10. Project Ending Date (Estimated)**
March 1, 2017	**May 31, 2017**
11. Name of the Project (Brief Descriptive Title) Investigator Safety Plan	**12. Grant Funds Requested** $22,162.33
13. Will other Federal Support be available for any part of this project? ☐ Yes ☑ No (If yes, identify and explain on Page 9)	**14. DUNS Number:** 99839086 **15. SAM Registration Expiration Date:** December 5, 2017

16. Congressional Districts Served:

17. Organization Type (Check one which applies)

☐ State Agency	☐ Public College or University	☐ Private Not-for-Profit Agency
☑ Local Government	☐ Private College or University	☐ Private For-Profit Company
☐ Other Government Entity	☐ Public Not-for-Profit Agency	☐ Private Individual

18. Project Summary: ***(Suitable for a news release pertaining to this project)***

Having statewide investigative and arrest powers, the Montgomery County District Attorney's Office's Investigators are called upon daily to respond to and investigate crime. Their safety is of utmost importance and by being outfitted with ballistic vests and radios, they will be able to perform their duties with increased safety and efficiency.

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Alabama Department of Economic and Community Affairs
Law Enforcement and Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

A. Personnel:

List each individual with salary

Name of Employee	Position / Title	Salary or Hourly Rate	Rate of Pay	% of Time Charged to Project	Annual Income /Unit Cost	Category Total
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
		$ -			$ -	$ -
See Attachment 1 (Personnel)					$ -	$ -
					Salaries Sub-Total	$ -

Fringe Benefit Computation

FICA	$ -		7.650%	$ -
SUI	$ -		0.000%	$ -
W/C	$		0.000%	$
Health Insurance	$ -		0.000%	$ -
Life Insurance	$ -		0.000%	$ -
Retirement	$ -		0.000%	$ -
Other	$ -		0.000%	$ -
Other	$ -		0.000%	$ -
				Fringe Sub-Total

Total Personnel Expenditures

B. Professional Services:

Must be itemized

List by individual or type of individual, with fee basis limited to a reasonable rate not to exceed $450 per day/$56.25 per hour.

Individual Consultants and/or Contracting of Service Organizations

	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Total Contractual Services $ -

C. Travel:

Transportation & associated cost of project personnel (Consultant Travel is to be include in Category B above)

Other Government Entity

Mileage:		$ -
Per Diem:		$ -
Conference Cost:		$ -
Other:		$ -

Total Travel $ -

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Alabama Department of Economic and Community Affairs
Law Enforcement and Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

Budget Page 2

D. Operating Expenses:
Must be itemized

	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
See Attachment 2 (Operating Expense)	$ -

Total Operating Expense $ -

E. Equipment Purchase:
Must be itemized

Item	Qty	Unit Price	Total Item Cost
Ballistic Vest w/ outer carrier and Speed Plate	11	$ 923.00	$ 10,153.00
Portable Radio	3	$ 4,003.11	$ 12,009.33
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
See Attachment 3 (Equipment)			$ -

Equipment Purchase Total $ 22,162.33

Lease or Rental Equipment	Qty	Unit Price	Total Item Cost
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
See Attachment 3 (Equipment)			

Lease or Rental Total

Total Equipment Expense $ 22,162.33

Total Project Cost $ 22,162.33

Matching Ratio:	ADECA / LETS %	100%	ADECA / LETS Support	$ 22,162.33
	Match %		Matching Contribution	$ -

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Alabama Department of Economic and Community Affairs
Law Enforcement and Traffic Safety Division
401 Adams Avenue
P.O. Box 5690
Montgomery, AL 36103-5690

Budget Page 3

20. Source of Contribution:
(Indicate Sources Per Instructions)

	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Total Matching Contribution: $ -

Match from page 2 $ -

Match Differential: $ -

21. Budget Summary and Projection: **APPLICATION IS INCOMPLETE WITHOUT THIS**
(Total budget of applicant or implementing agency)

Budget Categories	Prior Phase	Present Phase	Successive Phase
A Personnel and Fringe	$ -	$ -	$ -
B Professional Services	$ -	$ -	$ -
C Travel	$ -	$ -	$ -
D Operating Expenses	$ -	$ -	$ -
E Equipment	$ -	$ 22,162.33	$ -
Total Budget of Applicant	$ -	$ 22,162.33	$ -
Duration of Project Phase	12	12	12

22. Federal Support:
Will other Federal support be available for any part of this project?
Yes ☐ No ☑ If "Yes", Explain:

23. Federal Submissions:
Have other Federal agencies been contacted for assistance on this or similar projects?
Yes ☐ No ☑ If "Yes", Explain:

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ADECA / LETS Grant Application Part 1A
Edward Byrne Memorial JAG Program

Project Budget Narrative

All purchases and procurements made using funds awarded under this grant will be made in accordance to the State of Alabama Department of Finance, Division of Purchasing, Rules and Regulations and in accordance with Alabama Competitive Bid and Public Works Laws, Section 41-16-50(a).

The funds from this grant will be used to purchase radios like or similar to the P7300 portable radio manufactured by Harris including the specifications required for compatibility with city, county and state law enforcement agencies' current equipment. It will also be used to purchase vests like or similar to the Point Plank AX-II vest with an outer carrier and 8x10 speed plate.

Budget Prepared By:
Name: Natalie Dixon
Address: 100 S. Lawrence Street
Montgomery, AL 36104
Phone #:334-832-2550

If the budget is prepared by an individual other than the Financial Officer, the Financial Officer must sign here as approving the budget as submitted.

Natalie Dixon 28Feb2017
Signature Date

Sherrill Thomas 3/13/17
Signature Date

2016 proved to be one of the deadliest years for law enforcement in the history of this country. There were 140 line of duty deaths, 65 of these being from gunfire. In October 2016, the FBI released their most current statistics on law enforcement officers killed and assaulted, which was a comprehensive analysis from 2015. In that year a total of 86 law enforcement officers were killed in line-of-duty incidents. Of that number, 41 officers died as a result of a felonious act, 38 of these were with a firearm. By region, 19, the highest number, occurred in the south. In addition to the deaths there were a total of 52,212 reported line-of –duty assaults. It is no secret that law enforcement has a special set of dangers inherent in the job, but there are measures that can be taken to reduce some of the risks.

As an investigative body with arrest powers, the Montgomery County District Attorney's Office investigators not only investigate criminal activity, but respond to the scene of crimes being investigated by the Montgomery Police Department. In working in these areas collectively it is important for safety and efficiency that our agency be able to communicate seamlessly with the Police Department as well as the Sherriff's Department.

It is imperative that safety measures such as radios and ballistic vests be given to our investigators. A recent practical example of the usefulness of both a ballistic vest and radio would be when one of our investigators was out serving subpoenas when they observed police attempting to apprehend a subject. As a law enforcement officer it is both our nature and obligation to respond. The subjects were taken into custody for robbery charges without incident, but what if one opened fire? The investigator had no body armor. If they had a radio they would have been able to track the radio traffic and know that officers were in the area attempting to apprehend these subjects. Due to the size of the agency there are many times that investigators will be in the field without a partner. As the old adage goes, "you can't outrun the radio". Handheld radios are your partner. They put you in immediate contact with help. They help to insure effective communication and provide a way for everyone in the field to have an idea as to what is going on and where. Without radios it is essentially the same thing as sending a person out into a situation blind. The purchase of vests and radios will provide our investigators with two of the most basic, yet valuable, officer safety tools.

The goal of this project to provide all of the District Attorney Investigators with working equipment to provide increased safety and effective means for communicating.

The objective is to purchase ballistic vests and radios to increase the safety measures that are provided as well as increase the communication between our office and the other police and investigative agencies that we work with.

To meet the goal of providing increased officer safety for our investigators, research has been conducted to find radios that will allow our investigators to communicate with the city, county as well as the state law enforcement agency. Research has also been conducted to determine what ballistic vest will be best suited for the needs of our investigators while providing the best level of protection. Based on the research, radios and vests will be purchased utilizing grant funds.

All purchases and procurements made using funds awarded under this grant will be made in accordance with the State of Alabama Department of Finance, Division of Purchasing, Rules and Regulations and in accordance with any specific Federal Rules and Regulations governing expenditure of subgrant funds awarded under this program.

While we hope to never know just how effective ballistic vests are, we do know that there can be deadly consequences without them. Due to the cooperative nature of this office, we would expect to see increased communication between this office, the Montgomery Police Department, the Montgomery County Sherriff Department as well as ALEA, especially as it relates to activity in the field.

The evaluation of this project will consist of verifying that the investigators have seamless and immediate communication access with the other law enforcement agencies and verifying that the ballistic vests have been assigned to appropriate personnel.

Standard Subgrant Conditions and Assurances – Applicant understands and agrees that a subgrant received as a result of this application shall be subject to and incorporate the following assurances and conditions of the federal funding agency from which the grant funds originate andthe Law Enforcement and Traffic Safety (LETS) Division of the Alabama Department of Economic and Community Affairs (ADECA).

1. **OMB UNIFORM GUIDANCE FOR FEDERAL FINANCIAL AWARDS**. For any and all contracts or grants made by a non-Federal entity under a Federal award, the non-Federal entity must comply with 2 CFR Part 200, the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which includes but is not limited to, Subpart B (2 CFR 200.100), General Provisions; Subpart C (2 CFR 200.200), Pre-Federal Awards Requirements and Contents of Federal Awards; Subpart D (2 CFR 200.300), Post Federal Award Regulations; Subpart E (2 CFR 200.400), Cost Principles; Subpart F (2 CFR 200.500), Audit Requirements; and all accompanying Appendices.

For any and all contracts made by a non-Federal entity under a Federal award, 2 CFR 200.326 requires the following contract provisions (as found in Appendix II to Part 200) be included and adhered to as applicable and unless specifically excluded by other Federal regulations:

2. **TERMINATION**. A clause addressing a termination for cause and convenience must be included in all contracts in excess of $10,000. The following provisions apply to termination under this grant agreement, whether termination by the Department or by the Subrecipient. The performance of work under this agreement may be terminated in whole or in part for the following circumstances:

> **Termination for Convenience**. This agreement may be terminated by either party with thirty (30) days written notice. Said notice shall specify the reasons for requesting such termination. If the Department determines that continuation of the work will serve no useful public purpose, this Agreement may be terminated by the Department and the Subrecipient shall be entitled to necessary expenses incurred through the date of termination or the date services are last provided, whichever occurs first.
>
> **Termination for Cause**. If, through any cause, the Subrecipient shall fail to fulfill in a timely manner its obligations under this Agreement, or if the Subrecipient shall violate any of the covenants, agreements or stipulations of this Agreement, and such failure or violation is not corrected within fifteen (15) days after such notice is given by the Department to the Subrecipient, the Department shall thereupon have the right to immediately terminate or suspend this Agreement by giving written notice to the Subrecipient of such termination or suspension and specifying the effective date thereof.

In the event of termination, for either convenience or cause, all property, finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, computer tapes, computer programs, and reports prepared by the Subrecipient under this Agreement shall, at the option of the Department, and if in accordance with applicable State and Federal regulations, become the property of the Department. The Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Notwithstanding the above, the Subrecipient shall not be relieved of liability to the Department for damages sustained by the Department by virtue of any breach of the Agreement by the Subrecipient and the Department may withhold any payments to the Subrecipient for the purpose of setoff until such time as the exact amount of damages due the Department from the Subrecipient is determined.

3. **HEARING ON APPEAL**. The Subrecipient shall have the right to appeal any determination to terminate made by the Department; however, if the Subrecipient has failed to submit his appeal, in writing, within ten (10) calendar days from written notice of the termination and/or has failed to request and receive approval from the Department for extension of such, then he shall have no further right of appeal.

The hearing shall be conducted at the Department's offices in Montgomery, Alabama, or any other appropriate location at the Department's discretion, with a written notification of the time, place, and subject matter by the Department to the Subrecipient.

4. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT**. If the Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment of performance of experimental, developmental, or research work under that "funding agreement," the recipient or Subrecipient must comply with the requirements of 37 CFR 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

5. **CLEAN AIR ACT and FEDERAL WATER POLLUTION CONTROL ACT**. In the event this contract or grant award is for an amount in excess of $150,000, the Contractor or Subrecipient shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, 42 U.S.C. 7401-7671q, and the Federal Water Pollution Control Act, 33 U.S.C. 1251-1387. The Department shall report any suspected or reported violation to the Federal awarding agency and to the Environmental Protection Agency.

6. **ENERGY CONSERVATION**. The Contractor or Subrecipient shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act, 42 U.S.C. 6201 *et seq.*

7. **DEBARMENT AND SUSPENSION**. The Subrecipient is prohibited from using any contractor or subcontractor that has been debarred, suspended, or otherwise excluded from participation in federal assistance programs (Executive Orders 12549and 12689).

The Subrecipient shall require participants in lower tier covered transactions to include the certification on Government-wide Debarment and Suspension (Non-Procurement) for it and its principals in any proposal submitted in connection with such lower tier covered transactions (See Code of Federal Regulations, 2 CFR Part 180.300). The Excluded Parties List System is available for access from the System of Award Management website at https://www.SAM.gov.

The Subrecipient certifies, by entering into this Agreement, that neither it nor its principals nor any of its subcontractors are presently debarred, suspended, proposed from debarment, declared ineligible, or voluntarily excluded from entering into this Agreement by any federal agency or by any department, agency, or political subdivision of the State. The term "principal" for purposes of this Agreement means an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Recipient.

The Subrecipient certifies that it has verified the suspension and debarment status for all subcontractors receiving funds under this Agreement and shall be solely responsible for any recoupments or penalties that might arise from non-compliance. Subrecipients shall immediately notify the Department if any sub-contractor becomes debarred or suspended, and shall, at the Department's request, take all steps required by the Department to terminate its contractual relationship with the sub-contractor for work to be performed under this Agreement.

8. **BYRD ANTI-LOBBYING ACT**. Contractors and Subrecipients shall comply with the Byrd Anti-Lobbying Act, 31 U.S.C. 1352, and shall file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tierup to the non-federal award.

9. **PROCUREMENT OF RECOVERED MATERIALS**. 2 CFR 200.322 provides that a non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency ("EPA") at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of completion, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired by the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

ADDITIONAL CLAUSES. In addition to the above clauses, the Contractor or Subrecipient agrees with, and shall adhere to, the following:

10. **TOBACCO SMOKE**. Public Law 103-227, Title X, Part C, also known as the Pro-Children Act of 1994 (20 U.S.C. 6083) prohibits smoking in any portion of any indoor facility owned or leased or contracted for by an entity used routinely or regularly for the provision of health, daycare, education, or library services to children under the age of 18 if the services are funded by federal programs either directly or through state or local governments by federal grant, contract, loan or loan guarantee.

11. **DRUG-FREE WORKPLACE REQUIREMENTS**. In accordance with provisions of Title V, Subtitle D of Public Law 100-690 or Public Law 111-350 (41 U.S.C. 8101 *et. seq.*), the "Drug-Free Workplace Act of 1988," all grantees must maintain a drug-free workplace and must publish a statement informing employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and establishing the actions that will be taken against employees violating these prohibitions. Failure to comply with these requirements may be cause for debarment.

12. **TRANSPARENCY ACT**. Awards under Federal programs are included under the provisions of P.L. 109-282, the "Federal Funds Accountability and Transparency Act of 2006" ("FFATA"). Under this statute, the State is required to report information regarding executive compensation and all subgrants, contracts and subcontracts in excess of $25,000 through the Federal Subaward Reporting System (https://www.fsrs.gov/) and in accordance with the terms found in Federal regulations at 2 CFR Part 170, including Appendix A. Therefore, all Subrecipients, who meet this threshold, will be required to furnish this information to the division within ADECA which is funding the Subrecipient agreement. Specific reporting processes will be provided by the applicable ADECA division to Subrecipients.

13. **POLITICAL ACTIVITY**. The Subrecipient shall comply with the Hatch Act (5 U.S.C. 1501, *et seq.*) regarding political activity by

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public employees or those paid with Federal funds. None of the funds, materials, property, or services contributed by the Subrecipient or the Department under this Agreement shall be used for any partisan political activity or to further the election or defeat of any candidate in public office.

14. **HUMAN TRAFFICKING PROVISIONS**. This award is subject to the requirements of Section 106(g) of the "Trafficking Victims Protection Act of 2000" (22 U.S.C. 7104).

15. **PURCHASES OF AMERICAN-MADE EQUIPMENT AND PRODUCTS**. As stated in Section 507 of Public Law 103-333 it is the sense of Congress that to the extent practicable, all equipment and product purchases with funds from this Agreement should be American made.

16. **MANDATORY DISCLOSURES**. Pursuant to 2 CFR 200.113, the Subrecipient must disclose, in a timely manner, in writing to the Department all violations of Federal criminal law involving fraud, bribery, or gratuity violations.

17. **NOT TO CONSTITUTE A DEBT OF THE STATE**. 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 No. 26.

18. **CONFLICTING PROVISION**. If any provision of this Agreement shall contravene any statute or Constitutional provision or amendment, either now in effect or which may, during the course of this Agreement, be enacted, then that conflicting provision in the Agreement shall be deemed null and void.

19. **IMMUNITY AND DISPUTE RESOLUTION**. The parties to this agreement recognize and acknowledge that ADECA is an instrumentality of the State of Alabama, and as such, is immune from suit pursuant to Article I, Section 14, Constitution of Alabama 1901. It is further acknowledged and agreed that none of the provisions and conditions of this Agreement shall be deemed to be or construed to be a waiver by ADECA of such Constitutional Immunity. The Subrecipient's sole remedy for the settlement of any and all disputes arising under the terms of the agreement shall be limited to the filing of a claim with the Board of Adjustment for the State of Alabama pursuant to § 41-9-60 *et seq*, Code of Alabama 1975.

For any and all disputes arising under the terms of this Grant Agreement, the parties hereto agree, in compliance with the recommendations of the Governor and Attorney General, when considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation.

20. **DISCLAIMER**. ADECA specifically denies liability for any claim arising out of any act or omission by any person or agency receiving funds from ADECA whether by contract, grant, loan, or by any other means.

No Subrecipient, Contractor, or agency performing services under any agreement, contract, grant or any other understanding, oral or written, other than an actual employee of ADECA, shall be considered an agent or employee of the State of Alabama or ADECA or any division thereof. The State of Alabama, ADECA, and their agents and employees assume no liability to any Subrecipient, contractor or agency, or any third party, for any damages to property, both real and personal, or personal injuries, including death, arising out of or in any way connected with the acts or omissions of any Subrecipient, contractor or agency, or any other person.

21. **ACCESS TO RECORDS**. Subrecipient gives assurances to maintain such data and information and submit such reports, in such form, at such times, and containing such information as the State/Federal grantor may require. The ADECA, the Comptroller General of the United States, or any of the duly authorized representatives of the federal funding agency, shall have access for purpose of audit and examinations to any books, documents, papers, and records of the subgrantee and to relevant books and records of subgrantee contractors, as provided under Public Law 98-473, "Victims of Crime Act of 1984"; Public Law 93-415, "The Juvenile Justice and Delinquency Prevention Act of 1974"; Public Law 108-79, "The Prison Rape Elimination Act"; Public Law 106-561, Public Law 107-273, Public Law 108-405, "The Paul Coverdell National Forensic Sciences Improvement Act"; Public Law 103-322, "The Violent Crime Control and Law Enforcement Act of 1994"; Public Law 100-690, "The Anti-Drug Abuse Act of 1988"; Public Law 104-034, "The Local Government Law Enforcement Block Grants Act of 1995"; Public Law 108-447, "The Consolidated Appropriations Act of 2005"; Public Law 109-162, "The Violence Against Women and Department of Justice Reauthorization Act of 2005"; Public Law 107-110, the "Child Abuse Prevention and Treatment Act of 1996"; and Public Law 89-564, "The Highway Safety Act of 1966". Records of the subgrantee and contractors includes books of original entry, source documents supporting accounting transactions, the general ledger, subsidiary ledgers, personnel and payroll records, cancelled checks, and related documents. If an audit is required and/or performed, records pertinent to the award shall be retained for at least three years following the closure of the most recent audit report. If no audit is required and/or performed, records must be retained for a period of at least three (3) years from the date of submission of the Final Financial Report. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year year period, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

22. **ASSIGNABILITY**. The Subrecipient shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the Department thereto. Provided, however, that claims

for money due, or to become due to the Subrecipient from the Department under this Agreement may be assigned to a bank, a trust company, or other financial institution through a valid court order and without such approval. Notice of such assignment or transfer shall be furnished promptly to the Department.

23. **CONTINGENCY CLAUSE**. It is expressly understood and mutually agreed that any Department commitment of funds herein shall be contingent upon receipt and availability by the Department of funds under the program for which this Grant Agreement is made. If this agreement involves Federal funds, the amount of this Grant Agreement will be adjusted by the amount of any federal recessions and/or deferrals.

Payments made by the Department under the terms of this Agreement shall not constitute final approval of documents submitted by the Subrecipient or of procedures used in formulating requests for payment to the Subrecipient. Funds appropriated and obligated to this award are available for reimbursement of costs until the end of the performance period set forth in the Grant Agreement.

24. **CONFLICT OF INTEREST**. A conflict of interest, real or apparent, will arise when any of the following has a financial or other interest in the firm or organization selected for award: (1) the individual, (2) any member of the individual's immediate family, (3) the individual's partner, or (4) an organization which employs or is about to employ any of the above. The Subrecipient certifies by signing this agreement that no person under its employ or control who presently performs functions, duties, or responsibilities in connection with the Department of grant-funded projects or programs has any personal and/or financial interest, direct or indirect, in this agreement nor will the Subrecipient hire any person having such conflicting interest. The Subrecipient further certifies that it will maintain a written code of standards governing the performance of persons engaged in the award and administration of contracts and subgrants.

25. **INDIRECT COST**. In accordance with 2 CFR 200.331(a)(1)(xiii) and (a)(4), and 2 CFR 200.414, subrecipients of federal awards may charge indirect costs to the award unless statutorily prohibited by the federal program and in accordance with any applicable administrative caps on federal funding. ADECA will not negotiate indirect cost rates with subrecipients, but will accept a federally negotiated indirect cost rate or the 10% de minimis rate of the modified total direct cost (MTDC) as defined in 2 CFR 200.68. If requesting the 10% de minimis rate, subrecipients must submit a certification that the entity has never received a federally approved indirect cost rate. Subrecipients are allowed to allocate and charge direct costs through cost allocation. However, in accordance with 2 CFR 200.403, costs much be consistently charged as either indirect or direct costs but not charged as both or inconsistently charged to the federal award. Once chosen, the method must be used consistently for all federal awards until such time as a negotiated rate is approved by the subrecipients' federal cognizant agency.

26. **AUDIT REQUIREMENTS**. All Subrecipients of federal funds must follow the Audit requirements identified in the Office of Management and Budget Uniform Administrative Requirements, 2 CFR Part 200, Subpart F – Audit Requirements. Additionally, if any Subrecipient receives more than $500,000, collectively, in State General Fund appropriations in their fiscal year, from ADECA, they must have an audit in accordance with *Government Auditing Standards* (the Yellow Book) and Generally Accepted Auditing Standards established by the AICPA.

Nothing contained in this agreement shall be construed to mean that ADECA cannot utilize its auditors regarding limited scope audits of various ADECA funds. Audits of this nature shall be planned and carried out in such a way as to avoid duplication or not to exceed the audit coverage limits as stated in the Uniform Administrative Requirements.

Copies of all required audits must be submitted to:

> Alabama Department of Economic and Community Affairs (ADECA)
> ATTENTION: Chief Audit Executive
> 401 Adams Avenue
> P.O. Box 5690
> Montgomery, Alabama 36103-5690

And an additional copy to:

> Alabama Department of Examiners of Public Accounts
> ATTENTION: Audit Report Repository
> P. O. Box 302251
> Montgomery, Alabama 36130-2251

All entities that have a single audit must submit the reporting package and data collection form to the Federal Audit Clearinghouse in accordance with 2 CFR Part 200, Subpart F §200.512.

27. **AUDIT EXCEPTIONS/UNRESOLVED QUESTIONED COSTS/OUTSTANDING DEBTS**. The Subrecipient certifies by signing this agreement that it does not have any unresolved audit exceptions, unresolved questioned costs or finding of fiscal inadequacy as

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a result of project monitoring. It further certifies that no money is owed to any division of ADECA or to the Federal government under any program where it has not arranged a repayment plan.

28. **SUSPENSION OF PAYMENTS**. Payments under this Agreement may be suspended in the event that there is an outstanding audit exception under any program administered by any division of ADECA, or in the event there is an amount owing to any division of ADECA, or an amount owing to the Federal government under any program administered by any division of ADECA that is not received in a reasonable and timely manner.

Should the Subrecipient incur an unresolved audit exception or have unresolved questioned costs or finding of fiscal inadequacy as a result of any project monitoring by any division of ADECA, then ADECA shall not enter into any other contract, agreement, grant, etc., with said grantee until the audit exception or questioned cost or finding of fiscal inadequacy has been resolved.

ADECA shall not enter into another contract, agreement, grant, etc., with any individual, agency, company, or government under any program administered by any division of ADECA that has not arranged a repayment schedule.

29. **DISCLOSURE STATEMENT**. Unless otherwise exempt under § 41-16-82, Code of Alabama 1975,a disclosure statement must be submitted to ADECA for any and all proposals, bids, contracts or grant proposals in excess of $5,000.

30. **COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS**. In addition to the provisions provided herein, the Subrecipient shall be responsible for complying with any and all other applicable laws, ordinances, codes and regulations of the Federal, State and local governments, including, but not limited to, the Alabama Competitive Bid Law (§ 41-16-1 *et seq*, Code of Alabama 1975), the Alabama Public Works Law (§ 39-1-1 *et seq*, Code of Alabama 1975), any State permitting requirements, the Alabama Open Meetings Act (§ 36-25a-1 *et seq*, Code of Alabama 1975), and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act (§ 31-13-1, *et seq*, Code of Alabama 1975).

By signing this grant, the 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.

31. Authority of Authorizing Official: It possesses legal authority to apply for the subgrant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the Subrecipient's governing body, authorizing the filing of the application, including all understandings and assurances contained therein; and directing and authorizing the person identified as the official representative of the Subrecipient to act in connection with the application and to provide such additional information as may be required.

32. Funds Management:Subrecipient assures that funds accounting, monitoring, and such evaluation procedures as may be necessary to keep such records as the State/Federal grantor agency shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received.

33. Subgrant Fiscal Reports:Subgrantees shall submit a Subgrant Fiscal Report for each quarter.
Submission dates are as follows:

Period Covered	**Report Due**
January 1 – March 31	April 15
April 1 – June 30	July 15
July 1– September 30	October 15
October 1 – December 31	January 15

Subgrantees have 60 days from the termination date of the subgrant to pay all encumbrances incurred during the subgrant period and submit a "Final Subgrant Fiscal Report". If quarterly reports are not filed on time, funds may be withheld until they are received.

34. Subgrant Narrative Progress Report:Subgrantee shall submit a Narrative Progress Report, Subgrant Narrative Progress Report, or a specialized form provided in conjunction with an award for a specialized program, on a quarterly basis with the due dates identical to those above for the Quarterly Fiscal Report. The last quarterly report should become an "Annual Performance Report" whereby an assessment of the impact of the activities carried out under the subgrant is made. This report shall describe the activity undertaken and the results achieved. It shall include the data gathered on the approved performance indicators identified within the subgrant application or identified within a "Program Brief" detailing the program for which the application was submitted to implement.

35. Published Material: All published material and written reports submitted under this subgrant or in conjunction with the third party agreements under this subgrant will be originally developed material unless otherwise specifically provided for in the subgrant

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document. Material not originally developed included in reports will have the source identified either in the body of the report or in a footnote, whether the material is in a verbatim or extensive paraphrase format. All published material and written reports shall give notice that funds were provided under the particular State/Federal subgrant.

36. Title of Property: Title of property acquired in whole or in part with subgrant funds in accordance with approved budgets shall vest in the subgrantee, subject to divestment at the option of the ADECA LETS Division, where its use for project or criminal justice purposes is discontinued. Subgrantees shall exercise due caution in the use, maintenance, protection, and preservation of such property during the period of project use.

37. Non Supplanting Certification:Subrecipient understands and hereby certifies that Federal funds made available will not be used to supplant State or local funds but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made for grant-related activities. Further, that matching funds required to pay the non-Federal portion of the cost of the project, for which subgrant funds are made available, shall be in addition to funds that would otherwise be made available for law enforcement, criminal justice, victim assistance and drug enforcement. Federal funds must supplement State and local funds, not supplant them.

38. Discrimination Prohibited: No person shall, on the grounds of race, religion, color, national origin, sex, gender identity, sexual orientation, handicap, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under or denied employment in connection with subgrants awarded by the ADECA LETS Division pursuant to funding from the U. S. Department of Justice, the U. S. Department of Education, the U. S. Department of Health and Human Services, the National Highway Traffic Safety Administration, or the U. S. Department of Transportation. Recipients of these federal funds are also subject to Title VI of the Civil Rights Act of 1964.42U.S.C.2000d (prohibiting discrimination in federally-funded programs on the basis of race, color, or national origin); Section 504 of the Rehabilitation Act of 1973, 2 U.S.C. 794 (prohibiting discrimination in such programs on the basis of handicap); the Age Discrimination Act of 1975, 42. U.S.C.8108, et seq., and the Department of Justice Nondiscrimination Regulations at 28 CFR, Part 42, Subparts C, D and G. Recipients of funds are also subject to Title I (employment of qualified disabled individuals), Title II (equal benefits of programs, services and activities to disabled individuals), and Title III (public accommodations to disabled individuals for services and activities). This grant condition shall not be interpreted to require the imposition in grant-supported projects of any percentage ratio, quota system, or other program to achieve racial balance or eliminate racial imbalance in a law enforcement agency.

In the event a federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, handicap, or limited English proficiency against a recipient of funds, the Subrecipient will forward a copy of the finding to the appropriate federal funding agency from which the program is funded, as well as to the ADECA LETS Division within 30 days of receiving notice.

No agency or victim assistance program shall discriminate against victims because the victim disagrees with the way the State is prosecuting the criminal case.

39. Equal Employment Opportunity Program:Subrecipient agrees to formulate, as required, an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. 42.301 et. seq. and certifies to the State that it, if required, has a current EEOP on file which EEOP will be provided to the State, if and when requested.

40. Continuation Funding:Subgrantee understands that the awarding of this grant in no way assures or implies continuation of funding beyond the project duration indicated on the subgrant award document.

41. Project Income: All interest in other income earned by the subgrantee with respect to grant funds or as a result of conduct of the grant project (sale of publications, registration fees, service charges on fees, etc.) must be accounted for.

42. Procurement Standards:Subgrantees must comply with the State Bid Law and the Federal minimum requirements in regard to "Procurement Standards and Procedures". The basic minimum procurement standards are as follows:

   a. Adequate and Effective Competition: All procurement shall be accomplished by obtaining adequate and effective competition to the maximum practicable extent consistent with the value, the nature, and the specifications of supplies and/or services to be procured.

   b. A minimum of two bids are required on all procurement – unless the supplies, equipment or services are of a "Sole Source" nature, and in this instance (sole Source Contracts) must have prior approval of the ADECA LETS Division prior to placing of formal application.

   c. Proposals for requests for bids must contain non-restrictive specifications.

   d. All procurement shall be conducted so as to avoid collusion or actual conflicts of interest as well as any possibility of the appearance of collusion or conflicts of interest.

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43. Accounting Requirements:Subgrantee agrees to record all project costs, both the ADECA LETS Division's and matching share, following generally accepted accounting procedures. A separate account number or cost recording system must separate all project costs from the subgrantee's other or general expenditures. Adequate documentation for all project costs, both the ADECALETS Division's and matching share, must be maintained. Such financial records and supporting documentation must be retained and available for audit purposes. For record retention requirements, please refer to Item #2 on Page One of these conditions. Adequate documentation is defined as follows for each major budget category:

a. Personnel: Documentation must indicate payroll period, payment rate, hours per day, signature of employee and approval of supervisor.

b. Professional Services: For individuals, documentation must indicate time period, payment rate, hours per day, signature of consultant and approval of project director. For organizations, documentation must be a detailed billing indicating service performed or product delivered, payment rate consistent with contractual agreement and approval by project director.

c. Travel: Documentation must be detailed, signed by the employee and approved by the employee's supervisor.

d. Supplies and Operating Expenses and Equipment: Documentation includes audited vendor invoices approved by the project director.

44. Equipment: Equipment purchased with Federal funds must continue to be used for its intended purpose as prescribed by the applicable authorizing legislation after the end of the project. If the use is discontinued, a refund may be due the ADECA LETS Division. The refund will be computed on resale value in accordance with the original matching ratio.

45. Allowable Cost: The allowance of costs incurred under any grant shall be determined in accordance with the general principles of allowance and standards for selected costs set forth in 2 CFR Part 200, as further defined and delineated in the "Department of Justice Financial Guide", "Education Department General Administrative Regulations", "Highway Safety Grant Management Manual", and in the ADECA LETS Division Guidelines.

46. Expiration of the ADECA LETS Division Funds: Regulations require that active grant funds for a fiscal year which are not expended or obligated by the subgrantee at the end of the grant period will lapse and revert to the ADECA LETS Division. Obligations outstanding as of the termination of the subgrant shall be liquidated and a "Final Financial Report" submitted within 60 days from termination date.

47. Expenses Not Allowable: Grant funds may not be expended for (a) items not part of the approved budget or separately approved by the ADECA LETS Division, (b) purchase of land; (c) purchase of buildings or improvements thereon, or payment of real estate mortgages, or taxes, unless specifically provided for in the grant agreement; or (d) dues to organizations or federations; (e) entertainment; (f) purchase of equipment unless provided for in the grant agreement; or (g) indirect (overhead) costs.

48. SubgrantAdjustments:Subgrantees must obtain prior written approval from the ADECA LETS Division for major project changes. These include (a) changes of substance in project activities, designs, or research plans set forth in the approved application; (b) changes in the project director or key professional personnel identified in the approved application; (c) changes in the approved project budget; and (d) project period extension.

49. Utilization and Payment of Funds: Funds awarded are to be expended only for purposes and activities covered bythesubgrantee's approved project plan and budget. Depending on the rules for each federal funding source, project funds may be made available through a fund advance and reimbursement procedure. Payments will be adjusted to correct previous over-payments or under-payments.

50. Termination of Aid: This grant may be terminated or fund payments discontinued by the ADECA LETS Division where it finds a substantial failure to comply with the provisions of PL 94-503 or regulations promulgated, including these grant conditions or application obligations, but only after notice and hearing and pursuant to all procedures set forth in Sections 510 and 511 of PL 94-503, and to PL 107-110, and to all procedures set forth in 34 CFR 80.43 and 20 USC 3474..

51. Foreign Travel: Travel outside the continental United States will not be approved for funding.

52. Copyrights: Where activities supported by this grant produce original books, films, or other copyrightable material, the grantee may copyright such, but federal funding agencies reserve a royalty-fee, nonexclusive and irrevocable license to reproduce, publish, and use such materials, and to authorize others to do so.

53. Bonuses or Commissions: The subgrantee is prohibited from paying any bonus or commission to any individual for the purpose of obtaining approval of an application for the ADECA LETS Division assistance.

54. Freedom of Information Act: Pursuant to the Federal Freedom of Information Act (FOIA), 5 U.S.C. 552, and Section 521 of the Omnibus Crime Control And Safe Streets Act, all records, papers, and other documents required to be maintained by recipients of federal funds, including subgrantees and contractors, relating to the receipt and disposition of such funds, are required to be made available to the federal funding source. The FOIA also sets out that these records are to be made available to the public and press under the terms and conditions of the FOIA.

55. Environmental Impact: Any application for subgrants or subcontracts, involving environmental changes or problems, must include either an environmental evaluation or a detailed environmental analysis as required by Section 102 (2) (c) of the National Environmental Policy Act.

56. Age Discrimination in Employment Act of 1967: Any application for subgrants or subcontracts, involving the employment of personnel, must be in compliance with the Federal "Age Discrimination in Employment Act of 1967" (29 U.S.C. 621 et seq.), which, in brief form, sets out: "Sec. 4(a) It shall be unlawful for an employer – (1) to fail or refuse to hire or to discharge any individual or otherwise discriminate against any individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's age; (2) to limit, segregate, or classify his employees in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his status as an employee, because of such individual's age; or (3) to reduce the wage rate of any employee in order to comply with this Act".

57. Criminal Penalties: Whoever embezzles, willfully misapplies, steals or obtains by fraud any funds, assets, or property which are the subject of a grant or contract or other form of assistance pursuant to federal grant funding, whether received directly or indirectly from the ADECA LETS Division, shall be fined not more than $10,000 or imprisoned for not more than five years, or both. Whoever knowingly and willfully falsifies, conceals, or covers up by trick, scheme, or device, any material fact in any application for assistance submitted pursuant to federal grant funding or in any record required to be maintained pursuant to federal grant funding shall be subject to prosecution under the provisions of 18 U.S.C. 1001. Any law enforcement program or project underwritten, in whole or in part, by any grant, or contract or other form of assistance pursuant to federal grant funding, whether received directly or indirectly from the ADECA LETS Division, shall be subject to the provisions of 18 U.S.C. 361.

58. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving, 74 Fed. Reg. 51225 (October 1, 2009), Subrecipients of the Victims of Crime Act are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by the this subgrant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

59. Client-Counselor Confidentiality: Maintain confidentiality of client-counselor information, as required by state and federal law.

60. **VOCA Specific:**Comply with Federal Rules Regulating Grants:Subrecipients must comply with the applicable provisions of VOCA, the Program Guidelines, and the requirements of the OJP Financial Guide, effective edition, which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes: financial documentation for disbursements; daily time and attendance records specifying time devoted to allowable VOCA victim services; client files; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records which facilitate an effective audit.

61. **VOCA Specific:**Confidentiality of Research Information: Except as otherwise provided by federal law, no recipient of monies under VOCA shall use or reveal any research or statistical information furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with VOCA. Such information, and any copy of such information, shall be immune from legal process and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial, legislative, or administrative proceeding. See Section 1407(d) of VOCA codified at 42 U.S.C. 10604.

62. **VOCA Specific:**DemographicData:Victims of Crime Act regulations require that information on race, sex, national origin, age and disability of recipients of assistance will be collected and maintained, where such information is voluntarily furnished by those receiving assistance.

It is understood and agreed by the undersigned that the subgrant received as a result of this application is subject to the above conditions.

______________________________ Signature of Authorized Official

______________________________ Date

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions
(Sub-Recipient)

1 By signing and submitting this proposal, the prospective lower-tier participant is providing the certification set out below.
2. The certifications this clause is a materiel representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participation a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

This certification is required by the regulations implementing Executive Order 12549, Debarment and suspension, 28 CFR Part 67, Section 67.510, Participants' Responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160 - 19211)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principles are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
(2) Where the prospective lower tier participant is unable to certify to any of the statements in these certification, such prospective participant shall attach an explanation to this proposal.

Elton N. Dean, Sr. Chairman
(Type or Print Name and Title of Authorized Representative)

(Signature of Authorized Representative)

Date

Montgomery County Commission
(Name of Organization)

101 S. Lawrence Street, Montgomery, AL 36104
(Address of Organization)

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Certification Regarding Lobbying

Each applicant shall file this certification and disclosure from if applicable, with each submission that initiates agency consideration of such applicant for an award of a LETS contract, grant or cooperative agreement of $100,000 or more

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 undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No 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 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.

(2) If any non-Federal 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, the undersigned shall initial here ________ and complete and submit Standard Form #LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awrds at all tiers and that all sub-recipients shall certify and disclose accordingly.

____
Signature of Authorized Official

____
Date

Chairman, Montgomery County Commission
Title

Certification Regarding Drug Free Workplace Requirements
Grantees Other Than Individuals

This certification is required by the regulations implementing the Drug-Fee Workplace Act of 1988, 28 CFR Part 67,subpart F. The regulation, published in the January 31, 1989 Federal Register, require certification by grantees, prior to award, that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the agency determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government wide suspension or debarment (see 28 DFR part 67, Sections 67.615 and 67.620).

The grantee certifies that it will provide a drug free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing a drug free awareness program to inform employees about --

1. The dangers of drug abuse in the workplace.
2. The grantee's policies of maintaining a drug free workplace.
3. Any available drug counseling, rehabilitation, and employee assistance programs.
4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --

1. Abide by the terms of the statement.
2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

(e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction.

(f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --

1. Taking appropriate personnel action against such an employee, up to and including termination.
2. Requiring such employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

Place(s) of Performance: The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant (Street Address, City, County, State, Zip Code):

Street Address	City	County	State	Zip Code
100 S. Lawrence St.	Montgomery	Montgomery	AL	36104
251 S. Lawrence St.	Montgomery	Montgomery	AL	36104

Montgomery County Commission
Organization Name

Applicant or Grant Number

Elton N. Dean, Sr. Chairman
Name and Title of Authorizing Representative

Signature

Date

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State of Alabama
Disclosure Statement
(Required by Act 2001 - 955)

Entity Competing Form
Montgomery County Commission

Address
101 S. Lawrence Street

City, State, Zip
Montgomery, AL 36104

Telephone Number
334-832-1259

State Agency / Department that will receive goods, services or is responsible for the grant award
Alabama Department of Economic and Community Affairs

Address
401 Adams Avenue

City, State, Zip
Montgomery, AL 36104

Telephone Number
334-242-5100

This form is provided with:

☐ Contract ☐ Proposal ☐ Request for Proposal ☐ Invitation to Bid ☑ Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency / Department in the current or last fiscal year?

☐ Yes ☑ No

If yes, identify below the State Agency / Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

State Agency / Department	Type of Good or Service	Amount Received

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency / Department in the current or last fiscal year?

☑ Yes ☐ No

If yes, identify the State Agency / Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

State Agency / Department	Date Grant Awarded	Amount Received
ADECA	12/6/2016	90,000
ADECA	2/1/2016	84,645

1. List below the name(s) and address(es) of all public officials / public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

Name of Public Official/Employee	Address	State Department/Agency
N/A		

1-22

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction, Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

Name of Family Member	Address	Name of Public Official / Public Employee	State Department/ Agency Where Employed
N/A			

If you identified individuals in items one and /or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

Name of Paid Consultant/Lobbyist	Address
N/A	

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed $10,000, is applied for knowingly providing incorrect or misleading information.

Signature   Date

Notary's Signature   Date   Date Notary Expires

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of $5,000.

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Safety Division

Financial Questionnaire

Section I. General Information

1. Subgrantee: Montgomery County Commission — Subgrant Number : 334-832-1259
2. Financial Officer : Sherrill Thomas — Telephone Number : 334-832-1268
3. Contact Person : Natalie Dixon — Telephone Number : 334-832-2550

The financial responsibility of subgrantees must be such that the subhrantee can properly discharge the public trust that accompanies the authority to expend public funds. Adequate accounting systems should meet the following criteria as outlined in the OJP guideline manual entitled *Financial and Administrative Guide for Grants* and the ADECA Law Enforcement and Traffic Safety Manual entitled *Subgrantee Administrative Manual*.

(1) Accounting records should provide information needed to adequately identify the receipt of funds under each subgrant awarded and the expenditure of funds for each subgrant, for each action program and for each subgrant awarded by the State
(2) Entries in accounting reports should refer to subsidiary records and/or documentation which support the entry and which can be readily located.
(3) The accounting system should provide accurate and current financial reporting information.
(4) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

Section II. Accounting System

1. [ ] Manual [X] Automated [ ] Combination — Which best describes the accounting system?

2. [X] Yes [ ] No — Does the organization use a double entry system in accounting for program funds?

3. [X] Yes [ ] No — Does the accounting system identify the receipt and expenditures of program funds separately for each subgrant?

4. [X] Yes [ ] No — Does the accounting system provide for the recording of expenditures for each subgrant by the component project and budget cost categories shown in the approved budget?

5. [X] Yes [ ] No — Are time distribution records maintained for an employee when his/her effort can be specifically identified to a particular cost objective?

6. Does the accounting / financial system include budgetary controls to preclude incurring obligations in excess of:

[X] Yes [ ] No — a. Total funds available for a subgrant?

[X] Yes [ ] No — b. Total funds available for a budget cost category (e.g., Personnel, Travel, Operating Expense, etc.)

7. [X] Yes [ ] No — Is the organization generally familiar with the existing regulations and guidelines containing the cost principles and procedures for the determination of allowance of costs in connection with Federal contracts/grants/subgrants?

Financial Questionnaire (continued)

Subgrantee: Montgomery County Commission
Subgrant Number :

Section III. Fund Control

1	[X] Yes	[ ] No	Is a separate bank account maintained for subgrant funds?
2.	[X] Yes	[ ] No	If Federal subgrant funds are commingled with organization funds, can the Federal subgrant funds and related costs and expenses be readily identified?
3.	[X] Yes	[ ] No	Are the officials of the organization bonded?

Section IV. Additional Information

[X] Yes [ ] No Did an independent certified public accountant (CPA) ever examine the financial statements?

1	Date of the last audit	1-Aug-16			
2	Dates covered by the last audit	From	10/1/2014	to	9/30/2015
3	Date of the next audit	1-Aug-17			
4	Dates covered by the last audit	From	10/1/2015		9/30/2016

Use the following space for any additional information. Indicate the section and item numbers if their is a continuation

Section V. Applicant Certification

I certify that the above information is complete and correct to the best of my knowledge

Sherrill Thomas
Signature

3/13/17
Date

Finance Officer
Title

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Safety Division

Equal Employment Opportunity Program Certification

I, Elton N. Dean Sr. (Authorized Official), certified that the Applicant/Subgrantee

Montgomery County Commission

has formulated an Equal Employment Opportunity Program in accordance with 28 CFR 42.301, et seq., subpart E, and that it is on file in the office of:

Name: Donald L. Mims
Title: County Administrator

for review or audit by officials of ADECA or the Grant Agency as required by relevant laws and regulations

_______________________ *(Signature of Authorized Official)*

_______________________ *(Date)*

NOTE: If your organization is required to develop an EEOP plan, the above certification must be completed. If a plan is not required, then the below dcertification must be completed. The signed certification must be returned to ADECA Law Enforcemetn and Traffic Safety Division.

I, _______________________ (Authorized Official), certify that the Applicant/Subgrantee

____

is not required to formulate an Equal Employment Opportunity Program in accordance with relevant laws and regulations

_______________________ *(Signature of Authorized Official)*

_______________________ *(Date)*

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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

AGENDA
MAR 20 2017

March 16, 2017

M E M O R A N D U M

TO: Montgomery County Commission

FROM: Donald L. Mims DLM
County Administrator

SUBJECT: Appointment of Designee for the Local Workforce Innovation and Opportunity Act Board

The Montgomery County Commission, at its meeting on March 6, 2017, agreed to place on the next agenda the appointment of Sheron Rose as the designee for the Local Workforce Innovation and Opportunity Act Board representative for Montgomery County and for her to serve in this position at the pleasure of the Montgomery County Commission.

I am requesting approval of this appointment.

DLM/tn

Tammy Nix

From: Sheron Rose <srose@montgomerychamber.com>
Sent: Tuesday, February 28, 2017 1:32 PM
To: Donald Mims
Subject: Workforce Innovation and Opportunity Act Area Designee

Good afternoon,

February 21, 2017 the Montgomery Commission adopted a resolution authorizing Montgomery County's participation in Region 5 under the Alabama State Plan for Implementation of the Workforce Innovation and Opportunity Act. Local WIOA Boards will mirror the make-up of the Regional Workforce Councils (Region 5/Central AlabamaWorks Council) with one representative for each County. Thirteen counties make up the Region 5/Central AlabamaWorks Council). Currently, I am one of two representatives from Montgomery County on the Region 5 Workforce Board. I also serve as the treasurer for the Region 5/Central AlabamaWorks Council.

I respectfully request that Montgomery County appoint me as the designee for the local WIOA Board representative at the next Commission meeting..

Best,

Sheron Rose

Sheron Rose
Vice President, Community Strategies
Montgomery Area Chamber of Commerce
www.montgomerychamber.com
41 Commerce Street, P.O. Box 79
Montgomery Alabama 36104
Office: 334-240-9470
Fax: 334-265-4745

www.facebook.com/montgomerychamber
www.twitter/mgmchamber
www.linkedin.com/companies/montgomery-area-chamber-of-commerce

Donald L. Mims, CPA, MPA
Administrator
Florence M. Cauthen
Deputy Administrator
334.832.1210
Fax: 334.832.2533
TDD: 334.265.3568
www.mc-ala.org

AGENDA
MAR 20 2017

March 16, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims DLM
County Administrator

SUBJECT: Authorization of Modified Resolution with the City of Montgomery regarding Gerhardi, Inc./Project RUMBA

The Montgomery County Commission, at its meeting on March 6, 2017, agreed to place on the next agenda an authorization of modified Resolution with the City of Montgomery regarding Project RUMBA, which was originally adopted June 20, 2016. The modified Resolution changes the project from Project RUMBA to the name of the company, which is Gerhardi, Inc.

I am requesting approval of this item.

DLM/tn

Tammy Nix

From:	Constance Calambakas <ccalambakas@montgomerychamber.com>
Sent:	Wednesday, March 01, 2017 9:51 AM
To:	Donald Mims; Florence Cauthen
Cc:	Ellen McNair
Subject:	Gerhardi Resolution
Attachments:	Executed County - IDB Resolution (003).pdf
Importance:	High

Donnie and Florence,
To finalize the abatement for Gerhardi, the Department of Revenue needs the attached resolution to be modified. The current resolution has Project Rhumba as the company name, this will need to be changed to Gerhardi, Inc. (in each case it is listed). May we please changed the resolution and add it to the agenda for Monday's meeting?
Thank you,

Constance Calambakas
Coordinator, Corporate Development
Montgomery Area Chamber of Commerce
www.montgomerychamber.com
41 Commerce Street, P.O. Box 79
Montgomery Alabama 36104
Office: 334-240-9430
ccalambakas@montgomerychamber.com

RESOLUTION

WHEREAS, each of the City of Montgomery ("City") and the Montgomery County Commission, ("County") have been approached by a foreign company whose identity is known to the City and County desiring to acquire, construct and equip a facility within the corporate limits of the City in the County, such project having a North American Industry Classification System code of 326199 (herein referred to as "Gerhardi"); and

WHEREAS, Gerhardi is expected to consist of approximately $33,770,000 in capital expenditures relating to the acquisition, construction and equipping of the facility and to create an additional 245 full-time jobs within 4 years of commencement of operations; and

WHEREAS, in connection with Gerhardi, the foreign company has requested that each of the City and the County grant abatements for non-educational ad valorem taxes for the maximum exemption period, construction related transaction taxes and mortgage and recording taxes permitted under the Tax Incentives Reform Act of 1992 (Ala. Code §40-9B-1 et. seq.), as amended ("Act"); and

WHEREAS, pursuant to §40-9B-5(b) of the Act and subject to the City Council of the City also granting its approval for the requested abatements from the County for Gerhardi, the County is willing to permit and authorize The Industrial Development Board of the City of Montgomery (herein the "IDB") to act, for and on behalf of the County, to negotiate, approve and grant the permissible abatements under the Act for the County's portion of non-educational ad valorem taxes for the maximum exemption period under the Act, the construction related transaction taxes (other than those local construction related taxes levied for educational purposes or for capital improvements for education; the construction related transaction taxes, excluding local construction related transactional taxes levied for educational purposes or for capital improvements, are herein referred to as "Transaction Taxes"), and mortgage and recording taxes for Gerhardi.

NOW THEREFORE, BE IT RESOLVED, by the County Commission of the County that, subject to the City Council of the City also granting the requested abatements of the City's portion of the non-educational ad valorem taxes for the maximum exemption period under the Act, the Transaction Taxes and mortgage and recording taxes for Gerhardi, the County, pursuant to §40-9B-5(b)(2) of the Act, does hereby authorize the IDB, as a public industrial authority (as defined in §40-9B-3(21) of the Act), to negotiate, authorize and grant, for and on behalf of the County, abatements of the County's portion of non-educational ad valorem taxes for the maximum exemption period under the Act, the Transaction Taxes and mortgage and recording taxes as permitted under the Act for Gerhardi and to provide the County's consent on its behalf; and

BE IT RESOLVED, FURTHER, that such authorization and permission is granted solely for Gerhardi hereunder and does not constitute a grant of permission and authorization to

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the IDB for any other project, which authority (if given) must be specifically granted to the IDB by the County through an adopted resolution for other projects; and

RESOLVED, FURTHER, that such authority to grant the abatements by the IDB shall require the IDB to grant such abatement pursuant to a resolution duly adopted by its Board of Directors, a certified copy of which shall be provided to the County at the same time it is provided to the City Council of the City.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 20th day of June, 2017

BY: ______________________
Chairman

ATTEST: ______________________________
County Administrator

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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

A COUNTY OLDER THAN THE STATE

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

ESTABLISHED 1816

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

June 20, 2016

Mr. Justice Smyth
Director of Corporate Development
Montgomery Area Chamber of Commerce
41 Commerce Street
Montgomery, Alabama 36104

Dear Mr. Smyth:

The Montgomery County Commission, at its meeting on this date, adopted a Resolution with the City of Montgomery regarding Project Rumba which will permit and authorize the Industrial Development Board of the City of Montgomery to act, for and on behalf of the County, to negotiate, approve and grant the permissible tax abatements for years 11-20 of the project.

Enclosed is an executed Resolution for your file.

If I can be of any further assistance, please contact me.

Sincerely,

D L Mims

Donald L. Mims
County Administrator

/tn

Enclosure

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RESOLUTION

[PROJECT RUMBA]

WHEREAS, each of the City of Montgomery ("City") and the Montgomery County Commission, ("County") have been approached by a foreign company whose identity is known to the City and County desiring to acquire, construct and equip a facility within the corporate limits of the City in the County, such project having a North American Industry Classification System code of 326199 (herein referred to as "Project Rumba"); and

WHEREAS, Project Rumba is expected to consist of approximately $33,770,000 in capital expenditures relating to the acquisition, construction and equipping of the facility and to create an additional 245 full-time jobs within 4 years of commencement of operations; and

WHEREAS, in connection with Project Rumba, the foreign company has requested that each of the City and the County grant abatements for non-educational ad valorem taxes for the maximum exemption period, construction related transaction taxes and mortgage and recording taxes permitted under the Tax Incentives Reform Act of 1992 (Ala. Code §40-9B-1 et. seq.), as amended ("Act"); and

WHEREAS, pursuant to §40-9B-5(b) of the Act and subject to the City Council of the City also granting its approval for the requested abatements from the County for Project Rumba, the County is willing to permit and authorize The Industrial Development Board of the City of Montgomery (herein the "IDB") to act, for and on behalf of the County, to negotiate, approve and grant the permissible abatements under the Act for the County's portion of non-educational ad valorem taxes for the maximum exemption period under the Act, the construction related transaction taxes (other than those local construction related taxes levied for educational purposes or for capital improvements for education; the construction related transaction taxes, excluding local construction related transactional taxes levied for educational purposes or for capital improvements, are herein referred to as "Transaction Taxes"), and mortgage and recording taxes for Project Rumba.

NOW THEREFORE, BE IT RESOLVED, by the County Commission of the County that, subject to the City Council of the City also granting the requested abatements of the City's portion of the non-educational ad valorem taxes for the maximum exemption period under the Act, the Transaction Taxes and mortgage and recording taxes for Project Rumba, the County, pursuant to §40-9B-5(b)(2) of the Act, does hereby authorize the IDB, as a public industrial authority (as defined in §40-9B-3(21) of the Act), to negotiate, authorize and grant, for and on behalf of the County, abatements of the County's portion of non-educational ad valorem taxes for the maximum exemption period under the Act, the Transaction Taxes and mortgage and recording taxes as permitted under the Act for Project Rumba and to provide the County's consent on its behalf; and

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BE IT RESOLVED, FURTHER, that such authorization and permission is granted solely for Project Rumba hereunder and does not constitute a grant of permission and authorization to the IDB for any other project, which authority (if given) must be specifically granted to the IDB by the County through an adopted resolution for other projects; and

RESOLVED, FURTHER, that such authority to grant the abatements by the IDB shall require the IDB to grant such abatement pursuant to a resolution duly adopted by its Board of Directors, a certified copy of which shall be provided to the County at the same time it is provided to the City Council of the City.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 20th day of June, 2016.

BY: Elton N. Dean, Sr.
Chairman

ATTEST: Donald L. Mims
County Administrator

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AGENDA

MAR 20 2017

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager mrs

DATE: February 28, 2017

RE: Contract No. 51100-15B-033
Clean Saturday Refuse Collection Service

Request the attached Amendment No. 2 to provide a thirty (30) yard roll-off container for the Flatwood Community for Clean Saturday Refuse Collection Services to be provided on a monthly basis be considered for approval on a future agenda.

This amendment will allow the contract with Sea Coast Disposal to provide Clean Saturday Refuse Collection Services for the Flatwood Community on a monthly basis at $550.00 per haul fee and 34.00 a ton per month.

The Flatwood Community was not part of the original bid; however, per the Invitation to Bid, Montgomery County Commission may add other locations, as needed, during the period of the contract.

Sea Coast Disposal contract will expire October 31, 2017 with the option to renew for one year, a price increase is allowable but shall not exceed 5%.

Amendment has been coordinated with Florence Cauthen, Deputy Administrator.

Attachment

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

Amendment
To
Contract # 51100-15B-033

Amendment No. 2

Contract for Clean Saturday Refuse Collection Services for Montgomery County, to be provided for the Flatwood Community is hereby amended as follows:

The following location will be added to the contract, the Flatwood Community. Clean Saturday Refuse Collection Services will be provided on a monthly basis at $550.00 per haul fee and $34.00 a ton per month.

All other provisions of the contract will remain the same.

WITNESS: SEACOAST DISPOSAL, INC.

______________________ BY: ______________________

TITLE: ______________________

WITNESS: MONTGOMERY COUNTY COMMISSION

______________________ BY: ______________________

TITLE: ______________________

4.2

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

AGENDA
MAR 20 2017

March 20, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator DLM

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-498 (Agency, Miscellaneous Appropriations) and to sign the contracts:

C-2017-52: Dexter Avenue King Legacy Foundation, for At-risk Students to attend an Educational Event at Dexter Avenue King Memorial Baptist Church Featuring the Kuumba Singers of Harvard College on their Historical Civil Rights Tour - $500; (Singleton)

C-2017-53: Montgomery County Recreation Department, Tukabatchee Area Council, Boy Scouts of America, for Troop 224 - $500; (Harris)

NC-2017-74: City of Montgomery Parks and Recreation Department, for E.D. Nixon Community Center, for their Post Season Basketball Program - $250; (Sankey)

From fund code 001-59320-494 (Commissioner's Education Miscellaneous Appropriations) to:

BOE-2017-12: Carver Elementary Arts and Magnet School, for Drama Program Trip to Washington DC and New York City - $500; (Sankey)

DLM/tll

AGENDA

MAR 20 2017

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 30

DEPARTMENT: County Commission Appropriations

REQUESTED BY: Donald L. Mims 3/2/2017
Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: S. Thomas 3/2/2017
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo [ ]
Agenda [✓]

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Kershaw YMCA	001-57201.452	0	25,000	25,000
Donation Revenue	001-40000.7701	(241,064)	(25,000)	(266,064)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		($ 241,064)	$ 0	($ 241,064)

JUSTIFICATION: To budget for an appropriation to the Kershaw YMCA for operational expenses.

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AGENDA

MAR 20 2017

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 31

DEPARTMENT: County Commission Appropriations

REQUESTED BY: Donald L. Mims — 3/2/2017
Elected Official/Dept. Head — Date

FINANCE REVIEW: .

REVIEWED BY: S. Thomas — 3/2/2017
Finance Director — Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator — Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
East Montgomery YMCA	001-57201.498	0	10,000	10,000
Donation Revenue	001-40000.7701	(266,064)	(10,000)	(276,064)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
	TOTAL	($ 266,064)	$ 0	($ 266,064)

JUSTIFICATION: To budget for an appropriation to the East Montgomery YMCA for operational expenses.

AGENDA

MAR 20 2017

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 32

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 3/6/2017
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** S. Thomas 3/6/2017
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Britton YMCA	001-57201.498	0	2,500	2,500
Donation Revenue	001-40000.7701	(276,064)	(2,500)	(278,564)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
	TOTAL	($ 276,064)	$ 0	($ 276,064)

JUSTIFICATION: To budget for an appropriation to the Britton YMCA for the Teen Achievers Program.

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Revised 12/14/2016

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

AGENDA

MAR 20 2017

Request Number: 33

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 3/6/2017
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** S. Thomas 3/6/2017
Finance Director Date

COMMISSION APPROVAL PROCESSING:
Briefing Memo [ ]
Agenda [✓]

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
HandsOn River Region	001-56300.427	0	5,000	5,000
Donation Revenue	001-40000.7701	(278,564)	(5,000)	(283,564)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		($ 278,564)	$ 0	($ 278,564)

JUSTIFICATION: To budget for an appropriation to HandsOn River Region to support the 2-1-1 Helpline and Volunteer Management Progam.

9-1

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST
Request Number: 34

AGENDA
MAR 20 2017

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 3/6/2017
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 3/6/2017
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo [ ]
Agenda [✓]

COUNTY COMMISSION APPROVAL:
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Child Protect	001-56120.461	2,750	20,000	22,750
Donation Revenue	001-40000.47701	(283,564)	(20,000)	(303,564)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
	TOTAL	($ 280,814)	$ 0	($ 280,814)

JUSTIFICATION: To budget for an appropriation to Child Protect to provide funding towards the construction cost of additional office space and furnishings.

10-1

AGENDA

MAR 20 2017

MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST

Request Number: 1

DEPARTMENT: Youth Facility

REQUESTED BY: Beverly Riddle Wise 3/3/17
Elected Official/Dept. Head Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas 3/13/17
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☑

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Professional Services	001-52602.307	8,000	(4,000)	4,000
Drug &Medical Supplies	001-52602.206	0	4,000	4,000
Uniforms,Clothing,footwear	001-52603.203	1,000	5,500	6,500
Repair&Maintenance Motor Vehic	001-52603.234	10,000	(5,500)	4,500
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		$ 19,000	$ 0	$ 19,000

JUSTIFICATION: To cover the cost of medicine for the increased juvenile detention population and to cover the cost of uniforms that have not been replenished in three years.

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Community Corrections

DEPARTMENT HEAD: Paul H. Brown

SUPERVISOR: ReBecca Johnson

POSITION INFORMATION:

Position Title: Community Corrections Officer

Position Number: 300359002

Pay Grade: A06 Pay Range: $36,284 - $54,214

Proposed Effective Date: May 8, 2017

Type of Hire: (☐) New (☑) Promotional

Type of Appointment: (☑) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Paul H. Brown Date 02/15/2017

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 2-17-17

Employee Benefit Manager

Sherrill Thomas Date 2/21/2017

Finance Director

ADMINISTRATIVE APPROVAL:

______________________________ Date ____________

County Administrator

Revised 12/14/2016

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA
MAR 20 2017

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title: Deputy Sheriff - Part Time

Position Number: 550431002 (Replacement of Terence Crawford)

Pay Grade: PS1-5 Pay Range: $18.9694/Hour

Proposed Effective Date: March 27, 2017

Type of Hire: (☑) New (☐) Promotional

Type of Appointment: (☐) Permanent (☑) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham — Date: March 9, 2017
Department Head

PAYROLL/FINANCE REVIEW:
Requested position is vacant and budgeted.

Lisa Herring — Date: 03-09-2017
Employee Benefit Manager

Sherrill R. Thomas — Date: 3/13/2017
Finance Director

ADMINISTRATIVE APPROVAL:

____________________ Date __________
County Administrator

Revised 12/14/2016

Montgomery County Commission
Travel / Training Request Approval
Request # 28

AGENDA
MAR 20 2017

Date: March 10, 2017
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Approval for the following travel:

Destination: Gatlinburg, TN
Departure Date: April 26, 2017 Return Date: April 28, 2017
Conference Leave (Days / Hours): (3) Days
Purpose of Travel: To attend the International City/County Management Association 2017 Southeast Regional Summit

Traveler (s) Name: 1. Donald Mims 4.
2. 5.
3. 6.

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

Total (est.) Cost: $0.00 Advance Registration Required: $0.00
Department Name: County Commission Fund Name: General
Additional Comments: Administrator Mims is President of the Alabama City/County Management Association and he will be representing the state organization. The cost of this Travel / Training Request will be paid by the Alabama City/County Management Association.

To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $0.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department

Fund Code:	001-51100.265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$22,500.00
Approved Requests:	$16,985.27
Budget Available:	$5,514.73
Current Requests:	$0.00
Budget Balance:	$5,514.73

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/13/2017
cc: Finance Director / Buyer

14-1

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 29

AGENDA
MAR 20 2017

Date: March 9, 2017
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Approval for the following travel:

Destination: Montgomery, Alabama
Departure Date: April 12, 2017 Return Date: April 12, 2017
Conference Leave (Days / Hours): (1) Day
Purpose of Travel: To attend the Leadership Montgomery Unity Award Breakfast
Embassy Suites hotel & Conference Center

Traveler (s) Name: 1. Donald Mims 4.
2. 5.
3. 6.

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

Total (est.) Cost: $22.00 Advance Registration Required:
Department Name: County Commission Fund Name: General
Additional Comments: Ticket- $22.00

To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $22.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department

Fund Code:	001-51100.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$22,500.00	
Approved Requests:	$16,985.27	
Budget Available:	$5,514.73	
Current Requests:	$1,289.95	
Budget Balance:	$4,224.78	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/13/2017
cc: Finance Director / Buyer

14.2

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 42

AGENDA
MAR 20 2017

Date: March 3, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Birmingham, AL
Departure Date: March 20, 2017 Return Date: March 20, 2017
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: attend "Civil Unrest & the Psychology Behind It" Training Seminar

Traveler (s) Name:
1. Kevin Murphy
2. Ricky Thompson
3.
4.
5.
6.

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

Total (est.) Cost: $300.00 Advance Registration Required: $200.00
Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265
Additional Comments:

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $300.00 and advance registration of $200.00 is authorized.

To be completed by the Finance Department		
Fund Code:	001-52110.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$25,000.00	
Approved Requests:	$20,538.12	
Budget Available:	$4,461.88	
Current Requests:	$300.00	
Budget Balance:	$4,161.88	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/6/2017
cc: Finance Director / Buyer

14.3

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 43

AGENDA

MAR 20 2017

Date: March 3, 2017

To: Donald L. Mims, Administrator

From: Sheriff Derrick Cunningham

Re: Approval for the following travel:

Destination: Florence, AL

Departure Date: September 25, 2017 Return Date: September 29, 2017

Conference Leave (Days / Hours): 5 Days

Purpose of Travel: attend SLEDS Conference

Traveler (s) Name: 1. Sherri Taylor 4.

2. Fred Johnson 5.

3. 6.

Check Mode of Transportation: County Vehicle ✓ Commercial Air ☐

Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: $2,300.00 Advance Registration Required: $700.00

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

Additional Comments:

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $2,300.00 and advance registration of $700.00 is authorized.

To be completed by the Finance Department		
Fund Code:	001-52110.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$25,000.00	
Approved Requests:	$20,538.12	
Budget Available:	$4,461.88	
Current Requests:	$2,600.00	
Budget Balance:	$1,861.88	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/6/2017

cc: Finance Director / Buyer

14-4

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 45

AGENDA
MAR 20 2017

Date: March 8, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Pittsfield, MA
Departure Date: March 29, 2017 Return Date: March 30, 2017
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Inspect new Bear Cat vehicle for MCSO

Traveler (s) Name:
1. Jon Briggs
2. Randy Pollard
3.
4.
5.
6.

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

Total (est.) Cost: $1,580.00 Advance Registration Required: $0.00
Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499
Additional Comments:

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $1,580.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department

Fund Code:	749-52110.499 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$361,500.00
Approved Requests:	$71,766.33
Budget Available:	$289,733.67
Current Requests:	$1,580.00
Budget Balance:	$288,153.67

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/10/2017
cc: Finance Director / Buyer

14.5

Montgomery County Commission
Travel / Training Request Approval
Request # 46

AGENDA
MAR 20 2017

Date: March 8, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Anniston, AL
Departure Date: April 2, 2017 Return Date: April 7, 2017
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: FEMA (CDP) Training

Traveler (s) Name:
1. Courtney Ward
2.
3.
4.
5.
6.

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

Total (est.) Cost: $100.00 Advance Registration Required: $0.00
Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499
Additional Comments:

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $100.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department	
Fund Code:	749-52110.499 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$361,500.00
Approved Requests:	$71,766.33
Budget Available:	$289,733.67
Current Requests:	$1,680.00
Budget Balance:	$288,053.67

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/10/2017
cc: Finance Director / Buyer

14-6

Montgomery County Commission
Travel / Training Request Approval
Request # 47

AGENDA
MAR 20 2017

Date: March 8, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Biloxi, MS
Departure Date: July 16, 2017 Return Date: July 20, 2017
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: DARE Conference

Traveler (s) Name: 1. Kofee Anderson 4.
2. 5.
3. 6.

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

Total (est.) Cost: $1,100.00 Advance Registration Required: $199.00
Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499
Additional Comments:

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $1,100.00 and advance registration of $199.00 is authorized.

To be completed by the Finance Department		
Fund Code:	749-52110.499	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$361,500.00	
Approved Requests:	$71,766.33	
Budget Available:	$289,733.67	
Current Requests:	$2,780.00	
Budget Balance:	$286,953.67	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/10/2017
cc: Finance Director / Buyer

14-7

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 16

AGENDA
MAR 20 2017

Date: March 9, 2017
To: Donald L. Mims, Administrator
From: Beverly Riddle Wise
Re: Approval for the following travel:

Destination: Alabaster, Alabama
Departure Date: March 27, 2017 Return Date: March 30, 2017
Conference Leave (Days / Hours): 4 days
Purpose of Travel: To attend Defense Tactics Instructor Training

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

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

Total (est.) Cost: $500.00 Advance Registration Required:
Department Name: Youth Facility Fund Name: 001-52603-265
Additional Comments:

To: Beverly Riddle Wise
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $500.00 and advance registration of $0.00 is authorized.

To be completed by the Finance Department

Fund Code:	001-52603.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$13,000.00	
Approved Requests:	$4,414.99	
Budget Available:	$8,585.01	
Current Requests:	$500.00	
Budget Balance:	$8,085.01	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/13/2017
cc: Finance Director / Buyer

14-8

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 17

AGENDA
MAR 20 2017

Date: March 10, 2017

To: Donald L. Mims, Administrator

From: Beverly Riddle Wise

Re: Approval for the following travel:

Destination: Pelham Civic Center, Pelham, AL

Departure Date: May 3, 2017 Return Date: May 3, 2017

Conference Leave (Days / Hours): one day

Purpose of Travel: to attend the 2nd Annual Alabama Adolescent and Young Adult Conference Emerging Issues in Substance Abuse

Traveler (s) Name:

1. Ray Williams
2. Kimberlyn Parham
3. Tyrone Anderson
4. Ebony Raine
5. Alex Thomas
6. Garry Gregg

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

Total (est.) Cost: $300.00 Advance Registration Required: $300.00

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

Additional Comments: Please make check payable to Bradford Health Services, 166 Owen Drive, Alexandria, AL 36250

To: Beverly Riddle Wise

From: Donald L. Mims, Administrator

The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $300.00 and advance registration of $300.00 is authorized.

To be completed by the Finance Department		
Fund Code:	001-52603.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$13,000.00	
Approved Requests:	$4,414.99	
Budget Available:	$8,585.01	
Current Requests:	$800.00	
Budget Balance:	$7,785.01	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/13/2017

cc: Finance Director / Buyer

14-9

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 19

AGENDA
MAR 20 2017

Date: March 14, 2017
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Approval for the following travel:

Destination: Orange Beach, AL
Departure Date: 5/10/2017 Return Date: 5/11/2017
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: 2017 Summer Conference Planning Meeting

Traveler (s) Name: 1. Donna Raney
2.
3.
4.
5.
6.

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

Total (est.) Cost: $211.86 Advance Registration Required: $0.00
Department Name: Appraisal Fund Name: Reappraisal
Additional Comments: Mileage: $211.86/Donna Raney is on the planning committee and will stay with a relative while there. No registration fee or hotel needed.
TOTAL EST COST: $211.86

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $211.86 and advance registration of $0.00 is authorized.

Donald L. Mims, Administrator

To be completed by the Finance Department		
Fund Code:	120-51958.265	(ex: 000-00000-000)
Description:	Registration & Training	
Current Budget:	$30,000.00	
Approved Requests:	$12,427.88	
Budget Available:	$17,572.12	
Current Requests:	$211.86	
Budget Balance:	$17,360.26	

Reviewed by: S. Thomas
Date: 3/14/17
cc: Finance Director / Buyer

14.10

Montgomery County Commission
Travel / Training Request Approval
Request # 21

AGENDA
MAR 20 2017

Date: March 7, 2017
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Approval for the following travel:

Destination: Birmingham, AL
Departure Date: May 15, 2017 Return Date: May 17, 2017
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: to attend the 2017 Alabama SHRM State Conference

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

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

Total (est.) Cost: $98.44 Advance Registration Required: $0.00
Department Name: Personnel Fund Name: Merit System
Additional Comments: Mileage - 98.44

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $98.44 and advance registration of $0.00 is authorized.

To be completed by the Finance Department	
Fund Code:	123-51961-265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$25,000.00
Approved Requests:	$13,512.07
Budget Available:	$11,487.93
Current Requests:	$98.44
Budget Balance:	$11,389.49

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/13/17
cc: Finance Director / Buyer

14-11

Revised 2/8/17

Montgomery County Commission
Travel / Training Request Approval
Request # 13

AGENDA
MAR 20 2017

Date: March 15, 2017
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Approval for the following travel:

Destination: 857 Main Street Gardendale, AL 35071
Departure Date: April 12, 2017 Return Date: April 14, 2017
Conference Leave (Days / Hours): three days
Purpose of Travel: To Attend ORAS Booster (1-day) and Case Planning (2-day) Curriculum

Traveler (s) Name:
1. Amberly Tutt-Lewis
2. Paul Brown
3. Kimberly Long
4.
5.
6.

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

Total (est.) Cost: $1,183.16 Advance Registration Required: $0.00
Department Name: Community Corrections Fund Name: Community Corrections
Additional Comments: Hotel & Meal fees

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator
The above request is app. 3/20/17 reimbursement of actual and necessary expenses in the approximate amount of $1,183.16 and advance registration of $0.00 is authorized.

Donald L. Mims, Administrator

To be completed by the Finance Department

Fund Code:	124-52960.265 (ex: 000-00000-000)
Description:	Registration & Training
Current Budget:	$9,000.00
Approved Requests:	$7,218.00
Budget Available:	$1,782.00
Current Requests:	$1,183.16
Budget Balance:	$598.84

Reviewed by: S. Thomas
Date: 3/15/17
cc: Finance Director / Buyer

1412

Revised 2/8/17