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MONTGOMERY COUNTY COMMISSION

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ESTABLISHED 1816

FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR

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July 2, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Information pertaining to the July 6, 2015
Montgomery County Commission Regular Meeting

We will begin our Information Session on Monday, July 6, 2015, at 8:00 a.m. The Formal Session will begin at 9:30 a.m.

The Montgomery County Extension Office Luncheon and Annual Report to the County Commission will be held on Monday, August 17, 2015 at 12:15 p.m. at their office.

The Montgomery County Youth Facility Open House will be held July 20, 2015 at 1:00 p.m.

At the July 20, 2015 Commission meeting, Finance Director Sherrill Thomas will provide a review for the 2015-2016 Budget and we will have budget hearings on July 21-22, 2015.

Due to the volume of work to be discussed at the meeting Monday, Director of Risk Management Scott Kramer will make his follow-up presentation concerning Health Care recommended changes at the July 20, 2015 meeting.

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

1-1 County Commission Information Session Schedule for July 6, 2015

Waived Rules Items to Consider for July 6, 2015

- 2-1 Consider Budget Change Requests (8)
- (1) Appraisal Department – Request Number 1
 - (2) Community Corrections – Request Number 1
 - (3) Detention Facility – Request Number 2
 - (4) Emergency Communications District Board – Request Number 4

- (5) Engineering Department – Request Number 12
- (6) Information Systems – Request Number 2
- (7) Judge of Probate – Request Number 7
- (8) Revenue Commissioner – Request Number 2

- 3-1 Consider Position Fill Request for Personnel Associate, Position Number 700191002, Personnel Department

- 4-1 Consider Weatherization Assistance Program (WAP) Grant Number DOE-028-15, County Commission

- 5-1 Consider Project Agreement By and Between The City of Montgomery, Montgomery County Commission and Sykes Enterprises Incorporated, County Commission

- 6-1 Consider Grant Application for the Byrne JAG Prevention, Education and Intervention Grant (The Parent Project), County Commission

- 7-1 Consider Ratification of Cooperative Agreement for the State Homeland Security Grant Program, Grant Number 3AMS (FY2013 - \$40,932), Sheriff's Office

- 8-1 Consider Amendment Number 1 to Contract with Seacoast Disposal, Inc., for Garbage Collection Services for County Building (Contract #51901-15B-022), Support Services

- 9-1 Consider Bid Award to Next Lowest Bidder for Sheriff's Leather and Accessories, Bid No. 52110-14B-026, Sheriff's Office

Items to Consider for July 20, 2015 Montgomery County Commission Regular Meeting Agenda

- 10-1 Consider Agreement with the Town of Pike Road for Maintenance of Nature Trail on Marler Road and Related Resolution, Engineering Department

- 11-1 Consider Agreement with the Alabama Department of Transportation regarding Resurfacing Mount Zion Road (CR-39) from Davis Crossroads to Woodley Road (6.327 Miles), Project No. STPAA-5114(252), MCP 51-76-15 and Related Resolution, Engineering Department

- 12-1 Consider Resolution and Letter of Intent for Resurfacing Pike Road (CR-85) from Wallahatchie Road (CR-83) North to US 80 (5.880 Miles), Project No. MCP 51-77-16, Engineering Department

- 13-1 Consider Resolution and Letter of Intent for Resurfacing Moore Road (CR-89) from Intersection with SR 94 North to US 231 (3.894 Miles), Project No. MCP 51-78-16, Engineering Department

- 14-1 Consider Insolvents, Errors and Taxes in Litigation for 2014 and Uncollected Insolvents and Taxes in Litigation for Previous Year(s) and Related Resolution, Revenue Commissioner's Office (**Enclosed in your packet are additional attachments for this item**)
- 15-1 Consider the 2015-2016 Annual Community Corrections Plan, Community Corrections
- 16-1 Consider Payment to the City of Montgomery Not to Exceed \$4,800 for the Proposed Efforts of CH2M Hill regarding the Downtown Environmental Project, Risk Management
- 17-1 Consider Agreement with the State of Alabama Department of Examiners of Public Accounts regarding Reimbursement of Costs Associated with the Annual Audit of Federal Financial Assistance Received by Montgomery County, County Commission
- 18-1 Consider Letter of Engagement of Appraisal Assignment regarding Property on Terminal Road, County Commission
- 19-1 Consider Amendment Number 4 to Contract with Topco Pest Control Services, for Pest Control Service (Contract #51100-13B-024), County Commission
- 20-1 Consider Change Order Number 5 to the Agreement with Holley-Henley Builders, Inc., regarding Renovations and Alterations to the Montgomery County Greil Mansion for the Montgomery County Public Defender's Office, County Commission
- 21-1 Consider Implementation of a Five Percent (5%) Local Preference Under Alabama Bid Law, County Commission

Personnel Actions

- 22-1 Consider Additional Step Increase with Promotional Pay Increase for Payroll and Benefits Manager, Finance Department
- 23-1 Consider Position Fill Request for Payroll and Benefits Assistant, Position Number 210112001, Finance Department
- 24-1 Consider Position Fill Request for Court Operations Clerk I, Position Number 900378069, Youth Facility
- 25-1 Consider Allocation of Three Mechanics for Detention Facility Maintenance, Sheriff's Office
- 26-1 Consider Position Fill Requests – Detention Facility (3)
 - (1) Corrections Officer Corporal, Position Number 14
 - (2) Corrections Officer Trainee/Corrections Officer, Position Number 182

- (3) Corrections Officer Trainee/Corrections Officer, Position Number To Be Determined

- 27-1 Consider Position Fill Requests – Sheriff’s Office (2)
 - (1) Deputy Sheriff Corporal, Position Number 56
 - (2) Deputy Sheriff Trainee/Deputy Sheriff, Position Number To Be Determined

General Information

- 28-1 Copy of Letter from Architect John Chambless with Chambless King Architects regarding Probate and Revenue Commissioner Office South Project Progress Update
- 29-1 Copy of Letter from PH&J Architects, Inc., regarding Courthouse and Jail Weatherization, PH&J Project Number 1208-GVH
- 30-1 Copy of Letter from PH&J Architects, Inc., regarding Montgomery County Jail Building Dishwasher Replacement and Associated Repairs, PH&J Project Number 1208-GVM
- 31-1 Copy of Letter from Senior Vice President of Corporate Development Ellen G. McNair, Montgomery Area Chamber of Commerce regarding the Calling of an Executive Session to Discuss a Commerce or Trade Matter
- 32-1 Copy of Memorandum from Chief Appraiser Clay Henley requesting to Participate in the 2015 Class of Leadership Montgomery
- 33-1 Copy of Letter from County Extension Coordinator Jimmy D. Smitherman requesting Funding in the amount of \$2,000 for the 2015 Successful Aging Initiative (SAI) **(Last year, Chairman Dean, Commissioner Walker and Commissioner Ingram appropriated \$500 from each of their accounts for a total of \$1,500)**
- 34-1 Copy of Letter from Bellingrath Middle School Cheerleading Program requesting Funding for the Program **(Appropriation would be to Bellingrath Middle School for the Cheerleading Program)**
- 35-1 Copy of Memorandum from Administrator Mims regarding Oversight and Direction of the E911 System
- 36-1 Copy of Schedule of Upcoming Bids/Contract Renewals
- 37-1 Copies of Revenue Reports for June 2015 from Tax and Audit Department
- 38-1 Copies of Detailed Accounts Payables, paid 6/12/15, 6/19/15 and 6/26/15; subject to the County Commission approval

If you have any questions, please contact me.

DLM/tn

COUNTY COMMISSION
INFORMATION SESSION SCHEDULE
FOR
JULY 6, 2015

- 8:00 a.m. Prayer led by Commissioner Williams
- 8:05 a.m. Administrator's Briefing regarding the Agenda and Scheduled Attendees
- 8:10 a.m. Personnel Director Carmen Douglas – Presentation regarding Position Fill Request for Personnel Associate, Position Number 700191002 **(Waived Rules Item 2-1)**
- 8:20 a.m. Honorable Charles Price – Presentation regarding Resolution concerning City of Montgomery Annexation **(Agenda Item 1)**
- 8:30 a.m. Executive Director Greg Clark with Central Alabama Regional Planning and Development Commission – Presentation regarding Weatherization Assistance Program (WAP) Grant Number DOE-028-15 **(Waived Rules Item 4-1)**
- 8:40 a.m. Director of Corporate Development Justice Smyth with the Montgomery Area Chamber of Commerce – Presentation regarding a Project Agreement By and Between The City of Montgomery, Montgomery County Commission and Sykes Enterprises Incorporated **(Waived Rules Item 5-1)**
- 9:00 a.m. At Risk Coordinator Tim Baker with Montgomery Public Schools – Presentation regarding Grant Application for the Byrne JAG Prevention, Education and Intervention Grant (The Parent Project) **(Waived Rules Item 6-1)**
- 9:10 a.m. Chief Information and Technology Officer Lou Ialacci – Update regarding Information Systems
- 9:20 a.m. County Engineer George Speake – Presentation regarding Agreement with the Town of Pike Road for Maintenance of Nature Trail on Marler Road and Related Resolution **(Future Agenda Item 10-1)**, Agreement with the Alabama Department of Transportation regarding Resurfacing Mount Zion Road (CR-39) from Davis Crossroads to Woodley Road (6.327 Miles) and Related Resolution **(Future Agenda Item 11-1)**, Resolution and Letter of Intent for Resurfacing Pike Road (CR-85) from Wallahatchie Road (CR-83) North to US 80 (5.880 Miles), **(Future Agenda Item 12-1)**, Resolution and Letter of Intent for Resurfacing Moore Road (CR-89) from Intersection with SR 94 North to US 231 (3.894 Miles) **(Future Agenda Item 13-1)**
- 9:30 a.m. Formal Session of County Commission
- 10:00 a.m. Revenue Commissioner Janet Buskey – Presentation regarding Insolvents, Errors and Taxes in Litigation for 2014 and Uncollected Insolvents and Taxes in Litigation for Previous Year(s) and Related Resolution **(Future Agenda Item 14-1)**

INFORMATION SESSION SCHEDULE

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- 10:15 a.m. Deputy Commissioner Jeffrey Williams with the Alabama Department of Corrections and Executive Director Paul Brown with Community Corrections – Presentation regarding Community Corrections Program and 2015-2016 Annual Community Corrections Plan (**Future Agenda Item 15-1**)
- 10:30 a.m. Director of Elections Daniel Baxter – Presentation regarding Update on Municipal Election
- 10:45 a.m. Architect John Chambless with Chambless King Architects – Presentation regarding Probate and Revenue Commissioner Office South Project Progress Update (**General Information Item 28-1**)
- 11:00 a.m. Architects Griff Harris and Patrick Addison with PH&J Architects, Inc. – Presentation regarding Courthouse and Jail Weatherization (**General Information Item 29-1**) and Montgomery County Jail Building Dishwasher Replacement and Associated Repairs (**General Information Item 30-1**)
- 11:15 a.m. Executive Session regarding a Commerce or Trade Matter (**General Information Item 31-1**)
- 11:30 a.m. Adjourn