

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

1. Unusual Demand Report dated 9/25/14

REVENUE

Mr. Travis Hulsey

2. **Blackbaud, Inc. – Contract #5408**
Annual software maintenance agreement for Fund Accounting Solutions software and support.

Contract Term:	07/01/13 – 06/30/16
Original Budget:	\$17,240.00
Current Remaining Budget:	\$17,240.00
Requested Amount:	\$7,562.57
Remaining Budget after Requested Amount:	\$9,677.43
30 Day Cancellation:	Yes

PURCHASING

Mr. Michael Matthews

3. Purchasing Agenda:
 - A. Week of 09/02/14 – 09/08/14
 - B. Week of 09/09/14 – 09/15/14
4. Purchasing Agenda Addendum No. 1:
 - A. Week of 09/09/14 – 09/15/14
5. Purchasing Agenda Addendum No. 2:
 - A. Week of 09/09/14 – 09/15/14
6. Purchasing Exception Report:
 - A. Week of 09/02/14 – 09/08/14
 - B. Week of 09/09/14 – 09/15/14
7. Encumbrance Report:
 - A. Week of 09/02/14 – 09/08/14
 - B. Week of 09/09/14 – 09/15/14

BUDGET MANAGEMENT OFFICE

Ms. Tracie Hodge

- 8. Resolution to adopt the County Operating Budget for FY 2014-2015
- 9. Resolution to provide a 2.0% salary adjustment to County employees effective the first full pay period in FY 2014-2015.
- 10. Resolution to declare official holidays for County employees in FY 2014-2015.
- 11. Resolution to withhold the appropriate amount of *ad valorem* receipts for payment the Jefferson County Department of Health.
- 12. Resolution to adopt the Commuting Vehicle Usage by Department Authorization Forms Summary for Fiscal Year 2014-2015.

The following staff requests have been received in the Budget Management Office. Our analyses of the budgets affected by these requests indicate that sufficient funds are available to make these advances.

MULTIPLE STAFF DEVELOPMENT

Environmental Services

- 13. Emily Kemp \$500.00
- Tonya Kelley \$500.00
- Professional Development Seminar for Civil Engineers
- Birmingham, AL – October 27-28, 2014
- Continuing Education

Family Court

- 14. Larry Hooks and Gwen Reason \$50.00
- 11th Annual Alabama Youth Council
- Montgomery, AL – October 7, 2014
- State Required

Tax Assessor Bessemer State Funds

- 15. Cheryl Hoskins \$1,427.35
- Cindy Jinks \$1,427.35
- IAAO Assessment of Personal Property
- Auburn, AL – November 2-7, 2014

INDIVIDUAL STAFF DEVELOPMENT

Cooper Green

- 16. Enos Ngetich \$918.88
- Review of Healthcare Reform Law

Destin, FL – August 8-10, 2014
Continuing Education

17. Jackie Duke \$350.00
NPAA Continuing Education Conference
Panama City, FL – August 13-17, 2014
Continuing Education

County Attorney

18. Shawna Smith \$327.00
CLE Seminar
Birmingham, AL – September 12, 2014
Continuing Education

General Services

19. Greg Hollis \$1,606.44
Level 1 Infrared Thermographic Public Training Course
Charlotte, NC – September 28 – October 1, 2014

Revenue

20. Charles Bell \$3,935.40
Tax Audit
Philadelphia, Bristol and Pittsburgh, PA and Columbus, OH – November 1-14, 2014

Roads and Transportation

21. Alan Dodd \$939.59
48th Surveying and Mapping Conference
Montgomery, AL – October 21-24, 2014
Continuing Education
22. Natalie Kornegay \$150.00
Designing Pedestrian Facilities for Accessibility
Pelham, AL – May 8, 2014

Tax Assessor Bessemer State Funds

23. Quin Hameen \$617.02
Introduction to the Licensing Process
Madison, AL - December 9-12, 2014
24. Rickey Davis \$1,242.85
IAAO 600 Cadastral Mapping
Montgomery, AL – November 30 – December 5, 2014

FOR INFORMATION ONLY

Personnel Board

25. Terria McDonald \$25.00
Connect Careers Job and Resource Fair
Birmingham, AL – September 27, 2014

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| 26. | Terria McDonald
Fall Career Fair Jacksonville State University
Jacksonville, AL – October 1, 2014 | \$200.00 |
| 27. | Michael Glaze
ATD Employee Engagement
Birmingham, AL – September 22, 2014 | \$119.00 |

POSITION CHANGES AND/OR REVENUE CHANGES

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| 28. | Environmental Services-Sewer Billing
Increase revenue and expenditures to pay Bessemer utilities for their collection services. | \$150,000.00 |
| 29. | Environmental Services-Sewer Billing
Increase revenue and expenditures to pay B'ham Water Works Board utilities for their collection services. | \$500,000.00 |

OTHER BUDGET TRANSACTIONS

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| 30. | Treasurer's Office
Shift funds from other professional services to purchase 1 copier and add a purchasing memorandum to purchase the copier. | \$8,500.00 |
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FOR INFORMATION ONLY

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| 31. | Sheriff's Department
Add a purchasing memorandum to purchase 1 John Deere Lawnmower. | \$7,843.00 |
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INFORMATION TECHNOLOGY

Mr. Roosevelt Butler

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| 32. | SHI International Corporation – Microsoft Exchange 365 License Renewal – Contract #4221
Annual License Renewal for Microsoft 365 Email/Office |
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Contract Term:	10/24/14 – 10/23/15
Original Budget:	\$3,610,000.00
Current Remaining Budget:	\$1,093,438.58
Requested Amount:	\$129,162.55
Remaining Budget After Requested Amount:	\$964,276.03
30 Day Cancellation:	Yes

SHERIFF'S OFFICE

Sheriff Mike Hale

No items submitted.

TREASURER'S OFFICE

Hon. Mike Miles

No items submitted.

TAX ASSESSOR

Hon. Gaynell Hendricks/Hon. Andrew Bennett

No items submitted.

TAX COLLECTOR

Hon. J.T. Smallwood/Hon. Grover Dunn

- 33. **E-Ring, Inc. - Contract #6586**
 Software changes to automate breaking out remittances for the Midfield and Fairfield Boards of Education (BOE). Requested by the State Department of Revenue to be reimbursed by Midfield and Fairfield BOE. No increase in annual maintenance.

Contract Term:	1 year
Original Budget:	\$300,000.00
Current Remaining Budget:	\$70,000.00
Requested Amount:	\$15,000.00
Remaining Budget After Requested Amount:	\$55,000.00
30 Day Cancellation:	No

BOARD OF EQUALIZATION

No items submitted.

OTHER BUSINESS

Commissioner Jimmie Stephens

- 34. Resolution to appoint Stephen Gray to fill the unexpired term on the Mount Olive Community Center Board of Directors for the term expiring April 2016.
- 35. Resolution to Waive Fees for rezoning of property for the construction of a Community Storm Shelter in the Adger Community.
- 36. Jefferson County Community Grant Program Guidelines