



Baldwin County Commission
Special Meeting Minutes

Monday, August 4, 2025
9:00 a.m.

Baldwin County Administration Building, County Commission Meeting Chambers
322 Courthouse Square, Bay Minette, Alabama 36507

All supporting documentation for the minutes can be viewed here: <https://baldwincountyal.legistar.com>

Commissioners present:

District 1 – Commissioner James E. Ball
District 2 – Commissioner Matthew P. McKenzie
District 3 – Commissioner Billie Jo Underwood
District 4 – Commissioner Charles F. Gruber

Commissioners absent:

None.

Also present: (List of staff names/titles can be found in BCOMMISSION/MINUTES folder)

Roger Rendleman, County Administrator
Frank Lundy, County Engineer
Beth Hodges, Budget Director
Tara Hazelbaker, Finance Director
Deidra Hanak, Personnel Director
Buford King, Director of Facilities and Maintenance
Anu Gary, Administrative Services Manager
Mark Acreman, Assistant County Engineer
Lynda Demko, Chief Accountant, Highway
Bo Bonner, Assistant Personnel Director
Lynzie Clark, Senior Budget Accountant
Braylee Austin, Administrative Support Specialist IV

In accordance with Section 11-3-8 (b) of the Code of Alabama (1975), a special meeting was called by a majority of members of the Baldwin County Commission for August 4, 2025, at 9:00 a.m., in the Baldwin County Administration Building, County Commission Meeting Chambers.

Said special meeting topic(s) were as follows:

- 1) Conduct Baldwin County Fiscal Year 2026 Budget Deliberations.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

The Finance Chairman called the meeting to order at 9:00 a.m. Following the Invocation by Commissioner Underwood, and the Pledge of Allegiance led by Commissioner Gruber, the Commission transacted the following business to-wit:

Insert Special Meeting Call Letter into the Record

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Matthew P. McKenzie, to insert the **August 4, 2025, Baldwin County Commission Special Meeting Call Letter** into the record.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

Overview of Proposed FY2026 Budget and General Discussion

Beth Hodges, Budget Director, gave an overview of the FY2026 budget and discussed the need to prioritize expenditures.

Roger Rendleman, County Administrator, noted the budget meetings are for discussions to see where the budget can be trimmed back.

Highway Department

Mark Acreman, Assistant County Engineer, provided a presentation of the Highway Department's overall goals for FY2026 and discussed the department's budget requests.

The Commissioners and staff discussed the Highway Department's requests for personnel, using AI (artificial intelligence) for assessments, acquiring additional property to consolidate certain facilities, vehicle and equipment maintenance and repairs, reorganization of the Highway Department to increase efficiency, and the need to plan long-term.

The Commissioners requested Mr. Acreman to compare costs of the County maintaining its own vehicles rather than outsourcing the work.

Overview of Proposed FY2026 Budget and General Discussion – Cont.

The Commissioners and staff discussed cost of living and merit increases, health insurance costs, personnel needs, a new method of identifying decision items in this year's budget to plan for future needs, critical requirement items and near-term need items, Commissioners reviewing each department's requests in the next week and department heads attending the August 18, 2025, budget meeting to discuss items if there are questions regarding specific requests, and the necessity for budget cuts by departments in order to provide pay raises for employees.

It was decided the August 25, 2025, budget deliberations meeting be rescheduled to Wednesday, August 27, 2025, due to scheduling conflicts.

PUBLIC COMMENTS

None.

PRESS QUESTIONS

None.

COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

ADJOURNMENT

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adjourn the August 4, 2025, Baldwin County Commission Special (Budget Deliberations) Meeting at 10:30 a.m.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

The August 4, 2025, Baldwin County Commission Special (Budget Deliberations) Meeting adjourned at 10:30 a.m.

A handwritten signature in black ink that reads "Matthew P. McKenzie". The signature is written in a cursive style with a long horizontal line extending from the end of the name.



COUNTY COMMISSION

BALDWIN COUNTY
312 Courthouse Square, Suite 12
BAY MINETTE, ALABAMA 36507
(251) 937-0264
Fax (251) 580-2500
www.baldwincountyal.gov

MEMBERS
DISTRICT 1. JAMES E. BALL
2. MATTHEW P. MCKENZIE
3. BILLIE JO UNDERWOOD
4. CHARLES F. GRUBER

May 20, 2025

Roger H. Rendleman
County Administrator
Baldwin County Commission
312 Courthouse Square, Suite 12
Bay Minette, Alabama 36507

Dear Mr. Rendleman:

Pursuant to Section 11-3-8 (b), Code of Alabama 1975, "A county commission may schedule a special meeting [of the Baldwin County Commission] when determined necessary in writing by a majority of the members of the commission, or in the case of an emergency, upon call of the chair."

Therefore, taking into account the aforementioned, coupled with the fact that this request is not styled an emergency, please be advised that a majority of members of the Baldwin County Commission have determined in writing and by this instrument that it is necessary to conduct Special Meetings of the Baldwin County Commission as follows:

Monday, August 4, 2025

9:00 a.m.
Baldwin County Administration Building
County Commission Meeting Chambers
322 Courthouse Square
Bay Minette, Alabama 36507

Monday, August 18, 2025

9:00 a.m.
Baldwin County Administration Building
County Commission Meeting Chambers
322 Courthouse Square
Bay Minette, Alabama 36507

Monday, August 11, 2025

9:00 a.m.
Baldwin County Administration Building
County Commission Meeting Chambers
322 Courthouse Square
Bay Minette, Alabama 36507

Monday, August 25, 2025

9:00 a.m.
Baldwin County Administration Building
County Commission Meeting Chambers
322 Courthouse Square
Bay Minette, Alabama 36507

Purpose for Special Meetings:

- [1] Conduct Baldwin County Fiscal Year 2026 Budget Deliberations.

Please make the necessary arrangements for the conduct of said Special Meetings.

Sincerely,

Commissioner James E. Ball, Vice Chairman

Commissioner Matthew P. McKenzie, Chairman

Commissioner Billie Jo Underwood

Commissioner Charles F. Gruber