



Baldwin County Commission
Special Meeting Minutes

Monday, August 18, 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:

Roger Rendleman, County Administrator
Frank Lundy, County Engineer
Beth Hodges, Budget Director
Tara Hazelbaker, Finance Director
Buford King, Director of Facilities and Maintenance
Eddie Harper, Building Officer
Jana Murphy, JDC Director
Ann Simpson, BRATS Director
Jay Dickson, Planning Director
Tom Tyler, EMA Director
Deidra Hanak, Personnel Director
Bo Bonner, Assistant Personnel Director
Brian Peacock, CIS Director
Susan Marino, CIS Business Manager
Anu Gary, Administrative Services Manager
Max Huffman, Board of Registrar Office Manager
William Godbey, Board of Registrar Board Member
Wesley Majors, Animal Shelter Manager
Shannon Spivey, Customer Relationship Manager
Jarrod Cunningham, General Services Manager
Rhonda Ryals, Custodial Supervisor
Lynzie Clark, Senior Budget Accountant
Heather Gwynn, Sales and Use Tax Coordinator
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 18, 2025, at 9:00 a.m., in the Baldwin County Administration Building, County Commission Meeting Chambers.

Said special meeting topics 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. 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 Billie Jo Underwood, to insert the [August 18, 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, provided an overview of the FY2026 budget and noted department heads are present if Commissioners have any questions.

Commissioner McKenzie requested a list of items which were cut from the FY2026 budget be sent to him, to which Ms. Hodges replied those items are included in the budget summary.

The Commissioners and staff discussed items considered near-term needs in this year's budget being included in the next fiscal year budget as a critical need, the requested supplemental pay increase for court reporters, structure changes for the budget process, and conservative spending with tax payer funds.

Commissioner Underwood requested more information on the current method of court reporting and noted she would contact Presiding Judge Stankoski for more information.

PUBLIC COMMENTS

None.

PRESS QUESTIONS

None.

COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

ADJOURNMENT

Motion by Commissioner Billie Jo Underwood to adjourn the August 18, 2025, Baldwin County Commission Special Meeting (Budget Deliberations) at 9:29 a.m.

The August 18, 2025, Baldwin County Commission Special Meeting adjourned at 9:29 a.m.

A handwritten signature in black ink that reads "Matthew P. McKern". 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