



Baldwin County Commission
Special Meeting Minutes

Monday, August 12, 2024
8:30 AM

Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers – 2nd Floor
1100 Fairhope Avenue, Fairhope, Alabama 36532

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

Commissioners present:

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

Commissioners absent:

District 2 – Commissioner Matthew P. McKenzie

Also present:

Roger Rendleman, County Administrator
Frank Lundy, County Engineer
Beth Hodges, Budget Director
Mallory Knowles, Revenue Clerk, Sales Tax
Anu Gary, Administrative Services Manager
Felisha Anderson, Director of Archives/Special Historic Projects Coordinator
Madison Steele, Parks Director
Deidra Hanak, Personnel Director
Bo Bonner, Assistant Personnel Director
Daniel Catlin, Government Relations Director
District Attorney Robert Wilters
Lee Lawson, President and CEO, Baldwin County Economic Development Alliance
Dr. Brian Pierce, Coroner
Troy Dyess, Chief Deputy Coroner

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 12, 2024, at 8:30 a.m., in the Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers - 2nd Floor.

Purpose for Special Meeting(s):

- 1) Conduct Baldwin County Fiscal Year 2024-2025 Budget Deliberations.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Ball called the meeting to order at 8:31 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 Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to insert the **August 12, 2024, Baldwin County Commission Special Meeting Call Letter** into the record.

The motion passed by the following vote:

Aye: 3 - James E. Ball, Billie Jo Underwood, and Charles F. Gruber

Nay: 0

Absent: 1 - Matthew P. McKenzie

Abstain: 0

District Attorney's Office

Robert Wilters, District Attorney, discussed the FY 2025 budget request for the District Attorney's Office which has no increase in funding from FY 2024. Mr. Wilters said the DA's Office is requesting the Commission to help maintain the status quo for the upcoming fiscal year.

Coroner's Office

Dr. Brian Pierce, Coroner, discussed the FY 2025 budget requests for the Coroner's Office. The Commissioners and Dr. Pierce discussed Dr. Pierce's request for a salary increase and the legislative process involved if the Coroner's salary was to be raised.

Baldwin County Economic Development Alliance (BCEDA)

Lee Lawson, President and CEO, discussed the highlights of the partnership between the EDA and the Commission, including Novelis and the number of new jobs in Baldwin County.

Discussion took place regarding the allocation to BCEDA for FY 2025.

Miscellaneous Appropriations

The Commissioners and Ms. Hodges discussed the miscellaneous budget requests received by the Budget Department for FY 2025, reducing or eliminating funding for the Gateway Initiative and Rafael's Legacy, reducing the appropriation to the Baldwin Pops to \$1,000, and the North Baldwin Animal Shelter to \$10,000. The Commissioners discussed reducing expenses where possible and not adding new miscellaneous appropriations at this time in order to help balance the budget.

Further discussion took place regarding changing appropriations to the Chambers of Commerce to dues where the County Commission would be a member of each Chamber of Commerce instead of donating money to the Chambers, and new positions for the Probate Office due to the upcoming retirement of the Chief Clerk of Probate.

Archives Department, Events at Bicentennial Park

The Commissioners, Ms. Hodges, and Ms. Anderson discussed FY 2025 capital requests for Bicentennial Park including lawn care maintenance and dedicated lawn care equipment for use at the park, recognizing Veterans from different conflicts, the First Settlers Brick Paving Project, strategic goals being better refined for Bicentennial Park, Archives projects and events, the Strategic Plan for the park, labor costs for the Christmas Extravaganza event and scaling back the event to cut costs, overtime costs for Parks Department employees for events, finding volunteers to work the Christmas event, eliminating overtime for events preparation, and covering the costs for each event to be held.

Parks Department

The Commissioners, Mr. Lundy, and Mr. Steele discussed the addition of new parks, equipment and personnel needed to maintain the parks.

Personnel Department

Ms. Hanak discussed personnel requests for various departments, growth plans for departments, and restructuring certain departments to allow for growth.

The Commissioners and Ms. Hanak discussed the Building Maintenance Department's request for a 5% increase in pay for all staff, and the Revenue Commission Reappraisal Department's request for pay scale adjustments.

The Commissioners discussed annual COLA increases and being fair across the board with any pay increases.

RECESS

The Chairman recessed the meeting at 10:18 a.m.

The meeting reconvened at 10:28 a.m.

Decision Items

The Commissioners and staff discussed decision items presented to the Commission from various departments.

PUBLIC COMMENTS

None.

PRESS QUESTIONS

None.

COMMISSIONER COMMENTS

The Commissioners thanked the staff for the work they have done on the budget.

ADJOURNMENT

Motion by Commissioner Billie Jo Underwood to adjourn the August 12, 2024, Baldwin County Commission Special Meeting at 10:44 a.m.

The August 12, 2024, Baldwin County Commission Special (Budget Deliberations) Meeting adjourned at 10:44 a.m.

A handwritten signature in black ink that reads "Billie Jo Underwood". The signature is written in a cursive, flowing style.



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 21, 2024

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 5, 2024

8:30 a.m.
Baldwin County Fairhope Satellite Courthouse
County Commission 2nd Floor Conference Room
1100 Fairhope Avenue
Fairhope, Alabama 36532

Monday, August 26, 2024

8:30 a.m.
Baldwin County Fairhope Satellite Courthouse
County Commission 2nd Floor Conference Room
1100 Fairhope Avenue
Fairhope, Alabama 36532

Monday, August 12, 2024

8:30 a.m.
Baldwin County Fairhope Satellite Courthouse
County Commission 2nd Floor Conference Room
1100 Fairhope Avenue
Fairhope, Alabama 36532

Monday, September 9, 2024

8:30 a.m.
Baldwin County Fairhope Satellite Courthouse
County Commission 2nd Floor Conference Room
1100 Fairhope Avenue
Fairhope, Alabama 36532

Purpose for Special Meetings:

[1] Conduct Baldwin County Fiscal Year 2024-2025 Budget Deliberations.

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

Sincerely,

Commissioner James E. Ball

Commissioner Matthew P. McKenzie, Vice Chairman

Commissioner Billie Jo Underwood, Chairman

Commissioner Charles F. Gruber