



Baldwin County Commission Meeting Agenda

Tuesday, September 17, 2024

**Pre-meeting Work Session 8:30 AM
Regular Meeting 10:00 AM**

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

Commissioners

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



Supporting documentation for the agenda can be viewed in the File ID link of each item. Revisions to agenda items or supporting documentation made after the initial publication are denoted by an asterisk.

PRE-MEETING WORK SESSION (8:30 AM)

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

REVIEW OF ITEMS AND SETTING OF THE CONSENT AGENDA

Review and discussion of items on the Regular meeting agenda. The Commission will set the Consent Agenda for the Regular meeting, determining the order of items for consideration with any additions, removals and/or replacements as presented.

COMMISSIONER REQUESTS

SENIOR STAFF REPORTS

GENERAL

Fiscal Year 2025 Budget Presentation

[24-1143](#)

COUNTY ATTORNEY'S REPORT

ADJOURNMENT OF PRE-MEETING WORK SESSION

REGULAR MEETING (10:00 AM)

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

A ADOPTION OF MINUTES

September 3, 2024, Regular Meeting

September 9, 2024, Special (Budget Deliberations) Meeting

B COMMITTEE REPORTS

BA FINANCE/ADMINISTRATION DIVISION

BA1 Payment of Bills

[24-1094](#)

BA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1

[24-1093](#)

C CONSENT

CA ADMINISTRATION

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|------------|---|--------------------------------|
| CA1 | Amended Order Establishing Private Cemetery - Amending Boundary Lines for Propst Family Cemetery, Bay Minette, Baldwin County, Alabama | <u>24-1015</u> |
| CA2 | City of Robertsdale - Annexation Notification | <u>24-1141</u> |
| CA3 | Rescinding Previous Commission Action Related to Christmas Extravaganza | <u>24-1144</u> |
| CD | BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS) | |
| CD1 | Extension and Amendment of Contract for Professional Services with Via Mobility, LLC for Provision of Transit Scheduling/Dispatching Software Services | <u>24-1142</u> |
| CD2 | Federal Transit Administration Grant Award Amendment No. 1 for FY 2023 Section 5307 Loxley Transit Hub | <u>24-1084</u> |
| CD3 | Federal Transit Administration Grant Award for FY 2025 Section 5307 ARPA Funds | <u>24-1082</u> |
| CD4 | Federal Transit Administration Grant Award for FY 2025 Section 5307 / 5339 Funds Apportioned to Fairhope-Daphne, Alabama Urbanized Area | <u>24-1078</u> |
| CD5 | Resolution #2024-169 - Authorization to Accept Transfer of Two (2) Public Transit Vehicles from Escambia County Board of County Commissioners | <u>24-1073</u> |
| CD6 | Supplemental Agreement No. 2 Relative to a Pass Through of Federal Funds for Urbanized Area Public Transportation Projects for FY2023-2026 | <u>24-1106</u> |
| CE | BUDGET/PURCHASING | |
| CE1 | Competitive Bid #WG24-40 - Renovations of Oak Street Building for Baldwin County Building Inspection Department Located in Bay Minette, Alabama, for the Baldwin County Commission | <u>24-1081</u> |
| CE2 | Competitive Bid #WG24-45 - Provision of Vehicle Detergent for the Baldwin County Commission | <u>24-1098</u> |
| CE3 | Construction of New Female Housing Addition to Baldwin County Corrections Center and Renovations of Adjacent Buildings Located in Bay Minette, Alabama | <u>24-1091</u> |
| CE4 | Extension of GOMESA Grant Agreement and Professional Services Agreement for Engineering/Environmental Services for the Kelly Pit Regional Detention Project for the Baldwin County Commission | <u>24-1128</u> |
| CE5 | Group 3 of ERPR-9072 - Permanent Repair for Various Sites Due to Severe Weather Event Beginning September 16, 2020, FHWA Disaster #AL20-2 for the Baldwin County Commission | <u>24-1105</u> |
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- CE6** Project No. HW21092000 - Culvert Replacement on Davis Road over Baker Branch - Project No. HW21093000 Culvert Replacement on County Road 34S over East Tributary to Baker Branch - Project No. HW21094000 Culvert Replacement on County Road 34S over West Tributary to Baker Branch - Project No. HW21125000 Culvert Installation on Paul Cleverdon Road over East Tributary to Baker Branch for the Baldwin County Commission [24-1108](#)
- CE7** Project No. HW21103000 - The Launch at County Road 6 for the Baldwin County Commission [24-1101](#)
- CE8** Project No. HW21179000 - Surfside Drive Drainage Improvements for the Baldwin County Commission [24-1104](#)
- CE9** Project No. HW23087 - Drainage Improvements Main Street South of Forest Park Drive, Montrose District, for the Baldwin County Commission [24-1126](#)
- CE10** Resolution #2024-160 - Budget Amendment for Remodel of Office Space, Oak Street Building [24-1085](#)
- CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)**
- CH1** Management Control Agreement with Baldwin County Emergency Communication District for Administration of Computer Systems and Network Infrastructure [24-1109](#)
- CH2** Management Control Agreement with Baldwin County Sheriff's Office for Administration of Computer Systems and Network Infrastructure [24-1088](#)
- CH3** Sale of Surplus Equipment on GovDeals.com [24-1090](#)
- CJ ELECTED OFFICIALS**
- CJ1** Coroner's Office - Extension of Memorandums of Understanding with Hughes Funeral Home and Mack Funeral Home [24-1079](#)
- CJ2** Sheriff's Office - Memorandums of Understanding for School Resource Officer Program at Baldwin County Public Schools [24-1095](#)
- CJ3** Sheriff's Office - Tri-Party Agreement for Housing of Prisoners at Baldwin County Corrections Center for City of Bay Minette, Alabama [24-1099](#)
- CJ4** Sheriff's Office - Tri-Party Agreement for Housing of Prisoners at Baldwin County Corrections Center for City of Loxley, Alabama [24-1100](#)
- CK EMERGENCY MANAGEMENT AGENCY (EMA)**
- CK1** Certified Local Emergency Manager Salary Supplement Subaward [24-1103](#)
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CL ENVIRONMENTAL MANAGEMENT

CL1 Contractual Agreement with Alabama Department of Environmental Management for Right-of-Way Litter and Scrap Tire Cleanup [24-1110](#)

CM FINANCE AND ACCOUNTING

CM1 Resolution #2024-161 - Association of County Commissions of Alabama Liability Self-Insurance Fund, Inc. Longevity Bonus and Fund Participation [24-1086](#)

CN GRANTS

CN1 Allocation of ARPA Funds for Competitive Bid Publication Expense Concerning the Baldwin County Courthouse Queuing Structure Project [24-1122](#)

CN2 Allocation of ARPA Revenue Replacement Funds for Competitive Bid Publication Expense Concerning the Baldwin County Courthouse Sally Port Project [24-1125](#)

CN3 Amendment No. 1 to Subrecipient Agreement Number DR-21-001 with Alabama Department of Economic and Community Affairs [24-1111](#)

CN4 Extension of Professional Services Agreement with LaBella Associates, D.P.C. for Ventilation System Improvements in Foley Satellite Courthouse [24-1102](#)

CN5 Resolution #2024-168 - Approving Baldwin County Commission Community Development Block Grant - Disaster Recovery (CDBG-DR) Affirmative Action Local Recovery Plan (LRP) Program [24-1089](#)

CO HIGHWAY

CO1 Jacobs Engineering Group Inc. - Standard On Call Contract for Engineering and Related Services [24-1135](#)

CO2 Solid Waste Authority Bay Minette Transfer Station - Resurfacing [24-1146](#)

CO3 Updates to Baldwin County Commission (Highway Department) Policies [24-1136](#)

CR PERSONNEL

CR1 Approval of Position Descriptions [24-1120](#)

CR2 Board of Registrars - Employment of One (1) Administrative Support Specialist I Position [24-1113](#)

CR3 BRATS - Personnel Changes [24-1114](#)

CR4 CIS Department - Employment of One (1) Communications Technician II Position [24-1115](#)

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- CR5** Commission Administration - Employment of One (1) General Services Manager Position [24-1112](#)
 - CR6** Highway Department (Foley) - Employment of One (1) Operator Technician I Position [24-1116](#)
 - CR7** Highway Department (Maintenance) - Promotion of Employee [24-1117](#)
 - CR8** Parks Department - Employment of One (1) Landscape Technician I Position [24-1118](#)
 - CR9** Health and Dental Insurance Rates for 2025 [24-1123](#)
 - CR10** Safety Incentive Discount Program for ACCA Self-Insurance Fund [24-1121](#)
 - CR11** Planning and Zoning - Promotion of Employee [24-1119](#)
 - CR12** Probate Office - Employment of One (1) Probate License Revenue Officer I Position [24-1130](#)
 - CS PLANNING AND ZONING**
 - CS1** Baldwin County Planning and Zoning Commission - Resignation and Board Appointment [24-1137](#)

D PRESENTATIONS

E PUBLIC HEARINGS

All individuals wishing to speak during public hearings must fill out a speaker form. Comments from individuals should be limited to 3 minutes; groups are asked to select a spokesperson to speak on behalf of the group with comments limited to 5 minutes.

EO HIGHWAY

- EO1** Case No. VAC-24-2 - Vacation of a 40' Unopened, Unimproved Right-of-Way Known as Lincoln Street [24-1107](#)
- EO2** Case No. VAC-24-3 - Vacation of an Approximate 20' Unopened, Unimproved Alley from Turpin Lane aka Oak Road to Haddow Avenue [24-1133](#)

ES PLANNING AND ZONING

- ES1** Case No. Z24-19 - Fincher Property Rezoning [24-1096](#)
- ES2** Case No. Z24-26 - Johnson Property Rezoning [24-1087](#)
- ES3** Case No. Z24-30 - Childress Property Rezoning [24-1097](#)

- ES4** Case No. Z24-13 - Bailey Agriculture Development Property Rezoning [24-1127](#)
- ES5** Case No. PRD24-01 - Sailor's Landing Planned Residential Development Site Plan [24-1129](#)
- ES6** Case No. Z24-29 - McCraney Property Rezoning [24-1131](#)
- ES7** Case No. PRD24-06 - Bear Creek Planned Residential Development Site Plan Approval [24-1132](#)

F OTHER STAFF RECOMMENDATIONS

FA ADMINISTRATION

- FA1** Resolution #2024-170 Expressing Solidarity with Israel in its Defense Against Terrorism in the Gaza Strip [24-1140](#)

FE BUDGET/PURCHASING

- FE1** Adoption of the Baldwin County Fiscal Year 2024-2025 Budget [24-1052](#)
- FE2** Appropriation Agreements Aligned to the Baldwin County Fiscal Year 2024-2025 Budget [24-1049](#)
- FE3** Resolution #2024-157 - Appropriation of Commission Discretionary Funds for the USS Alabama Battleship Commission [24-1051](#)

G ADDENDA

H PUBLIC COMMENTS

Comments should be limited to 3 minutes per person.

I PRESS QUESTIONS

J COMMISSIONER COMMENTS

K ADJOURNMENT