



## **Baldwin County Commission Meeting Agenda**

**Tuesday, November 5, 2024**

**Pre-meeting Work Session 9:00 AM  
Regular Meeting 10:00 AM**

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

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 (9:00 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**

- 1 Highlights of Olde Time Days Celebration [25-0115](#)

### **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**

October 15, 2024, Regular Meeting

### **B COMMITTEE REPORTS**

#### **BA FINANCE/ADMINISTRATION DIVISION**

- BA1** Payment of Bills [25-0117](#)

- BA2** Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 [25-0116](#)

### **C CONSENT**

#### **CA ADMINISTRATION**

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<b>CA1</b>	Annual Designations and Appointments of Commissioners to Various Boards	<a href="#"><u>25-0014</u></a>
<b>CA2</b>	Case No. LV-24017 - Alcohol License Application for Bottles Up Mobile Inc d/b/a Belforest	<a href="#"><u>25-0128</u></a>
<b>CA3</b>	Correction Deed for Baldwin Regional Area Transit System Hub Property Located in Foley, Alabama	<a href="#"><u>25-0109</u></a>
<b>CA4</b>	Termination of Employment Contract for Librarian of Public Law Library	<a href="#"><u>25-0123</u></a>
<b>CA5</b>	The Optimist Club of Perdido Bay - Annual Lillian Christmas Parade	<a href="#"><u>25-0173</u></a>
<b>CA6</b>	City of Robertsdale - Annexation Notification	<a href="#"><u>25-0181</u></a>
<b>CA7</b>	Town of Silverhill - Annexation Notification	<a href="#"><u>25-0122</u></a>
<b>CB</b>	<b>ANIMAL CONTROL</b>	
<b>CB1</b>	Baldwin County Commission Policy #13.1 - Spay / Neuter Discount Program	<a href="#"><u>25-0125</u></a>
<b>CC</b>	<b>ARCHIVES AND HISTORY</b>	
<b>CC1</b>	Proposal for Installation of Memorial Benches at Bicentennial Veterans Memorial Park	<a href="#"><u>25-0118</u></a>
<b>CD</b>	<b>BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)</b>	
<b>CD1</b>	Donation of Transportation Services for Mobile Bay National Estuary Program Stream Restoration Workshop	<a href="#"><u>25-0156</u></a>
<b>CE</b>	<b>BUDGET/PURCHASING</b>	
<b>CE1</b>	Competitive Bid #WG24-48 - Provision of Regular Unleaded Gasoline and No. 2 Diesel Fuel for the Baldwin County Commission	<a href="#"><u>25-0149</u></a>
<b>CE2</b>	Competitive Bid #WG24-49 - Annual Rental of Portable Toilets for the Baldwin County Commission	<a href="#"><u>25-0107</u></a>
<b>CE3</b>	Group 5 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	<a href="#"><u>25-0133</u></a>
<b>CE4</b>	Project No. HW21103000 - The Launch at County Road 6 for the Baldwin County Commission	<a href="#"><u>25-0151</u></a>
<b>CE5</b>	Project No. HW23092 - Drainage Improvements on County Road 68, 1900' East of County Road 65 for the Baldwin County Commission	<a href="#"><u>25-0119</u></a>

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| <b>CE6</b>  | Purchase and Installation of New Flooring in Baldwin County Sheriff's Office Located in Robertsedale, Alabama   | <a href="#"><u>25-0155</u></a> |
| <b>CE7</b>  | Rental of One (1) Copy Machine for Baldwin County Legislative Delegation Located in Bay Minette, Alabama  | <a href="#"><u>25-0112</u></a> |
| <b>CE8</b>  | Rental of One (1) Copy Machine for Highway Traffic Operations Department Located in Silverhill, Alabama   | <a href="#"><u>25-0111</u></a> |
| <b>CE9</b>  | Request for Proposals (RFP) for Micro-transit Software for Public Transportation for the Baldwin County Commission  | <a href="#"><u>25-0127</u></a> |
| <b>CE10</b> | Resolution #2025-029 - Allocation of ARPA and Revenue Replacement Interest  | <a href="#"><u>25-0152</u></a> |
| <b>CF</b>   | <b>BUILDING INSPECTION</b>  |                                |
| <b>CF1</b>  | Baldwin County Coastal Area Program - Request for Local Program Delegation from the Alabama Department of Environmental Management (ADEM)                             | <a href="#"><u>25-0113</u></a> |
| <b>CJ</b>   | <b>ELECTED OFFICIALS</b>  |                                |
| <b>CJ1</b>  | Revenue Commission - Renewal Amendment to IncomeWorks Software License Agreement  | <a href="#"><u>25-0073</u></a> |
| <b>CJ2</b>  | Sheriff's Office - Contract for Law Enforcement Services for Town of Magnolia Springs   | <a href="#"><u>25-0130</u></a> |
| <b>CJ3</b>  | Sheriff's Office - Submission of Equitable Sharing Agreement and Certification Report to Department of Justice and Treasury for Fiscal Year Ending September 30, 2024 | <a href="#"><u>25-0148</u></a> |
| <b>CK</b>   | <b>EMERGENCY MANAGEMENT AGENCY (EMA)</b>  |                                |
| <b>CK1</b>  | Disposition of Polaris UTV Purchased with FY11 Homeland Security Grant Funds  | <a href="#"><u>25-0138</u></a> |
| <b>CK2</b>  | Fiscal Year 2025 Emergency Management Performance Grant Application   | <a href="#"><u>25-0120</u></a> |
| <b>CM</b>   | <b>FINANCE AND ACCOUNTING</b>   |                                |
| <b>CM1</b>  | Resolution #2025-028 - Authorization for Chairman and Clerk/Treasurer to Sign Bank Documents for Fiscal Year 2025   | <a href="#"><u>25-0135</u></a> |
| <b>CN</b>   | <b>GRANTS</b>   |                                |
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- CN1** First Amendment to Contract for Professional Services with MB3 Inc. d/b/a Civix for Planning Phase of General Grant and Management, Project Management, and Capacity Building for CDBG-DR Subaward for Baldwin County Commission [25-0160](#)
- CO HIGHWAY**
- CO1** Case No. S-18050 - Saint Augustine, Phase Five - Release Maintenance Bond [25-0017](#)
- CO2** Case No. S-21055 - Paxton Farms, Phase 1 - Road Acceptance [25-0129](#)
- CO3** Case No. SPP22-000003 - Cottonwood Estates - Road Acceptance [25-0131](#)
- CO4** City of Gulf Shores - Quitclaim Deed for Waterway West Boulevard and Portion of West 1st Street [25-0159](#)
- CO5** Fiscal Year 2025 Alabama Transportation Rehabilitation and Improvement Program II (ATRIP-II) - State Route 59 and County Road 32 Intersection Safety Improvements [25-0171](#)
- CO6** Intergovernmental Service Agreement with Historic Blakeley Authority for Roadway Paving [25-0158](#)
- CO7** Underground Pipeline Easement with Alabama Department of Conservation and Natural Resources for Surfside Shores Drainage Improvements [25-0114](#)
- CO8** Letter of Support to ALDOT - City of Robertsdale Application for Fiscal Year 2025 Alabama Transportation Rehabilitation & Improvement Program Grant Funds for State Route 59 and Palmer Street Intersection Improvements [25-0179](#)
- CP JUVENILE DETENTION**
- CP1** Memorandum of Agreement with Baldwin County Board of Education Concerning the Allocation of Education Trust Fund Monies [25-0104](#)
- CQ PARKS**
- CQ1** Live Oak and Bicentennial Park Master Plan [25-0134](#)
- CR PERSONNEL**
- CR1** Animal Shelter - Employment of One (1) Animal Control Technician Position [25-0161](#)
- CR2** Archives Department - Employment of One (1) Archives Specialist Position [25-0162](#)
- CR3** BRATS - Employment of One (1) Full Time Bus Driver Position [25-0163](#)
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- CR4** Building Inspections - Personnel Changes [25-0164](#)
- CR5** CIS Department - Personnel Changes [25-0165](#)
- CR6** Coroner's Office - Promotion of Employee [25-0172](#)
- CR7** Highway Department (Administration) - Promotion [25-0166](#)
- CR8** Highway Department (Maintenance) - Promotion [25-0167](#)
- CR9** Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician III (Stripe) Position [25-0168](#)
- CR10** Library Services - Personnel Changes [25-0169](#)
- CR11** Revenue Commission (Reappraisal) - Personnel Changes [25-0170](#)
- CS PLANNING AND ZONING**
- CS1** Alabama Department of Conservation and Natural Resources - Transfer of Ownership of Parcel of Land Adjacent to Baldwin County's Morgantown Park Public Access [25-0154](#)
- CS2** 2025 Municipal Separate Storm Sewer Systems (MS4) Phase II Permit - Training and Appointment of Responsible Official [25-0153](#)

**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.

**F OTHER STAFF RECOMMENDATIONS**

**G ADDENDA**

**GA GENERAL**

- GA1** Case No. LV-24015 - Alcohol License Application for Shotgun BBQ Restaurant and Grill, LLC d/b/a Shotgun BBQ Restaurant and Grill [25-0002](#)

**H PUBLIC COMMENTS**

Comments should be limited to 3 minutes per person.

**I PRESS QUESTIONS**

**J COMMISSIONER COMMENTS**

**K ADJOURNMENT**