



# Baldwin County Commission

## Legislation Details (With Text)

---

**File #:** 21-1245      **Version:** 1

**Type:** Consent      **Status:** Passed

**File created:** 8/16/2021      **In control:** Baldwin County Commission Regular

**On agenda:** 9/7/2021      **Final action:** 9/7/2021

**Title:** Resolution #2021-120 of the Baldwin County Commission - Amending the "Divisional Resolution of the Baldwin County Commission"

**Indexes:**

**Attachments:** 1. Divisional Res 2018-2022 - V7. Amendment No 4 20210907 DRAFT, 2. Alabama AG Opinion 94-00207-County Commissions-Public Meetings-Courthouses-Branch Offices

Date	Ver.	Action By	Action	Result
9/7/2021	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 9/7/2021

**Item Status:** New

**From:** Commissioner Billie Jo Underwood, District 3; Wayne Dyess, County Administrator

**Submitted by:** Anu Gary, Administrative Services Manager

---

### ITEM TITLE

Resolution #2021-120 of the Baldwin County Commission - Amending the "Divisional Resolution of the Baldwin County Commission"

### STAFF RECOMMENDATION

Adopt Resolution #2021-120 (Divisional Resolution of the Baldwin County Commission), which amends Resolution #2020-089 of the Baldwin County Commission, said amendment related to revising the location where certain Baldwin County Commission Regular meetings shall be held, said changes being effective on October 1, 2021.

### BACKGROUND INFORMATION

**Background:** The "Divisional Resolution of the Baldwin County Commission" provides for certain designations of Baldwin County Commission's duties and other procedural requirements found in Alabama law (whether Baldwin County local law or general Alabama law).

This request is for the Baldwin County Commission to amend the Resolution to change the location of the second regularly scheduled meeting each month (third Tuesday of each month) to be held at the Fairhope Satellite Courthouse, 2nd Floor Commission Chambers.

The first regularly scheduled meeting of each month (first Tuesday of each month) will continue to be held in the Bay Minette County Administration Building Commission Chambers.

This item was discussed during the August 16, 2021, Work Session. At this time, staff is bringing

forward an agenda item approving the changes as requested.

**Previous Commission action/date:** See below.

January 5, 2021 - Due to scrivener's error in the "Divisional Resolution of the Baldwin County Commission," codified as Resolution #2020-089 of the Baldwin County Commission, which was adopted June 2, 2020, corrected the misspelling in the title of the document from "AMENMENT" to "AMENDMENT" and reconfirmed the "Divisional Resolution of the Baldwin County Commission," codified as Resolution #2020-089 of the Baldwin County Commission which effected certain procedural requirements and prescribed other permitted duties as enumerated at Act No. 239 (1931), as amended, and other applicable law.

June 2, 2020 - Adopted Resolution #2020-089 (Divisional Resolution of the Baldwin County Commission), which amends Resolution #2020-050 of the Baldwin County Commission, said amendment related to rescheduling the Baldwin County Commission Work Session meetings.

January 7, 2020 - Adopted Resolution #2020-050 (Divisional Resolution of the Baldwin County Commission), which amends Resolution #2019-084 of the Baldwin County Commission, said amendment related to cancelling the Baldwin County Commission Department Head meetings; and Reconfirmed the "Divisional Resolution of the Baldwin County Commission," codified as Resolution #2020-050 of the Baldwin County Commission which effected certain procedural requirements and prescribed other permitted duties as enumerated at Act No. 239 (1931), as amended, and other applicable law.

May 7, 2019 - Adopted Resolution #2019-084 (Divisional Resolution of the Baldwin County Commission), which amends Resolution #2019-001 of the Baldwin County Commission, said amendment related to revising the location where the Baldwin County Commission Road and Bridge Division meetings shall be held.

January 2, 2019 - Due to scrivener's error in the "Divisional Resolution of the Baldwin County Commission," codified as Resolution #2019-001 of the Baldwin County Commission, which was adopted November 14, 2018, corrected certain dates (month/year) in the rotation schedule listed for the Baldwin County Commission Work Session meetings; and Reconfirmed the "Divisional Resolution of the Baldwin County Commission," codified as Resolution #2019-001 of the Baldwin County Commission which effected certain procedural requirements and prescribed other permitted duties as enumerated at Act No. 239 (1931), as amended, and other applicable law.

November 14, 2018 - Resolution #2019-001 was adopted during the Baldwin County Commission's first Regular (Organizational) Meeting for the 2018-2022 Term.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** N/A

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

## **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**

N/A

**Reviewed/approved by:** N/A

**Additional comments:** N/A

## **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** Yes, if approved. Public Notices to be sent to media and posted at the Courthouses and County website.

**If the proof of publication affidavit is not attached, list the reason:** N/A

## **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** To be completed immediately after approval.

**Individual(s) responsible for follow up:** If approved, complete following:

1) Administration:

Send Public Notice to Media/BCC Contacts

Upload Notice to county website

Post Notices at courthouse and facilities

Update Legistar calendar/Insite online meetings calendar (revise meeting locations)

Update Upload Log

Update 4BCC Outlook Calendar (revise meeting locations, review recipients in email group to ensure they are up to date, 4BCC, WD, RC, CH, Admin, SLB)

Email Facility Coordinators (4BCC Assistants) for meeting room

Notify CIS for audio/video set up

2) Upload fully executed Resolution to BCAP (save in Commissioner files)

3) Revise 2021 BCC Meetings Notice

Send Public Notice to Media/BCC Contacts

Upload Notice to county website

Post Notices at courthouse and facilities

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

N/A

**Additional instructions/notes:** N/A

