



BALDWIN COUNTY REGULAR MEETING

December 3, 2024
1601 N Columbia St. Suite 220
6:00 PM

MINUTES

PRESENT

John Westmoreland
Kendrick Butts
Sammy Hall
Emily Davis
Henry Craig

OTHERS PRESENT

Carlos Tobar
Dawn Hudson
Brandon Palmer
Cindy Cunningham
Bo Danuser

CALL TO ORDER

Chairman Westmorland called the December 3, 2024 Baldwin County Commissioners Meeting to order at 6:00 PM.

INVOCATION

Commissioner Sammy Hall said a prayer.

PLEDGE OF ALLEGIANCE

Commissioner Westmoreland led the Pledge of Allegiance.

APPROVAL OF MINUES

Commissioner Davis made a motion to approve the November 19, 2024 regular meeting and executive session minutes. Commissioner Butts seconded the motion and the motion was approved unanimously.

Chairman Westmoreland announced that Commissioner Craig was attending the meeting via telephone.

ADMINISTRATIVE/FISCAL MATTERS

Amendment to the Agenda

Commissioner Hall made a motion to amend the agenda to add personnel matters and litigation to the executive session. Commissioner Davis seconded the motion and the motion passed unanimously. The agenda was amended.

Adopt the 2025 Budget

Assistant County Manager Dawn Hudson presented the 2025 Fiscal Year budget for approval. She stated the County must adopt a budget before the beginning of the new fiscal year; the public hearing was held November 19th and the budget was made available to the public; there were no changes to the budget that was presented on November 19th and all advertising requirements had been met.

Commissioner Butts made a motion to adopt the 2025 fiscal year budget. Commissioner Hall seconded the motion.

Chairman Westmoreland recognized those who signed up to speak on the agenda item.

Maurice Liggins of 103 Pine Ridge Road and owning property at 127 Sidney Butts Road addressed the Commissioners asking if all the districts got an even cut of the budget. Ms. Hudson responded that the budget allocations were not separated into districts.

Desiree Liggins of 103 Pine Ridge Road and 127 Sidney Butts Road addressed the Commissioners regarding the \$7,000 increase in the animal control budget and asked what they could do with \$7,000; there was a discussion about the funding level for the animal control, and the revenues and expenditures of the golf course and the water park. Ms. Liggins stated that something needed to be done about the animal problem, people needed to be made to spay and neuter their pets.

Commissioner Westmorland called for the vote and the budget was approved unanimously.

Fishing Creek Trail Extension – Downtown Connector

County Manager Carlos Tobar stated that this agreement with the Department of Natural Resources was needed to obtain a \$200,000 grant to complete a .57 mile portion of the Fishing Creek Trail at the Oconee River Greenway from Elbert Street to Georgia Military College.

Commissioner Hall made a motion to approve the agreement with the Department of Natural Resources. The motion was seconded by Commissioner Davis. The motion passed unanimously.

T-Mobile Hometown Grant Program

County Manager Carlos Tobar stated this was an agreement with T-Mobile.

Commissioner Hall made a motion to approve the agreement. The motion was seconded by Commissioner Davis and the motion passed unanimously.

Chairman Westmoreland recognize the members who requested to speak on the agenda item.

Maurice Liggins of 172 Sidney Butts Road addressed the Commission asking where the park would be. Mr. Tobar stated it would go in Oconee Heights.

Desiree Liggins, 103 Pine Ridge Road, asked where the historically neglected areas referenced in the grant were located. Mr. Tobar responded that it would be the Oconee Heights Park.

Ballfield Lighting Contract

County Manager Carlos Tobar reported on the bid opening tabulation for ball field lights with Qualite Sports Lighting being the low bid of \$474,418. He stated the references had checked and he recommended entering into an agreement with Qualite.

There was a discussion about the qualifications of Qualite Sports Lighting Company including their qualifications, they had done work in Georgia, their home location was in Michigan and they specialized in sports fields.

Commissioner Hall Made a motion to accept the bid from Qualite Sports Lighting and to offer a contract to provide the lighting at the ball fields in the amount of \$474,418. The motion was seconded by Commissioner Butts and the motion passed unanimously.

Concession Stand Contract

County Manager Carlos Tobar discussed the bid opening for the recreation department concession stand and the two companies that submitted a bid. Mr. Tobar recommended awarding the contract with Out of the Park Concessions.

There was a discussion about the two companies that submitted bids, the percentage of the sales each would pay back to the county and that Out of the Park Concessions were currently providing the concessions.

Commissioner Butts made a motion to accept the bid from Nicolasa's Catering and Concessions, LLC and offer a contract in the amount 30% of sales. Commissioner Davis seconded the motion and Chairman Westmoreland called for the vote.

Commissioners Butts, Davis and Craig voted aye. Commissioners Hall and Westmoreland voted no.

The motion passed and an agreement was authorized for Nicolasa's Catering and Concessions, LLC.

OLD BUSSINESS

Commissioner Davis stated a lot if water was running across Emmanuel Harris Road that could be coming off the hill but may be from a pipe, the road also needed to be finished.

Mr. Tobar gave an update of the water park stating the pools were complete and they were working on the bathrooms and concession area. There was discussion about an RFP for concessions and for chemicals for the water park. Commissioner Hall stated they needed to adopt and publicize the rules so people knew the rules, expectations, and cost before the aquatic center opened; they also should start advertising for employees and lifeguards, they did not want the park to be finished and they not be ready. Commissioner Westmoreland stated they the operations should be contracted for at least the first couple of years. Commissioner Davis felt that with all the reputable restaurants in Milledgeville, they would get a bid for good concessions.

Chairman Westmoreland asked for an update on the Board of Elections building and the Board of Elections.

There was a discussion about advertising and hiring a Board of Elections Director and working closely with that person to get the specifications for the elections building, the Board of Elections Director would be hired like any other department head. Mr. Westmoreland stated the Board of Elections needed to be high priority, next year would be the only year they could build this without an election.

NEW BUSINESS

Commissioner Davis asked for report on the Waste Management Contract. Mr. Tobar stated the contract expired in 2026.

COUNTY MANAGER'S REPORT

County Manger Carlos Tobar reported on the Thursday design kickoff for the Lee Memorial Library; the road resurfacing had been completed and was waiting for striping and corrections were being made on three streets; the commission voted to move forward on the Fishing Creek project; there was no FHWA contract for Oconee Heights Street Scape project; the airport terminal apron expansion and the lower ramp expansion public hearing would be December 10th at 6:00; Real Time Crime Center foundation should begin soon; the utility locates had been called in for the Cooper Station storm drain pipe relocation and repairs; Bike Walk Baldwin received a grant for phase 2; the Qualite contract was approved for the ball field lights; everything was in order for the pickleball courts; Harrisburg Park pre-construction meeting had been held and they would receive a bid for the design of a new community center; the Oconee Heights playground equipment contract should be signed this week, the Coopers Park rain garden should be constructed in Spring of 2025 and the basketball courts resurfaces and splash pad built by Memorial Day; and scheduling a work session to discuss for the Land Development Code.

Commissioner Westmoreland asked for an update on the road resurfacing. Mr. Tobar stated there were three roads being repaired and the rest of the paving was done. There was a discussion about the Log Cabin Road resurfacing, the quality of the surface, and that the contractor was not GDOT certified.

PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS

Desiree Liggins, 127 Sidney Butts Road, request a longer public speaking time. She addressed the Commissioners asking when the 2025 list of TSPLOST roads was coming out and questioned the methods for selecting the order of the resurfacing projects.

Maurice Liggins of 127 Sidney Butts Road and 103 Pine Ridge Road addressed the commissioners about road resurfacing and the policies, procedures and process of rating and identifying the roads selected for resurfacing. Mr. Liggins suggested that the Commissioners use computer students from Georgia College and Georgia Military College to help with technology, it was free labor.

There was a discussion about the process of approving roads for resurfacing.

Gerald McBride stated that Ms. Davis had answered his questions.

Representative Ken Vance stated that his term expired January 13th and that he enjoyed his time as the State Representative and getting 23 million dollars for Georgia College and Georgia Military College; approved legislation for staggered terms, and written support letters for grants. He enjoyed and had been honored to serve the citizens and this commission. Representative Vance wished everyone well and thanked them for allowing him to serve for the last two years.

EXECUTIVE SESSION

Commissioner Davis made a motion to go into closed session to discuss property acquisition and disposition, personnel matters and litigation. Commissioner Butts seconded the motion and the motion passed unanimously.

The Commission moved into executive session at 6:48 PM.

RECONVENE

Commissioner Hall made a motion to adjourn the executive session and return to open session. Commissioners Butts seconded the motion and it passed unanimously.

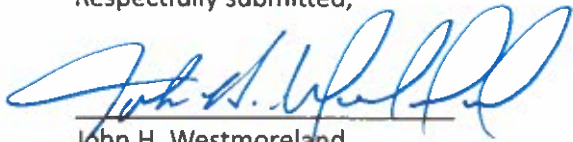
The Commissioners returned to open session at 7:43 PM.

ADJOURNMENT

Commissioner Davis made a motion to adjourn the meeting at 7:45 PM. Commissioners Butts seconded the motion and it passed unanimously.

The December 3, 2024 was adjourned at 7:45 PM.

Respectfully submitted,



John H. Westmoreland
Chairman



Cynthia K. Cunningham
County Clerk

**BALDWIN COUNTY, GEORGIA
FISCAL YEAR 2025
BUDGET RESOLUTION**

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR 2025 (JANUARY-DECEMBER) FOR EACH FUND OF BALDWIN COUNTY, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEMS OF ANTICIPATED FUNDING SOURCES, PROHIBITING EXPENDITURES FROM EXCEEDING APPROPRIATIONS, AND PROHIBITING EXPENDITURES FROM EXCEEDING ACTUAL FUNDING SOURCES.

WHEREAS, a Proposed Budget for each of the various Funds of the County has been presented to the Board of Commissioners; and,

WHEREAS, appropriate advertised public hearings have been held on the FY 2025 Proposed Budget, as required by Federal, State and Local Laws and Regulations; and

WHEREAS, the Board of Commissioners has reviewed the Proposed Budget and has made certain amendments to Funding Sources and Appropriations; and

WHEREAS, the Budget for each Fund includes Appropriations for Fiscal Year 2025, incorporates certain levies, assessments, fees and charges to finance these expenditures and lists the Anticipated Funding sources; and

WHEREAS, each of the Funds has a balanced budget, such that Anticipated Funding sources equal Proposed Expenditures; and

NOW, THEREFORE, BE IT RESOLVED that the within and attached Budget Summary and Supplemental Fee Schedule is hereby approved as the Budget for the 2025 Fiscal Year.

BE IT FURTHER RESOLVED that in accordance with O.C.G.A 33-8-8, the proceeds from the tax on insurance premiums estimated to be \$2,200,000 for FY2025, shall be used for the provision of fire protection services to the residents of the unincorporated Baldwin County.

BE IT FURTHER RESOLVED that the Budget shall be adjusted so as to adapt to changing governmental needs during the fiscal year as follows, such amendments shall be recognized as approved changes to this resolution in accordance with O.C.G.A. 36-81-3 (d) (1):

Any increase in Appropriations in any Fund for a Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of Appropriations among Departments, shall require the approval of the Board of Commissioners with the following exceptions: in the case of insurance reimbursements for vehicle collisions and other equipment losses, the Finance Director and the County Manager are granted authority to allocate funds to the appropriate Department from insurance proceeds and/or from the Risk Management Fund for the replacement or repair of damaged equipment; in the case of donations for specified purposes, the Finance Director and

the County Manager are granted authority to allocate funds to the appropriate Department and from contingency for leave payments that are unanticipated; in the case of end-of-fiscal year adjustments, the Finance Director and the County Manager are granted authority to transfer available appropriations among Departments and to make other adjustments as necessary to ensure that overall expenditures are in agreement with appropriations, as required by the Department of Audits. Reallocation of Appropriations in any Fund among the various accounts within a Department shall require only the approval of the Finance Director and the County Manager.

BE IT FURTHER RESOLVED that in accordance with GASB 54, it will be the County's policy to maintain an adequate General Fund unassigned fund balance to provide liquidity in the event of an economic downturn or natural disaster and the financial standard to maintain for the unassigned fund balance will be 10% of budgeted expenditures.

BE IT FURTHER RESOLVED that temporary tax anticipation notes shall be authorized as needed for general operating expenditures incurred during fiscal year 2025. Such notes shall not exceed \$7,000,000 and shall have a maturity date of December 31st of the calendar year in which the notes are executed. Interest rate proposals shall be requested from full-service financial institutions, including all those located within Baldwin County. This amount is within the legal debt level of Baldwin County for temporary loans, which is 75% (\$16.5 million) of the total amount of taxes collected in the previous year (\$22 million).


John H. Westmoreland, Chairman

Attest:


Cynthia K. Cunningham, County Clerk



Baldwin County Board of Commissioners

FY25 General Fund

**FY25
Proposed
Budget**

GENERAL FUND

Revenues:

Taxes	\$24,923,500
Intergovernmental Revenue	\$1,346,000
Charges for Services	\$2,709,500
Fines and Forfeitures	\$959,000
Investment Income	\$0
Miscellaneous Revenues	\$62,000
Total Revenues - General Fund	\$30,000,000

Expenditures:

General Government

1110 Board of Commissioners	\$448,000
1410 Voter Registration	0
1420 Board of Elections & Registration	646,000
1510 Financial Management	1,581,000
1535 GIS/IT	376,700
1545 Tax Commissioner	1,190,000
1550 Board of Assessors	964,000
1565 General Government Buildings and Plant	1,084,300
1599 Other General Administration	315,000
	6,605,000

Judicial/Courts

2151 Superior Court	377,700
2181 Clerk of Superior Court	920,000
2210 District Attorney	713,000
2350 State Court Judge	130,200
2360 Solicitor-General	738,400
2410 Magistrate Court	371,600
2451 Probate Court	527,800
2610 Juvenile Court	220,500
2810 Public Defender	312,200

FY25 General Fund

	FY25 Proposed Budget
	4,311,400
<u>Public Safety</u>	
3310 Law Enforcement Administration	6,336,000
3326 Jail Operations	4,923,500
3630 EMS Operations	195,000
3710 Coroner / Medical Examiner	89,800
3910 Animal Control	449,000
3920 Emergency Management	147,000
	12,140,300
<u>Public Works</u>	
4210 Highways and Streets	2,490,000
4910 Maintenance and Shop	33,000
	2,523,000
<u>Health and Welfare</u>	
5110 Health	70,000
5440 Intergovernmental Welfare	25,000
5450 Vendor Welfare Payments (Burial Services)	3,000
5520 Senior Citizens Center	38,000
5540 Transportation Services	150,000
	286,000
<u>Culture & Recreation</u>	
6110 Culture/Recreation Administration	1,044,000
6124 Water Park Administration	538,000
6135 Golf Course Operations	785,400
6510 Library Administration	407,300
	2,774,700
<u>Development</u>	
7131 Agricultural Resources - County Extension	169,000
7140 Forest Resources	11,800
7520 Economic Development	321,800
7563 Airport	211,000
	713,600

FY25 General Fund

	FY25 Proposed Budget
<u>Other Uses</u>	
9120 Other Finances Uses	646,000
9910 Contingency	0
	646,000
Total Appropriations - General Fund	\$30,000,000

FY25 Special Revenue Funds

FY25
Proposed
Budget

UNINCORPORATED SPECIAL SERVICE DISTRICT

<u>Revenues:</u>		
Taxes		2,855,000
Licenses and Permits		319,000
Charges for Services		3,000
Miscellaneous Revenue		83,000
Other Financing Sources		529,000
Total Revenues - Unincorporated SSD		3,789,000
<u>Expenditures:</u>		
	<u>Public Safety</u>	
3510 Fire Department Administration		3,393,000
3571 Fire Stations - CSH		0
	<u>Development</u>	
7220 Planning & Development		396,000
	<u>Other Uses</u>	
9910 Contingency		0
Total Expenditures - Unincorporated SSD		3,789,000

SOLID WASTE REVENUE DISTRICT

<u>Revenues:</u>		
Refuse Collections		\$2,500,000
Total Revenues - Solid Waste Rav Dist		\$2,500,000
<u>Expenditures:</u>		
	<u>Public Works</u>	
4510 Waste Disposal Services		\$2,500,000
Total Expenditures - Solid Waste Rav Dist		\$2,500,000

E-911 Fund

<u>Revenues:</u>		
Charges for Services		\$804,700
Transfer In - GF		\$400,000
Total Revenues		\$1,204,700
<u>Expenditures:</u>		
	<u>Public Safety</u>	
3810 E911 Operations		\$1,204,700
Total Expenditures		\$1,204,700

FY25 Special Revenue Funds

**FY25
Proposed
Budget**

Law Library Fund

Revenues:

Fines and forfeitures \$15,000
 Total Revenues \$15,000

Expenditures:

General Government
 1599 Other General Administration \$15,000
 Total Expenditures \$15,000

Jail Inmate Fund

Revenues:

Miscellaneous \$350,000
 Total Revenues \$350,000

Expenditures:

Public Safety
 3326 Jail Operations \$350,000
 Total Expenditures \$350,000

Drug Task Force

Revenues:

Intergovernmental Matching Funds \$27,000
 Fines and forfeitures \$50,000
 Investment earnings \$500
 Miscellaneous \$1,000
 Transfer In - GF \$150,000
 Total Revenues \$228,500

Expenditures:

Public Safety
 3351 Drug Task Force \$228,500
 Total Expenditures \$228,500

Drug Seizure Fund

Revenues:

Miscellaneous \$5,000
 Total Revenues \$5,000

Expenditures:

Public Safety
 3310 Law Enforcement Administration \$5,000
 Total Expenditures \$5,000

Baldwin County Board of Commissioners

FY25 Special Revenue Funds

**FY25
Proposed
Budget**

Drug Education Fund

Revenues:

Miscellaneous \$10,000
Total Revenues \$10,000

Expenditures:

Public Safety
3310 Law Enforcement Administration \$10,000
Total Expenditures \$10,000

Drug Treatment Education Fund

Revenues:

Fines and forfeitures \$60,000
Total Revenues \$60,000

Expenditures:

Judicial/Courts
2120 Ocmulgee Drug Treatment Courts \$60,000
Total Expenditures \$60,000

Power Point Training Facility Fund

Revenues:

Miscellaneous \$3,000
Total Revenues \$3,000

Expenditures:

Public Safety
3310 Law Enforcement Administration \$3,000
Total Expenditures \$3,000

Hospital Special Service District

Revenues:

Hospital Fee \$500,000
Total Revenues \$500,000

Expenditures:

Health and Welfare
5170 Indigent Medical Care \$500,000
Total Expenditures \$500,000

Hotel Motel Tax Fund

Revenues:

Taxes \$70,000
Total Revenues \$70,000

Expenditures:

Economic Development and Resources
7530 Economic Development and Tourism \$70,000
Total Expenditures \$70,000

FY 2025 Water Fund

FY 2025
Proposed

Revenues:

Charges for Services

WATER CHARGES	4,500,000
SERVICE CONNECTION FEES	150,000
RECONNECTION CHARGES	100,000
LATE FEES	50,000
TRANSFER FEE	2,000
CUST DEP NON-REFUNDABLE	5,000
SERVICE CALLS	0
OTHER WATER CHARGES	5,000
SEWERAGE CHARGES	950,000
BAD CHECK FEES	2,000
Total Water Fund Revenue	5,764,000

Expenditures:

4410 WATER ADMINISTRATION	5,764,000
TOTAL WATER FUND	5,764,000