



**BALDWIN COUNTY  
REGULAR MEETING**  
May 07, 2024  
1601 N Columbia St, Suite 220  
6:00 PM

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**AGENDA**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

1. March 28, 2024 Planning Retreat
2. April 2, 2024 Regular Meeting
3. April 12, 2024 Called Meeting
4. April 12, 2024 Executive Session
5. April 30, 2024 Joint Work Session with City

**ADMINISTRATIVE/FISCAL MATTERS**

6. Update by Legislative Delegation
7. Alcoholic Beverage License - County Manager  
Little River Park - Retail Package Beer and/or Wine
8. Resolution to Donate Property to Land Bank - County Manager
9. Resolution Establishing Baldwin County as Fiscal Agent for Oconee River Greenway  
Authority GA DNR Grant - County Manager

**OLD BUSINESS**

**NEW BUSINESS**

**COUNTY MANAGER'S REPORT**

10. County Manager's Report

**PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS**

**EXECUTIVE SESSION**

11. Litigation and Real Estate

## **ADJOURNMENT**

## **REMINDERS**

May 21, 2024, Tuesday, 6:00 p.m., Regular Meeting, 1601 North Columbia Street, Suite 220.

May 27, 2024, Monday, ALL NON-EMERGENCY DEPARTMENTS WILL BE CLOSED IN OBSERVANCE OF MEMORIAL DAY.

June 4, 2024, Tuesday, 6:00 p.m., Regular Meeting, 1601 North Columbia Street, Suite 220.

June 18, 2024, Tuesday, 6:00 p.m., Regular Meeting, 1601 North Columbia Street, Suite 220.

**Baldwin County Commissioners  
Planning Retreat  
Middle Georgia Regional Commission  
175 Emery Highway, Suite C  
Macon, Georgia  
March 28, 2024  
9:00 a.m.**

**MINUTES**

**MEMBERS PRESENT**

John Westmoreland  
Kendrick Butts  
Henry Craig  
Emily Davis  
Sammy Hall

**OTHERS PRESENT**

Brandon Palmer  
Carlos Tobar  
Dawn Hudson  
Cindy Cunningham  
Traci Rollins

**CALL TO ORDER**

Chairman John Westmoreland called the Planning Retreat to order at 9:00 a.m.

**ADMINISTRATIVE / FISCAL MATTERS**

**Recreation**

Commissioners and Recreation Director Traci Rollins discussed the goals and objectives of the Recreation Department, i.e. whether to attract people to Baldwin County to spend money for the economic benefit or for the Recreation Department to make money. She discussed whether to increase fees for tournaments and whether to have sponsors pay part-time employees required to maintain fields and bathrooms when tournaments are held. Ms. Rollins reported the Department currently needs more employees. She stated there are 4 vacant positions that need to be filled - 2 full-time and 2 part-time. Consensus of Commissioners was to authorize the Director to hire 2 full-time and 2 part-time employees to fill the vacancies. Commissioners discussed how much the fees would need to be increased to cover the maintenance of fields, water usage, supplies, salaries and other related expenses. County Manager Carlos Tobar recommended determining the actual cost to cover Departmental expenses before making the decision to raise fees. Discussion was held about the value of attracting people to Baldwin County to experience the rich history, retail opportunities, great recreation such as the lake, walking and biking trails.

County Manager Carlos Tobar stated the light replacement project at the ballfields is on the SPLOST list. However, this year most of the funds are already committed. He stated an application will be submitted under the Land and Water Conservation program for funding for the light replacement.

Assistant County Manager Dawn Hudson reported the first two months of SPLOST collections must be used to fund the 911 Motorola lease. She stated there is sufficient money budgeted in the SPLOST to do the lighting project which, if necessary, can be done through a lease with payments made from future SPLOST collections. Commissioner Sammy Hall stressed that current facilities must be taken care of as well.

Traci Rollins stated the lights on four fields at the bottom need to be replaced as soon as possible; however, the top fields can last a few more years. Assistant County Manager Hudson stated the estimated cost is approximately \$500,000.00. County Manager Tobar responded the project can be planned for 2026. Commissioners felt this project should be a top priority; however, if lights are the highest priority, WHAT projects are not going to be done on time? Commissioner Hall discussed the Golf Course which is self-sustaining and needs work. He felt the County should hire an expert to come and evaluate what needs to be done at Golf Course so people will continue coming out to play on our course. Commissioner Hall stated he felt the Recreation Department has not been made a priority. Commissioner Emily Davis stated repairs should be made when things are broken. Assistant County Manager Hudson stated she will get estimated costs on lighting replacement.

County Manager Tobar discussed the Aquatic Center proposed Standard Operating Procedures including proposed entry fees and various features of the facility such as a commercial kitchen. Mr. Tobar recommended that cafeteria workers from school system be hired to work in the kitchen during the summer months of operation. Commissioners asked Mr. Tobar about projections of the number of people that would be required to staff the pool and the cost to staff it? Mr. Tobar responded that due to the 48" depth of the pool it will be easier to hire and train lifeguards. Commissioners stated the policy should specify that everyone who comes to the Aquatic Center will be required to pay the entry fee. Commissioners felt it would be a good idea to hold a Work Session to review the policy. It was also recommended that a written brochure be developed and distributed throughout the community outlining rules / policies such as requiring an adult chaperone for those under certain age, consequences for not following rules and stating that everyone will be required to pay the entry fees. Commissioners stated there must be a large sign posted at the Center outlining rules and that rules will be enforced.

Commissioner Craig recommended the County publicize all available activities being offered at the Recreation Department and when the facilities can be used in order to better inform citizens of the many recreational opportunities. Commissioners discussed distribution of pamphlets at the Convention and Visitors Bureau and places around town to get the word out.

County Manager Tobar discussed the pickleball courts citing one challenge is player safety and the distance between courts. He stated the proposed location at the upper area will allow more space between courts.

**SPLOST**

County Manager Tobar stated SPLOST projects were discussed in other Agenda items to include E911 equipment, vehicle fleet, aquatic center, Sibley-Smith funding match, environmental process for sewer project at Sibley-Smith property, pickleball courts, and lights at ballfields. He stated big ticket items include fire department(s) and fire engines which have to be ordered two years prior to delivery due to time it takes to build the trucks.

Assistant County Manager Hudson distributed a spreadsheet outlining anticipated sales tax collections, SPLOST projects and timeframes of obligation of the funds. She stated she will also provide a spreadsheet on T-SPLOST anticipated collections and obligation of funds.

Attorney Brandon Palmer recommended that in the future a bond issue should be included on the referendum in the event a project must be done before sufficient collections can be made.

**T-SPLOST**

County Manager Carlos Tobar reported County Engineer Brian Wood is developing the road list. Commissioners stated they want to review the road list as soon as possible.

**TAX ANTICIPATION NOTE (TAN)**

Commissioner Butts asked if there is any way for the County not to have a TAN? Assistant County Manager Hudson stated the County has historically borrowed money in anticipation of tax collections. She said the way not to have a TAN is to raise taxes. When the County has funds in reserve, Commissioners roll back taxes which is good for citizens but not for County. She stated the County needs to build back cash reserve. Ms. Hudson explained monthly expenses stating during the first month of the calendar year there is a large expenditure because the pension plan payment is due. She stated approximately 70% of revenue is collected in the last quarter of the year which creates cash flow issues. Commissioner Butts stated he would like to see the County develop a plan to stop having a TAN; not necessarily right away but looking to the future. Commissioners discussed various ways of addressing the situation, Discussion was held about changing back to the July 1<sup>st</sup> fiscal year. Assistant Finance Director Hudson stated changing the fiscal year would help with budgeting because you would be setting the budget and millage rate closer together timewise. She said it is a matter of timing; for instance, grant funded projects must be done before getting reimbursed. She stated that as far as the TAN note is concerned, it is interest. However, \$150,000 - \$200,000 paid in interest is not an extreme cost to be able to have available cash. Ms. Hudson reported one mill of taxes raises about 1.4 million dollars; ¼ of mill brings in \$400,000. Commissioners discussed real growth of digest and Inflationary growth which is what you have to roll back. With real growth comes additional expenses to provide more infrastructure and services. Assistant County Manager Hudson stated she will provide a cash flow report on taxes and get more information on options.

**PROPOSED SITE FOR PUBLIC SAFETY TRAINING CENTER**

County Manager Tobar stated the Sheriff’s Office is looking at the Sibley – Smith site for a new public safety training center which would be located on the right side of the property and would not affect industrial sites. He stated there will be a shooting range utilizing simulated equipment which was paid for through the grant; however, there are plans for using non-simulated equipment. He said a request will be made to the Department of Transportation for money to assist with the cost of an entrance into Sibley-Smith site. Commissioners requested that Sheriff Masee and Major King meet with them to discuss the proposed site for a training center. Assistant County Manager Hudson stated an AARPA grant funded the equipment and money is included in the SPLOST to build a facility.

**ELECTIONS BUILDING**

Assistant County Manager Hudson discussed two options for construction of the Elections Building at the Government Center. The first option is a 3,500 square foot facility which would be for early voting and some storage. Voter registration would remain in the main Government Building. An estimated cost for this option is \$769,000. The second option is an 8,000 square foot building that would house everything, i.e. early voting, storage and voter registration. With this option, everything would be moved to the new building. Estimated cost for larger building is \$1,789,000 which is roughly \$1,000,000 more than option 1. Ms. Hudson stated building specs must be developed before the project can be officially bid out because the information she has provided is merely estimates.

Commissioners stated staff should proceed with getting drawings done in order to move forward. Consensus of Commissioners was to authorize the County Manager to sign a

contract for design of the footprint for the larger building that can be sized back if needed.

**SHORT TERM VACATION RENTALS (STVR)**

County Manager Tobar reported there are sixteen STVR properties that have been identified that are not registered. Assistant County Manager Hudson presented information on collections. Last year \$71,230.00 was collected; however, State law mandates restrictions as to what this money can be used for. 43.75 % of fees collected must go to the designated marketing agency which is the Convention and Visitors Bureau (CVB) for tourism promotion. 18.75 % comes to the County and is restricted for use on tourism, and 37 % goes to the County General Fund. She stated the County also has a lodging tax that is remitted to the County and can be spent on anything. Last year \$43,000.00 in revenue was collected from the two RV parks. County Manager Tobar stated the CVB monitors websites for rentals and keeps track of properties being used as STVR. Assistant County Manager Hudson stated one of the problems with enforcement and collection is the revenue reports received by the County do not breakout who collections are from; it is a total remittance.

**ROUNDBOUT CONCEPT FOR NORTH JEFFERSON STREET AND LOG CABIN ROAD**

County Manager Tobar stated County Engineer Wood has been asked to develop a concept for a one lane roundabout at North Jefferson Street and Log Cabin Road. There is no right-of-way acquisition necessary for a one lane roundabout. Mr. Tobar stated there is not enough political support for a two-lane roundabout and without full political support the project is not likely to get funded by GDOT.

Commissioner Craig asked if the City is onboard with the project. County Manager Tobar responded he does not know at this time what the City will be willing to contribute as far as match. He said DOT will provide 80 % funding with a 20 % match. Consensus of Commissioners is to send the City a letter regarding the one lane project and requesting a joint meeting if needed.

**RURAL HOUSING INITIATIVE**

County Manager Tobar discussed the Rural Housing Initiative which encourages development of affordable workforce housing through collaborations between local governments and real estate developers. Mr. Tobar stated four potential properties have been identified in the County, and the County must pick one property for any future applications. Consultant Rhonda Gilbert is working with the Department of Community Affairs on this initiative.

**AWARDS AND RECOGNITION POLICY**

Chairman John Westmoreland discussed a proposed Citizen Award and Recognition Policy establishing general guidelines for recognizing citizens who have demonstrated heroism, extraordinary service and exceptional acts of community caretaking. Commissioners discussed whether there was a need for a formal policy establishing criteria for awards and recognition. Commissioners Craig and Butts stated they would review the policy and bring recommendations back to the Board on this matter.

**PRESENTATIONS**

Commissioners discussed how presentations by outside agencies and organizations are handled on Commission Meeting agendas. County Management Staff stated these presentations take up a great deal of time during the Commission Meetings which should be restricted to County business. It was recommended that presentations be

made only by agencies / organizations that involve County departments and functions, and a time limit be set in order to allow Commissioners to handle administrative / fiscal matters of the County. It was also stated that in some instances citizens are subjected to lengthy presentations when they are there to participate in official matters of the County. A suggestion was made that presentations be made during a Work Session rather than the Regular Commission Meetings.

**MEETING ROOM RENTAL**

County Manager Tobar reported there have been situations where groups requested use of a meeting room at the Government Building and did not want to pay to use our facility. Organizations have been denied use of meeting space because their organizations were not related to County government departments / functions. He stated there is a rental agreement that has been used thus far for holding meetings and training sessions at the Government Building. He reported that County Management Staff must be present for any meetings that are held after hours. After discussion on this matter, Commissioner Sammy Hall recommended that staff continue to enforce the current rental policy until such time as it may be changed by the Board.

**SALE OF PORTION OF LANDFILL PROPERTY**

County Manager Tobar stated he was originally approached about the County selling sand from the sandpit at the landfill property. He was then asked about the County selling that portion of the property to a business that would mine the sand from the pit. Commissioners discussed the matter and consensus among members was to notify the prospective buyer that the County is not interest in selling the property.

**SHORT-TERM STRATEGIC PLANNING**

Commissioners discussed the need for a short-term strategic plan that is more specific than the current Comprehensive Plan which must be updated in 2028. Commissioners stated they want to have more influence and involvement in projects County Manager Tobar is working on, as well as, prioritization of projects that the Board wishes to see accomplished in a shorter time. It was consensus of the Board that a Work Session be scheduled to set goals and outline which projects will be done during the upcoming one-year period.

Commissioners stated they continue to receive complaints about the service provided by the Waste Management, and they feel Company is not providing the level of service it should provide to the County. County Attorney Palmer was asked to review the current Solid Waste Contract with Waste Management in order to provide the Board with information on the pros and cons of continuing under the contract. It was stated the City should be contacted to determine if it would be beneficial to all parties if the City and County combined solid waste services under one contract. County Manager Tobar suggested waiting until 2026 when the contract expires to make any changes based on whether a transfer station will be built at the Landfill.

Discussion was held on the number of vacant positions in County departments. Commissioners also discussed whether changes should be made to the Employee Handbook to ensure the County has the most up to date policy in accordance with applicable laws.

**OTHER BUSINESS**

Commissioners discussed the need to upgrade the sound system in the Commission Chambers and requested that information be researched on the best type of system and associated costs.

A sewer line installation to the Sibley-Smith property was discussed. Commissioner Emily Davis stated Mott Smith, with the Aging Department of the Regional Planning Commission, will be hosting a workshop on Dementia and Alzheimer's on June 6<sup>th</sup> and June 13<sup>th</sup> if anyone is interested in attending. She stated if there is interest in the subject, it may be possible to hold a workshop in Baldwin County.

Chairman John Westmoreland reminded everyone the April 16<sup>th</sup> Commissioner meeting has been cancelled.

**ADJOURNMENT**

There being no further business, Commissioner Henry Craig made a motion to adjourn the Planning Session at 3:20 p.m. Commissioner Sammy Hall seconded the motion, and it passed unanimously.

Respectfully submitted,

John H. Westmoreland  
Chairman

Cynthia K. Cunningham  
County Clerk





**BALDWIN COUNTY  
REGULAR MEETING**  
April 02, 2024  
1601 N Columbia St, Suite 220  
6:00 PM

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**MINUTES**

**MEMBERS PRESENT**

John Westmoreland  
Kendrick Butts  
Henry Craig  
Emily Davis  
Sammy Hall

**OTHERS PRESENT**

Carlos Tobar  
Brandon Palmer  
Dawn Hudson  
Cindy Cunningham

**CALL TO ORDER**

Chairman John Westmoreland called April 2, 2024 Regular Meeting to order at 6:00 p.m.

**INVOCATION**

The Invocation was delivered by County Manager Carlos Tobar.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Sammy Hall.

**PRESENTATIONS**

Chairman Westmoreland reported that an update on the 2024 Session of the General Assembly will be held at a future meeting

**APPROVAL OF MINUTES**

Commissioner Henry Craig made a motion to approve the minutes of the March 19, 2024 Regular Meeting as submitted. Commissioner Emily Davis seconded the motion and it passed unanimously.

## **ADMINISTRATIVE/FISCAL MATTERS**

### Habitat for Humanity Projects

Ms. Ivey Hall, Executive Director, Habitat for Humanity – Macon Area, discussed the Habitat program. She reported Habitat is a Homeownership Program that believes that everyone, everywhere should have a healthy, affordable place to call home, and when a family helps build or improve a place they can call home, they are also building a better community and a better life for themselves. She reported participants have 300 hours of sweat equity in their home, they are provided financial counseling and classes on home management. She reported she saw the passion for the Habitat mission in Baldwin County, and Macon Habitat will assist in bringing the Habitat mission back to Baldwin County. She discussed the County's CHIP grant which will provide funding for four homes in the County. Ms. Hall expressed her appreciation to Commissioners for the past and continued support for Habitat for Humanity.

### Equipment Lease

Assistant County Manager Dawn Hudson presented information on a Gradall Lease from Cadence Equipment Finance for a lease-purchase agreement to purchase a 2023 Gradall XL3100 for \$447,900. She stated the payments will be \$10,473,83 a month for 48 months at an interest rate of 5.78%. She reported this is a competitive bid proposal through a publicly procured contract, and she is confident the County could not secure a better price.

Vice Chairman Kendrick Butts stated he felt T-SPLOST money should be used for paving roads and not buying equipment. County Manager Tobar responded that the equipment does in fact help with road bases and maintaining ditches which is directly related to roads.

Ms. Hudson presented a Resolution for the Board's consideration authorizing the acceptance of the lease program.

Commissioner Sammy Hall made a motion to approve the Resolution authorizing the acceptance of the lease program for the Gradall in the amount of \$447,900. Commissioner Emily Davis seconded the motion and it passed by the following vote:

Aye: Hall, Davis, Craig, Westmoreland

Nay: Butts

A copy of the Resolution is herewith attached and made an official part of the minutes at pages \_\_\_\_\_ and \_\_\_\_\_.

### Authorization to Submit Grant Request for Sewer Infrastructure Project

County Manager Tobar requested authorization for submission of a grant application to Senator Jon Ossoff for a sewer infrastructure project. He reported the application in the amount of \$1,782,220 will be for converting three sewer lift stations to gravity conveyance.

Commissioner Davis made a motion to authorize the submission of the grant request to Senator Ossoff as presented. Vice Chairman Butts seconded the motion and it passed unanimously.

## **OLD BUSINESS**

Vice Chairman Butts requested an update on cutting trees on Irwinton Road which are causing an obstruction on the road.

## **NEW BUSINESS**

There was no new business to come before the Board

## **COUNTY MANAGER'S REPORT**

County Manager Tobar reported he had submitted a County Manager's report to the Board prior to tonight's meeting. He stated HUD is reviewing the environmental document for the Memorial Library; the ground breaking ceremony on the CDBG Sewer project was held Thursday, March 21<sup>st</sup> ; waterline replacement continues on Log Cabin Road; awaiting word from Senator Ossoff on funding for sewer extension at Sibley-Smith property; County Engineer continues to finalize the road list for T-SPLOST; drawings are being prepared for Harrisburg Park improvements; the contract has been prepared for the Aquatic Center; design underway for Government Park; designs being prepared for pickleball courts north of Aquatic Center; first three CHIP houses are complete; next three CHIP houses should be complete by end of summer and the transfer of lots to the Land Bank should be on the May 7<sup>th</sup> Agenda since the April 16<sup>th</sup> meeting has been cancelled.

## **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS**

Mr. Jay Wright, 146 PA Johns Road, addressed the Board expressing his concern for safety of citizens and possible loss of life from a left turn out of Publix complex onto 441.

Mr. Edwin Atkins, 939 Walnut Street, Macon, addressed the Board about the site of the Aquatic Center being a historic site. He stated his concern is not only about graves but anything of historic value.

## **ADJOURNMENT**

Commissioner Sammy Hall made a motion to adjourn the meeting at 6:45 p.m. Commissioner Emily Davis seconded the motion and it passed unanimously.

Respectfully submitted,

John H. Westmoreland  
Chairman

Cynthia K. Cunningham  
County Clerk



**BALDWIN COUNTY  
CALLED MEETING  
APRIL 12, 2024  
1601 N Columbia St, Suite 220  
1:00 PM**

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**MINUTES**

**MEMBERS PRESENT**

Emily Davis  
John Westmoreland  
Kendrick Butts  
Sammy Hall  
Henry Craig

**OTHERS PRESENT**

Brandon Palmer  
Carlos Tobar  
Dawn Hudson  
Cindy Cunningham

**CALL TO ORDER**

Chair John Westmoreland called the Meeting to order at 1:00 p.m.

**INVOCATION**

County Manager Carlos Tobar delivered the Invocation.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Kendrick Butts led the Pledge of Allegiance.

**EXECUTIVE SESSION**

Commissioner Emily Davis made a motion to adjourn into Executive Session at 1:03 to discuss litigation. Commissioner Henry Craig seconded the motion and it passed unanimously.

**RECONVENE REGULAR MEETING**

Commissioner Emily Davis made a motion to reconvene the Called Meeting at 1:42 p.m. Vice Chairman Kendrick Butts seconded the motion and it passed unanimously.

**ADJOURNMENT**

Commissioner Emily Davis made a motion to adjourn the Called Meeting at 1:42 p.m. Commissioner Sammy Hall seconded the motion and it passed unanimously.

Respectfully submitted,

John H. Westmoreland  
Chairman

Cynthia K. Cunningham  
County Clerk



**BALDWIN COUNTY  
WORK SESSION**  
April 30, 2024  
City Hall  
Council Chambers  
119 East Hancock Street  
5:30 PM

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**MINUTES**

**MEMBERS PRESENT**

John Westmoreland  
Henry Craig  
Emily Davis  
Sammy Hall  
Kendrick Butts (Via Phone)

**OTHERS PRESENT**

Carlos Tobar  
Cindy Cunningham

**CALL TO ORDER**

Chairman John Westmoreland called the meeting to order at 5:33 p.m.

**ADMINISTRATIVE/FISCAL MATTERS**

**Proposed Roundabout**

City Manager Hank Griffith stated the purpose of this joint meeting is to begin initial discussion of a proposed roundabout at the intersection of North Jefferson Street, Log Cabin Road and Sinclair Dam Road.

County Manager Carlos Tobar reported County Engineer Brian Wood has developed a concept plan for a proposed single lane roundabout at this intersection. He stated no right of way acquisition and no utility relocation will be required. He reported that if the County and City decide to pursue this project a preliminary engineering report, estimated to cost \$5,000.00, will be done. Mr. Tobar stated the County will pursue a federal grant to fund eighty percent (80%) of the cost of the roundabout which is estimated to cost around \$1,000,000.00 which leaves twenty percent (20%) to be funded by the County and City at approximately \$100,000.00 each. Mr. Tobar concluded by emphasizing the need for a roundabout to improve traffic flow on North Jefferson Street and Log Cabin Road.

Councilman Steve Chambers stated he is in favor of taking the next step on this project. City Manager Griffith reported the City already has an engineering firm conducting traffic studies and other statistics on North Jefferson Street. He stated the firm could expand the scope of their work to include this project, and the County and City could split the cost of the additional work by the engineering firm.

Mr. Griffith stated that any utility work in the area should be done prior to beginning work on a roundabout. He also stated that the City will not use any T-SPLIST funds for the roundabout.

Mr. Griffith he will contact Paul Simonton of Simonton Engineering to expand the contract scope to include preparing information on the proposed roundabout and will be in contact with the County Manager on this matter.

Water / Sewer Connection for Aquatic Center

County Manager Carlos Tobar reported the Chairman has signed the construction contract for the Aquatic Center. The County is requesting the City waive the water and sewer tap fees for a six-inch (6") water and sewer line into the facility. He also asked the City to waive the water meter fee.

City Manager Griffith stated he would discuss the costs associated with the requested waivers with Mayor and Council. If they agree with the waivers, he would have them adopt a Resolution at a future Council meeting.

**ADJOURNMENT**

Commissioner Sammy Hall made a motion to adjourn the meeting at 5:50 p.m. Commissioner Emily Davis seconded the motion and it passed unanimously.

Respectfully submitted,

John H. Westmoreland  
Chairman

Cynthia K. Cunningham  
County Clerk



# Baldwin County Business Services

1601 N Columbia St, Suite 200  
Milledgeville, Ga 31061  
Phone: 478-445-4205  
permits@baldwincountyga.com

2022 Occupational Tax Application

Cash or checks, made payable to Baldwin County Business Services, are due with completed application. Item 7.

### TYPE OF REGISTRATION

- Home Office
- Commercial
- Industrial
- Online

### TYPE OF BUSINESS

- New
- Renewal
- Closed (Date Closed: \_\_\_\_\_)

### TYPE OF OWNERSHIP

- Sole owner
- Corporation
- LLC / LLP
- Non-Profit (Paperwork must be present.)

### BUSINESS INFORMATION

Business Name: Little River Park, LLC  
 Business Location: 3009 North Columbia St  
 Business Telephone #: 478-452-1005      Verify # (If applicable): \_\_\_\_\_  
 Business Description: Campground & marina

### OWNER INFORMATION

Owner Name: Richard E Veal III  
 Mailing Address: 2940 Riverside Dr  
 City, State, Zip: Macon GA 31204  
 Telephone #: \_\_\_\_\_      Driver's License #: \_\_\_\_\_      State License # (If applicable): \_\_\_\_\_  
 Email: \_\_\_\_\_

TOTAL # OF EMPLOYEES	HECK	FEES DUE	NOTES	OFFICE USE ONLY
Application Fee (New businesses only)	( )	\$25.00		
1-3	(✓)	\$100.00		
4-9	( )	\$200.00		
10-19	( )	\$350.00		
20-29	( )	\$500.00		
30-39	( )	\$800.00		
40-49	( )	\$1000.00		
50+	( )	\$1500.00		
Late Fee (Penalty of \$25.00 applied on March 2nd)	( )	\$25.00		

\*\* I agree to abide by all the laws of the State of Georgia and Baldwin County concerning the sales of any merchandise, product or service for which this license is issued. I understand that the premises must meet all the building and life safety codes and as an applicant I am subject to a criminal background check and if any information given on this application is misrepresented the license may be revoked. \*\*

Richard E Veal III      1/25/24  
 SIGNATURE      DATE

### OFFICE USE ONLY

FIRE DEPT	LAND USE ADMIN / BUILDING OFFICIAL	COMMISSIONERS APPROVAL
[✓] Approved      [ ] Denied	[ ] Approved      [ ] Denied	[ ] Approved      [ ] Denied
<u>[Signature]</u>	<u>[Signature]</u>	<u>[Signature]</u>
<u>2/28/24</u>	<u>[Date]</u>	<u>[Date]</u>

**A RESOLUTION TO DONATE CERTAIN COUNTY PROPERTY TO THE BALDWIN COUNTY LAND BANK; TO AUTHORIZE THE TAKING OF ALL ACTIONS NECESSARY TO TRANSFER CERTAIN COUNTY PROPERTY TO THE BALDWIN COUNTY LAND BANK; AND FOR OTHER PURPOSES.**

**WITNESSETH:**

**WHEREAS**, Baldwin County (the "County") is a duly formed political subdivision of the State of Georgia;

**WHEREAS**, Baldwin County is authorized by the laws of the State of Georgia to purchase, acquire, and hold real property for the benefit of Baldwin County and its citizens;

**WHEREAS**, the Baldwin County Land Bank has the power to acquire by gift or transfer Real Property and to convey, transfer, or otherwise dispose of Real Property in the unincorporated area of Baldwin County to any public or private person;

**WHEREAS**, the Board of Commissioners of Baldwin County, Georgia (the "Board of Commissioners") recognizes a need for more affordable housing in Baldwin County; and

**WHEREAS**, the Board of Commissioners has determined that it is in the best interest of the citizens of the County to donate certain real property with street addresses of 470 & 476 Ross Avenue, Milledgeville, GA 31061 (hereinafter collectively referred to as the "Property"), more particularly described and identified in the attached Exhibit "A" to the Baldwin County Land Bank for the purpose of the Baldwin County Land Bank donating the property to Habitat for Humanity of Milledgeville/Baldwin County, Georgia, Inc. ("Habitat for Humanity"), a Georgia nonprofit corporation.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners and it is hereby resolved by authority of the same, as follows:

1. **Incorporation of Recitals.** The above stated recitals are true and correct and are incorporated as though fully set forth herein.
2. **Donation of Real Property.** The Board of Commissioners hereby agrees to donate the Property to the Baldwin County Land Bank for the purpose of the Baldwin County Land Bank donating the Property to Habitat for Humanity.
3. **Authorization of the Chairman and County Manager.** The Board of Commissioners hereby authorizes the Chairman to sign, execute, and deliver the Limited Warranty Deed attached hereto as Exhibit "A", as well as any other documents necessary to execute the closing of this transfer of Property.



- 4. **Other Actions Authorized.** The Chairman, County Attorney, and County Manager shall be authorized to take any other action necessary or convenient and to execute and/or attest and seal any additional documents which may be necessary or convenient to effectuate this Resolution or the transactions contemplated by this Resolution.
- 5. **Actions Ratified, Approved and Confirmed.** The signatures in Exhibit "A" from the Chairman of the Board of Commissioners evidences the adoption by the Board of Commissioners of this Resolution.
- 6. **Severability.** In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this resolution, but this resolution shall be construed and enforced as if such illegal or invalid provision had not been contained herein.
- 7. **Repeal of Conflicting Resolutions.** Any and all resolutions in conflict with this resolution this day passed be and they are hereby repealed.
- 8. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

SO RESOLVED, this \_\_\_\_ day of May, 2024.

BALDWIN COUNTY, GEORGIA

\_\_\_\_\_  
Honorable John H. Westmoreland, Chairman  
Baldwin County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Cynthia K. Cunningham  
Baldwin County Clerk

DATE ADOPTED \_\_\_\_\_

[SEAL]

**EXHIBIT "A"**

**Record & Return to:**  
Smith Welch Webb & White, LLC  
2200 Keys Ferry Court  
McDonough, GA 30253  
File No. 23198.0000

**LIMITED WARRANTY DEED**

STATE OF GEORGIA  
COUNTY OF BALDWIN

THIS INDENTURE made this the \_\_\_\_\_ day of \_\_\_\_\_, 2024, between **BALDWIN COUNTY BOARD OF COMMISSIONERS**, as Party of the First Part (hereinafter called "Grantor"), and **BALDWIN COUNTY LAND BANK**, as Party of the Second Part, (hereinafter called "Grantee"); (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH:

THAT, for and in consideration of the sum of One Dollar and other considerations (\$1.00) in hand paid to the Grantor by the Grantee at and before the execution, sealing and delivery of these presents, and other good and valuable considerations, the receipt, adequacy and sufficiency of which are hereby acknowledged, the Grantor, by these presents, does grant, bargain, sell, alien, convey and confirm unto the Grantee the following described real property and agreements (collectively the "Property"), to-wit:

All that tract or parcel of land lying and being in the City of Milledgeville, City Square #164, 318th G.M.D., Baldwin County, Georgia, being Lot 19A and Lot 20A as shown on Property Redivision Survey for Baldwin Co. Board of Commissioners, 470 & 476 Ross Avenue, A redivision of Lots 19 & 20 of W.B. Williams Subdivision, prepared by Phillip H. Chivers, Registered Land Surveyor No. 2658, dated December 12, 2023, recorded in Plat Book 49, Page 86, Baldwin County, Georgia Records. The description of said property as contained on said plat of survey is hereby incorporated herein and by reference made a part hereof.

This Conveyance is made subject to all zoning ordinances, easements, right of ways, and restrictions of record affecting said described property.

TO HAVE AND TO HOLD the property, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoof of the Grantee, forever in FEE SIMPLE.

GRANTOR shall warrant and forever defend the right and title to the property unto the Grantee, against the claims of all persons whomsoever claiming by, through or under Grantor.

IN WITNESS WHEREOF, Grantor has caused this Limited Warranty Deed to be executed in the manner provided by law as of the day and year first above written.

Signed, sealed and delivered  
in the presence of:

BALDWIN COUNTY BOARD OF  
COMMISSIONERS

\_\_\_\_\_

Unofficial Witness

By: \_\_\_\_\_ (SEAL)  
JOHN H. WESTMORELAND  
CHAIRMAN

\_\_\_\_\_

Notary Public  
My Commission Expires:

ATTEST

\_\_\_\_\_

By: \_\_\_\_\_ (SEAL)  
CYNTHIA K. CUNNINGHAM  
COUNTY CLERK

**A RESOLUTION ESTABLISHING** Baldwin County Board of Commissioners as **THE FISCAL AGENT OF THE GEORGIA DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM GRANT** on May 7, 2024, FOR THE FISHING CREEK TRAIL EXTENSION-DOWNTOWN CONNECTOR PROJECT.

**WHEREAS**, the Baldwin County Board of Commissioners will serve as the fiscal agent of the Georgia Department of Natural Resources Recreational Trails Program grant, and

**WHEREAS**, the Baldwin County Board of Commissioners will be the primary organization responsible for project administration.

**NOW, THEREFORE, BE IT RESOLVED BY BALDWIN COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:**

**Section 1.** The Baldwin County Board of Commissioners will be the acting fiscal agent of the Georgia Department of Natural Resources Recreational Trails Program grant.

**SO RESOLVED THIS \_\_\_\_\_ day of May, 2024.**

**BALDWIN COUNTY, GEORGIA**

\_\_\_\_\_  
**John H. Westmoreland**  
**Chairman**  
**Baldwin County Board of Commissioners**

\_\_\_\_\_  
**Date**

**ATTEST:**

\_\_\_\_\_  
**Cynthia K. Cunningham**  
**County Clerk**

\_\_\_\_\_  
**Date**

Baldwin County Projects		Next Phase
<b>Public Buildings</b>		
Courthouse Renovation	Renovations completed. HVAC equipment removed. Awaiting signs.	Some signs have been installed; awaiting others.
Memorial Library	HUD is reviewing environmental document for library. Project meeting was held to discuss county's role. County will be the contract holder for project.	Board of Regents routing revised agreement for signatures.
Construct Basement Courtroom	Bruce Solomon working with staff to purge and relocate files to old jail.	Basement courtroom to be constructed by 2030.
<b>Sewer &amp; Water Infrastructure</b>		
Sewer Line Replacement	Contract awarded to RDJE Inc for \$1,341,000; lines have been videotaped. Construction should begin first week of March.	Construction started; expect completion by early fall 2024.
Water Line Replacement	Cobb Rd completed. Log Cabin Rd 4.3 mile water line replacement under construction. When done 18 miles of new water lines will have been installed since 2018.	Work continues on northside of Log Cabin. Expect completion spring 2024.
Smith-Sibley Sewer Extension	\$1.1 million appropriation approved. Environmental process started.	Staff registered to attend two webinars June 2024.
Sewer Line Replacement/Housing Rehabilitation	Application submitted.	Expect response from Dept of Comm. Affairs fall 2024.
Sewer Lift Station Conversion to Gravity Conveyance	BOC submitted \$1.8 million request to Senator Ossoff.	Await notification from Congress.
<b>Transportation</b>		
PAPI Replacement	FAA flight was May 3.	Project passed FAA inspeciton. Projec is complete.
Road Resurfacing	County Engineer finalized 2024 TSPLOST list.	Board votes May 7 to let the 2024 road list.
Fishing Creek Trail Completion	DNR awarded Oconee River Greenway \$200,000 to pave 0.57 miles of Fishing Creek Trail.	Submitted environmenal docs needed for federal coordination. Held public meeting on May 2, 2024. BOC votes to be fiscal agent.
Oconee Heights Streetscape	Submitted additional documents requested by USDOT on 03/04/24.	Documents have been edited.
Bridge Replacement	Preparing Federal Highway Administration grant to replace four bridges.	Application to be submitted in 2025.
Terminal Apron Expansion	In design. Environmental Assessment (EA) to be prepared.	EA to GDOT in late fall 2024.
Lower Ramp Expansion	BOC approved Lower Ramp Hangar Study Environmental Assessment Scope of Work on Feb 6. Requested \$4.58 million from state for construction.	Environmental Assessment will need to be completed; expect construction 2026.
<b>Public Safety</b>		
Flock Cameras	23 additional Flock cameras installed. 4 more to go.	Awaiting GDOT permit for remaining four.
Cooper's Station Storm drain Relocation & Floor Repair	Road Department to relocate pipe.	After pipe relocation contractor needs to repair truck parking bay.
Training Equipment	Final budget approved by Governor's Office of Planning & Budget.	Waiting for Sheriff's Office to determine training center location.
<b>Recreation</b>		
Walter B Williams 9.3 Mile Trail	Contract with Tom Glover signed; Road Department completed crossing across service road.	Clearing and grubbing continues. Bike, Walk Baldwin to construct bridges. Expect June opening.
Aquatic Center	Contract signed. Preconstruction meeting held.	Construction should start May 8.
Pickleball Courts	Proposals rejected; preparing design north of aquatic center.	Plans should be ready 05/31/2024.

Harrisburg Park Improvements	Construction Plans Under Review	Advertising and Bidding to take place May 2024.
Oconee Heights Park at 123 Coombs Ave	Road Department to grade parcel.	GCSU continues to raise funds and seek donors.
Government Park	Design paused.	Expect design and bidding to take place late 2024.
Cooper Park	Design to be completed 2025.	Expect park completions by 2030.
<b>Broadband Infrastructure</b>		
Windstream & County Partnership	250 houses connected.	433 more households to be connected by end of 2024.
<b>Housing</b>		
2022 CHIP Grant	First three houses completed. Work began on fourth house.	Awaiting materials for the other two houses.
Rural Housing Initiative	Met with developers on Mar 23; issued answers to questions.	Two developers submitted proposals on 04/9/24. Currently reviewing docs.
2024 CHIP Grant	\$500,000 application submitted for more housing rehabilitation.	DCA should announce awardees week of May 5.
2023 Habitat for Humanity CHIP Grant	County Attorney prepared transfer of title to Land Bank Authority.	LBA to gift lots to Habitat for Humanity.
<b>Administrative</b>		
Personnel Handbook	More edits being made to personnel handbook.	Board to approved updated Personnel Handbook.
Urban Redevelopment Plan	Completed and circulated for review; URP will be for unincorporated area only.	Public hearings to be held; BOC to vote.
District Based Land Use	Map is prepared. MGRC staff editing land use document.	To be distributed to BOC and Planning & Development