

STATE OF ALABAMA

COUNTY OF BALDWIN

RESOLUTION # 2004 - 127

WHEREAS, the Baldwin County Commission is required by Section 11/8/3 of the Code of Alabama to adopt a balanced budget for Fiscal Year 2005;

NOW, THEREFORE BE IT RESOLVED that the following estimates of revenues and expenses are hereby adopted and those revenues are appropriated as follows:

GENERAL FUND:

TOTAL REVENUE & TRANSFERS IN & FUND BALANCE \$ 38,032,174.00
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EXPENDITURES:

County Commission	\$ 168,907.00
Telephone System	\$ -72,132.00
Copy & Mail	\$ 8,000.00
Commission Contingency	\$ 549,500.00
Administrator & Central Administration	\$ 653,812.00
Court Systems: Federal & State	\$ 4,600.00
Circuit Court	\$ 107,839.00
District Court	\$ 22,400.00
District Attorney	\$ 167,982.00
Probate Judge	\$ 2,430,315.00
Revenue Commissioner	\$ 1,286,946.00
Finance & Revenue Department	\$ 473,062.00
Budget & Purchasing Department	\$ 334,165.00
Sales Tax Department	\$ 465,741.00
Elections	\$ 193,000.00
Board of Registrars	\$ 252,779.00
Soil Conservation	\$ 58,185.00
Gulf Coast RC&D	\$ 37,990.00
Industrial Development	\$ 120,000.00
Human Resources Department	\$ 293,666.00
CIS Department	\$ 2,989,115.00
County Attorney	\$ 441,195.00
License Inspector	\$ 286,575.00
Special Appropriations	\$ 627,368.00
Central Annex	\$ 71,550.00
Foley Courthouse	\$ 203,245.00
Fairhope Courthouse	\$ 223,082.00
Building Maintenance Department	\$ 1,508,950.00
Custodial	\$ 205,477.00
Commission Building Custodial	\$ 79,740.00
Coastal Area Program	\$ 20,000.00
Sheriff	\$ 7,116,673.00
Jail	\$ 5,409,577.00
Emergency Management	\$ 351,072.00
Coroner	\$ 87,119.00
JPO	\$ 87,960.00
Building Inspection Department	\$ 773,481.00
Planning Department	\$ 809,300.00
Wetland Conservation Grant	\$ 200,000.00
Volunteer Fire Department Appropriation	\$ 1,000.00
Cigarette Tax Distribution	\$ 1,138,033.00

Indigent Burial	\$ 800.00
Library Services	\$ 85,000.00
Board of Education	\$ 93,800.00
Extension Service Appr	\$ 53,033.00
Debt Service: Lease Purchase	\$ 916,070.00
Health Department	\$ 9,452.00
Intergovernmental	\$ 42,750.00
Transfers Out	\$ 6,644,000.00

TOTAL EXPENDITURES & TRANSFERS OUT	\$ 38,032,174.00
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HEALTH TAX FUND:

Total Revenue & Transfers In & Budgeted Fund Balance	\$ 1,210,000.00
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Expenditures & Transfers Out	\$ 1,210,000.00
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COUNTY TRANSPORTATION FUND:

Total Revenue & Transfers In & Budgeted Fund Balance	\$ 82,562.00
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Expenditures & Transfers Out	\$ 82,562.00
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LEGISLATIVE DELEGATION

Total Revenue & Transfers In	\$ 80,150.00
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Expenditures & Transfers Out	\$ 80,150.00
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JUVENILE DETENTION FACILITY FUND:

Total Revenue & Transfers In & Budgeted Fund Balance	\$ 1,703,831.00
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Expenditures & Transfers Out	\$ 1,703,831.00
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SEVEN (7) CENT GASOLINE FUND:

Total Revenue & Transfers In & Budgeted Fund Balance	\$ 22,393,254.00
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Expenditure & Transfers Out	

Public Works Central Account	\$ 3,687,596.00
Administration	\$ 529,878.00
Area I Maintenance	\$ 2,009,895.00
Area II Maintenance	\$ 2,137,610.00
Area III Maintenance	\$ 1,834,456.00
Resurfacing	\$ 758,032.00
Construction	\$ 951,007.00
Traffic Control	\$ 534,607.00
Engineering	\$ 1,366,203.00
Water Access	\$ 212,522.00
Bridge Crew	\$ 630,935.00

Lease Payments	\$ 2,599,543.00
Indian Lane	\$ 1,054.00
Styx River 0.93 Miles	\$ 29,000.00
Dyas Road	\$ 25,000.00
CR 24 W	\$ 62,700.00
Byrnes Lake/Wash Branch Rd	\$ 81,081.00
Holley Creek Landing Rd	\$ 62,746.00
Rice Creek Rd	\$ 32,900.00
Hoyle Bryars Rd	\$ 90,000.00
Patrick's Landing Rd	\$ 32,348.00
CR 28 W	\$ 91,200.00
CR 49	\$ 28,500.00
CR 44 W	\$ 50,400.00
Mary Ann Beach	\$ 47,809.00
Mary Ann Beach	\$ 70,000.00
CR 12	\$ 3,800.00
Fox Branch Rd	\$ 16,320.00
CR 83	\$ 197,056.00
CR 83	\$ 213,120.00
CR 13	\$ 41,600.00
CR 54	\$ 81,573.00
Pecan Grove St	\$ 17,280.00
Driskell Rd	\$ 32,960.00
CR 16	\$ 57,308.00
CR 49	\$ 51,840.00
CR 91	\$ 69,120.00
CR 99	\$ 24,960.00
Northcutt Rd	\$ 13,120.00
Wilson Rd	\$ 20,800.00
Roberts Rd	\$ 17,280.00
Patterson Rd	\$ 12,160.00
Leatherbury Rd	\$ 8,640.00
CR 38 South	\$ 49,280.00
Geno	\$ 11,840.00
Cook Rd	\$ 49,440.00
Helton Dr	\$ 16,640.00
Wilson Rd	\$ 16,640.00
Kichler Circle	\$ 93,760.00
Soldiers Creek	\$ 47,040.00
CR 48	\$ 13,908.00
Council Lane	\$ 5,336.00
Perdido St. S Ext.	\$ 9,000.00
Gasque Lane	\$ 1,860.00
Muscogee Rd	\$ 4,836.00
Chickasaw Rd	\$ 2,976.00
Cherokee Rd	\$ 3,633.00
Boykin Court N	\$ 4,321.00
Choctaw Rd	\$ 5,828.00
Gulf Beach Lane	\$ 5,415.00
T J Earle Rd	\$ 7,170.00
Jim Hadley Rd	\$ 9,000.00
George Thomley Rd	\$ 12,600.00
Bridge #125 School House	\$ 3,100.00
Transfers Out	\$ 3,183,672.00

Total Expenditures & Transfers Out: \$ 22,393,254.00

ROAD & BRIDGE FUND:

Total Revenue & Transfers In \$ 6,290,500.00
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Total Expenditure & Transfers Out \$ 6,290,500.00
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PH & T FUND:

Total Revenue & Transfers In \$ 597,550.00
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Total Expenditure & Transfers Out \$ 597,550.00
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CAPITAL IMPROVEMENT FUND 116:

Total Revenue & Transfers In and Fund Balance \$ 312,500.00
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Total Expenditures & Transfers Out \$ 312,500.00
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RRR (4 CENT) GASOLINE TAX FUND:

Total Revenue & Transfers In \$ 2,165,800.00
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Total Expenditure & Transfers Out \$ 2,165,800.00
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REAPPRAISAL FUND:

Total Revenue & Transfers In \$ 3,675,207.00
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Total Expenditure & Transfers Out \$ 3,365,207.00
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B.C. COUNCIL ON AGING:

Revenue & Transfers In and Budgeted Fund Balance \$ 333,223.00
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Total Expenditure & Transfers Out \$ 333,223.00
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JUVENILE COURT FUND:

Total Revenue & Transfers In \$ 367,260.00
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Total Expenditure & Transfers Out \$ 367,260.00
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PLANNING & ZONING COMMISSION FUND:

Total Revenue and Fund Balance \$ 70,000.00
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Total Expenditure & Transfers Out \$ 70,000.00
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ZONING FEE FUND:

Total Revenue and Fund Balance \$ 40,000.00
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Total Expenditure & Transfers Out \$ 40,000.00
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1% OIL & GAS SEVERANCE TAX FUND:

Total Revenue & Transfers In \$ 1,430,000.00
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Total Expenditure & Transfers Out \$ 1,430,000.00
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SECTION 18 (BRATS) FUND:

Total Revenue & Transfers and Budgeted Fund Balance \$ 1,352,534.00
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Administration \$ 368,168.00
Operations \$ 984,366.00

Total Expenditure & Transfers Out \$ 1,352,534.00
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PARKS FUND:

Total Revenue & Transfers In \$ 671,772.00
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Total Expenditure & Transfers Out \$ 671,772.00
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FY 2002 WARRANT FUND 207:

Total Revenue & Transfers In & Budgeted Fund Balance \$ 13,912,354.00
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Expenditure & Transfers Out
D'Olive Street Phase Two \$ 3,353,361.00
CR 27 from Hwy 31 to HS (Grant) \$ 378,067.00
CR 27 from HS to Bromley Road \$ 2,967,429.00
Wilderness Program \$ 434,070.00
Cowpen Creek Road \$ 1,051,575.00
CR 13 from CR 32 to CR 44 \$ 1,543,777.00
Area One Road Projects \$ 616,843.00
Bridge #028 on Bromley Road: Engineering Only \$ 19,183.00
Area Two Road Projects \$ 800,715.00
Area Three Road Projects \$ 744,275.00
Bridge #132 on CR 12 \$ 88,828.00
CR 27 Widening \$ 40,000.00
CR 64 Widening \$ 205,469.00
Four Laning CR 83 \$ 226,885.00
Rockwell School Access Road \$ 159,123.00
Baldwin County Central Annex Renovation \$ 1,257,828.00
Unbudgeted \$ 24,926.00

Total Expenditure & Transfers Out \$13,912,354.00
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FY 2003 WARRANT FUND 208:

Total Revenue & Transfers In & Budgeted Fund Balance \$ 6,310,000.00
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Total Expenditure & Transfers Out \$ 6,310,000.00
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ENVIRONMENT MANAGEMENT FUND:

Total Revenue & Transfers In	\$ 4,327,025.00
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<u>Administration</u>	
Administration Department	\$ 421,155.00
Bio Solids Project	\$ 50,645.00
Recycling	\$ 13,993.00
Magnolia Landfill	\$ 2,344,747.00
Transfer Station	\$ 353,159.00
Inert Landfill: McBride	\$ 266,452.00
Inert Landfill: Eastfork	\$ 38,475.00
Inert Landfill: Redhill	\$ 24,720.00
Equipment Maintenance	\$ 139,110.00
Sub Title Pit Expansion	\$ 103,000.00
Animal Shelter	\$ 13,800.00
Transfers Out	\$ 557,769.00

Total Expenditure & Transfers Out \$ 4,327,025.00

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SOLID WASTE GARBAGE COLLECTION FUND:

Total Revenue & Transfers In	\$ 4,629,375.00
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Total Expenditures & Transfers Out	\$ 4,629,375.00
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BE IT FURTHER RESOLVED that the Baldwin County FY 2005 Budget document which will be issued by the Budget Manager is to reflect the budgetary decisions made by the Commission during budget workshop deliberations and shall be used as a guide in administering the appropriations made in this resolution; and

BE IT FURTHER RESOLVED that the following financial management policies are hereby adopted as permanent policies of the Baldwin County Commission:

Supplemental Appropriation Procedure

Each Commission Action Form to approve a contract, capital purchase, or other expenditure shall include a certification by the Budget Director or his designee naming the appropriation account from which the purchase will be made and stating that the unencumbered funds are available in the account. All unbudgeted items must have a proposed source of funds, either a new revenue source or from a contingency account.

The Budget Director or his designee shall be responsible for preparing a report prior to each Commission meeting which shows the available balances in Commission and General Contingency Accounts.

BE IT FURTHER RESOLVED that the FY 2004 mileage rate will be \$.37.5 per mile which is the current IRS rate.

Budget Administration Procedures

The Purchasing Agent, at the request of a Department head, may let for bid any routine annual purchase or any equipment purchase or contract which is specifically provided for in the budget document. All contracts must be approved by the County Commission before they are executed and all expenditures over \$7,500.00 must be approved by the County Commission after they are bid.

The County's expense items are classified in three broad categories: Compensation, Operating, and Capital. The compensation and capital categories are supported by detailed lists of employees and approved capital items. The operating category contains many and varied line items. For budgetary control, this operating category will be treated as a total although each department has a detailed line item budget. County staff members are prohibited from authorizing expenditures from or encumbering any funds in these broad categories which exceed budgeted funds. The Budget Director or his designee may make transfers between "operating" line items within a Department's budget at the request of a Department Head, except transfers from the PWD Area Supervisors as described below. Transfers between the compensation, operating and capital categories require Commission approval.

The Commission will allow the PWD Area Supervisors to utilize "salary savings" to be used for overtime or temporary seasonal labor, or other department expenses. The Budget Director or his designee may authorize these budget transfers upon request from the Area Supervisor.

Commissioner Contingency Accounts

At the start of fiscal year 2005, the ~~The~~ general fund appropriation will be accounted for in seven (7) separate accounts in the general fund and the Highway appropriation will be accounted for in seven (7) separate accounts in the highway fund. After the number of Commissions goes to four, the contingency appropriations will be accounted for in four accounts. Each Commissioner will have authority to use funds in their account in the following manner.

~~The annual commissioner contingency appropriations will be allocated quarterly.~~ For FY 2005, 16.67 percent of the annual commissioner contingency appropriations will be allocated to each of the current seven Commissioners. At the end of the seven member commission term, any remaining balances in current Districts' 1, 3, 5, and 7 contingency accounts will be divided equally between the four new commission contingency accounts. When the four new Commissioners take office, the Commissioner contingency balances will be allocated to the four Commissioners on a quarterly basis. Any expenditure from their account must be voted in the affirmative by that Commissioner and approved by majority vote of the Commission.

Normally, a Commissioner will make the motion for his contingency to be spent. Since the chairman does not make motions, the Chairman can allow any other Commissioner to make a motion for this purpose.

RESOLVED by the Baldwin County Commission this 21st day of September 2004.

Frank Burt, Jr.

1 Chairman

ATTEST:

Locke W. Williams

STATE OF ALABAMA

COUNTY OF BALDWIN

Fiscal Year 2005 Decisions Approved

General Fund

	Approved Sept. 21, 2004
Laser Printer for Finance & Accounting	\$ 1,900.00
Office Administrator for Central Annex Building	\$ 34,800.00
Four Administrative Assistants for four at large Commissioners	\$ 133,788.00
16 MM Microfilm Reader with Motorized Roll Film Carrier with Lens	\$ 2,400.00
Replace two maintenance trucks for Building Maintenance	\$ 57,600.00
Foley Courthouse Storage Building Addition	\$ 18,000.00
Fairhope Courthouse increase in Medical Supplies line item	\$ 300.00
Fairhope Courthouse increase Overtime line item	\$ 2,200.00
Fairhope Courthouse increase Contract Service Line Item	\$ 5,000.00
Fairhope Courthouse increase Miscellaneous line item	\$ 2,000.00
License Inspection: replace Crown Vic with a Dodge Dakota Extended Cab	\$ 15,000.00
License Inspection: upgrade two computers	\$ 2,800.00
Licenses Inspection: upgrade an Assistant License Inspector	\$ 4,926.00
Emergency Management Increase training budget for new employee	\$ 2,000.00
Emergency Management Increase telephone budget for new employee	\$ 3,600.00
Emergency Management Increase line item for maintaining Hazmat trailer	\$ 5,000.00
Building Inspection, reclassify & upgrade five OA2's to OA3's	\$ 11,025.00
Building Inspection, upgrade Bookkeeper's salary	\$ 1,807.00
Building Inspection, reclassify an Executive Secretary to Office Manager	\$ 1,568.00
Building Inspection, reclassify & upgrade seven Building Inspectors	\$ 13,144.00

Building Inspection, New Desktop Computer (use Comm. Armstrong's old one)	\$.00
Building Inspection, New office furniture for Fairhope office	\$ 1,884.00
Sales Tax Dept. Tax Master Software	\$ 1,450.00
CIS Equipment Capital Replacement	\$ 318,500.00
CIS Upgrade Communications Tech I to Tech II	\$ 5,576.00
CIS New office furniture for CIS office in Central Annex Building	\$ 4,000.00
Video Connection at Fairhope Satellite Courthouse	\$ 40,000.00
GIS Project Orthophotography and LIDAR	\$ 845,000.00
GIS Project SAN Equipment	\$ 180,000.00
Call Center at Central Annex Bldg. (Furniture, PC Consoles, etc...)	\$ 80,000.00
CIS Cellular and Push to Talk Radio Service Changes	\$ 5,500.00
Planning Department: Planner for Foley Office	\$ 45,110.00
Planning; Increase Travel line item	\$ 7,500.00
Planning, Increase Supplies line item	\$ 3,000.00
Legal Counsel; Increase Office Supply line item	\$ 2,019.00
Misc. Appropriations: Increased Soil & Water Appropriation	\$ 17,539.00
Misc. Appropriations: Increased Historic Development Comm. Approp.	\$ 2,000.00
Misc. Appropriations: Contract with Waterman & Associates	\$ 24,000.00

Total General Fund	\$ 1,901,936.00
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Reappraisal Fund

Reappraisal part of GIS Project	\$ 655,200.00
Five New Appraisers	\$ 169,580.00
Five New Appraiser Clerks	\$ 145,255.00
Two New Mappers	\$ 67,832.00
Two New Mapper Clerks	\$ 58,101.00
Office Furniture	\$ 15,000.00
Computers for new Appraisers	\$ 15,000.00
Additional Software	\$ 10,000.00
New Plotter	\$ 6,500.00

Total Reappraisal Fund	\$1,142,468 .00
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Section 18 BRATS Fund

Hire an Assistant director on 04/01/05	\$ 23,000.00
Hire an Assistant Maintenance /Safety Manager 04/01/05	\$ 17,945.00
Hire a Marketing Intern to market bus signs	\$ 5,000.00
Total BRATS Fund	\$ 45,945.00

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County Courier Fund

Hire additional bus driver	\$ 25,548.00
Additional Operating Budget	\$ 4,575.00
Total County Courier Fund	\$ 30,123.00

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Juvenile Detention Fund

Laptop computer for Director (use one of outgoing Commissioner)	\$.00
Replace a S-10 pickup truck with a SUV type vehicle (new/used)	\$ 18,500.00
Small Shredder for Director	\$ 350.00

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Total Juvenile Detention Fund \$ 18,850.00
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Council On Aging Fund

Furnishing for new building in Robertsdale \$ 20,000.00

Total Council on Aging Fund \$ 20,000.00
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Parks Department

Replace a van with a F350 Diesel Crewcab Flatbed Truck \$ 30,000.00

Replace a Small Equipment Trailer \$ 4,200.00

Total Parks \$ 34,200.00
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Highway Department

Land Management Dept. Add building maintenance line item \$ 2,000.00

Land Management Dept. Increase fuel line item \$ 1,200.00

Land Management Dept. Add an utility line item \$ 4,800.00

Land Management Dept. Replace two vehicles with a 4 door Jeep type vehicle \$ 19,000.00

CR 83 ROW from CR 32 to CR 36 \$ 760,000.00

Steel Bridge Repair \$ 100,000.00

FY 2005 Road Construction \$ 1,393,400.00

Match for BOE Projects \$ 125,000.00

Traffic Signal at CR13 and CR 64 City of Daphne to cover half of 50,000 cost \$ 25,000.00

New Road Widener \$ 200,000.00

Plotter for Cad operator \$ 12,000.00

Purchase 5 Acres next to Foley Area Barn \$ 200,000.00

Discontinue Construction Manager's Additional Compensation \$ (11,943.00)

Abolish Five Vacant Positions in Construction Dept. \$ (183,526.00)

Sell Excess Construction Equipment \$ (500,000.00)

Abolish Construction Dept. And Reassign 15 Employees to Other Highway Departments \$ 0.00

Total Highway Totals \$ 2,146,931.00
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Solid Waste Program

PC 300 Komatsu Excavator \$ 400,000.00

25 Yd Rear Loader \$ 130,000.00

25 Yard Rear Loader \$ 130,000.00

Purchase Six (6) 30 Cubic Yard Roll-off Compactors \$ 15,900.00

Rubber Tire Front Loader with Solid Rubber Tires \$ 195,000.00

New Tandem Axle Road Tractor with Wet Line Kit \$ 95,000.00

110 Yd Steel Walking Floor Trailer \$ 50,000.00

Replace Front and Rear Wheels for 836 Compactor \$ 50,000.00

Cart Delivery Truck - One Ton Stake body with Lift Gate \$ 35,000.00

Operator III for Bay Minette Transfer Station \$ 32,795.00

2-Step Pay Increase for (1) Office Assistant III position \$ 1,154.00

Creation of New Position for Asst. Solid Waste Route Supervisor \$ 688.00

Reclassify Landfill Operations Manager	\$ 2,048.00
Reclassify Maintenance Supervisor	\$ 1,656.00
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Total Solid Waste	\$ 1,139,241.00
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