



Agenda

City Council Meeting

June 26th, 2025

6:30 pm

Baldwin Municipal Courtroom, 155 Willingham Avenue, Baldwin, GA 30511

Call Meeting to Order

Invocation and Pledge

Consent Agenda

- a. Approval of Minutes: Council Meeting 6/9/2025.

Public Comments

Public Hearings

Briceno Zoning Change Ordinance #2025-05163Z

Reports

Municipal Court - Clerk of Court Susan Newsom

Old Business

- 1. Consideration/Approval of 2nd Reading of Oak Terrace Variance Ordinance #2025-05162Z
- 2. Consideration/Approval of 2nd Reading of Briceno Zoning Change Ordinance #2025-05163Z
- 3. Consideration/Approval of 2nd Reading of New Council Meeting Schedule Ordinance #2025-06164

New Business

- 4. Consideration/Approval of FY2026 Budget Adoption Resolution #2025-06165R
- 5. Consideration/Approval of E-911 Radios Purchase
- 6. Consideration/Approval of Everbridge Startup Fee
- 7. Consideration/Approval of Updated Council Meeting Procedures

Executive Session

Announcements

- a. The Banks County Library On the Go will be set up at the TAP Yard at 110 Airport Road from 11 am – 12:00 pm every Friday through the end of July. All residents are welcome to check out or return books. Additionally, those visiting the mobile library with children can receive food bags courtesy of the Food Bank of Northeast Georgia.
- b. Join us for Theron's Theater at the TAP Yard on June 27th at 8:30 pm for a free screening of *Wonka!* Bring a chair or blanket and enjoy a night under the stars with your friends and family! Concessions are available with all proceeds going to Shop with a Hero.
- c. Highland Pointe Drive from Dawn Place to Trojan Lane will be closed to through traffic from 6/30/25 to 7/11/25 for road repairs. Access will be limited to residents of those roads.

Adjournment

***The City of Baldwin will provide reasonable accommodations whenever needed for those participating in a City Council meeting. Please notify the City Clerk as early as possible prior to a meeting to ensure accommodations can be made in a smooth and timely fashion.*

FIRST READING: May 12th, 2025

PUBLISHED: May 9th, 2025

ZONING HEARING: May 27th, 2025

PASSED: _____

AN ORDINANCE NO. 2025-05162Z

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF BALDWIN, GEORGIA, BY GRANTING VARIANCES TO ONE PARCEL OF LAND OUTSIDE THE CITY OF BALDWIN, GEORGIA, AND OWNED BY D B, LLC. AND BEING TAX MAP PARCEL 092 002A OF HABERSHAM COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED ON A PLAT, WHICH IS ATTACHED HERETO AND, WHICH IS INCORPORATED BY REFERENCE INTO THIS ORDINANCE; REPEALING CONFLICTING ORDINANCES TO THE EXTENT OF THE CONFLICT; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

BE IT ORDAINED by the City Council of Baldwin, Georgia as follows:

Section 1. VARIANCE ALLOWED.

(a) That from and after passage of this ordinance, the following described lands as described on the warranty deed shall be entitled to the variances, as hereafter specifically described within this ordinance, and shall be so designated on the zoning map of the City of Baldwin as having said variance regarding the property.

(b) The following variance is hereby granted to said property, after the City Council has considered the factors for the grant of the variances pursuant to the zoning ordinance of the City of Baldwin, Georgia, and the City Council having found that said factors have been met:

(1) Authorization to install and utilize a master water meter for the Oak Terrace Subdivision Development at the above described property, contingent upon approval of the private water system from the EPD.

(c) The legal description for the subject property that has been granted a variance or variances pursuant to this ordinance as follows:

All of that tract or parcel of land lying and being in Land Lots 168 of the 10th Land District of Habersham County, Georgia, being shown and designated as Tract 1, containing 26.90 acres more or less, and Tract 4, containing 0.19 acres, more or less, as shown on a plat of survey prepared for the Gwendolyn Williams by Russell L. Cheek, G.R.L.S #3058, dated August 17, 2023, and recorded among Habersham County, Georgia Records in Plat Book 74, Page 177, to which said plat is incorporated herein by reference and made a part of this description.

Section 2. REPEAL OF CONFLICTING ORDINANCES.

All ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

Section 3. SEVERABILITY OF PARAGRAPHS.

If any portion of this ordinance shall be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

Section 4. AMENDMENT TO THE ZONING MAP.

This ordinance is enacted as an amendment to the zoning map of the City of Baldwin.

Section 5. EFFECTIVE DATE.

The effective date of the variances imposed by this ordinance shall be on the date the ordinance is approved by the City of Baldwin, by and through its City Council.

SO ORDAINED this 26th day of June, 2025.

BALDWIN CITY COUNCIL

By: _____
Mayor Stephanie Almagno

Councilmember Erik Keith

Councilmember Nancy Lehman

Councilmember Kerri Davis

Councilmember Maarten Venter

Councilmember Alice Venter

Attest:

City Clerk Erin Gathercoal

FIRST READING May 27th, 2025

PUBLISHED May 23rd, 2025

ZONING HEARING June 26th, 2025

PASSED June 26th, 2025

AN ORDINANCE NO. 2025-05163Z

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF BALDWIN, GEORGIA, BY ZONING ALL THOSE TRACTS OR PARCEL OF LAND OWNED BY ROGELIO A. BRICENO CASTRO AND BEING .35 ACRES, MORE OR LESS, BEING TAX MAP PARCEL 091B 025 AND LYING AND BEING IN LAND LOT 184 OF THE 10TH LAND DISTRICT OF HABERSHAM COUNTY, GEORGIA AND BEING MORE PARTICULARLY DESCRIBED ON A DEED OR PLAT WHICH IS ATTACHED HERETO AND, WHICH IS INCORPORATED BY REFERENCE INTO THIS ORDINANCE, FROM HIGHWAY BUSINESS (HB) TO RESIDENTIAL SINGLE FAMILY DISTRICT (R1), WITHOUT CONDITIONS; REPEALING CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

BE IT ORDAINED by the City Council of Baldwin, Georgia as follows:

Section 1. ZONING IMPOSED WITH CONDITIONS.

That from and after the passage of this ordinance the following described lands shall be zoned and so designated on the zoning map of the City of Baldwin as Residential Single Family District (R1) being approximately .35 acres and with the following conditions:

Conditions:

- a. None.

Legal Description:

All that tract or parcel of land being approximately .35 acres, being Tax Map Parcel 091B 025 and lying and being in Land Lot 184 of the 10th Land District of Habersham County, Georgia and more particularly described on a deed or plat, and which is attached hereto, and incorporated by reference hereof, into this legal description.

Section 2. REPEAL OF CONFLICTING ORDINANCES.

All ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

Section 3. SEVERABILITY OF PARAGRAPHS.

If any portion of this ordinance shall be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

Section 4. AMENDMENT TO THE ZONING MAP.

This ordinance is enacted as an amendment to the zoning map of the City of Baldwin.

Section 5. EFFECTIVE DATE.

The effective date of the zoning classification imposed by this ordinance shall be on the date the ordinance is approved by the City of Baldwin, by and through its City Council.

SO ORDAINED this 26th day of June 2025.

BALDWIN CITY COUNCIL

By: _____
Mayor Stephanie Almagno

Council Member Erik Keith

Council Member Nancy Lehman

Council Member Kerri Davis

Council Member Maarten Venter

Council Member Alice Venter

Attest:

Erin Gathercoal
City Clerk

DRAFT

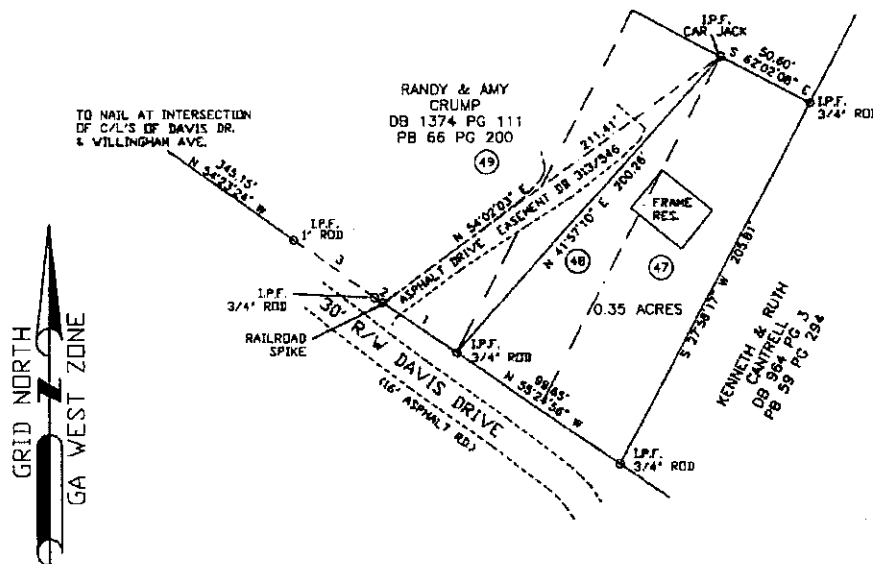
E-Filed By:
Habersham County Clerks Office
Clerk of Courts David C. Wall
05/11/2025 06:18 AM
Plat Book: 00076
Page: 0138
\$10.00 Base Filing Fee

1	N 56°22'18" W	44.72'
2	N 56°22'16" W	5.00'
3	N 55°15'09" W	50.26'

LEGEND:
I.P.F. IRON PIN FOUND
I.P.S. IRON PIN SET (1/2" RB)
RB REBAR
P/L PROPERTY LINE
C/L CENTERLINE
INT. INTERSECTION
R/W RIGHT OF WAY
BYLD BUILDING
—E— POWER LINE
—X— FENCE
OTF OPEN TOP PIPE
CTP CLOSED TOP PIPE
CONC. CONCRETE

BLOCK IS RESERVED FOR THE
CLERK OF SUPERIOR COURT

PRITCHETT & BENNETT INC.
DB 1135 PG 141



FIELD WORK COMPLETED: 06/05/2025
PROPERTY IS SUBJECT TO ALL EASEMENTS,
RIGHT OF WAYS, AND RESTRICTIONS OF
RECORD WRITTEN OR UNWRITTEN.

THIS SURVEY WAS MADE WITHOUT THE
BENEFIT OF A CURRENT TITLE COMMITMENT,
EASEMENTS AND ENCUMBRANCES MAY EXIST
WHICH BENEFIT AND BURDEN THIS PROPERTY.

THE LINEAR AND ANGULAR MEASUREMENTS SHOWN
ON THIS PLAT WERE OBTAINED BY USING CARLSON
BR47 RECEIVERS BASE AND ROVER WITH CARLSON
SURVPC SOFTWARE. THE RELATIVE POSITIONAL
ACCURACY OBTAINED ON THE POINTS UTILIZED IN
THIS SURVEY WERE LESS THAN OR EQUAL TO
0.04" HORIZONTAL AND 0.04" VERTICAL AND
THE 95% CONFIDENCE LEVEL.

THIS PLAT WAS CALCULATED FOR CLOSURE
AND WAS FOUND TO BE ACCURATE WITHIN
ONE FOOT 191.176 FEET.

PROPERTY IS LOT 47 AND A PORTION OF LOT 48
OF MORNINGSIDE SUBDIVISION



HOLCOMB SURVEYING
158 HOLCOMB CIR.
DEMOREST, GEORGIA 30535
TELP: 706-754-1875

RETRACEMENT SURVEY FOR: ROGELIO BRICENO

LOCATED IN:
LAND LOT 184 - 10TH DISTRICT
HABERSHAM COUNTY, GEORGIA
CITY OF BALDWIN
DATE: 06/05/2025
SCALE: ONE INCH = 50 FEET



THIS PLAT IS A RETRACEMENT OF AN EXISTING PARCEL AND DOES NOT SUBDIVIDE OR
CREATE A NEW PARCEL. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS
OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREON.
RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION.
AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS, OR REQUIREMENTS
NOR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND.
FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES
WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA
AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS, AND AS SET FORTH IN
O.C.G.A. SECTION 15-6-67

RICHARD H. HOLCOMB RGLS #2733

DATE:



Baldwin Council Calendar 2025 Proposal Amended June 9, 2025

~~January 7th, 2025 Work Session~~
~~January 13th, 2025 Council Meeting~~
~~January 27th, 2025 Council Meeting~~
~~February 4th, 2025 Work Session~~
~~February 10th, 2025 Council Meeting~~
~~February 24th, 2025 Council Meeting~~
~~March 4th, 2025 Work Session~~
~~March 10th, 2025 Council Meeting~~
~~March 24th, 2025 Council Meeting~~
~~April 8th, 2025 Work Session**~~
~~April 14th, 2025 Council Meeting~~
~~April 28th, 2025 Council Meeting~~
~~May 6th, 2025 Work Session~~
~~May 12th, 2025 Council Meeting~~
~~May 27th, 2025 Council Meeting~~
~~June 3rd, 2025 Work Session~~
~~June 9th, 2025 Council Meeting~~
~~June 26th, 2025 Council Meeting~~

July 8th, 2025 Work Session**
& Council Meeting**

August 5th, 2025 Work Session
& Council Meeting

September 9th, 2025 Work Session**
& Council Meeting**

October 7th, 2025 Work Session
& Council Meeting

November 3rd, 2025 Work Session
& Council Meeting

December 9th, 2025 Work Session**
& Council Meeting**

All meetings are held pursuant to O.C.G.A § 50-14-1(d)(2).

Effective July 1, 2025: Unless noted, all Work Sessions take place at 6:00 pm (with Council Meetings to immediately follow) at The Baldwin Municipal Courtroom, 155 Willingham Avenue, Baldwin, GA 30511.

****These meetings will be at the Baldwin Police Training Center located directly behind the Police Department.**

All Council Meetings have a time designated for Public Comments if you would like to address the City Council. The City of Baldwin will provide reasonable accommodations whenever needed for those participating in a City Council meeting. Please notify the City Clerk as early as possible prior to a meeting to ensure such accommodations can be made in a smooth and timely fashion.

PUBLISHED 6/13/25, 6/20/25, 6/25/25

FIRST READING June 9th, 2025

PASSED _____

AN ORDINANCE NO. 2025-06164

AN ORDINANCE TO AMEND THE CITY CHARTER OF THE CITY OF BALDWIN, GEORGIA, TO ESTABLISH THAT THE CITY COUNCIL SHALL HOLD ONE REGULAR BUSINESS MEETING AND ONE WORK SESSION EACH MONTH ON THE FIRST TUESDAY OF THE FIRST FULL WEEK OF THE MONTH ; TO PROVIDE THAT ADDITIONAL WORK SESSIONS OF THE CITY COUNCIL, AT WHICH OFFICIAL BUSINESS OR POLICY OF THE CITY IS TO BE DISCUSSED OR PRESENTED, MAY BE CALLED EACH MONTH BY THE MAYOR OR BY ANY TWO MEMBERS OF THE CITY COUNCIL; TO PROVIDE THE PROCEDURE FOR THE CALLING OF A SPECIAL MEETING OF THE CITY COUNCIL AND THE NOTICE THAT MUST BE GIVEN REGARDING SAID SPECIAL MEETING; TO REPEAL CONFLICTING PROVISIONS OF THE CHARTER; AND FOR OTHER PURPOSES.

WHEREAS, the City Council of the City of Baldwin, Georgia, is authorized by O.C.G.A. § 36-35-3 to enact a home-rule ordinance to amend the City Charter of the City of Baldwin as appropriate;

WHEREAS, the proper administration of the City due to the growth of the City and the resulting increase in administrative needs of the City necessitates that the City Council have one Regular Business Meeting and one Work Session of the City Council in each month to take official action, as well as additional Work Sessions of the City Council, as needed, in order to have discussion and presentation of official business or policy of the City; and

WHEREAS, due to the administrative needs of the City, from time to time, the City Council finds that it would be appropriate for the City Council to call a special meeting in order to meet the needs of the City, and that the procedure of calling a special meeting should be consistent with the “Open Meetings Act” (being O.C.G.A. § 50-14-1, *et seq.*, as amended);

NOW, THEREFORE, be it ordained by the City Council of the City of Baldwin, Georgia, pursuant to O.C.G.A. § 36-35-3, and it is hereby ordained by the authority of the same, as follows:

SECTION 1. AMENDMENT OF SECTION 2-6 OF THE CITY CHARTER.

Section 2-6 of the City Charter is hereby amended, by striking in their entirety, subparagraphs (a) and (b), and substituting in lieu thereof, the following new subparagraphs (a) and (b), which shall read as follows:

Section 2-6. (a) The City Council shall hold a monthly Work Session, with a Regular Business Meeting to immediately follow, on the Tuesday of the first full week of the month at 6:00pm. In order to efficiently and properly administratively handle the official business or policy of the City, additional work sessions may be called each month by the Mayor or by any two members of the City Council, in order to discuss or have presented official business or policy of the City, but at which meeting, no official action is to be taken. Actual notice of the work session shall be given in person, by telephone, or by electronic mail to each member of the Council at least 24 hours in advance of the meeting, except in the event of special circumstances which necessitate a meeting in under 24 hours' notice. Such notice may be waived, and attendance at the special meeting shall constitute a waiver of the notice. Only the business stated in the call may be transacted at a special meeting. The Mayor or Councilmembers calling a special meeting shall take all reasonably possible steps to inform the public of the meeting, which steps shall include at a minimum the posting of a written notice for at least 24 hours (except in the event of special circumstances) at the place of regular meetings and giving of written or oral notice at least 24 hours (except in the event of special circumstances) in advance of the special meeting to the legal organ in which notices of Sheriff's sales are published in

Habersham County, or at the option of the persons calling the special meeting, to a newspaper having a general circulation in Habersham County at least equal to that of the legal organ. When special circumstances occur and are so declared by the City Council, the City Council may hold a meeting with less than 24 hours' notice upon giving such notice of the meeting and subjects expected to be considered at the meeting as is reasonable under the circumstances including notice to the legal organ of Habersham County, or a newspaper having a general circulation in Habersham County at least equal to that of the legal organ, in which event the reason for holding the special meeting within 24 hours and the nature of the notice shall be recorded in the minutes. Any oral notice required or permitted by this subparagraph may be given by telephone. No provision of this home-rule ordinance shall be construed as a waiver by the City Council of, or a deletion of, the various exceptions to the "Open Meetings Act," being O.C.G.A. § 50-14-1, *et seq.*, as amended, and the general law, as amended, providing for said exceptions and which shall be in full force and effect.

SECTION 2. EFFECTIVE DATE.

This home-rule ordinance is hereby adopted and effective upon passage by the City Council of the City of Baldwin, Georgia, the public health, safety, and general welfare demanding it.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES.

The Charter and all ordinances, or any parts thereof, that are in conflict with this home-rule ordinance, are repealed to the extent of a conflict.

BALDWIN CITY COUNCIL

By: _____

Mayor Stephanie Almagno

Council Member Alice Venter

Council Member Maarten Venter

Council Member Erik Keith

Council Member Kerri Davis

Council Member Nancy Lehman

Attest:

Erin Gathercoal, City Clerk

**NOTICE OF PROPOSED
CHARTER AMENDMENT**

Pursuant to O.C.G.A. § 36-35-3(b)(1), notice is hereby given that the City Council of the City of Baldwin, Georgia will consider amending the Charter of the City of Baldwin, Georgia for the purpose of amending the meeting requirements within Section 2-6, subparagraphs (a) and (b). The proposed amendment will be considered at the City Council’s regular meeting on June 26th, 2025. Meetings of the City of Baldwin are held at 6:00 pm in the Baldwin Police Department located at 155 Willingham Avenue, Baldwin, Georgia 30511. A copy of the proposed amendment is on file in the office of the City Clerk and in the office of the Clerk of Superior Court of Habersham County for the purpose of examination and inspection by the public.

PASSED: _____

A RESOLUTION NO. 2025-06165R

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BALDWIN, GEORGIA TO ADOPT A BUDGET FOR THE GENERAL OPERATING FUND AND THE ENTERPRISE FUND FOR THE CITY FOR THE CALENDAR YEAR 2026 AND FOR THE FISCAL YEAR OF 2025-2026; TO ADOPT THE BUDGETS ATTACHED TO THIS RESOLUTION AND INCORPORATED BY REFERENCE HEREOF INTO THIS RESOLUTION AND WITH SAID BUDGET FOR THE GENERAL FUND AND THE ENTERPRISE FUND INDICATING THE SUM OF ESTIMATED REVENUES, AS WELL AS THE SUM OF EXPECTED EXPENDITURES; TO PROVIDE FOR A BALANCED BUDGET FOR THE 2026 FISCAL YEAR; TO PROVIDE THAT NOTHING CONTAINED WITHIN THIS BUDGET RESOLUTION, AS WELL AS THE ATTACHED PROPOSED BUDGET, SHALL PRECLUDE THE CITY COUNCIL OF THE CITY OF BALDWIN FROM AMENDING ITS BUDGET DURING THE 2026 FISCAL YEAR SO AS TO ADAPT TO CHANGING GOVERNMENTAL NEEDS DURING THE BUDGET PERIOD; AND FOR OTHER PURPOSES.

WHEREAS, pursuant to Section 1-3 of the Baldwin City Charter, the City has adopted a fiscal year beginning July 1 and ending June 30 of the following year;

WHEREAS, O.C.G.A. §36-81-3 provides that the governing authority of each local government shall adopt and operate under an annual balanced budget for the General Operating Fund and the Enterprise Fund of the entity;

WHEREAS, the City Council does hereby desire to adopt a General Operating Fund budget and Enterprise Fund budget by this resolution for the calendar year of 2026 and the fiscal year of 2026; and

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED BY THE ABOVE-REFERENCED AUTHORITY, as follows:

SECTION 1. BUDGET FOR THE GENERAL OPERATING FUND AND ENTERPRISE FUND OF THE CITY OF BALDWIN.

The City Council of the City of Baldwin, Georgia, as the governing authority of the City, does hereby adopt a balanced budget for the General Operating Fund and Enterprise Fund of the City for the calendar year of 2026 and the fiscal year of 2026, and being as more specifically described by the attached ledger sheets comprising the budgets, and which indicate the following:

(1) Administration, operation and maintenance expenses of each department or office of the City;

(2) Interest and debt redemption charges;

(3) Proposed capital expenditures, detailed by departments and offices when practicable;

(4) Cash deficits of the preceding year;

(5) Contingent expenses; and

(6) Such reserves as may be deemed advisable by the City Council;

and which are all incorporated by reference into this budget resolution and comprising the budget for the on-coming fiscal year.

SECTION 2. BALANCED BUDGET.

As indicated by the incorporated budget, the proposed budget for fiscal year 2026 is balanced in that the sum of estimated revenues and appropriated fund balances is equal to appropriations, and in accordance with O.C.G.A. § 36-81-3(b)(3).

SECTION 3. AMENDMENT TO THE BUDGET.

Nothing within this budget resolution shall preclude the City Council of the City of Baldwin, Georgia from amending its budget for the 2026 fiscal year so as to adapt to changing governmental needs during the budget period, being said fiscal year for the City of Baldwin. The City Council of the City of Baldwin retains full and complete authority to amend said budget at

any time during the budget period due to a change in anticipated revenues or through a transfer of appropriations among departments, so long as said budget amendments are approved by the City Council of the City of Baldwin. All changes in the budget, budget appropriations, or transfers of appropriations within the departments of the City of Baldwin, Georgia shall be in accordance with such policies as are adopted by the City Council of the City of Baldwin, Georgia.

SO RESOLVED this 26th day of June 2025.

BALDWIN CITY COUNCIL

By: _____
Mayor Stephanie Almagno

Council Member Erik Keith

Council Member Nancy Lehman

Council Member Kerri Davis

Council Member Maarten Venter

Council Member Alice Venter

Attest:

Erin Gathercoal
City Clerk

City of Baldwin**FY26 Budget PROPOSED GENERAL FUND****Operating Revenue****Account Description**

	FY25 Budget	FY26 Proposed	
100-0000-311200-13 PROP TAX-PRIOR YEARS	22,000.00	22,000.00	
100-0000-311200-14 PROPERTY TAX CURRENT YR	975,000.00	1,672,812.77	includes personal property line &
100-0000-311301-00 PERSONAL PROP TAX	125,000.00	-	anticipated def. -429,030.77
100-0000-311310-00 VEHICLE TAX	85,000.00	90,000.00	
100-0000-311350-00 RAILROAD EQ TAX	1,300.00	1,600.00	
100-0000-311600-00 REAL EST TRANSFER TX	2,200.00	3,000.00	
100-0000-311700-00 FRANCHISE TAX	145,600.00	150,000.00	
100-0000-311800-00 INTANGIBLE TAX	3,000.00	3,500.00	
100-0000-313100-00 LOST BANKS CO.	150,000.00	145,000.00	
100-0000-314200-00 ALCOHOL BEVERAGE TAX	60,000.00	50,000.00	
100-0000-314500-00 ENERGY EXCISE TAX	1,200.00	1,200.00	
100-0000-316100-00 LICENSES - BUS/OCCUP	23,000.00	23,000.00	
100-0000-316200-00 INSURANCE PREM TAX	325,000.00	345,000.00	
100-0000-321100-00 ALCOHOL BEV LICENSE	30,000.00	22,000.00	
100-0000-322210-00 ZONING FEES	2,500.00	1,250.00	
100-0000-341400-00 COPY/DUPLICATING SERVICES	200.00	200.00	
100-0000-341940-00 ABT WIRELESS COMMISSION	250.00	-	
100-0000-361001-00 PEN & INT PROPERTY TAX	4,500.00	5,500.00	
100-0000-389000-00 REVENUE - MISC.	2,000.00	2,500.00	
100-0000-389001-01 RETURNED ITEMS FEE	-	36.00	
100-1500-382910-00 COMMUNITY EVENTS PROCEEDS	25,000.00	-	
100-2650-351100-00 FINES & FORFEITURES	375,000.00	375,000.00	
100-2650-351100-02 CAP PROB FINE REVENUE	115,000.00	115,000.00	
100-3200-342120-00 ACCIDENT REPORTS	100.00	100.00	
100-3200-392100-00 SALE OF SURPLUS PROPERTY	-	500.00	
100-3290-346410-00 BACKGROUND CHECKS	300,000.00	300,000.00	

100-3500-331000-00 TRAINING FACILITY FEES	4,000.00	5,000.00
100-3500-342200-00 FIRE PROTECTION FEES	22,500.00	18,000.00
100-3500-342200-01 MEDICAL CALLS INSURANCE REIM.		4,000.00
100-3500-392100-00 SALE OF SURPLUS PROPERTY	10,000.00	3,000.00
100-4520-344110-00 GARBAGE COLLECTION FEES	290,000.00	298,700.00
100-4950-349100-00 CEMETERY REVENUE	1,200.00	800.00
100-6200-321001-00 PAVILION RENTAL	100.00	250.00
100-6200-371001-00 CITY PARK REVENUE	100.00	100.00
100-7200-322200-00 BUILDING PERMITS	65,000.00	45,000.00
100-7200-521300-00 PLAN REVIEW FEES	15,000.00	15,000.00
100-0000-391200-00 OPER TRANSFER IN	414,351.04	220,000.00
100-0000-132000-00 FUND BALANCE	348,479.00	-
505-0000-132000-00 FUND BALANCE	131,322.00	-
Total Revenue	4,074,902.04	3,939,048.77

City of Baldwin

FY26 Budget PROPOSED GENERAL FUND

Operating Expenditures

Account Description	FY25 Budget	FY26 Proposed	General Fund 55%	Water Fund 35%	Water Plant 10%	Grand Total
100-1100-511100-00 REGULAR PAY	29,250.00	19,500.00	10,725.00	6,825.00	1,950.00	19,500.00
100-1100-512200-00 FICA TAX	2,237.63	1,491.75	820.46	522.11	149.18	1,491.75
100-1100-512400-00 RETIREMENT	1,462.50	975.00	536.25	341.25	97.50	975.00
100-1100-523500-00 TRAVEL	3,500.00	3,500.00	1,925.00	1,225.00	350.00	3,500.00
100-1100-523600-00 DUES	200.00	200.00	110.00	70.00	20.00	200.00
100-1100-523700-00 TRAINING	3,000.00	3,000.00	1,650.00	1,050.00	300.00	3,000.00
100-1100-531101-00 OFFICE SUPPLIES	4,200.00	4,200.00	2,310.00	1,470.00	420.00	4,200.00
Total 1100 Mayor & Council	43,850.13	32,866.75	18,076.71	11,503.36	3,286.68	32,866.75
100-1400-521101-00 ELECTIONS EXPENSE	4,000.00	8,000.00	8,000.00			8,000.00
Total 1400 Elections	4,000.00	8,000.00	8,000.00			8,000.00
100-1500-511100-00 REGULAR PAY	282,174.40	238,347.20	131,090.96	83,421.52	23,834.72	238,347.20
100-1500-511100-00 REGULAR PAY- UB CLERKS (80% W&S)	83,718.10		-	-	-	-
100-1500-511300-00 OVERTIME PAY	-		-	-	-	-
100-1500-511300-01 OVERTIME PAY-UB CLERKS (80% W&S)	-		-	-	-	-
100-1500-511400-00 PERSONAL LEAVE	-		-	-	-	-
100-1500-511400-00 PERSONAL LEAVE -UB CLERKS (80% W&S)	-		-	-	-	-
100-1500-511600-00 HOLIDAY PAY	-		-	-	-	-
100-1500-511600-01 HOLIDAY PAY-UB CLERKS (80% W&S)	-		-	-	-	-
100-1500-512100-00 EMPLOYEE INSURANCE	42,000.00	41,475.00	22,811.25	14,516.25	4,147.50	41,475.00
100-1500-512100-00 EMPLOYEE INSURANCE (80% W&S)	21,000.00		-	-	-	-
100-1500-512200-00 FICA TAX	21,509.84	18,233.56	10,028.46	6,381.75	1,823.36	18,233.56
100-1500-512200-00 FICA TAX- UB CLERKS (80% W&S)	6,317.80		-	-	-	-
100-1500-512400-00 RETIREMENT - ER	14,058.72	11,917.36	6,554.55	4,171.08	1,191.74	11,917.36
100-1500-512400-00 RETIREMENT - ER- UB CLERKS (80% W&S)	4,129.28		-	-	-	-
100-1500-512600-00 UNEMPLOYMENT	1,000.00	550.00	302.50	192.50	55.00	550.00
100-1500-512700-00 WORKER'S COMP	500.00	500.00	275.00	175.00	50.00	500.00
100-1500-512800-01 ALCOHOL BACKGROUND CHECK	410.00	750.00	750.00			750.00
100-1500-521200-00 PROFESSIONAL SERVICES	1,000.00	1,000.00	550.00	350.00	100.00	1,000.00
100-1500-521220-00 DRUG SCREENS (CITYWIDE)	60.00	1,200.00	660.00	420.00	120.00	1,200.00
100-1500-521301-00 CONTRACT SVCS	500.00	500.00	275.00	175.00	50.00	500.00

100-1500-522200-00 REPAIRS & MAINT - VEHICLE	4,000.00	2,000.00	1,100.00	700.00	200.00	2,000.00
100-1500-522201-00 BUILDING MAINT&SUPPLIES	10,000.00	10,000.00	5,500.00	3,500.00	1,000.00	10,000.00
100-1500-522202-00 EQUIPMENT MAINT&REPAIR	2,000.00	2,000.00	1,100.00	700.00	200.00	2,000.00
100-1500-522320-00 EQUIPMENT LEASE	3,500.00	3,500.00	1,925.00	1,225.00	350.00	3,500.00
100-1500-523100-00 LIABILITY&CASUALTY INS	11,700.00	9,000.00	4,950.00	3,150.00	900.00	9,000.00
100-1500-523201-00 POSTAGE	3,000.00	4,000.00	2,200.00	1,400.00	400.00	4,000.00
100-1500-523300-00 LEGAL ADS	500.00	2,000.00	1,100.00	700.00	200.00	2,000.00
100-1500-523300-01 ANNEXATION/ ZONING EXPENSE	2,000.00	2,000.00	2,000.00	-	-	2,000.00
100-1500-523301-00 PROMOTION (YEARS OF SERVICE	1,000.00	1,500.00	825.00	525.00	150.00	1,500.00
100-1500-523400-00 PARTNERSHIPS	5,000.00	-	-	-	-	-
100-1500-523401-00 FI FA EXPENSES	800.00	1,500.00	1,500.00	-	-	1,500.00
100-1500-523500-00 TRAVEL	6,000.00	6,000.00	3,300.00	2,100.00	600.00	6,000.00
100-1500-523600-00 DUES	9,500.00	10,000.00	5,500.00	3,500.00	1,000.00	10,000.00
100-1500-523700-00 TRAINING	9,000.00	9,000.00	4,950.00	3,150.00	900.00	9,000.00
100-1500-523905-00 BANK CHARGES	2,500.00	2,500.00	1,375.00	875.00	250.00	2,500.00
100-1500-531101-00 OFFICE SUPPLIES	15,000.00	8,000.00	4,400.00	2,800.00	800.00	8,000.00
100-1500-531220-00 UTILITIES - GAS	3,500.00	3,500.00	1,925.00	1,225.00	350.00	3,500.00
100-1500-531230-00 UTILITIES - ELECTRICITY	5,500.00	7,500.00	4,125.00	2,625.00	750.00	7,500.00
100-1500-531270-00 GAS - VEHICLES	2,500.00	1,500.00	825.00	525.00	150.00	1,500.00
100-1500-531600-00 MACH & EQUIP<\$5,000	10,000.00	7,000.00	3,850.00	2,450.00	700.00	7,000.00
100-1500-531700-00 COMMUNITY EVENTS (removed)	15,000.00	-	-	-	-	-
100-1500-531700-02 COMMUNITY RELATIONS	7,500.00	4,000.00	4,000.00	-	-	4,000.00
100-1500-531702-00 UNIFORMS	1,200.00	1,500.00	825.00	525.00	150.00	1,500.00
100-1500-581200-00 LEASE PAYMENTS-PRINCIPAL	12,896.00	12,896.00	7,092.80	4,513.60	1,289.60	12,896.00
100-1500-582200-01 LEASE PAYMENTS-INTEREST	3,380.00	3,380.00	1,859.00	1,183.00	338.00	3,380.00
	625,354.14	428,749.12	239,524.52	147,174.69	42,049.91	428,749.12
Total Admin						
100-1510-521200-01 PROFESSIONAL SERVICES- FINAN	-	45,000.00	24,750.00	15,750.00	4,500.00	45,000.00
Total Finance	-	45,000.00	24,750.00	15,750.00	4,500.00	45,000.00
100-1512-521200-01 PROFESSIONAL SERVICES- AUDIT	42,000.00	42,000.00	23,100.00	14,700.00	4,200.00	42,000.00
Total Audit	42,000.00	42,000.00	23,100.00	14,700.00	4,200.00	42,000.00
100-1530-521201-00 LEGAL FEES	85,000.00	120,000.00	66,000.00	42,000.00	12,000.00	120,000.00
Total Legal	85,000.00	120,000.00	66,000.00	42,000.00	12,000.00	120,000.00
100-1535-521230-00 INTERNET EXPENSE	10,500.00	12,000.00	6,600.00	4,200.00	1,200.00	12,000.00

100-1535-522202-01 SOFTWARE SVC CONTRACTS	60,000.00	75,000.00	41,250.00	26,250.00	7,500.00	75,000.00
100-1535-522202-02 I.T. MAINTENANCE & REPAIR	33,180.00	38,000.00	20,900.00	13,300.00	3,800.00	38,000.00
100-1535-522202-03 I.T. SERVICES	30,600.00	34,000.00	18,700.00	11,900.00	3,400.00	34,000.00
100-1535-52300-01 TELEPHONE	34,050.00	54,000.00	29,700.00	18,900.00	5,400.00	54,000.00
100-1535-523200-01 WEBSITE	3,000.00	500.00	275.00	175.00	50.00	500.00
100-1535-531600-00 MACH & EQUIP<\$5,000	10,000.00	10,000.00	5,500.00	3,500.00	1,000.00	10,000.00
Total IT	181,330.00	223,500.00	122,925.00	78,225.00	22,350.00	223,500.00

100-3910-521200-00 ANIMAL CONTROL	19,000.00	-
Total Animal Control	19,000.00	-

Gen Admin Total **1,000,534.27** **900,115.87** **100,418.40**

100-2650-511100-00 REGULAR PAY	76,896.00	70,600.00	
100-2650-512100-00 EMPLOYEE INSURANCE	10,500.00	13,825.00	
100-2650-512200-00 FICA TAX	5,882.54	5,400.90	
100-2650-512300-00 RETIREMENT - ER	2,932.80	3,120.00	
100-2650-512600-00 UNEMPLOYMENT	150.00	150.00	
100-2650-512700-00 WORKERS COMP	1,288.48	1,400.00	
100-2650-521100-00 COURT SECURITY	16,000.00	17,597.42	
100-2650-521102-00 FINES ASSESSMENT	114,739.45	115,000.00	
100-2650-521102-01 REFUND- FINES ASSESSMENT		5,000.00	
100-2650-521104-00 COURT EXPENSE	1,200.00	1,500.00	
100-2650-521205-00 JUDGE, SOLICITOR, INTERPR	30,000.00	31,200.00	
100-2650-521301-00 CONTRACT SERVICES	-	-	
100-2650-522202-01 SOFTWARE SERV CONTRACTS	18,000.00	18,000.00	
100-2650-522320-00 EQUIPMENT LEASE	1,500.00	1,500.00	
100-2650-523201-00 POSTAGE	500.00	500.00	
100-2650-523500-00 TRAVEL	2,600.00	2,600.00	
100-2650-523600-00 DUES	350.00	360.00	
100-2650-523700-00 TRAINING	600.00	600.00	
100-2650-531101-00 OFFICE SUPPLIES	4,000.00	2,000.00	
100-2650-531230-00 UTILITIES ELECTRIC	4,615.00	-	Moved to PD
100-2650-531230-01 UTILITIES GAS	580.00	-	Moved to PD
100-2650-531600-00 MACH & EQUIPMENT<\$5000	5,000.00	-	
Total Court	297,334.27	290,353.32	6,980.95
100-3200-511100-00 REGULAR PAY FULL TIME	\$617,370.52	\$579,111.00	

100-3200-511300-00 OVERTIME PAY	35,000.00	33,052.50	
100-3200-511400-00 PERSONAL LEAVE	-	25,343.22	
100-3200-511600-00 HOLIDAY PAY	-	3,360.00	
100-3200-512100-00 EMPLOYEE INSURANCE	105,000.00	138,250.00	
100-3200-512200-00 FICA	47,228.84	52,002.44	
100-3200-512400-00 RETIREMENT - ER	28,767.53	27,618.61	
100-3200-512600-00 UNEMPLOYMENT	1,548.00	1,548.00	
100-3200-512700-00 WORKERS COMP	16,000.00	10,005.00	
100-3200-522111-00 GARBAGE DISPOSAL	700.00	1,000.00	
100-3200-522200-00 REPAIRS & MAINT - VEHICLES	12,000.00	20,527.04	includes EFM Management Fee
100-3200-522201-00 BUILDING MAINT&SUPPLIES	6,000.00	8,000.00	
100-3200-522201-01 BUILDING MAINT & SUPP - TRNG F	5,000.00	-	
100-3200-522202-00 EQUIPMENT MAINT&REPAIR	5,000.00	5,000.00	
100-3200-522202-01 SOFTWARE SVC CONTRACTS	69,699.83	76,384.96	
100-3200-522204-00 911 COUNTY SERVICE/RADIOS	2,000.00	24,543.02	
100-3200-523100-00 LIABILITY&CASUALTY INS	20,000.00	32,396.00	
100-3200-523201-00 POSTAGE	108.00	110.00	
100-3200-523500-00 TRAVEL	6,000.00	3,000.00	
100-3200-523600-00 DUES	4,800.00	5,000.00	
100-3200-523700-00 TRAINING	7,000.00	4,000.00	
100-3200-523800-00 INVESTIGATION SUPPLIES	2,500.00	3,000.00	
100-3200-531101-00 OFFICE SUPPLIES	6,000.00	6,000.00	
100-3200-531230-00 UTILITIES - ELECTRICITY	4,800.00	14,000.00	
100-3200-531230-01 UTILITIES - GAS	500.00	1,500.00	
100-3200-531270-00 GAS - VEHICLES	50,000.00	45,000.00	
100-3200-531600-00 MACH & EQUIP < \$5,000	12,000.00	12,000.00	
100-3200-531700-02 COMMUNITY RELATIONS	5,000.00	4,000.00	
100-3200-531701-00 UNIFORMS & CLEANING	9,000.00	10,000.00	
100-3200-531703-00 DRUG TEST KITS/BATTERIES	1,000.00	1,000.00	
100-3220-531703-00 K-9 UNIT	4,500.00	4,500.00	
100-3220-511600-09 K9 Supplemental	-	14,061.06	
100-3200-581200-01 LEASE PAYMENT- PRINCIPAL	99,700.00	117,198.96	vehicle lease program
100-3200-582200-01 LEASE PAYMENT- INTEREST	-	19,274.88	vehicle lease program
BILINGUAL SERVICES INCENTIVE	10,000.00	3,000.00	
Total PD	\$1,194,222.72	\$1,304,786.69	(\$110,563.97)

100-3290-511100-00 REGULAR PAY	125,583.20	112,004.48
100-3290-511300-00 OVERTIME PAY	8,000.00	7,524.45

100-3290-511400-00 PERSONAL LEAVE	-	4,739.54	
100-3290-511600-00 HOLIDAY PAY	-	4,430.72	
100-3290-512100-00 EMPLOYEE INSURANCE	21,000.00	27,650.00	
100-3290-512200-00 FICA TAX	9,607.11	10,150.74	
100-3290-512400-00 RETIREMENT - ER	4,413.40	4,748.53	
100-3290-512600-00 UNEMPLOYMENT	800.00	800.00	
100-3290-512700-00 WORKERS COMP	1,200.00	2,000.00	
100-3290-521204-00 CONTRACT SERVICES	1,200.00	2,500.00	
100-3290-522202-01 SOFTWARE SVC CONTRACTS	2,500.00	2,500.00	
100-3290-522320-00 EQUIPMENT LEASE	4,500.00	4,500.00	
100-3290-523201-00 POSTAGE	150.00	150.00	
100-3290-523500-00 TRAVEL	1,200.00	1,500.00	
100-3290-523600-00 DUES	800.00	400.00	
100-3290-523700-00 TRAINING	800.00	1,500.00	
100-3290-531101-00 OFFICE SUPPLIES	8,000.00	8,000.00	
100-3290-531600-00 MACHINERY & EQUIP < \$5,000	3,000.00	4,600.00	
100-3290-531701-00 UNIFORMS	1,500.00	1,500.00	
Total GCIC	194,253.71	201,198.46	(6,944.75)
100-3500-511100-00 REGULAR PAY	614,729.60	572,931.44	
100-3500-511300-00 OVERTIME	33,699.60	40,345.29	
100-3500-511400-00 PERSONAL LEAVE		29,707.93	
100-3500-512100-00 EMPLOYEE INSURANCE	115,503.00	138,250.00	
100-3500-512200-00 FICA	49,604.83	51,365.06	
100-3500-512400-00 RETIREMENT - ER	31,421.46	21,412.74	3 ineligible
100-3500-512600-00 UNEMPLOYMENT	1,500.00	1,500.00	
100-3500-512700-00 WORKERS COMP	8,200.00	10,000.00	
100-3500-522111-00 GARBAGE DISPOSAL	600.00	750.00	
100-3500-522200-00 REPAIRS & MAINT - VEHICLES	48,650.00	39,850.00	
100-3500-522201-00 BUILDING MAINT&SUPPLIES	12,845.00	4,600.00	
100-3500-522201-01 BUILDING MAINT&SUPP-TRNG FA	8,500.00	7,500.00	
100-3500-522202-00 EQUIPMENT MAINT&REPAIR	14,250.00	17,100.00	
100-3500-522202-01 SOFTWARE SVC CONTRACTS	3,900.00	6,120.00	
100-3500-522204-00 911 COUNTY SERVICE/RADIOS	-	23,293.98	
100-3500-523100-00 LIABILITY&CASUALTY INS	9,000.00	19,124.55	
100-3500-523201-00 POSTAGE	300.00	-	
100-3500-523500-00 TRAVEL	1,500.00	2,500.00	
100-3500-523600-00 DUES	5,700.00	5,925.00	
100-3500-523700-00 TRAINING	5,900.00	2,900.00	

100-3500-523904-00 MEDICAL SHOTS	3,800.00	3,806.00	
100-3500-531101-00 OFFICE SUPPLIES	6,200.00	1,600.00	
100-3500-531230-00 UTILITIES - ELECTRICITY	12,000.00	12,000.00	
100-3500-531230-01 UTILITIES - GAS	3,500.00	3,500.00	
100-3500-531270-00 GAS - VEHICLES	18,000.00	18,000.00	
100-3500-531600-00 MACH & EQUIP < \$5,000	29,920.00	11,390.00	
100-3500-531700-02 COMMUNITY RELATIONS	7,500.00	6,500.00	
100-3500-531701-00 UNIFORMS & CLEANING	10,200.00	12,500.00	
100-3500-531703-00 SUPPLIES	4,500.00	2,500.00	
100-3500-531704-00 EMERGENCY WEATHER EXPENSE	500.00	750.00	
100-3500-542100-00 MACH & EQUIP >\$5,000	10,300.00		
100-3500-			
100-3500-			
Total FD	1,072,223.49	1,067,721.99	4,501.50

100-4200-511100-00 REGULAR PAY	163,407.86	74,311.68	
100-4200-511300-00 OVERTIME PAY	4,200.00	2,164.80	
100-4200-511400-00 HOLIDAY PAY	-	4,408.32	
100-4200-511400-00 PERSONAL LEAVE	-	6,144.94	
100-4200-512100-00 EMPLOYEE INSURANCE	42,000.00	27,650.00	
100-4200-512200-00 FICA	12,500.70	7,032.36	
100-4200-512400-00 RETIREMENT - ER	6,376.32	2,100.12	
100-4200-512600-00 UNEMPLOYMENT	300.00	300.00	
100-4200-512700-00 WORKERS COMP	1,200.00	1,000.00	
100-4200-521202-00 ENGINEERING	6,000.00	-	
100-4200-522200-00 REPAIRS & MAINT - VEHICLES	18,000.00	10,000.00	
100-4200-522201-00 BUILDING MAINT&SUPPLIES	1,800.00	1,800.00	
100-4200-522202-00 EQUIPMENT MAINT&REPAIR	15,000.00	8,000.00	
100-4200-522205-00 STREET PAVING & REPAIRS	8,500.00	8,500.00	
100-4200-523100-00 LIABILITY&CASUALTY INS	13,612.50	5,000.00	
100-4200-523700-00 TRAINING	500.00	-	
100-4200-523901-00 ARBORIST SERVICES/MISC	3,000.00	4,000.00	
100-4200-523902-00 SAFETY TRAINING & EQUIP	3,500.00	1,500.00	
100-4200-531101-00 OFFICE SUPPLIES	500.00	500.00	
100-4200-531230-01 UTILITIES - ELECTRICITY	51,660.00	52,000.00	
100-4200-531270-00 GAS - VEHICLES	13,000.00	11,000.00	
100-4200-531600-00 MACH & EQUIP < \$5,000	2,500.00	-	

100-4200-531701-00 UNIFORMS	8,000.00	8,000.00	
100-4200-531703-00 SUPPLIES	18,000.00	18,000.00	
100-4200-531705-00 SIGNS & PROJECTS	3,500.00	2,000.00	
100-4200-542100-00 MACH.&EQUIP >\$5,000	10,600.00	22,210.00	
100-4200-531706-00 STORM DRAINAGE	-	2,000.00	
100-4200-542200-00 VEHICLE PURCHASES	-		
100-4200-541300-00 BUILDING & IMPROVEMENTS	-		
Total Streets	407,657.38	279,622.22	128,035.16
100-4520-522111-00 GARBAGE CONTRACTORS	215,000.00	221,450.00	
Total Garbage	215,000.00	221,450.00	(6,450.00)
100-4950-522207-00 CEMETERY EXPENSE	500.00	500.00	
Total Cemetery	500.00	500.00	
100-6200-522208-00 CITY PARK EXPENDITURES	6,500.00	6,500.00	
Total Park	6,500.00	6,500.00	
100-7450-511100-00 REGULAR PAY	55,596.00	42,631.04	
100-7450-512100-00 EMPLOYEE INSURANCE	10,500.00	13,825.00	
100-7450-511300-00 OVERTIME PAY		922.50	
100-7450-511400-00 HOLIDAY PAY		2,528.96	
100-7450-511600-00 PERSONAL LEAVE		4,739.54	
100-7450-512200-00 FICA TAX	4,253.09	3,261.27	
100-7450-512400-00 RETIREMENT	2,779.80	2,131.55	
100-7450-521210-00 BUILDING INSPECTION FEES	25,000.00	25,000.00	
100-7450-523500-00 TRAVEL	1,500.00	1,500.00	
100-7450-522200-00 VEHICLE MAINTENANCE	-	2,000.00	
100-7450-531270-00 GAS- VEHICLES	-	1,500.00	
100-7450-523700-00 TRAINING	1,000.00	1,000.00	
100-7450-531101-00 OFFICE SUPPLIES	2,000.00	2,000.00	
100-7450-531102-00 CODE ENF SUPPLIES	2,000.00	6,500.00	Includes Axon Contract
Total Code Enforcement	104,628.89	109,539.86	(4,910.97)
Totals Before Allocation	4,492,854.73	4,336,788.41	
Allocations	418,202.69	397,739.64	
Total After Allocation	4,074,652.04	3,939,048.77	
Total Revenue	4,074,902.04	3,939,048.77	

Operational Deficit



111,066.32 Reduction Total from FY25

DRAFT

City of Baldwin

FY25 Budget PROPOSED ENTERPRISE FUND

Operating Revenue

Account Description

Account Description-Revenue	FY25 BUDGET	FY26 PROPOSED	Broken out 10% to Baldwin Restricted Reserve per our DOC contract
505-4300-344255-00 REVENUE - SEWER SERVICE 90%	720,000.00	832,500.00	
505-4300-344255-05 SEWER REVENUE - LACI	275,000.00	292,500.00	
505-4300-344255-21 DEBT SERVICE PRISON	153,184.00	77,571.54	6 months to contract end
505-4300-344255-19 LEE ARRENDALE 10% RES	30,552.50	32,500.00	
505-4300-344255-20 BALDWIN 10% RES	80,000.00	92,500.00	
505-4300-344255-22 FOGIS	4,800.00	4,000.00	
505-4400-344210-00 REVENUE - WATER SALES	1,500,000.00	1,545,000.00	
505-4400-344210-01 REVENUE - CONNECT FEES	50,000.00	15,000.00	
505-4400-344210-02 REVENUE - LATE CHARGES	70,000.00	70,000.00	
505-4400-344210-03 REVENUE-RECONNECT FEES	20,000.00	20,000.00	
505-4400-361000-00 INTEREST INCOME	-	3,500.00	
505-4400-344210-06 SYSTEM SERVICE FEE-ADMIN	115,260.00	115,500.00	
505-4400-344500-00 PUBLIC NOTIFICATION SYSTEM	-	5,000.00	
505-4400-389001-01 BAD CHECK CHARGE	250.00	250.00	
505-4400-112900-00 LEASED PROPERTY COLLECTIONS (IPR)	90,000.00	90,000.00	
505-0000-132000-00 ENTERPRISE FUND BALANCE			
580-4700-344210-01 REVENUE - WATER SALES - BALDWIN	600,000.00	600,000.00	
580-4700-344210-02 REVENUE - WATER SALES - DEMOREST	1,425,000.00	1,460,625.00	2.50%
580-4700-361000-00 INTEREST INCOME	3,200.00	4,000.00	
580-0000-132000-00 ENTERPRISE FUND BALANCE	0.00		
Total Water Revenue	3,873,710.00	3,928,875.00	
Total Sewer Revenue	1,263,536.50	1,331,571.54	
Total Restricted Revenue		125,000.00	
	5,137,246.50	5,135,446.54	

Restricted Revenue- per DOC Contract this cannot be used on general operating and instead will be used on WWTP projects or debt service

505-4300-344255-19 LEE ARRENDALE 10% RESERVE	32,500.00
505-4300-344255-20 BALDWIN 10% RES	92,500.00
Total Restricted Revenue	125,000.00

City of Baldwin

FY26 Budget PROPOSED ENTERPRISE FUND

Operating Expenses

Account Description

Account Description	FY25 BUDGET	FY26 PROPOSED
505-1100-511505-00 REGULAR PAY	10,237.50	6,825.00
505-1100-512200-00 FICA TAX	783.17	522.11
505-1100-512400-00 RETIREMENT	511.88	341.25
505-1100-523500-00 TRAVEL	1,225.00	1,225.00
505-1100-523600-00 DUES	70.00	70.00
505-1100-523700-00 TRAINING	1,050.00	1,050.00
505-1100-531101-00 OFFICE SUPPLIES	1,470.00	1,470.00
505-1500-511100-00 REGULAR PAY	98,761.04	83,421.52
505-1500-511100-00 REGULAR PAY- UB CLERKS (80% W&S, 20% GF)	66,974.48	-
505-1500-511300-00 OVERTIME PAY	-	-
505-1500-511300-01 OVERTIME PAY-UB CLERKS (80%W/S, 20% GF	-	-
505-1500-511400-00 PERSONAL LEAVE	-	-
505-1500-511400-00 PERSONAL LEAVE -UB CLERKS (80% WS, 20% GF)	-	-
505-1500-511600-00 HOLIDAY PAY	-	-
505-1500-511600-01 HOLIDAY PAY-UB CLERKS (80% WS, 20% GF)	-	-
505-1500-512100-00 EMPLOYEE INSURANCE	14,700.00	14,516.25
505-1500-512100-00 EMPLOYEE INSURANCE (80% W&S, 20% GF)	16,800.00	-
505-1500-512200-00 FICA TAX	7,528.44	6,381.75
505-1500-512200-00 FICA TAX- UB CLERKS (80% W&S, 20% GF)	5,054.24	-
505-1500-512400-00 RETIREMENT - ER	4,920.55	4,171.08
505-1500-512400-00 RETIREMENT - ER- UB CLERKS (80% W&S, 20% GF)	3,303.42	-
505-1500-512600-00 UNEMPLOYMENT	350.00	192.50
505-1500-512700-00 WORKER'S COMP	175.00	175.00
505-1500-521200-00 PROFESSIONAL SERVICES	350.00	350.00
505-1500-521220-00 DRUG SCREENS (CITYWIDE)	21.00	420.00
505-1500-521301-00 CONTRACT SERVICES	175.00	175.00
505-1500-522200-00 REPAIRS & MAINT - VEHICLE	1,400.00	700.00
505-1500-522201-00 BUILDING MAINT&SUPPLIES	3,500.00	3,500.00
505-1500-522202-00 EQUIPMENT MAINT&REPAIR	700.00	700.00
505-1500-522320-00 EQUIPMENT LEASE	1,225.00	1,225.00
505-1500-523505-00 LIABILITY&CASUALTY INS	4,095.00	3,150.00
505-1500-523201-00 POSTAGE	1,050.00	1,400.00
505-1500-523300-00 LEGAL ADS	-	700.00
505-1500-523301-00 PROMOTION	350.00	525.00

505-1500-523400-00 PARTNERSHIPS	1,750.00	-
505-1500-523500-00 TRAVEL	2,100.00	2,100.00
505-1500-523600-00 DUES	3,325.00	3,500.00
505-1500-523700-00 TRAINING	3,150.00	3,150.00
505-1500-523905-00 BANK CHARGES	875.00	875.00
505-1500-531101-00 OFFICE SUPPLIES	5,250.00	2,800.00
505-1500-531220-00 UTILITIES - GAS	1,225.00	1,225.00
505-1500-531230-00 UTILITIES - ELECTRICITY	1,925.00	2,625.00
505-1500-531270-00 GAS - VEHICLES	875.00	525.00
505-1500-531600-00 MACH & EQUIP<\$5,000	3,500.00	2,450.00
505-1500-531702-00 UNIFORMS	420.00	525.00
505-1500-581200-00 LEASE PAYMENTS-PRINCIPAL	4,513.60	4,513.60
505-1500-582200-01 LEASE PAYMENTS-INTEREST	1,183.00	1,183.00
505-1510-521200-01 PROFESSIONAL SERVICES- FINANCE		15,750.00
505-1512-521200-01 PROFESSIONAL SERVICES- AUDIT	14,700.00	14,700.00
505-1530-521201-00 LEGAL FEES	29,750.00	42,000.00
505-1535-521230-00 INTERNET EXPENSE	3,675.00	4,200.00
505-1535-522202-01 SOFTWARE SVC CONTRACT	21,000.00	26,250.00
505-1535-522202-02 I.T. MAINTENANCE & REPAIR	11,613.00	13,300.00
505-1535-522202-03 I.T. SERVICES	10,710.00	11,900.00
505-1535-52300-01 TELEPHONE	11,917.50	18,900.00
505-1535-523200-01 WEBSITE	1,050.00	175.00
505-1535-531600-00 MACH & EQUIP<\$5,000	3,500.00	3,500.00
Total	384,787.82	309,353.05
505-4300-511505-00 REGULAR PAY	89,210.00	75,199.04
505-4300-511300-00 OVERTIME PAY	5,100.00	2,190.65
505-4300-511500-00 PERSONAL LEAVE	-	2,777.88
505-4300-511600-00 HOLIDAY PAY	-	4,460.96
505-4300-512505-00 EMPLOYEE INSURANCE	21,000.00	27,650.00
505-4300-512200-00 FICA	5,981.00	5,844.13
505-4300-512400-00 RETIREMENT - ER	4,461.00	-
505-4300-512600-00 UNEMPLOYMENT	600.00	600.00
505-4300-512700-00 WORKERS COMP	5,565.00	1,200.00
505-4300-521202-01 ENGINEERING	25,000.00	25,000.00
505-4300-521204-01 CONTRACT SERVICES	81,500.00	81,500.00
505-4300-521300-00 LAB TESTING	30,000.00	37,500.00
505-4300-522110-00 LANDFILL TIPPING FEES	65,000.00	70,000.00

not enrolled

505-4300-522111-00 WWTP GARBAGE DUMPSTERS	25,000.00	25,000.00
505-4300-522200-00 REPAIRS & MAINT - VEHICLES	1,500.00	2,500.00
505-4300-522201-00 BUILDING MAINT&SUPP	5,000.00	5,000.00
505-4300-522202-00 EQUIPMENT MAINT&REPAIR	75,000.00	85,000.00
505-4300-522203-00 GROUND/EROSION CONTROL	1,500.00	1,500.00
505-4300-523505-00 LIABILITY&CASUALTY INS	13,000.00	15,030.00
505-4300-523201-00 POSTAGE	750.00	750.00
505-4300-523300-00 LEGAL ADS	250.00	250.00
505-4300-523500-00 TRAVEL	2,500.00	2,500.00
505-4300-523600-00 DUES	500.00	500.00
505-4300-523700-00 TRAINING	2,000.00	2,000.00
505-4300-523903-00 FINES FROM EPD	2,500.00	2,500.00
505-4300-523904-00 MEDICAL SHOTS	250.00	250.00
505-4300-531101-00 OFFICE SUPPLIES	2,500.00	2,500.00
505-4300-531230-00 UTILITIES - ELECT @ WWTP	80,000.00	80,000.00
505-4300-531270-00 GAS - VEHICLES	2,000.00	3,000.00
505-4300-531600-00 MACH & EQUIP < \$5,000	17,500.00	18,000.00
505-4300-531701-00 UNIFORMS	1,000.00	1,000.00
505-4300-531702-00 SUPPLIES-LAB	3,000.00	3,000.00
505-4300-531703-00 CHEMICALS	170,000.00	170,000.00
505-4300-582505-13 PRINCIPAL 2021 BOND	59,565.62	60,860.53
505-4300-582101-13 INTEREST EXP BOND	44,247.55	42,460.58
	842,980.17	857,523.77
505-4400-511505-00 REGULAR PAY	360,014.00	416,812.16
505-4400-511300-00 OVERTIME PAY	12,000.00	11,030.25
505-4400-511500-00 PERSONAL LEAVE	-	26,526.44
505-4400-511600-00 HOLIDAY PAY	-	19,109.44
505-4400-512505-00 EMPLOYEE INSURANCE	73,500.00	124,425.00
505-4400-512200-00 FICA TAX	27,541.07	37,444.84
505-4400-512400-00 RETIREMENT - ER	18,000.70	24,473.75
505-4400-512600-00 UNEMPLOYMENT	2,000.00	2,000.00
505-4400-512700-00 WORKERS COMP	10,000.00	14,000.00
505-4400-521200-00 PROFESSIONAL SERVICES	25,000.00	20,000.00
505-4400-521202-00 ENGINEERING	20,000.00	5,000.00
505-4400-521300-00 LAB TESTING	800.00	800.00
505-4400-521300-01 UTILITIES PROTECTION	3,000.00	3,000.00
505-4400-521301-00 CONTRACT SVCS	57,950.00	63,680.00
505-4400-522111-00 GARBAGE DISPOSAL	5,400.00	3,000.00
505-4400-522200-00 REPAIRS & MAINT - VEHICLES	23,000.00	13,000.00
505-4400-522201-00 BUILDING MAINT&SUPPLIES	10,000.00	10,000.00
505-4400-522202-00 EQUIPMENT MAINT&REPAIR	24,000.00	10,000.00

505-4400-522202-01 HYDRANT MAINTENANCE	15,000.00	10,000.00	
505-4400-522202-01 SOFTWARE SVC CONTRACTS	7,800.00	13,400.00	*includes Everbridge
505-4400-522202-05 MACHINERY EQUIPMENT/REPAIR	70,000.00	50,000.00	
505-4400-522205-00 ST REPAIRS/ WATER BREAKS	4,525.00	5,000.00	
505-4400-523505-00 LIABILITY&CASUALTY INS	14,850.00	25,090.00	
505-4400-523300-00 LEGAL ADS	100.00	200.00	
505-4400-523400-00 UTILITY BILL PRINT/MAIL	18,500.00	26,000.00	
505-4400-523500-00 TRAVEL	13,435.00	3,000.00	
505-4400-523600-00 DUES	2,700.00	1,000.00	
505-4400-523700-00 TRAINING	8,175.00	2,500.00	
505-4400-523902-00 SAFETY EQUIPMENT	5,500.00	5,500.00	
505-4400-523903-00 EPD FINES	3,000.00	3,000.00	
505-4400-523904-00 MEDICAL SHOTS	500.00	500.00	
505-4400-523905-00 BANK CHARGES	800.00	800.00	
505-4400-531101-00 OFFICE SUPPLIES	3,000.00	5,000.00	
505-4400-531230-00 UTILITIES - ELECTRICITY	97,850.00	85,000.00	
505-4400-531230-01 UTILITIES - GAS	3,000.00	2,000.00	
505-4400-531270-00 GAS - VEHICLES	45,500.00	40,000.00	
505-4400-531510-00 WATER PURCHASE FR PLANT BALDWIN	600,000.00	600,000.00	
505-4400-531510-01 WATER PURCH. FR CORNELIA/ DEMOREST	5,000.00	2,500.00	
505-4400-531600-00 MACH & EQUIP < \$ 5,000	2,500.00	6,200.00	
505-4400-531701-00 UNIFORMS	16,000.00	16,000.00	
505-4400-531703-00 SUPPLIES	65,000.00	65,000.00	
505-4400-531703-01 SUPPLIES WATER METERS	40,000.00	40,000.00	
505-4400-541300-00 BLDGS & IMPROVEMENTS	35,000.00	10,000.00	
505-4400-541400-00 INFRASTRUCTURE	20,000.00	20,000.00	
505-4400-542100-00 MACH & EQUIP >\$5,000	-	69,200.53	
505-4400-542200-00 VEHICLE PURCHASES	-	90,000.00	
505-4400-582505-00 GEFA DEBT SERVICE- PRINCIPAL	114,539.47	116,194.10	
505-4400-582505-00 GEFA DEBT SERVICE- INTEREST	37,633.01	35,978.38	
505-4400-582505-13 PRINCIPAL 2021 BOND	25,430.70	25,983.54	
505-4400-582101-13 INTEREST EXP 2021 BOND	18,890.87	18,127.94	
505-0000-579000-00 CONTINGENCY	-		
505-0000-611000-00 TRANSFER OUT TO GEN FUND	289,500.00	120,000.00	
Total Public Works Expenses	2,255,934.82	2,317,476.37	

580-1100-511580-00 REGULAR PAY	2,925.00	1,950.00
580-1100-512200-00 FICA TAX	223.76	149.18
580-1100-512400-00 RETIREMENT	146.25	97.50
580-1100-523500-00 TRAVEL	350.00	350.00
580-1100-523600-00 DUES	20.00	20.00
580-1100-523700-00 TRAINING	300.00	300.00

580-1100-531101-00 OFFICE SUPPLIES	420.00	420.00
580-1500-511580-00 REGULAR PAY	28,217.44	23,834.72
580-1500-511300-00 OVERTIME PAY		-
580-1500-511400-00 PERSONAL LEAVE		-
580-1500-511600-00 HOLIDAY PAY		-
580-1500-512580-00 EMPLOYEE INSURANCE	4,200.00	4,147.50
580-1500-512200-00 FICA TAX	2,150.98	1,823.36
580-1500-512400-00 RETIREMENT - ER	1,405.87	1,191.74
580-1500-512600-00 UNEMPLOYMENT	100.00	55.00
580-1500-512700-00 WORKER'S COMP	50.00	50.00
580-1500-521200-00 PROFESSIONAL SERVICES	100.00	100.00
580-1500-521220-00 DRUG SCREENS (CITYWIDE)	6.00	120.00
580-1500-521301-00 CONTRACT SVCS	50.00	50.00
580-1500-522200-00 REPAIRS & MAINT - VEHICLE	400.00	200.00
580-1500-522201-00 BUILDING MAINT&SUPPLIES	1,000.00	1,000.00
580-1500-522202-00 EQUIPMENT MAINT&REPAIR	200.00	200.00
580-1500-522320-00 EQUIPMENT LEASE	350.00	350.00
580-1500-523580-00 LIABILITY&CASUALTY INS	1,170.00	900.00
580-1500-523200-00 TELEPHONE	-	400.00
580-1500-523201-00 POSTAGE	300.00	200.00
580-1500-523301-00 PROMOTION	100.00	150.00
580-1500-523400-00 PARTNERSHIPS	500.00	-
580-1500-523500-00 TRAVEL	600.00	600.00
580-1500-523600-00 DUES	950.00	1,000.00
580-1500-523700-00 TRAINING	900.00	900.00
580-1500-523905-00 BANK CHARGES	250.00	250.00
580-1500-531101-00 OFFICE SUPPLIES	1,500.00	800.00
580-1500-531220-00 UTILITIES - GAS	350.00	350.00
580-1500-531230-00 UTILITIES - ELECTRICITY	550.00	750.00
580-1500-531270-00 GAS - VEHICLES	250.00	150.00
580-1500-531600-00 MACH & EQUIP<\$5,000	1,000.00	700.00
580-1500-531702-00 UNIFORMS	120.00	150.00
100-1500-581200-00 LEASE PAYMENTS-PRINCIPAL	1,289.60	1,289.60
100-1500-582200-01 LEASE PAYMENTS-INTEREST	338.00	338.00
580-1512-521200-01 PROFESSIONAL SERVICES- FINANCE		4,500.00
580-1512-521200-01 PROFESSIONAL SERVICES- AUDIT	4,200.00	4,200.00

580-1530-521201-00	LEGAL FEES	8,500.00	12,000.00
580-1535-521230-00	INTERNET EXPENSE	1,050.00	1,200.00
580-1535-522202-01	SOFTWARE SVC CONTRACT	6,000.00	7,500.00
580-1535-522202-02	I.T. MAINTENANCE & REPAIR	3,318.00	3,800.00
580-1535-522202-03	I.T. SERVICES	3,060.00	3,400.00
580-1535-523200-01	TELEPHONE	3,405.00	5,400.00
580-1535-523200-01	WEBSITE	300.00	50.00
100-1535-531600-00	MACH & EQUIP<\$5,000	1,000.00	1,000.00
Total General Administration		83,615.90	88,386.59
580-4700-511580-00	REGULAR PAY	253,740.00	222,972.80
580-4700-511300-00	OVERTIME	7,500.00	7,086.00
580-4700-511500-00	PERSONAL LEAVE	0.00	22,386.84
580-4700-512580-00	EMPLOYEE INSURANCE	52,500.00	69,125.00
580-4700-512200-00	FICA	19,411.11	21,122.46
580-4700-512400-00	RETIREMENT - ER	5,479.80	13,805.54
580-4700-512600-00	UNEMPLOYMENT	1,500.00	1,500.00
580-4700-512700-00	WORKERS COMP	14,000.00	10,000.00
580-4700-521201-00	LEGAL AND PROFESSIONAL	10,000.00	10,000.00
580-4700-521202-00	ENGINEERING	25,000.00	25,000.00
580-4700-521204-01	CONTRACT SERVICES	87,500.00	87,500.00
580-4700-521300-00	LAB TESTING	8,000.00	8,500.00
580-4700-522111-00	GARBAGE DISPOSAL	1,000.00	1,000.00
580-4700-522200-00	REPAIRS & MAINT - VEHICLES	1,500.00	2,000.00
580-4700-522201-00	BUILDING MAINT/SUPPLIES	40,000.00	40,000.00
580-4700-522202-00	EQUIPMENT MAINT&REPAIR	100,000.00	115,000.00
580-4700-522203-00	GROUND/EROSION CONTROL	2,500.00	2,500.00
580-4700-523580-00	LIABILITY&CASUALTY INS	15,000.00	15,030.00
580-4700-523201-00	POSTAGE	2,500.00	3,000.00
580-4700-523300-00	LEGAL ADS	250.00	250.00
580-4700-523500-00	TRAVEL	3,500.00	3,500.00
580-4700-523600-00	DUES	750.00	750.00
580-4700-523700-00	TRAINING	3,500.00	3,500.00
580-4700-531101-00	OFFICE SUPPLIES	2,500.00	2,500.00
580-4700-531230-00	UTILITIES - ELECTRICITY	250,000.00	260,000.00
580-4700-531230-01	UTILITIES - GAS	7,500.00	5,000.00
580-4700-531270-00	GAS - VEHICLES	1,500.00	2,000.00
580-4700-531510-00	WATER PURCHASES	25,000.00	34,000.00

580-4700-531600-00 MACHINERY AND EQUIP < \$5,000	17,500.00	17,500.00
580-4700-531700-00 UNIFORMS	2,500.00	2,500.00
580-4700-531701-00 SUPPLIES-LAB	8,750.00	8,750.00
580-4700-531703-00 CHEMICALS	170,000.00	215,000.00
580-4700-543101-00 SEDIMENT REMOVAL	15,000.00	0.00
580-4700-582580-13 PRINCIPAL 2021 BOND	145,003.67	148,155.93
580-4700-582101-13 INTEREST EXP 2021 BOND	107,714.09	103,363.98
580-0000-579000-00 CONTINGENCY	0.00	
580-0000-611000-00 TRANSFER OUT TO GEN FUND	76,000.00	100,000.00
Total WTP Expenses	1,484,098.67	1,584,298.55
Total Enterprise Expenses	4,967,801.48	5,157,038.33
	4,967,801.48	5,157,038.33
Debt Service	-	551,124.98
Total Expenses Less Debt Service	4,967,801.48	4,605,913.35

Debt Coverage Ratio (must be 1.1 or higher)**Total Operating Revenue**
5,260,446.54**Total Operating Expense**
4,605,913.35**Net Revenue for Debt Service**
654,533.19**Total Debt Service****Total Debt Service****551,124.98 Debt Coverage Ratio=**

GEFA Debt Service	152,172.48
Debt Service WWTF	103,321.11
Debt Service PW	44,111.49
Debt Service WTP	251,519.91
	551,124.98

1.188

**STATE OF GEORGIA
HABERSHAM COUNTY**

**NORTHEAST GEORGIA REGIONAL RADIO NETWORK
INTERGOVERNMENTAL AGREEMENT
CITY OF BALDWIN, GEORGIA**

An intergovernmental agreement permitting the use of Habersham County's Northeast Georgia Regional Radio Network by the City of Baldwin, Georgia for public safety and public service radio communication.

This Agreement is entered into as of the date of the last signature hereto ("Effective Date") between Habersham County, Georgia, by and through the Habersham County Board of Commissioners, a body politic and corporate ("COUNTY"), with its principal offices at 130 Jacob's Way, Clarkesville Georgia 30523, and the City of Baldwin, a municipal corporation organized under the laws of the State of Georgia acting by and through the City Council of the City of Baldwin, hereinafter referred to as ("USER"), with its principal offices at 186 U.S. 441, Baldwin, Georgia 30511. This Agreement is created under the existing laws of the State of Georgia and the Federal Communications Commission.

WHEREAS, The COUNTY owns and maintains a Project-25 Phase II Public Safety 700/800 MHz trunked radio communications system [known as the Northeast Georgia Regional Radio Network ("NGRRN" or "System")] that provides radio and data communications coverage for areas within the boundaries of Habersham County, and

WHEREAS, the USER desires to utilize the COUNTY'S System for public safety radio communications, and

WHEREAS, the COUNTY's System will provide interagency radio communication between the COUNTY and USER, and

WHEREAS, Part 90 of the Federal Communications Commission Rules and Regulations promote the use of interagency interoperability, and

WHEREAS, the USER agrees to compensate the COUNTY for operational cost of the System radios, infrastructure and terminal equipment beginning August 1, 2025 and in subsequent years as set forth as part of this Agreement, and

WHEREAS, the USER agrees to abide by the rules and regulations set forth by Part 90 of the Federal Communication Commission Rules and Regulations for public safety radio communications, specifically including the NGRRN Communication System, User

Equipment and Encryption Key Management Plan attached hereto as Exhibit "A" and incorporated herein by reference thereto, and

WHEREAS, units of local government are authorized and encouraged to enter into intergovernmental cooperation agreements pursuant to Article IX, Section III, Paragraph I of the Georgia Constitution, and

WHEREAS, the COUNTY and the USER have determined that it is in the best interests of their respective residents and taxpayers to execute this Agreement.

NOW, THEREFORE, BE IT RESOLVED, both parties agree that the above and foregoing recitals are incorporated by reference as if fully set forth herein and further agree herein as follows:

AGREEMENT

1. Use of the System

USER wishes to utilize the COUNTY's NGRN Public Safety Radio Communications System for its public safety radio communications coverage and to establish interagency communication with the COUNTY. USER agrees to utilize the system in accordance with the rules and regulations of the FCC, the COUNTY (including the Communication System, User Equipment and Encryption Key Management Plan attached hereto), and the State of Georgia and will operate the system in a professional manner and only for USER's official business purposes. The COUNTY will not be responsible for additional coverage requirements as the USER's needs may grow, but will allow the USER to purchase, at the USER's expense, additional infrastructure to increase the USER's indoor coverage to designated critical facilities or buildings (e.g. distributed antenna system, bi-directional amplifier, and satellite receiver site) to the extent that such is reasonably available as determined by the County pursuant to paragraph 3.1 hereof.

2. Equipment Requirements

2.1 USER shall purchase equipment, at the USER's expense, which will allow access to the COUNTY's System. The USER shall only utilize portables, mobiles, control stations, MDTs, and accessories that meet the specifications established for the System. All USER radios must be capable of being disabled remotely by the COUNTY. USER shall be solely responsible for purchasing equipment appropriate and necessary for its purposes and shall be responsible for determining whether its equipment will be operational on the COUNTY's System. Any incompatibility of equipment obtained by USER will be at USER'S sole risk, responsibility and expense.

2.2 The COUNTY may voluntarily make upgrades or other changes to the COUNTY's System and will have the sole discretion to update or change the system, subject to the following: 1) a good faith duty to discuss with USER, at least 90 days prior to enactment of any changes or

upgrades contemplated by this section, the reason, nature, and costs thereof; and 2) no upgrade or change shall violate the terms of this Agreement so long as it remains in full force and effect.

3. System Access

3.1 USER may request additional radio units by making formal application with supporting documentation of need to the Habersham County EM Director or designee. The EM Director or designee, in reviewing an application, will take into account system loading, airtime usage, and number of system busies, and will make a decision based on maintaining the efficiency of the COUNTY's system for all users.

3.2 USER guarantees that all persons operating subscriber units will be adequately trained in the use of the radio system. USER further guarantees that all operators will comply with all federal, state, and county laws, codes, regulations and ordinances. Alleged violations of any applicable law will be reviewed by the EM Director after providing written notice of the alleged violation to the USER, and providing an evidentiary hearing meeting due process standards, and following due process hearings. Upon finding that a violation has occurred, the EM Director or his designee shall have the authority to remove a unit(s) from the system, place the USER on probation or take other reasonable action. Persistent violations or misuse of the System may result in the USER being removed entirely from the System. The removal of a USER from the System may be initiated by: 1) the Habersham County EM Director; or 2) USER, in the event that USER desires to leave the System and provide its own public safety radio communications system upon termination of this Agreement.

4. Infrastructure Usage Fees and Terms

USER will pay the COUNTY an operational fee ("Usage Fee"), which is to be paid in accordance with the payment procedure set out upon Exhibit "B". The Usage Fees for USER's access and use of the System are set forth in attached Exhibit "C" entitled Habersham County NGRN Inter-Agency Agreement Fee Schedule ("Fee Schedule"). Usage Fees will be calculated based on the number of subscriber units accessible to USER for the year. The Usage Fees may adjust from year to year in accordance with the Cash Flow Analysis attached hereto as Exhibit "D". Notice of any adjusted Usage Fee will be furnished at least 60 days prior to billing. COUNTY will also furnish USER with an annual budget projection for the upcoming fiscal year by June 1 of each year this Agreement is in effect. Both parties agree to the amounts set forth in the Fee Schedule (Exhibit "C") for the initial calendar year. USER agrees to pay the fees listed in the Fee Schedule within 60 days of billing. Failure to timely pay may result in termination of the within Agreement. The COUNTY shall bill the USER on an **annual/monthly** basis at least 30 days before the due date.

5. License

COUNTY shall, as part of this Agreement, hold and maintain a valid Federal Communications Commission license to operate the Habersham County System. USER agrees to operate under and comply with all specifications, limitations, requirements, and conditions of the

COUNTY's license. USER agrees that the COUNTY's System Administrator shall monitor all communication on the System to ensure compliance with Part 90 of Title 47 the Code of Federal Regulations (Private Land Mobile Radio Services). After an evidentiary hearing meeting due process standards, should misconduct be determined to have occurred, then the Administrator reserves the right to rectify any misconduct constituting a violation of Part 90 of the Code of Federal Regulations so as not to jeopardize the COUNTY's FCC license. USER agrees that the exercise of a remedy for any such misconduct rests entirely within the discretion of the Administrator. USER also agrees and understands that said remedies may include an immediate cessation of service.

6. Non-interference

USER agrees and warrants that its use of the Habersham County NGRRN will not cause interference to or with other users of the System. USER also agrees not to install any infrastructure that will cause coverage interference to the System. Any equipment, devices or subscriber units which may cause interference on the COUNTY's System shall be immediately taken out of service and repaired by USER. USER will be responsible for all repair costs and for any damages or consequences arising out of such problematic device, equipment or unit.

7. Termination

7.1 This agreement will commence upon the Effective Date and continue until June 30, 2026 (the "initial term"). At the expiration of the initial term this Agreement will automatically renew for consecutive one-year terms until terminated by either party by providing at least 30 days written notice to the other party prior to the commencement of any subsequent renewal term.

7.2 Additionally, either party shall have an absolute right to terminate this agreement without cause upon 60 days written notice to the other. This provision shall survive the termination of this Agreement.

8. Warranties and Indemnification

8.1 EXCEPT AS SET FORTH ABOVE, COUNTY DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. In no event shall COUNTY be liable to USER or any other party for any indirect, incidental, special or consequential damages, attributed to any malfunction of the System, regardless of the cause of action arising out of or in connection with a party's performance under this Agreement, even if a party has been advised of the possibility of such damages. The parties waive any claims for punitive or exemplary damages arising out of this Agreement. Either party's liability for claims brought under this Agreement or relating to users of the System, regardless of the form or cause of action, will be limited to direct damages, which will not exceed the amounts paid hereunder. Any legal action arising from or in connection with any defect or failure in the performance or nonperformance of any service provided by COUNTY, must be brought within one year after the event giving rise to such action. THIS SECTION SHALL SURVIVE TERMINATION OF THIS AGREEMENT.

8.2 USER agrees to defend themselves in any actions or disputes brought against the USER in connection with or as the result of this Agreement and agrees to defend, indemnify and hold COUNTY harmless and free from liability of any kind whatsoever resulting from the acts or conduct of the USER, its agents or representatives, or employees in the performance of this Agreement or in the furtherance thereof to the extent allowed by Georgia law.

8.3 COUNTY agrees to defend themselves in any actions or disputes brought against the COUNTY in connection with or as the result of this Agreement and agrees to defend, indemnify and hold USER harmless and free from any liability whatsoever resulting from the acts or conduct of the COUNTY, its agents and representatives, or employees in the performance of this Agreement or in the furtherance thereof.

9. Notices

Notices given by one party to the other under this Agreement will be in writing and will be delivered personally, sent by express delivery service, certified mail or first class U.S. mail postage prepaid and addressed to the respective parties as follows:

For County: Habersham County
Board of Commissioners
130 Jacob's Way
Clarkeville, Georgia 30523

For City: City of Baldwin
186 U.S. 441
Baldwin, Georgia 30511

or to such other address as either party designates by proper notice. Notices will be deemed given as of the earlier of a) the date of actual receipt, b) the next business day when notice is sent via express mail or personal delivery or c) three days after mailing in the case of first class or certified U.S. mail.

10. Assignment

Neither party will assign any right or obligation under this Agreement without the other party's prior written consent. Any attempted assignment will be void.

11. Force Majeure

Neither party, nor their respective employees or agents, will be liable in any way for delays, failure in performance, loss or damage due to any force majeure conditions including, but not limited to, labor strikes or labor disputes, acts of God, civil riot

restrictions by government authority, and any other causes beyond that party's reasonable control.

12. General

- (a) Failure of either party to insist on performance of any term or condition of this Agreement or to exercise any right hereunder will not be construed as a continuing or future waiver of such term, condition, right or privilege.
- (b) No third party shall have any rights under this Agreement as a third-party beneficiary.
- (c) The parties represent that they have all requisite authority (corporate and otherwise) to enter into and perform the obligations under this Agreement.
- (d) The rights and remedies set forth in this Agreement shall be the exclusive remedies, regardless of the cause of action, for the breach of this Agreement.
- (e) Each party shall comply with all federal, state and local laws, rules and regulations applicable to its performance under this Agreement.
- (f) If any provision of this Agreement is held invalid or unenforceable, such provision shall be deemed deleted from this Agreement and shall be replaced by a mutually agreeable valid and enforceable provision which so far as possible achieves the same objectives as the severed provision was intended to achieve, and the remaining provisions of this Agreement shall continue in full force and effect.

13. Entire Agreement

This Agreement and the exhibits referred to herein, which are incorporated herein by this reference, constitute the entire agreement between the parties with respect to the subject matter hereof superseding all previous understandings and communications, oral and written, between the parties. This Agreement may not be modified, except by an instrument in writing signed by a duly authorized representative of each of the parties. The terms of this Agreement shall prevail notwithstanding any variance with the terms and conditions of any invoice, purchase order or any other such document subsequently submitted by either party hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representative as of the date of the last signature below.

SIGNATURES OF THE PARTIES FOLLOW ON THE NEXT PAGE

Date: _____

HABERSHAM COUNTY, GEORGIA

Attest:

Brandalin Carnes
County Clerk

Chairman Jimmy Tench
Habersham County Board of Commissioners

Date: _____

CITY OF BALDWIN, GEORGIA

Attest:

Erin Gathercoal
City Clerk

Mayor

EXHIBIT “A”

Northeast Georgia Regional Radio Network Communications System, User Equipment, and Encryption Key Management Plan

Habersham County has lawfully established a Public Safety Communications System to provide Land Mobile Radio Communications to local emergency responders throughout the county. It has been determined that public safety communications can be more efficiently carried out through consolidation of the infrastructure, frequencies, equipment, and overall backbone of the public safety communication system. Habersham County Emergency Management and 911 are responsible for public safety communications, dispatching all emergency responders throughout Habersham County.

1. Definitions and Terms

“Agency Head” means the designated administrator for each agency with a signed user agreement.

“BOCC” means the Habersham Board of County Commissioners

“Certificate of Authority (CA)” means an approved end user agency on the System

“Digital Certificate” means a protected encrypted key used by the management team to authorize/activate encryption on a user radio.

“EM Director” means the Habersham County Emergency Management Director.

“Franklin” means Franklin County.

“Habersham” means Habersham County.

“Management Plan” means the NEGRN Communications System, User Equipment and Encryption Key Management Plan.

“Management Team” means a team developed by the County that will include the Radio System Administrator and subcontractors managing the Habersham County Communications System.

“NEGRN” means the Northeast Georgia Regional Radio Network.

“Public Safety Communications System (System)” means a lawfully established public safety communications system to provide land mobile radio communications to the local emergency responders throughout Habersham County.

“Radio System Administrator” means the Habersham County employee designated to manage the two-way radio system.

“Talk Groups” means a virtual channel that allows specific groups of users to communicate independently within a shared network.

2. Consolidation of System

The NEGRRN shall be hosted and maintained by Habersham County. The County will own all equipment required to maintain the infrastructure of the Core Communications System. Any end user subscriber devices included on the system shall be the responsibility of the end user agency. Any additional infrastructure added to the system for the purpose of extending coverage for end users shall be the responsibility of the end user agency after approval by the EM Director.

2.1. Authority for operations

- 2.1.1. All radios and devices used on the Northeast Georgia Regional Radio Network must be owned and controlled by a government agency or commercial business with approved access to the Communications System. At no time will a device owned by a private individual be allowed. It is the responsibility of the owning agency to maintain control of assigned radios and devices.
- 2.1.2. Each agency shall be responsible for their agency’s operations on the Northeast Georgia Regional Radio Network.
- 2.1.3. The Radio System Administrator shall be responsible for the day-to-day radio infrastructure operations and System maintenance, which shall, except as otherwise expressly provided in this plan, be controlled by the policies and procedures of Habersham, which shall be amended to accommodate the unique tactical and operational protocols of all participating agencies.
- 2.1.4. Emergency Management in conjunction with the BOCC shall establish standard radio user guidelines and procedures.

2.2. Incorporation of Services protocols

The agency(s) will continue to maintain complete control over their respective operations, and nothing contained herein shall be deemed to transfer or relinquish that control to any other entity or party to this plan.

2.3. Management Team Role

- 2.3.1. Habersham through the Radio System Administrator will provide day-to-day system management.
- 2.3.2. The System Management Team will provide System maintenance, System reports, fleet map and user profile management, LMR subscriber unit research and recommendations as well as a day-to-day user radio programming.
- 2.3.3. The Management Team will utilize contractors or other subject matter experts to facilitate management of the system as needed.

3. Communications System Infrastructure

- 3.1. System design is detailed in the “As built plans” provided by Communications International.
- 3.2. Any entry to System shelters, buildings, or equipment rooms shall be logged by the Habersham 911 Dispatch Center (Dispatch). All initial entries and final exits shall be called into Dispatch to be logged. When notifying Dispatch, the caller must state their name, company of employment, and immediate contact number when entering the shelters, buildings, or equipment rooms.

4. User/Subscriber Radios- Minimum operational characteristics

Any subscriber radio accessing the Northeast Georgia Regional Radio Network must have the following minimum capabilities and be authorized by the Radio System Administrator. All radios on the system must meet the requirements in this section. All radios operating in phase 1 FDMA mode must operate in phase 2 TDMA mode and be configured for Multi-Key AES encryption by the original date of connection to the System.

- 4.1. Must be P25 capable of meeting FCC Part 90 and all FCC rules.
- 4.2. All radio equipment must comply with APCO recommendations and EIA/TIA standards for Project-25 Phase I & II. Public Safety 700/800 MHz trunked radio systems.
- 4.3. Must be Phase II TDMA enabled.
- 4.4. Must be federally approved AES-256 multi-key encryption capable.

- 4.5. Non-public safety users may request a permanent exemption from encryption capabilities. The request must be submitted to the Radio System Administrator for approval.
- 4.6. Any temporary radio use, such as use on unencrypted event channels, may be exempt from required encryption capabilities, but requires approval from the Radio System Administrator.
- 4.7. The Radio System Administrator has the authority to disable any radio on the system. Killing, or stunning the radio may be used as a last resort to remove radios from destructive operations.
- 4.8. The system fleet map will provide “event” Talk Groups (event for non-public safety and event for public safety) to allow simultaneous incidents to occur and be managed separately. There are also two unencrypted mutual aid Talk Groups provided that may be used by neighboring agencies to communicate with Habersham.
- 4.9. All public safety agencies joining the NEGRRN must include the following as part of their programming fleet map to ensure communications across all agencies and communities in Habersham.
 - 4.9.1. The “event 3 and event 4” talk groups will be unencrypted.
 - 4.9.2. All agencies, regardless of public safety status, will be required to have the “event” Talk Groups provided in all system devices.
 - 4.9.3. All police, fire, and EMS agencies will have the two unencrypted mutual aid Talk Groups.
 - 4.9.4. The standard encryption key will only be changed upon direction of the Radio System Administrator and the System committee.
 - 4.9.5. Any change in encryption keys will be initiated by the user agency, reviewed by the Management Team and authorized by the Radio System Administrator and System committee.
- 4.10. The system may have an individual or a combined dispatch talk group.
 - 4.10.1. If an individual requests that this talk group will have a “Public” in nature status, it will become open to monitoring by scanners. If no standard encryption is used, it will be available to the public.
 - 4.10.2. Public Talk Groups will be at the discretion of the BOCC.

4.11. After the initial system deployment, subscriber devices capable of only a single key encryption or that do not otherwise meet the technical requirements hereof are subject to the following requirements.

4.11.1. Any exemption must be submitted to the Radio System Administrator for review and approval by the Management team.

4.11.2. If an exemption to the subscriber radio minimum requirements is granted by the Management Team, these additional subscriber radios must be upgraded to Phase II and multi-key encryption capable operations within 12 months of obtaining a system ID.

4.11.3. If devices cannot be acquired by the end of this 12-month period, that agency must resubmit its request for an exemption for use on the NEGRN.

5. New Users and Devices

5.1. All devices on the NEGRN must be owned by an agency as stated in section 2.1.1.

5.2. Each new system user must complete and submit a signed agreement to the Radio System Administrator. The Management Team will review and research system capabilities, coverage, fleet map and user ID's.

5.3. The Radio System Administrator will provide final review of the agreement

5.4. Subscriber radios other than those purchased through the Habersham radio contract must be approved prior to issuing a radio ID on the system.

6. General Radio Programming and Installation Standards

6.1. The Management Team will be responsible for the development of radio programming templates, fleet map, talk groups and profiles associated with the creation of programming files and programming of all radios.

6.2. Subscriber programming shall only be done by an authorized member of the Management Team or authorized vendor as defined in section 7.1.

6.3. Prior to the programming and distribution/installation of all equipment a template review, one each per radio template, shall be submitted to the Radio System Administrator for review and approval.

6.4. It is the responsibility of the Radio System Administrator to ensure that all available state and local interoperability Talk Groups are included in the programming templates, as appropriate.

6.5. This review and approval shall be completed within 20 business days of the submission of the radios.

- 6.6. Each agency shall be responsible for programming costs. Radios purchased under the L3 Harris contract will be programmed the initial two times as provided in the contract.
- 6.7. The first programming activity will be prior to the initial deployment; the second programming activity will be after radio deployment and operational use.
- 6.8. For radios ordered on the Communications International contract the Management Team will:
 - 6.8.1. coordinate the initial ordering, delivery, and inventory of all required subscriber equipment.
 - 6.8.2. supervise template development and programming activities.
 - 6.8.3. assist in coordinating mobile radio, mobile charger, and control station installations.
 - 6.8.4. assist agencies when trying to resolve programming and/or installation issues, coordinate user training.
- 6.9. A master list of all equipment, serial numbers with associated user IDs will be maintained by the Radio System Administrator. Any authorized shops will provide the Management Team with all required information.

7. Radio Programming Management

- 7.1. All programming will be done by an authorized service shop (or allocated Habersham personnel) with a signed agreement between that programmer/ shop and Habersham.
- 7.2. Any requested or utilized Talk Group or channel used in the radio must have an agreement from the agency owning that Talk Group or channel. This agreement must specifically authorize the receiving agency to add the Talk Group or channel to be programmed in the radio. This request should be submitted by the department head with an official memo or email.
- 7.3. Any new or updated Alias request for radio ID must be submitted by the requesting department head to the Radio System Administrator and the Management Team with an official memo or email.
- 7.4. Alias naming is the prerogative of the owning agency. However, it must follow standard structure.
 - 7.4.1. The change of a radio user also requires an updated alias associated with that new user.
 - 7.4.2. All Alias information (whether new or an update) must be submitted to the Radio System Administrator and Management Team, which will disseminate that new Alias to the communications supervisor to be updated within the system, when and if approved.
 - 7.4.3. All requests will be emailed to Habersham County Radio System Administrator and Management Team.

7.4.4. Naming of Talk Groups, and their Aliases, are also at the discretion of the owning agency. Talk Groups must be submitted in three formats:

7.4.4.1. One format containing seven or fewer characters. (Example: ABCdeFg)

7.4.4.2. A second format containing 11 or fewer characters. (Example: MF PD Disp)

7.4.4.3. A third format that is a full named description of that Talk Group (Example: Habersham County Fire Department Dispatch)

8. Fleet map and Programming Management Definitions

8.1. It should be noted that radio vendors utilize terminology that may overlap and apply to different items between the vendors. An example of this is with the word "Personality".

8.1.1. In an L3Harris radio, a personality is defined as the overall programming for the radio. A profile is defined as an individual agency's program configuration, which may join other agencies with a single radio.

8.1.2. For a Motorola Solutions radio, a code plug is defined as the overall programming for the entire radio. A personality is an individual agency's program configuration, which may join other agencies within a single radio. Therefore, the code plug may consist of multiple personalities¹.

9. Encryption

9.1. Encryption Key Management Overview

If not done properly, Encryption Key Management can lead to compromise and disclosure of private keys plus compromise of the data. Users may understand it's important to encrypt electronic communications, but they may not be familiar with minimum standards for the protection of encryption keys.

9.2. Purpose

This policy outlines the requirements for protecting encryption keys that are under the control of end users. These requirements are designed to prevent unauthorized disclosure and subsequent fraudulent use. The protection methods outlined will include operational and technical controls, such as key backup procedures, encryption under a separate key and use of tamper-resistant hardware.

10. Public Access to Private Information

¹ It should be noted that for Motorola Radios revision control includes deleting code plugs that are more than two revisions back.

- 10.1. Any radio or device that is programmed and authorized on the Northeast Georgia Regional Radio Network will not be utilized to provide information to public sources. All communications on the system are considered critical, private, and sensitive.
- 10.1.1. No communications data or voice communications on the Northeast Georgia Regional Radio Network will be made public through external websites, media sources, or any other entity without approval by the EM Director.
- 10.1.2. No programming information or encryption keys will be provided to any agency, individual, or organization for radio equipment or devices without the written approval of the EM Director and the Management Team.
- 10.1.3. Any radio equipment or device purchased or obtained for use on the Northeast Georgia Regional Radio Network will be owned by an agency authorized on the system. No individually, privately or commercially owned equipment is allowed without written authorization from the EM Director and the Management Team.

11. Policy Compliance

11.1. Compliance

The Radio System Administrator and Management Team will verify compliance with this policy through various methods including, but not limited to, periodic walk-throughs, business tool reports, internal and external audits, and feedback to the EM Director.

11.1.1 Exceptions

Any exception to the policy must be approved by the Radio System Administrator and the Management Team in advance.

11.1.2 Non-Compliance

Upon notification of non-compliance, the Radio System Administrator and Management Team will research and report the violation to the EM Director. The Radio System Director will review the information and report it to the user's agency. In the event of an immediate threat to the system, the Radio System Director can disable a user's access to the system.

12. Maintenance Responsibilities

To maintain the performance and reliability of the communications system it is vital that all equipment and user radios are in good repair and properly maintained.

12.1. Northeast Georgia Regional Radio Network

The Management Team is responsible for maintaining the communication sites including towers, buildings, transmitter equipment, microwave system, AC units, generators, and other ancillary equipment.

12.2. Users and Agencies

All radios and devices that are used on the communications system must meet the following maintenance guidelines.

12.2.1. Each radio must be kept in good repair when used on the system.

12.2.2. Each radio must have preventive maintenance performed on an annual basis or at intervals required by the equipment vendor.

12.2.3. Documentation must be provided to the Management Team to verify that each radio or equipment maintenance is current.

12.2.4. Failure to properly maintain radio equipment could result in the radio being disabled in the system.

13. Minimum Radio Technical Specifications

All radio equipment and devices purchased or obtained for use on the NEGRN must meet the following specifications. Any deviations from these specifications must have written approval from the Radio System Administrator and the Management Team.

13.1. Mobile Radio Equipment

All proposed mobile radio equipment shall comply with APCO recommendations and EIA/ TIA standards for Project-25 Phase II, Public Safety 700/800 MHz trunked radio systems. The following minimum capabilities should exist:

13.1.1. Incorporate heavy-duty construction, weather-sealed enclosures and weather-sealed controls to meet Military Standard 810 C, D, E and F for water, shock, vibration, dust, humidity and high/low temperature performance.

13.1.2. Allow operations on Project-25 trunked and conventional (analog/Project-25) systems with priority scan of talk groups or channels.

13.1.3. Be capable of front ("dash") mount and rear mount ("split"), and dual control-head with single rear mount radio unit. Rear mount radios may require weatherproof control heads, speakers, microphones and other accessories (specifically for fire operations or motorcycles).

13.1.4. Possess corporate electronic, alphanumeric displays (minimum of seven characters) to provide visual indication of system availability, channel/Talk Group/mode selection, incoming user ID and Emergency ID, call alerts, and operational status such as scan and channel busy.

13.1.5. EMERGENCY priority button required on mobile radio control panels to initiate an emergency priority call. This button, while required to be available, is not required to be programmed.

13.1.6. All proposed public safety mobile radios shall be capable of multi-key digital voice encryption, using P-25 Phase II vocoder technology and federally approved AES-256-bit encryption, to provide security during transmission

and reception of sensitive communications. Any deviation from this encryption standard must be approved by the management team.

13.1.7. The mobile radio shall include a Transmit Time-Out Timer, set to 60 seconds, to warn the user of excessive transmission length. Time out timer should automatically disable the radio's transmitter after a predetermined period; thereby eliminating talk group/channel interference caused by either a defective speaker/microphone or PTT button.

13.1.8. Minimum Mobile Radio Electrical Specifications

Channel Capacity: 1024 Talk Groups

Talk Group Capacity: 16 Talk Groups per system/mode/zone

Primary Input Voltage: 11 to 16VDC, negative ground

Environmental: MIL-STD 810 C & D minimum for all users, with E & F additionally for public safety users, for shock, vibration, humidity and high/low temperature.

13.1.9. **Mobile Transmitter Specifications**

Frequency Range: 700/800 MHz RF

Output Impedance: 50 ohms

Output Power: Sufficient power to achieve required coverage but not less than 15 watts

Channel Spacing: 12.5/6.25 KHz

Modulation: 11K0F3E; 8K10F1E; 16K0F1E; 8K10F1D; 8K10F1W

Duty Cycle (EIA): Transmitter 20%

Mobile Receiver Specifications

Channel Spacing: 12.5/6.25 KHz

Sensitivity: 20dB SINAD, 0.35 microvolts - 5% BER 0.35 microvolts

Audio Output: 10 watts, no more than 3% distortion at 1KHz

Duty Cycle (EIA): Receiver 100%

13.2. Portable Radio Equipment

All proposed portable radio equipment must comply with APCO recommendations and EIA/ TIA standards for Project-25 Phase II, Public Safety 700/800 MHz trunked radio systems. The following minimum capabilities should exist:

13.2.1. Heavy duty construction and weather-sealed cases to meet Military Standards 810 D, E and F for shock, vibration, dust, humidity, high/low

temperature and blowing rain. Additionally, must meet FM 3640 Certification and Class 1 Division 1 (for hazardous / explosive environments)

- 13.2.2. Allow operations on Project-25 trunked and/or conventional (analog/ Project-25) systems with priority scan of talk groups or channels.
- 13.2.3. Separate, top-mounted rotary controls with positive stops for Volume and Channel (Talk Group) selection.
- 13.2.4. Incorporate electronic, alphanumeric (minimum seven characters) display to provide visual indication of system availability, channel/talk group selected, incoming user ID, call alerts and operational status such as scan, transmit or low battery.
- 13.2.5. Non-protruding PUSH-TO-TALK switch, which would prevent accidental transmitter operation or damage to the switch caused by impact. The radio shall transmit a programmed user ID when the PUSH-TO-TALK is activated.
- 13.2.6. Protected EMERGENCY button to allow easy access when needed but incorporating an ergonomic design whereby the emergency function could not be accidentally activated.
- 13.2.7. Portable radios may have a "hot mic" feature that activates the radio's microphone when the EMERGENCY button is pushed (for a minimum of 10 seconds). Activation time shall be programmable.
- 13.2.8. The portable radio shall include a Transmit Time-Out Timer, set to 60 seconds, to warn the user that the radio may be transmitting longer than a predetermined time limit and then disable the transmitter.
- 13.2.9. All proposed public safety portable radios shall be capable of multi-key digital voice encryption, using P-25 Phase II vocoder technology and federally approved AES-256 bit encryption coding, to provide security during transmission and reception of sensitive communications.
- 13.2.10. User programmable audio alert in the event of loss of control channel.
- 13.2.11. Electrical Specifications

Channel capacity: 1024 Talk Groups

Talk Group Capacity: 16 per system/mode/zone

Shock, Vibration, Humidity: Shall meet or exceed MIL STD 810 C, D, E and for high/low temperature and blowing rain.

Frequency Range: 700/800 MHz minimum

13.2.12. Portable Radio Transmitter Specifications

RF Output Impedance:	Sufficient power to achieve required coverage, but not less than 2.5 watts
Modulation:	11K0F3E;8K10F1E;16K0F3E; 8K10F1D;8K10F1W

13.2.12. Portable Radio Receiver Specifications

Channel Spacing:	12.5/6.25 KHz
Sensitivity:	20 dB Quieting 0.35 microvolts - 5% BER 0.35 microvolts

13.3. Control Station / Interop Radio Equipment

A Control Station is defined as a mobile radio configured for indoor, desktop use. It shall include a mounting base (with integral speaker, if required), base station microphone, AC power supply, and external antenna.

All proposed Control Station equipment must comply with APCO recommendation and EIA/ TIA standards for Project-25 Phase II, Public Safety 700/800 MHz trunked radio systems. The following minimum capabilities should exist:

- 13.3.1. Available either as integrated 120V AC-powered desktop package or a remotely located, AC-powered radio package with separate "handset" type of desktop control unit.
- 13.3.2. Control stations and control units shall have optional provision to operate from a standby 12V DC source (battery) upon failure of AC power.
- 13.3.3. Capable of local and remote-control operation (accessory connector).
- 13.3.4. Allow operations on Project-25 Phase II trunked and conventional (analog/Project-25) systems with priority scan of talk groups or channels.
- 13.3.5. All proposed public safety control stations shall be capable of multi-key digital voice encryption, using P-25 Phase II vocoder technology and federally approved AES-256 bit encryption coding, to provide security during transmission and reception of sensitive communications
- 13.3.6. Incorporate electronic, alphanumeric displays (minimum of seven characters) to provide visual indication of system availability, channel/talk group selection, incoming user ID and Emergency ID, call alerts and operational status such as scan and channel busy.
- 13.3.7. The Control Station shall include a Transmit Time-Out Timer, set to 60 Seconds, to warn the user that the radio may be transmitting longer than a predetermined time limit and then disable the transmitter.

- 13.3.8. Control Station radios shall provide a contact closure/open collector output connection that activates when a “page alert” is received.
- 13.3.9. Control Station packaging shall incorporate sufficient electro-magnetic shielding of radio and power supply components to allow multiple control stations to be located at the same site without causing unit-to-unit interference.
- 13.3.10. Control Stations shall be installed with exterior antennas of a type and gain rating sufficient to provide acceptable operation. Interior “mag mount” antennas shall not be used without specific approval from Management Team.
- 13.3.11. Control Station specifications will be the same as the Mobile Radio specifications listed in section 13.1.

14. Revision History Requirements

All revisions made to this document after the published date will be documented in this section. All revisions will be made and documented by the EM Director and the Management Team. The documented information will include the following

- The date of the revision.
- The section number that contains the revision.
- And a summary and information pertaining to the revision.

14.1. Revision Document History

15. Authorized and Preferred Maintenance Shops

The following radio service shops are approved to provide maintenance to all radios on the Northeast Georgia Regional Radio Network.

Communications International:
Mobile Communications America

Radio Manufacture: L3/Harris
Radio Manufacture: Motorola Solutions

EXHIBIT “B”

DRAFT

EXHIBIT “C”

DRAFT

EXHIBIT “D”

DRAFT



everbridge.com

Prepared for:

Emily Woodmaster
City of Baldwin GA
165 Willingham Ave.
Baldwin GA 30511
United States
Ph: (706) 778-6341 ext.107
Fax:
Email: ewoodmaster@cityofbaldwin.org

Quotation

Quote #: Q-215918
Date: 5/30/2025
Expires On: 5/30/2026
Confidential

Salesperson: Joseph Berardi
Phone:
Email: joseph.berardi@everbridge.com
Payment Term: Net 30
Entity ID: Everbridge, Inc. - 26-1919312

Contract Summary Information:

Contract Period 12 Months

Year 1

QTY	DESCRIPTION	PRICE
5,000	Public Communications - Standard - US	USD 5,000.00
Year 1 TOTAL:		USD 5,000.00

Setup

QTY	DESCRIPTION	PRICE
1	Calculated Set Up Fee	USD 400.00
Setup TOTAL:		USD 400.00

Pricing Summary:

Year One Fees:	USD 5,000.00
One-time Implementation and Setup Fees:	USD 400.00
Professional Services:	USD 0.00
Total Year One Fees Due:	USD 5,400.00

Quote Terms:

- By signing this Quote or issuing a Purchase Order referencing this Quote or the services in this Quote, you represent that you read, understand and agree the terms of the Master Services Agreement below apply to this Quote and any other

services provided by Everbridge and are authorized on behalf of the Client to execute the Quote and bind Client to the Master Services Agreement

<https://www.everbridge.com/master-services-agreement-v11-jan-2025>

2. Subject to sales taxes where applicable.
3. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override the language of the Master Services Agreement.

Please, Sign, Date and Return:

Signature: 

Date: 5/30/2025

Name (Print): Emily Woodmister

Title: CAO

Please, Sign, Date and Return:

Signature: Shirley Devlin-Lebow
Shirley Devlin-Lebow (May 30, 2025 23:55 GMT+1)

Date: 05/30/2025

Name (Print): Shirley Devlin-Lebow

Title: Chief Accounting Officer

Everbridge, Inc.
8300 Boone Blvd, Suite 800
Vienna, VA 22182
(818) 230-9700

THANK YOU FOR YOUR BUSINESS!



City of Baldwin Council Meeting Procedures

Office of the City Clerk

P. O. Box 247
186 Hwy 441 Bypass, Baldwin, GA 30511

During Baldwin City Council meetings, decisions are made that formally set municipal programs in motion, enact ordinances, adopt policy, and authorize the expenditure of city funds. This guideline discusses the conduct of meetings, preparation for meetings, rules of procedure, and encouragement of orderly citizen participation.¹

City of Baldwin Council Meetings

The City of Baldwin charter amendments define a Baldwin City Council Meeting as “each regularly scheduled meeting, each emergency meeting, each work session, and each specially called meeting of the City Council of the City of Baldwin.”² Executive sessions and public hearings would also be included as part of the meeting process.

Regular Meetings

Regular meetings are official meetings held twice per month to consider municipal business, make policy decisions, approve contracts, establish budgets, and enact ordinances or resolutions. These meetings are held ~~on the second and fourth Monday of each month, starting at 6:30 pm immediately following the scheduled work session~~ unless the date and time is changed at a previous council meeting.

Work Sessions

Work sessions provide members the opportunity to meet with staff in order to delve into complex issues, discuss solutions and alternatives, give direction to staff, or discuss upcoming city business. The regular schedule for the Baldwin City Council monthly work session is that a work session will be held on the Tuesday ~~prior to the first regular monthly City Council meeting of the first full week (Sunday - Saturday) of the month~~. The meeting will begin at ~~6:30~~ 6:00 pm. The Baldwin City Charter allows for more than one work session per month if the Mayor or Council deems it necessary. These meetings are typically less formal and are often used for information gathering. Baldwin City Charter Amendment/Ordinance No. 0029-33 states that during the work sessions, “no official action is to be taken.”³

Special Called Meetings

This type of meeting is usually convened to discuss and vote on a limited number of specific issues. For example, a special called meeting may be held to take action on a controversial issue or an issue that requires immediate attention and cannot wait until a regular meeting. Because there may be a number of people wishing to comment regarding the request, holding a special called meeting to address the issue is an effective way to avoid an otherwise long and drawn-out regular meeting. The Baldwin City Charter has special requirements in order to conduct a special called meeting and those requirements should be followed.

Emergency Meetings

In the event of special circumstances which necessitate meeting under 24 hours' notice, a meeting may be called using the special requirements of calling a meeting with less than 24 hours' notice per the City Charter.⁴ Additionally, an emergency ordinance may be passed to

meet a public emergency affecting life, health, property, or public peace providing it receives at least four affirmative votes of the council and follows the procedures in the City Charter.⁵

Executive Sessions

Council meetings that are closed to the public are referred to as executive sessions. Such meetings may only be held for the specific, limited purposes authorized by law, and the council must comply with statutory procedures when closing a meeting. These private sessions are held with the elected officials and any staff or appointed professionals necessary to the discussion.

Public Hearings

Public hearings allow citizens to comment and express opinions on matters of public concern. Generally, no official action is taken during a public hearing. Some hearings are required by law, but they may also be used by the council for other matters. They may be called in order to gather facts related to proposed action or to gauge public opinion by allowing citizens the opportunity to comment on a specific topic, such as a land-use plan. Public hearings may be held as part of a regular or special called meeting, or they may be entirely separate meetings.

Official decisions may **only** be made in regular, open meetings of the City Council. At such meetings, issues are publicly debated and action is taken.

City of Baldwin City Council Meeting Procedures

Rules of Procedure *& Purpose*

There is no state law requiring adoption of a particular set of rules for running a city council meeting. Instead of adopting a standard guide to parliamentary procedure, such as Robert's Rules of Order, the City Council of Baldwin is adopting a custom set of procedural rules to govern its meetings. ~~Those rules are as follows:~~ The Baldwin City Council establishes these rules of order to help manage the conduct of the Baldwin City Council meeting and to facilitate an efficient and orderly meeting while transacting the municipal business of the City of Baldwin. These rules and procedures help to establish and maintain order by providing a clear framework for the meeting. The rules are clear and simple, facilitate wider understanding and participation, and encourage citizens to participate in the process.

The Baldwin City Council recognizes the hierarchy of the law and acknowledges that the U.S. Constitution and federal law, the Georgia Constitution and state law, and the Baldwin City Charter override any procedural meeting rules the council may adopt.

Order of Business

The Baldwin City Charter establishes the Mayor as the presiding officer at city council meetings.⁶ The Mayor as presiding officer will be recognized as and have the authority of the meeting Chair. Baldwin City Council meetings should follow an order of business formally included in these rules and procedures. The council should not depart from the order except in unusual cases and then only by majority vote of the Council. An order of business makes it

easier to prepare the agenda and minutes and because it provides predictability, ~~it~~ and engenders greater public confidence.

The Agenda

The agenda constitutes the Baldwin City Council's roadmap for the meeting. A formal, written agenda following the official order of business should be prepared in advance of each meeting. The Mayor, as executive officer of the City and presiding officer of the Baldwin City Council meeting, is responsible for directing the preparation of each meeting's agenda in consultation with the Chief Administrative Officer, City Clerk, and City Councilmembers. The agenda must list all items that are expected to be considered a particular meeting.⁷ State law requires that the agenda be made available to the public and be posted at the meeting site.⁸ Although state law allows for adding necessary items to the agenda after it is posted⁹, last minute additions that introduce materials that Councilmembers have not had time to study should be avoided *unless the item is time-sensitive or an emergency*.

The Mayor shall establish a deadline for submitting requests or communications for inclusion in the agenda. Outside parties of interest wishing to address the Baldwin City Council should complete a Baldwin City Council Agenda Request Form. These forms should be submitted to the City Clerk and relayed to the CAO and Mayor for approval. Citizens of Baldwin and members of the general public with a vested interest in the City of Baldwin can address the City Council during each council meeting during "Public Comments and Concerns."

Official Order of Business

The agenda for a work session will use the following format:

1. *Call Meeting to Order*
2. *Public Hearing (if any)*
3. *Old Business*
4. *New Business*
5. *Announcements*
6. *Adjournment*

The agenda *for a council meeting* will use the following format:

1. Call Meeting to Order
2. Invocation and Pledge
3. Consent Agenda
4. Public Comments ~~and Concerns~~
5. Public Hearing (if any)
6. Reports (from city officers, committees, special presentations, other)
7. Old Business
8. New Business
9. Executive Session
10. Announcements (*announcements may be given prior to executive session if so chosen by the Chair*)
11. Adjournment

Discussion and Calling for a Vote

The same basic format should be used for discussion and voting (if applicable) on each item on the agenda. *For a regular council meeting*, the Chair will do the following:

- Announce the agenda item, sometimes by number, clearly stating the subject.
- Invite reports from staff, advisory committees, or other persons charged with providing information to the body.
- Ask if any Councilmembers have questions or comments regarding the subject.
- If *at holding* a public hearing, opens the hearing to public input and at the end of the public comment section announces the public input has concluded or the public hearing has ended. The balance of the discussion will be limited to the members of the council unless the council waives the rule by majority vote. *Responsibilities of opening, closing, and keeping time for public hearings may be deferred to legal counsel, the Chief Administrative Officer, or the City Clerk.*
- Invite a motion from the council. A Councilmember will make a motion by stating "I will make that motion," or "So moved." When a motion is received, the Chair will announce the name of the Councilmember who made the motion and call for a second. A different Councilmember will state "I will second that motion," or "Seconded." When a second is received, the Chair will announce the name of the Councilmember who made the second. If no second is made, the Chair will state "Motion dies due to lack of a second."
 - The Chair may then call for a vote to explicitly deny the request of the failed motion if Council has no desire for the item to be tabled *for the next regular scheduled meeting.*
- Moderate the discussion if any further questions or comments are necessary. If Council desires more time to consider the proposed item or for City staff to gather more information, Council may be in consensus to:
 - Table an item *for the next regular scheduled meeting, or;*
 - *Postpone either indefinitely or to a specified future date.*
- Call for a vote. Affirmative votes (in favor) answer with "aye" and opposing votes answer with "nay." The Chair will ask if there are any abstentions.
 - Any Councilmember with any personal conflict of interest in the item being voted for must publicly recuse themselves from voting and clearly state the reason.
- Announce if the motion passes or fails with the vote count, including any abstentions or recusations for the record.
- Per the City Charter, the Chair has the right to veto any vote or ordinance adopted by the City Council within three days following its adoption.

Transacting the business of the council in this fashion provides consistency in the decision-making process and *assures ensures* that the members of the governing body consider all available information before making a decision.

Those Participating in Council Meetings

In addition to the Mayor and the Baldwin City Councilmembers, others may be necessary for an effective meeting. Usually appointed officials, including the Chief Administrative Officer

and City Clerk, will attend the meeting. At times, city staff or other necessary officials such as the City Attorney may be present.

Presiding Officer

The Mayor is the presiding officer (Chair) over Baldwin City Council meetings. The performance of the presiding officer is the key to effective, businesslike meetings. The Mayor is responsible for ensuring that meetings are orderly, conducted in conformity with the rules of the procedure, and progresses at an appropriate *but effective* pace. At the same time, the presiding officer (Chair) is responsible for ensuring that Councilmembers and citizens have ample opportunity to express their views.

Members of the Baldwin City Council

The elected Councilmembers are the policymakers. City Councilmembers share with the presiding officer the responsibility for properly conducted meetings. This responsibility includes having respect for one another's views and being willing to compromise, when possible, for the good of the City.

Chief Administrative Officer (CAO)

The Chief Administrative Officer should attend all meetings of the City Council. This officer plays a significant role in preparing the business to be considered at City Council meetings. The CAO is called upon to gather data, develop and evaluate alternatives, make policy recommendations to the City Council, and carry out the intentions of the City Council.

City Clerk

The City Clerk is appointed by the City Council as the official record keeper for Baldwin⁹ and is responsible for keeping the official minutes of council meetings. The City Clerk's duties also include preparing and distributing the meeting agenda with directions from the Mayor, maintaining certain City records, preparing and processing other records and reports as directed by the City Council, and managing the City Council office. The City Clerk will typically make certain that all meetings are advertised in accordance with the Open Meetings Act of Georgia and the Baldwin City Charter. In matters dealing with the City Council and council meeting duties, the City Clerk is responsible to the City Council and administratively communicative with the Chief Administrative Officer.¹⁰

In duties such as tax collections, permitting, and other duties assigned as necessary, the City Clerk is administratively responsible and accountable to the CAO as delegated by the Mayor.¹¹

City Attorney

The City Attorney advises the City Council on its powers and duties under the law. This officer can be required to attend meetings when necessary *in order* to give legal advice on matters before the Council. The City Attorney may be asked to prepare ordinances and resolutions,

charter amendments, and other legal documents. In addition, the City Attorney should be accessible to city officials at all times and is administratively communicative with the Chief Administrative Officer.¹²

Public Participation

Georgia law requires that virtually all Council meetings be open to the public (with limited exceptions), but the law does not require the members of the public be allowed to speak. Nonetheless, the Baldwin City Council adheres to the principle that Baldwin citizens and others with vested interest in the City of Baldwin should have the right to petition their elected representatives. Allowing time for public comment and debate at meetings maintains elected officials' accessibility and communicates the desirability and value of citizen input. For that reason, the agenda at regular City Council meetings includes time for comments from Baldwin citizens, *business owners, and other stakeholders who have business with the City*. It is recognized that the Chair may have to limit citizens' speaking time so that the meeting can proceed in an orderly and expedient fashion. For a full five minutes to address the Council or to be placed on the agenda, a request must be submitted to the City Clerk by 12:00 pm the Friday before a meeting. All others will be given three minutes to address the Mayor and Council during Public Comment. *All comments, concerns, or complaints should be directed toward the Mayor and Council, not toward members of staff or other representatives of the City.*

The public is more likely to participate in meaningful discussions if they are familiar with the City Council's agenda process and its Rules for Procedure.

The Rules of Procedure for Baldwin City Council Meetings

The following are the basic rules of procedure:

- The meeting will follow the order of the agenda.
- All Councilmembers, *regardless of post or experience*, are equal and have equal rights to attend meetings, make motions, debate, and vote.
- A quorum must be present to conduct business.
- The Chair may find a member's action "out of order" if it interrupts another member's right to speak or disrupts the procedures of the meeting. Also, "out of order" declarations can be directed at any speaker addressing the Council if they are disruptive to the meeting. *Any personal, derogatory, and inflammatory remarks are always "out of order."* Debates must be directed to motions and principles, not motives and personalities. *It is the responsibility of the Chair to note any out of order actions or statements and to redirect the meeting back to the item at hand.*
- *In the event that the Chair is unable to restore order to the meeting, they have the right to call for a recess or to adjourn the meeting without calling for a vote.*
- All motions require a minimum of three votes in the affirmative ("ayes") for approval, with the exception of motions that require a unanimous vote of Council.
- Councilmembers should vote in the affirmative (for the motion) by saying "aye" and should vote in the negative (against the motion) by saying "nay." Members who wish to abstain should say "abstained" at the proper time in the vote process.
- A motion must directly be related to the item under consideration and must receive a second to receive a vote.

- The presiding officer may not put a debatable motion to a vote as long as members wish to debate it.
- Once an item is decided, it is generally out of order to bring up the same motion or one essentially like it at the same meeting.
- To “table” a motion or item is to ~~postpone~~ *delay* the motion temporarily until later in the meeting or to ~~another~~ *the next regularly scheduled* meeting, allowing for more information to be gathered. The question may be brought up again later or at another meeting. *To “postpone” a motion or item is to delay the motion indefinitely or to a specified future meeting.*
- Councilmembers will be allowed to make general comments at the end of a meeting. These remarks will not necessarily lead to a motion.

NOTES:

1. McBride, Walt. Portions drawn from Meetings and Public Participation.
2. City of Baldwin Charter Amendment, Ordinance No. 0029-103, p. 2. Passed July 25, 2005.
3. City of Baldwin Charter Amendment, Ordinance No. 0029-33. P. 2. Passed June 14, 1999.
4. City of Baldwin Charter Amendment, Ordinance No. 0029-33, p.3. Passed June 14, 1999.
5. City of Baldwin Charter, Section 2-6(b), p. 2 and Section 2-10 p. 5. March 28, 1986.
6. City of Baldwin Charter, Section 2-13, P. 7. March 28, 1986.
7. Official Code of Georgia Annotated (O.C.G.A.) §50-14-1(1).
8. Ibid.
9. City of Baldwin Charter, Section 3-4, p. 9 March 28, 1986.
10. Administrative Policy No.0029-218, p. 3-4. Approved May 14, 2012.
11. Administrative Policy No. 0029-218, p. 4-5. Approved May 14, 2012.
12. Ibid.