



Baldwin County Commission

Agenda Action Form

File #: 19-0236, **Version:** 1

Item #: BC3

Meeting Type: BCC Regular Meeting

Meeting Date: 11/20/2018

Item Status: New

From: Felisha Anderson, Archives Director

Submitted by: Felisha Anderson, Archives Director

ITEM TITLE

Loan Agreement Between the City of Bay Minette and Baldwin County Commission for the Use of a Certain City-owned Trailer

STAFF RECOMMENDATION

Authorize the Chairman to execute the loan agreement between the City of Bay Minette and the Baldwin County Commission for the use of a certain city-owned trailer to be used as an Alabama 200 Bicentennial Float for all 2019 Baldwin County parades. The term of this Agreement shall commence immediately upon the County taking possession of the trailer and shall terminate upon return thereof by the County which shall occur no later than January 31, 2020, or upon written notification thereof received by either party.

BACKGROUND INFORMATION

Previous Commission action/date: BCC Work Session 11/14/2018

Background: In commemoration of the 200th birthday of Alabama, the Baldwin County Bicentennial Steering Committee would like to design a float that will showcase Baldwin County's rich history. This float will be displayed in all of the 2019 Baldwin County parades. To obtain the trailer, the City of Bay Minette has requested the County to cover insurance during period of the loan. The float will be stored and prepped at Bicentennial Park in Stockton, Alabama. Bicentennial Park is the only location large enough to store the trailer.

FINANCIAL IMPACT

Total cost of recommendation: Insurance during loan period

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

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

N/A

LEGAL IMPACT

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

Y

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

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

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N

Individual(s) responsible for follow up: Felisha Anderson and the Bicentennial Steering Committee members

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

Correspondence, Loan agreement/insurance documents mailed to:

Tammy S. Smith
City Administrator/Finance Director
301 D 'Olive Street
Bay Minette, Alabama 36507

Email copy to: Donna Bryars DGBRYARS@baldwincountyal.gov
<<mailto:DGBRYARS@baldwincountyal.gov>>

Additional instructions/notes:

Felisha Anderson

From: Tammy S. Smith
Sent: Thursday, October 11, 2018 11:36 AM
To: Felisha Anderson
Subject: Mardi Gras Trailer
Attachments: 20181011113247730.pdf

Good morning Felisha

Just this morning, we obtained the donation documentation for the parade trailer. Johnny Biggs asked that I forward this to you for county insurance purposes. Please let me know if I can be of any further assistance.

Tammy S. Smith, CPA

City Administrator/Finance Director

City of Bay Minette

Phone 251-580-1692