



# Baldwin County Commission

## Legislation Text

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File #: 21-1571, Version: 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 10/20/2020

**Item Status:** New

**From:** Wayne Dyess, County Administrator

**Submitted by:** Anu Gary, Administrative Services Manager; Carjetta Crook, Administrative Support Specialist IV

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### **ITEM TITLE**

Lease Agreement - Baldwin Court Services, Inc. - Use of County Properties

### **STAFF RECOMMENDATION**

Authorize the execution of a Lease Agreement between Baldwin Court Services, Inc. and the Baldwin County Commission to provide Baldwin Court Services, Inc. office space at the Baldwin County Courthouses in Bay Minette, Foley and Fairhope.

The term of this Lease Agreement shall be for three (3) years and shall commence on November 5, 2020, and expire on November 4, 2023, unless sooner terminated by either party, with or without cause, by giving the other party at least thirty (30) days advance written notice of termination.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** 10/03/2017 - Last Lease Agreement approved by BCC.

**Background:** BACKGROUND - BALDWIN COURT SERVICES, INC.:

Baldwin County Services, Inc. is a domestic non-profit corporation listed under Entity ID Number 550-760 in the Office of the Secretary of State of the State of Alabama (see attached). Baldwin Court Services, Inc. has a contract with the Administrative Director of Courts to provide services for the courts in Baldwin County, Alabama. Further, Baldwin Court Services, Inc. provides services to the Alabama Department of Human Resources related to persons involved in child custody and child endangerment cases and provides services to other entities in Baldwin County.

**CURRENT LEASE AGREEMENT:**

The current lease agreement between Baldwin Court Services, Inc. and the Baldwin County Commission expires on November 4, 2020. The lease agreement provides county owned office space at the Courthouses in Bay Minette, Foley and Fairhope.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** Incoming Revenue - The Lessee shall pay to the Lessor as rent hereunder the sum of **ONE DOLLAR (\$1.00) PER YEAR**. Lessee shall pay each annual rental payment to Lessor on or before November 5 of each of the three term years hereunder, to wit: respectively, November 5, 2020, 2021 and 2022.

**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?**  
Standard lease agreement approved by previous County Attorney

**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/A

**Individual(s) responsible for follow up:** N/A

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

Correspondence to:

Via email to: Johnathan Armstrong at [armstronghunts@yahoo.com](mailto:armstronghunts@yahoo.com)

Mr. Richard Hice, Secretary/Treasurer  
Baldwin Court Services, Inc.  
Post Office Box 1695  
Bay Minette, Alabama 36507

copy:

Wayne Dyess  
Brian Peacock  
Cian Harrison  
Eva Cutsinger  
Wanda Gautney  
Loren Lucas  
Sherry Smith

**Additional instructions/notes:** N/A