



# Baldwin County Commission

## Legislation Details (With Text)

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**File #:** 22-0968      **Version:** 1

**Type:** Consent      **Status:** Agenda Ready

**File created:** 5/10/2022      **In control:** Baldwin County Commission Regular

**On agenda:** 6/21/2022      **Final action:**

**Title:** Renewal of Lease Agreement with City of Bay Minette for Police Department Complex

**Indexes:**

**Attachments:** 1. Correspondence from City of Bay Minette requesting lease extension, dated May 2, 2022, 2. ease Agreement Bay Minette PD Complex 20200824

Date	Ver.	Action By	Action	Result
6/21/2022	1	Baldwin County Commission Regular		

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 6/21/2022  
**Item Status:** New  
**From:** Ronald J. Cink, Budget Director  
**Submitted by:** Barbara Pate, Commission Executive Assistant

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### ITEM TITLE

Renewal of Lease Agreement with City of Bay Minette for Police Department Complex

### STAFF RECOMMENDATION

As requested by the City of Bay Minette, approve renewal of the Lease Agreement between the Baldwin County Commission and the City of Bay Minette, originally approved on August 18, 2020, for the City of Bay Minette (Police Department) to lease and occupy the County-owned property known as the Bay Minette Police Department Complex, located at 300 North Hoyle Avenue in Bay Minette, Alabama.

The first extension term of the lease agreement will be for a period of one (1) year, commencing on August 24, 2022, and expiring August 23, 2023. The Lease Agreement may be extended for one (1) additional extension term in accordance with said Lease Agreement.

### BACKGROUND INFORMATION

**Previous Commission action/date:** See below.

**Background:** Staff received a request from Mayor Robert Wills, City of Bay Minette, on May 10, 2022, to extend the lease agreement for the Bay Minette Police Department Complex, for a one (1) year period. The initial lease agreement commenced on August 24, 2020, for a two (2) year period, expiring August 23, 2022.

July 7, 2020, BCC Regular Meeting - The Commission approved and authorized the Chairman to execute the Purchase Agreement between the Baldwin County Commission and the City of Bay Minette, in the amount of \$895,000.00 for the Bay Minette Police Department Complex, located at 300 North Hoyle Avenue, Bay Minette, Alabama.

August 18, 2020, BCC Regular Meeting - The Commission approved and authorized the execution of a Lease Agreement between the City of Bay Minette and the Baldwin County Commission for the Bay Minette Police Department to lease and occupy the Bay Minette Police Department Complex, commencing on August 24, 2020 and expiring August 23, 2022.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** The City of Bay Minette is responsible for the cost of the following:  
Non-structural repairs, interior painting, and redecorating;  
Landscaping;  
Water, sewer, gas and electricity\*; and  
Rubbish removal.

\*Until such time as some or all of the utilities are separately metered, City shall reimburse the County for the cost of utilities for the building on a pro-rata basis calculated by square footage.

**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?**  
N/A

**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:** Administration and Finance & Accounting Departments.

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

1) Correspondence to the City of Bay Minette (certified or registered mail and email) and Baldwin County Commission.

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

Tammy Smith, tsmith@ci.bay-minette.al.us  
Mayor Wills, rwills@ci.bay-minette.al.us

cc: Ron Cink, Cian Harrison, Eva Cutsinger, Christie Davis

2) Append Extended Lease Agreement to original Agreement and upload to BCAP Contracts / Lease Agreements.

3) Add all documents to Deed Book for the Bay Minette Police Department Complex Initial Extension Term.

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