



# Baldwin County Commission

## Legislation Text

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**File #:** 18-1015, **Version:** 1

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**Meeting Type:** BCC Work Session

**Meeting Date:** 9/25/2018

**Item Status:** New

**From:** Sheriff Huey Hoss Mack, BCSO

**Submitted by:** Connie Dudgeon, Budget and Finance Director, BCSO

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### **ITEM TITLE**

Request to Construct Metal Building and Site Preparation for the Metal Building in Bay Minette

### **STAFF RECOMMENDATION**

Take the following actions:

1. Authorize the Baldwin County Sheriff's Office to construct a climate controlled metal building to store documents and other materials requiring secure storage and restricted access, to be located at 210 Railroad Street, Bay Minette, Alabama, behind the current building on the property; and
2. Authorize the Highway Department to do site preparation work for the building, with expenses being paid for from the Baldwin County Sheriff's Office Law Enforcement Fund.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** None

**Background:** The Baldwin County Sheriff's Office is currently renting storage space to house records and documents that are required to be stored for a certain length of time per the Alabama Department of Archives. The current location is no longer meeting the needs of these requirements.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** To be determined

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

**If this is not a budgeted expenditure, does the recommendation create a need for funding?** All cost associated with the construction of this facility will be paid from the Baldwin County Sheriff's Office Law Enforcement Fund.

### **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 Staff

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

Notify Sheriff Huey Hoss Mack via email.

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