



# Baldwin County Commission

## Legislation Text

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File #: 23-0555, Version: 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 1/17/2023

**Item Status:** Addendum

**From:** Ronald J. Cink, Budget Director/Interim County Administrator

**Submitted by:** Anu Gary, Administrative Services Manager

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### ITEM TITLE

Sublease Agreement with Highland Construction, LLC d/b/a The Addison Group for Office Space for Baldwin County Legislative Delegation

### STAFF RECOMMENDATION

Take the following actions:

1) **Rescind** the action taken by the Commission on December 20, 2022, which approved as follows:

*“Approve a Sublease Agreement between the Baldwin County Commission and Highland Construction, LLC, an Alabama limited liability company d/b/a The Addison Group, for office space in The First Bank Building, located at 25556 Canal Road in Orange Beach, Alabama, to be utilized by the Baldwin County Legislative Delegation, in the monthly amount of \$391.00, paid by the Baldwin County Legislative Delegation.*

*The Lease Agreement will be effective on February 1, 2023, and continue for four (4) years unless sooner terminated by either party as provided in the agreement.”*

2) **Approve** a Sublease Agreement between the Baldwin County Commission and Highland Construction, LLC, an Alabama limited liability company d/b/a The Addison Group, for office space in The First Bank Building, located at 25556 Canal Road in Orange Beach, Alabama, to be utilized by the Baldwin County Legislative Delegation, in the monthly amount of \$391.00, paid by the Baldwin County Legislative Delegation.

The Lease Agreement will be effective on March 1, 2023, and continue for four (4) years unless sooner terminated by either party as provided in the agreement.

### BACKGROUND INFORMATION

**Background:** Approval of changes to sublease is forthcoming from BC Legislative Delegation.

The Addison Group notified staff on January 10, 2023, that the effective date of the sublease lease agreement would have to be moved to March 1<sup>st</sup> due to delays in permitting and construction. Staff recommends the Commission rescind its previous action and approve a new Sublease Agreement with a revised effective date of March 1<sup>st</sup> as requested by The Addison Group.

**Previous Commission action/date:** 12/20/2022, BCC Regular Meeting - The Commission approved a Sublease Agreement between the Baldwin County Commission and Highland Construction, LLC, an Alabama limited liability company d/b/a The Addison Group, for office space in The First Bank Building, located at 25556 Canal Road in Orange Beach, Alabama, to be utilized by the Baldwin County Legislative Delegation, in the monthly amount of \$391.00, paid by the Baldwin County Legislative Delegation. The Lease Agreement will be effective on February 1, 2023, and continue for four (4) years unless sooner terminated by either party as provided in the agreement.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$391.00 monthly rent including utilities, total amount of \$4,692 annually.

**Budget line item(s) to be used:** Baldwin County Legislative Delegation account 10451904.52210

**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?**  
Yes, County Attorney review required.

**Reviewed/approved by:** Approved by County Attorney previously for the initial approval of the sublease agreement on December 20, 2022. Only change made by staff is the effective date and a correction of a typo. 01/12/2023 akg

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

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**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):**  
Administration email formal correspondence and a copy of fully executed sublease agreement to The Addison Group and BC Legislative Delegation. Keep original agreement in Administration contract

files.

- Cliff McCollum, Baldwin County Legislative Delegation

- Mike Addison, The Addison Group

[mike@addisongroup.build](mailto:mike@addisongroup.build) <<mailto:mike@addisongroup.build>> and [lorie@addisongroup.build](mailto:lorie@addisongroup.build) <<mailto:lorie@addisongroup.build>>

Cc: Ron Cink  
Cian Harrison  
Eva Cutsinger  
Amanda Cunningham

**Additional instructions/notes:** Emailed revised agreement to Mike Addison and Cliff McCollum for signatures on 01/12/2023. Original signature pages should be delivered to Admin. prior to meeting.  
akg