

**BALDWIN COUNTY COMMISSION  
AGENDA ACTION FORM**

<b>Meeting Type:</b>	Baldwin County Commission – Work Session
<b>Meeting Date:</b>	11/22/2016
<b>Placement of Item on the Agenda:</b>	ADMINISTRATION
<b>Item Status:</b>	New
<b>Submitted By:</b>	Anu Gary
<b>From:</b>	Ronald J. Cink
<b>ITEM TITLE</b>	
Space Allocation in County Facilities - Request from Judge Carmen Bosch for Allocation of Space at the Baldwin County Courthouse in Bay Minette, Alabama	
<b>STAFF RECOMMENDATION</b>	
<p>Take the following action:</p> <p><u>Baldwin County Courthouse and Baldwin County Annex IV Building - Bay Minette</u></p> <p>In the City of Bay Minette, Alabama, and pursuant to the authority granted the Baldwin County Commission at §11-3-11 (a) (1) of the Code of Alabama 1975 and Section 6 of Act No. 239 (1931), as amended, and without limitation, adopt Resolution #2017-035 of the Baldwin County Commission, which designates the rooms to be occupied in the Baldwin County Courthouse and Baldwin County Annex IV Building.</p>	
<b>BACKGROUND INFORMATION</b>	
<b>Previous Commission Action/Background Information:</b>	Yes
<b>Date(s) of Previous Commission Action:</b>	September 6, 2011, BCC Regular Meeting
<p>According to Alabama General Law and Baldwin County Local Law, as recited in the attached resolution, the Baldwin County Commission has the sole authority to locate the courts and designate the office space to be utilized by the various county officers and/or offices at all Baldwin County Commission facilities.</p> <p>A request has been received from the Honorable Carmen Bosch, Presiding Circuit Judge, to relocate some of the offices at the Courthouse to better serve the Courts (see attached request letter dated November 14, 2016). At this time, staff presents to the Baldwin County</p>	

Commission proposed space allocations for the 1st floor and 2nd Floor of the Baldwin County Courthouse in Bay Minette, and the 2nd floor of the Baldwin County Annex IV Building in Bay Minette (see attached Resolution #2017-035).

The last space allocation change was for the Baldwin County Courthouse and Annex IV Building in Bay Minette was approved by Resolution #2011-127, adopted September 6, 2011.

**At the time when this agenda item was submitted, the revised floor plans for the space allocations are not ready. Staff is waiting to hear from Judge Bosch's office for a clarification on the relocation. Revised floor plans will be ready for the December 6, 2016, meeting and attached to the resolution as Exhibits A, B and C.**

FINANCIAL IMPACT	
Does the recommendation have a financial impact?	No
LEGAL IMPACT	
Are there any legal documents required to be executed if this recommendation is approved?	No
ADVERTISING REQUIREMENTS	
Is advertising required for this recommendation?	No
CONSISTENCY WITH B.C. STRATEGIC PLAN - 2006-2016	
Is the recommendation applicable to the goals set forth in the Strategic Plan?	Yes
POLICY IMPACT	
Is the recommendation consistent with Commission Policy?	Yes
PERSONNEL IMPACT	
Does the recommendation have personnel impact?	No
IMPLEMENTATION	
Is implementation for this item time sensitive?	No
Department(s)/Individual(s) responsible for follow up activities and specific actions required:	Administration - Update Space Allocations Library on BCAP
ATTACHMENTS	
1. Request from Judge Carmen Bosch for Space Allocation Change at BC Courthouse.pdf 2. DRAFT Resolution 2017-035 (Space Allocation BC Courthouse and Annex IV).doc	
APPROVALS	
Budget	
Personnel	
Administration	Brandy N. Volovecky 11/16/2016 4:11:28 PM

<b>Chairman and County Administrator</b>	Chris Elliott 11/16/2016 5:30:9 PM
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