



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: August 25, 2015

Title of Item: AMC Annual Conference & Budget Hearing

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Nathan Burkett		Department: Administration
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>This year's AMC Annual Conference is scheduled December 7th and 8th in St. Cloud. Due to so many last minute cancellations last year, hotels were left with many unfilled hotel rooms, and as a result AMC has changed the cancellation policy. Please see the attached for further clarification.</p> <p>AMC will be opening their blocks of rooms for reservations in late August or early September, so please let Sue know if you will be attending so that she can make reservations accordingly.</p> <p>Last year we held a short Board meeting late in the afternoon on Tuesday, the last day of the AMC Conference, and then held our Budget Hearing at 6:05 p.m. the same evening. This seemed to work out well. If the Board would like to follow the same schedule this year, we can schedule the Budget Hearing for 6:05 p.m. on December 8, 2015.</p>		
Alternatives, Options, Effects on Others/Comments: Select an alternate date for the Budget Hearing.		
Recommended Action/Motion: 1. By motion, set the 2016 Budget Hearing for 6:05 p.m. on December 8, 2015. 2. Let Sue know if you plan to attend this year's AMC Conference.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.



Look for more information and registration in late August/early September!

New AMC Annual Conference Lodging Cancellation Policy

AMC reserves 100% of every room available to us at both the Best Western Kelly Inn and the Le St. Germaine hotels, which are both connected to the AMC Annual Conference site, the River's Edge Convention Center.

Last year, the room blocks at both onsite hotels sold out within 20 minutes of registration being open. The hotels created long waiting lists in an attempt to use all the rooms that eventually canceled. When a hotel room cancellation happens within 24 to 48 hours of the conference, AMC members on the hotel waiting lists are unable to change their reservation at another hotel due to cancellation fees. That being said, there were 33 rooms at the Kelly Inn that were vacant during our 2014 conference because of these "last minute" cancellations that the hotels were not able to fill with AMC members because of the short notice.

In an attempt to avoid the same situation from happening again this year, the AMC Board of Directors has enacted a hotel cancellation fee for all hotel room cancellations that happen within that last week before the start of the AMC Annual Conference. AMC will receive a hotel room cancellation roster each day beginning on Monday, November 30, from both the Best Western Kelly Inn and the Le St. Germaine, and AMC will invoice a \$100 fee to those that cancel within that last week before the conference. We're doing this simply in an attempt to have AMC members get into the habit of cancelling their unneeded hotel rooms within a reasonable amount of time before the start of the conference so that their fellow AMC members on a waiting list have a chance to reserve any available rooms in the AMC block.

The St. Cloud Convention and Visitors Bureau continues to work with us to solve the hotel room problem and ease the pain by including providing free bussing from the Holiday Inn and other hotels. This year they have added covering the cost of taxi cabs for those unable to take the bus. The bus would continually circle to the Holiday Inn, Country Inn, and Grandstay.

If you have any questions about this new policy, please contact [Laurie Klupacs](#), AMC Deputy Director. Conference registration and lodging blocks will open in late August/early September.

Now Accepting 2015 AMC Annual Award Nominations

Each year, the Association of Minnesota Counties asks members to nominate exceptional county employees, programs and collaborations for the association's annual awards. The awards are given in the following four categories:

- [AMC's "Outstanding Service Awards"](#) are presented to individuals who have exhibited exceptional leadership, innovation and/or participation in county government and the Association.
- [AMC's "County Achievement Awards"](#) recognize valuable innovations and improvements in county government.
- The ["AMC-BWSR County Conservation Award"](#) recognizes a county's leadership, innovation and excellence in protecting or improving their natural resources.
- The Minnesota Association of Professional County Economic Developers' [MAPCED "Outstanding Economic Development Award"](#) celebrates successful economic development efforts and partnerships that fulfill the MAPCED mission of fostering economic growth expanding tax base and enhancing quality of life in Minnesota counties.

Nomination forms will be accepted until Friday, October 23, 2015.

This year, the Awards Banquet will take place at the AMC Annual Conference at the River's Edge Convention Center in St. Cloud on Monday, December 7.

If you have any questions about AMC's annual awards, please contact Laurie Klupacs, Deputy Director, at 651-789-4329 or email klupacs@mncounties.org.