



Baldwin County Commission

Legislation Text

File #: 20-0784, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 2/18/2020
Item Status: New
From: Wayne Dyess, County Administrator
Submitted by: Anu Gary, Administrative Services Manager

ITEM TITLE

*Baldwin County Strategic Plan Conference, March 24-26, 2020, Montgomery, Alabama

STAFF RECOMMENDATION

Approve the expenditure in the amount not to exceed \$25,000 to pay for the costs associated with the Baldwin County Strategic Plan Conference on March 24-26, 2020 (lodging, meals, conference facility rental, event technology needs) and authorize the Chairman to execute the required Group Sales Agreement and related event orders, or reservation documents with Marriott Renaissance Hotel in Montgomery, Alabama, for the same.

Travel to and from the conference will be provided by BRATS bus or county vehicles.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: As part of Baldwin County's effort to develop a County Strategic Plan, the County is holding a Strategic Plan Conference for County elected leaders, department heads and staff, on March 24-26, 2020, in Montgomery, Alabama.

The conference will include facilitated focus group meetings with the County's Strategic Planning Consultant, Managing Results, LLC, with a purpose of obtaining input and perspective in the identification of strategic issues impacting Baldwin County currently and over the next 2-5 years.

Managing Results, LLC has held several focus group and individual interviews with various County elected officials, department heads, staff, county business leaders, Mayors, economic development and environmental groups, school officials, and others, as part of the Strategic Planning process. Two public townhall meetings have been also been scheduled to gain input and ideas from the public.

FINANCIAL IMPACT

Total cost of recommendation: Not to exceed \$25,000, see cost estimate attached.

Budget line item(s) to be used: BCC Misc. Appropriation Contingency Fund 51990.5290

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, Anu Gary - Have contract executed and forward contract and associated necessary documents to Marriott Renaissance, Montgomery, AL. Finalize and confirm arrangements.

April Means, Executive Meeting Manager
Renaissance Montgomery Hotel & Spa at the Convention Center
201 Tallapoosa St., Montgomery, AL 36104
Tel. 334.481.5364
April Means April.Means@RenaissanceMontgomery.com
<<mailto:April.Means@RenaissanceMontgomery.com>>

Finance/Accounting, Cian Harrison - Payment or any required deposits and payments for conference. Confirm with Anu Gary when done.

Each Department must complete and have approved by the respective Department Head the overnight travel approval forms for all staff members attending conference.

Matthew Brown - Schedule/arrange BRATS bus transportation to/from conference.

Felisha Anderson - Schedule and confirm tour of State Archives and History Museum Tour.

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

Additional instructions/notes: N/A