



# FLC Cities

93RD ANNUAL CONFERENCE

August 15-17, 2019 ■ Orlando World Center Marriott

## Registration Information



**Paid registration is required to receive housing information, so sign up early! See page 10 for details.**

**Hotel Registration Deadline: July 24, 2019**

**Conference Registration Deadline: August 2, 2019**

**#FLCities2019**

# General Information

The **93rd Annual Conference of the Florida League of Cities** will be held August 15-17, 2019, at the Orlando World Center Marriott.

The conference is an opportunity for municipal officials and senior staff to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments.

This year's conference will include breakout sessions, committee meetings, keynote presentations, awards and more. Plus, we will be discussing and adopting the FLC 2020 Legislative Action Agenda to guide advocacy efforts at the state Capitol. Don't miss this opportunity to learn, network and share.

## Location/Dates

Orlando World Center Marriott  
Thursday, August 15 - Saturday, August 17, 2019

## Registration Hours

Thursday, August 15: 7:30 a.m. - 7:00 p.m.  
Friday, August 16: 7:00 a.m. - 5:00 p.m.  
Saturday, August 17: 7:30 a.m. - 4:00 p.m.

## Registration Fees

**City/County/Government** (\$550), **Corporate** (\$650) and **Guest** (\$150): These fees cover your name badge, admission to all conference sessions and the exhibit hall, refreshment breaks, Friday's membership networking event, Saturday's Past Presidents' Luncheon and the Inaugural Celebration Saturday night.

**NOTE: Registrants** are defined as any elected government official or any employee of governments, organizations or corporations. **Guests** are defined as spouses, partners or other non-professional relations of conference delegates. Guest registration **may not** be used for other elected government officials, staff or company representatives.

**Teen Guest 13-18 years** (\$20) and **Child Guest 3-12 years** (\$15): These fees cover your name badge, admission to the exhibit hall, Friday's membership networking event and refreshment breaks. **Teen and child guest registration does not include Saturday's Past Presidents' Luncheon or Inaugural Celebration.**

**Exhibit Hall Pass** (\$50): This pass allows family members and guests who are not registered for the conference to visit our vendors on Thursday and Friday. Passes permit access to the exhibit hall on Thursday afternoon, Thursday evening and Friday morning. The pass allows access to all events in the exhibit hall, as well as Friday's membership networking event. **The pass is not good for any other conference events and is not equivalent to a registration.**

**Youth Council Program** (\$75): This fee covers all Youth Council Program activities on Saturday, plus lunch. See page 12 for details and registration information.

## Registration Procedures

### Mail Registration

To register in advance, fill out the registration form on page 11, attach a check for the appropriate fee and mail it to the League office by **Friday, August 2, 2019**. Your name badge and other information can be picked up at the conference registration desk.

### Online Registration

Visit the League website, *flcitiesconference.com*, to access online registration.

If you register online, there are two payment options. You can send your registration fees by check to the Florida League of Cities. **(Note: You are not registered until we receive your payment, and you will not receive your housing information until your registration is paid.)** Or, you can simply pay online with your Visa, Mastercard or American Express. Registrations submitted and paid online via credit card will automatically be marked as paid, and you will receive your conference confirmation immediately via email! Conference confirmations include your registration information, totals and registration number for your reference. Please check your confirmation carefully to verify that all information is correct. Please inform the League immediately of any errors. **Please note that payments via credit card may be made online only.**

## Deadlines

**Registration** – Conference registration forms must be received no later than **Friday, August 2, 2019**. If you are unable to meet this deadline please register on-site. **NOTE: Registration fees will increase to \$580 for government and \$680 for corporate registrants for all registrations done on-site**, so we encourage you to register in advance.

**Hotel Reservations** – The cut-off date for reservations at the Marriott is **July 24, 2019**. Reservations must be made via an FLC-provided security code only; no one will receive housing information until **after** their **paid** registration is received. Please see page 10 for more details.

## Cancellation Policy

Conference registration cancellations must be done in writing via email or fax to ***mhowe@flcities.com* or (850) 222-3806**. All cancellations received in the FLC office by 5:00 p.m., **Friday, August 2, 2019**, will receive refunds, minus a **\$50.00** cancellation fee. Refunds will be issued after the conference. **No refunds can be made after August 2 or for early departure from the conference.**

Hotel deposits will be refunded only if the hotel is given notification no later than **72 hours** prior to the scheduled arrival date.

## Special Needs

If you are physically challenged and require special services, or if you have special dietary needs (i.e. allergies or Kosher or vegetarian meals), please attach a written description to your registration form. Contact the hotel directly if you will need any special accommodations in your room.

## Continuing Education Credit

Some of the conference's educational sessions may be eligible for continuing education credit through the Florida Bar and/or the Florida Board of Accountancy. It is the attendee's responsibility to submit these hours for approval. FLC will provide sign-in sheets at each session and will send certificates of attendance to all delegates who complete the sign-in sheets.

## Live Feeds via Social Media



The League will be posting real-time updates and photos via Twitter, Facebook, Instagram and YouTube during the conference. Follow, friend or like **@FLCities** on all major platforms. Connect with the conversation or pose questions by using the hashtag **#FLCities2019** in all your conference-related posts.

## Thursday is City Shirt Day!

We encourage all of you to show your city spirit by wearing your city shirt on **Thursday, August 15**.

## Contact Information

For additional information, please contact Melanie Howe at [mhowe@flcities.com](mailto:mhowe@flcities.com) or (850) 222-9684.

# Tentative Program

Following is a tentative schedule of conference events. Be sure to check our website for updates!

## Wednesday, August 14, 2019

8:30 a.m. - 1:00 p.m.

### **Research Symposium**

*Additional registration required through the League's Center for Municipal Research and Innovation; contact Liane Giroux at [lgiroux@flicities.com](mailto:lgiroux@flicities.com).*

2:00 p.m. - 5:00 p.m.

### **Florida League of Mayors Roundtable**

*Additional registration required through the Florida League of Mayors; contact Rachel Embleton at [rembleton@flicities.com](mailto:rembleton@flicities.com).*

## Thursday, August 15, 2019

7:30 a.m. - 7:00 p.m.

### **Registration Desk Open**

8:00 a.m. - 12:00 p.m.

### **Continuing Education in Ethics: Have You Completed Your Hours?**

Florida's municipal elected officers are required to take four specific hours of continuing education in ethics per year. If you haven't completed your hours yet, this is your opportunity! The four hours include two hours on the Florida Ethics Law (Chapter 112, Florida Statutes), one hour of public meetings (Chapter 286, Florida Statutes) and one hour of public records (Chapter 119, Florida Statutes). If your hours are completed, this is a good refresher class.

**NOTE:** *You must be registered for the full conference to attend this session, and pre-registration is required. Registration is limited to the first 150 people. See the registration form for details.*

9:00 a.m. - 10:00 a.m.

### **Florida League of Mayors Nominating Committee Meeting**

10:00 a.m. - 11:00 a.m.

### **Florida League of Mayors Business Meeting**

*For more information, contact Rachel Embleton at [rembleton@flicities.com](mailto:rembleton@flicities.com).*

11:00 a.m. - 12:00 p.m.

### **Florida League of Mayors Board of Directors Meeting**

12:30 p.m. - 7:30 p.m.

### **Exhibit Hall Open**

1:00 p.m. - 3:00 p.m.

### **"Cities 101" Workshop**

If you are newly elected or newly appointed, this "crash course" is designed for you. Details about Florida municipalities, services and governing challenges will be discussed. This is a prequel to the popular Institute for Elected Municipal Officials but is not a substitute for the three-day IEMO class.



## Thursday, August 15, 2019

1:00 p.m. - 3:00 p.m.

### **Legislative Policy Committee Meetings**

Finance, Taxation and Personnel  
Land Use and Economic Development  
Municipal Administration  
Transportation and Intergovernmental Relations  
Utilities, Natural Resources and Public Works

3:15 p.m. - 5:00 p.m.

### **Workshops**

5:00 p.m. - 6:00 p.m.

### **Federal Action Strike Team Meeting**

5:15 p.m. - 6:00 p.m.

### **First-Time Attendees' Orientation**

If this is your first FLC Conference, **welcome!** This workshop will acquaint you with the League, the conference program (with tips for the best use of your time), how to get involved in your local or regional league, FLC legislative policy committees and other municipal services.

6:00 p.m. - 7:30 p.m.

### **President's Welcome Reception in Exhibit Hall**

## Friday, August 16, 2019

6:30 a.m. - 8:00 a.m.

### **5K Fun Run**

See page 9 for full details.

7:00 a.m. - 8:30 a.m.

### **Florida Black Caucus of Local Elected Officials Breakfast**

*To be eligible to attend, a membership application and paid dues must be submitted. Membership applications can be obtained at [fbcleo.org](http://fbcleo.org). For more information regarding FBC-LEO, visit their website.*

7:00 a.m. - 9:00 a.m.

### **Continental Breakfast in Exhibit Hall**

7:00 a.m. - 1:15 p.m.

### **Exhibit Hall Open**

7:00 a.m. - 5:00 p.m.

### **Registration Desk Open**

8:00 a.m. - 9:00 a.m.

**Workshops**

9:15 a.m. - 10:30 a.m.

**Resolutions and Legislative Committee Meetings**

9:15 a.m. - 10:30 a.m.

**Workshops**

10:45 a.m. - 12:15 p.m.

**Opening General Session**

Featuring the presentation of the E. Harris Drew Award and a keynote presentation by **Mark McQueen**.

11:00 a.m. - 3:00 p.m.

**Grants Expo**

Need Information on available grants and technical assistance? Don't miss this opportunity to talk with representatives from various federal, state and nonprofit organizations about their grant programs, ranging from housing and historic preservation to emergency management and economic development.

12:15 p.m. - 1:15 p.m.

**Sidewalk Café in Exhibit Hall (Cash Sales)**

1:30 p.m. - 2:30 p.m.

**Workshops**

2:45 p.m. - 4:00 p.m.

**Workshops**

4:15 p.m. - 5:30 p.m.

**Workshops**

6:00 p.m. - 7:00 p.m.

**Membership Networking Event**

**Evening Open**

**Saturday, August 17, 2019**

7:30 a.m. - 8:30 a.m.

**Various Local/Regional League Breakfast Meetings**

*Contact your local league for more information.*

7:30 a.m. - 4:00 p.m.

**Registration Desk Open**



**MAJOR GENERAL (RETIRED)  
MARK T. MCQUEEN  
CITY MANAGER , CITY OF PANAMA CITY**

When **Mark McQueen** started his job as city manager of Panama City, little did he know that two weeks later a massive Category 5 hurricane would directly hit, resulting in catastrophic damage to most of the city. The recently retired two-star general has served multiple deployments in Bosnia, Afghanistan and Baghdad. He used his 30 years of experience and knowledge to respond to the disaster zone left from Hurricane Michael. You won't want to miss McQueen share his ongoing story of recovery and resilience.

McQueen was an ROTC Distinguished Military Graduate at Auburn University, where he received a Bachelor of Science in finance. He was commissioned in the Army as an Adjutant General's Corps officer and later transferred into the Civil Affairs Corps, which was then a part of the Army's Special Operations Command.

McQueen has served in every level of command and staff, from company command to general officer. He has served in multiple deployments, including Operation Joint Endeavor in Bosnia, Operation Enduring Freedom in Afghanistan and Operation Iraqi Freedom in Baghdad, Iraq.

His awards and decorations include the Legion of Merit (with two oak leaf clusters), Bronze Star, Defense Meritorious Service Medal, Meritorious Service Medal with 3 oak leaf clusters, Army Commendation Medal with oak leaf cluster, Army Achievement Medal with oak leaf cluster and Combat Action Badge.

## Saturday, August 17, 2019 (Continued)

8:30 a.m. - 9:00 a.m.

### Voting Delegate Registration Open

8:30 a.m. - 4:30 p.m.

### Youth Council Program

See page 12 for details and registration information.

9:00 a.m. - 10:00 a.m.

### Annual Business Meeting

10:15 a.m. - 12:15 p.m.

### Second General Session

Featuring recognition of the Years of Service awards and a keynote address by **Josh Linkner**.

12:30 p.m. - 2:15 p.m.

### Past Presidents' Luncheon and Installation of New President

2:30 p.m. - 5:00 p.m.

### Workshops

6:00 p.m. - 10:00 p.m.

### Childcare Provided

*Pre-registration required. See enclosed form to register.*

6:30 p.m. - 9:30 p.m.

### Inaugural Celebration

Join us for a delicious buffet dinner and strolling entertainment, then dance the night away to the sounds of the **Miami Power Band**, accompanied by guest artist **Eric Perez** on congas and percussion.

*Schedule and speakers subject to change.*



### JOSH LINKNER

**Josh Linkner**, who started his career as a jazz guitarist, has been the founder and CEO of five tech companies, which sold for a combined value of over \$200 million. He is also a deeply experienced business leader, venture capitalist, top-rated keynote speaker, *New York Times* bestselling author and a professional jazz guitarist. He is a world-renowned expert on innovation, disruption and hyper-growth leadership.



# Additional Activities

## Off-Site and Children's Activities

The Marriott provides a professional concierge desk to answer all questions regarding what to do, where to dine and how to get there, as well as brochures on area attractions, shopping and restaurants. The Marriott also offers a wide range of children's activities that changes daily. For complete information, please contact the Marriott at (407) 239-4200 or visit their Web site at [marriottworldcenter.com](http://marriottworldcenter.com).

## FLC 5K Fun Run

We will be holding our fourth biennial **Florida League of Cities 5K Fun Run/Walk** on **Friday, August 16 at 6:30 a.m.** (Please plan to meet by 6:15 a.m.) The run will take place on the grounds of the Marriott World Center's golf course and is open to everyone participating in the conference. This will be a "fun run" and will not be a timed event. There is no charge for the event, **but pre-registration is required.** (See main registration form.) All participants will receive a T-shirt and gym towel. Light refreshments will be provided after the race. So come on out and start your morning off right with a FUN RUN and great company!

## Saturday Night Childcare

Childcare services will be available on **Saturday, August 17, from 6:00 p.m. until 10:00 p.m.** during the Inaugural Event. This service, provided by the League through Sitter Solutions, will be offered at no charge, but pre-registration is required.

The League will provide pizza, popcorn and drinks. Sitter Solutions will provide quality childcare with loads of activities and games. Toys will be provided for children 1-3 years old, as well as videos for quiet time. Pillows and blankets will also be available. This service is licensed, bonded, insured and CPR-trained, and there is no cost to you.

## Agenda

6:00 p.m. – 6:30 p.m.	Registration
6:30 p.m. – 7:30 p.m.	Dinner
7:30 p.m. – 10:00 p.m.	Activities
10:00 p.m.	Closes

Please be sure to pick up your child by 10:00 p.m.

In order for us to provide this service, you will need to fill out the Childcare Registration Form on page 13 so we can determine how many sitters will be needed. Please return childcare forms to Melanie Howe, [mhowe@flcities.com](mailto:mhowe@flcities.com), fax (850) 222-3806 or mail to P.O. Box 1757, Tallahassee, FL 32302-1757.

# Conference Housing Information

The Orlando World Center Marriott will serve as the conference hotel. It is located at 8701 World Center Drive in Orlando. The resort phone is (407) 239-4200. (**NOTE:** Reservations may be made via an FLC-provided security code only. Please **do not** call the resort to make reservations until you receive this code, which will be provided with your paid registration.) FLC has secured the reduced rate of **\$5.00** per day for self-parking and **\$15.00** per day for valet parking.

Located on 200 lush acres only minutes away from Orlando's main attractions, the Marriott features championship golf, award-winning cuisine and an exquisite spa. There are multiple restaurants and lounges, a lagoon pool and lots of activities for the family. Visit the hotel's website at [marriottworldcenter.com](http://marriottworldcenter.com) for more details.

**NOTE:** The Marriott is a smoke-free property.

## ROOM RESERVATIONS - IMPORTANT - PLEASE READ

In order to protect our room blocks for conference registrants, it is our policy that no one will receive housing information **until we have received your PAID registration**. Once your registration is paid, you will be sent housing information via e-mail. (If you do not have an e-mail address, we will mail or fax the information to you.) **NOTE:** If you register online, but choose to mail in your check, you **will not** receive your housing information until your registration is **paid**.

Please note that the reservation cut-off date at the Marriott is **July 24, 2019**, and the rate is **\$176/night**. It is important that you register for the conference early so you have plenty of time to make your reservations. **Availability is on a first-come, first-served basis.**

Remember that we are unable to guarantee reservations for anyone or the exact date on which the hotel block will sell out, **so please register early.**



# 2019 FLC Annual Conference Registration

August 15-17, 2019 | Orlando World Center Marriott

Florida League of Cities | P.O. Box 1757 | Tallahassee, FL 32302 | (850) 222-9684 | Fax (850) 222-3806 | [mhowe@flcities.com](mailto:mhowe@flcities.com)

Return completed form with check payment to Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757; or visit the League website, [flcitiesconference.com](http://flcitiesconference.com), to access online registration. **NOTE: Credit card payments may only be made online.**

## DELEGATE INFORMATION

Name: \_\_\_\_\_  
First M.I. Last

First Name or Nickname: \_\_\_\_\_  
As You Wish to Appear on Badge

Title: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
City, County, Government or Company

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address (for confirmations): \_\_\_\_\_  
Please provide the address of the person who should receive the confirmation.

First-Time Attendee?  Yes  No Contact Person: \_\_\_\_\_

## GUEST INFORMATION (Please complete only if registering a guest for the conference.)

Guest's Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

REGISTRATION FEES	NO.	FEE	TOTAL FEE
City/County/Government	___ @	\$550.00*	\$ _____
Corporate	___ @	\$650.00*	\$ _____
Guest	___ @	\$150.00	\$ _____
Guest (13-18 years)	___ @	\$20.00	\$ _____
Guest (3-12 years)	___ @	\$15.00	\$ _____
Exhibit Hall Pass	___ @	\$50.00	\$ _____

OPTIONAL ACTIVITIES	NO.	FEE	TOTAL FEE
<b>Thursday, August 15</b>			
Ethics Session	___ @	\$0.00	\$ _____
<b>Friday, August 16</b>			
5K Fun Run	___ @	\$0.00	\$ _____
T-shirt size? _____			
<b>Saturday, August 17</b>			
Extra Luncheon Ticket	___ @	\$50.00	\$ _____
Extra Inaugural Celebration Ticket	___ @	\$60.00	\$ _____
<b>Total</b>			<b>\$ _____</b>

## SPECIAL NEEDS

If you require special services, or have special dietary needs, please attach a written description to your registration form.

## REGISTRATION

Registration form must be accompanied by payment made payable to **Florida League of Cities**. Mail this form to: Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757.

Registration forms must be postmarked by **August 2, 2019**. **Remember:** You will not receive housing information until we have received your **PAID** registration.

## CANCELLATION POLICY

All cancellations received in writing via email or fax to [mhowe@flcities.com](mailto:mhowe@flcities.com) or (850) 222-3806 and received by 5:00 p.m., **August 2, 2019**, will receive refunds, minus a **\$50.00** cancellation fee. Refunds will be issued after the conference. **No refunds can be made after August 2 or for early departure from the conference.**

**\*NOTE: Registration fees will increase to \$580 for government and \$680 for corporate for all registrations done onsite.**

# 2019 Florida League of Cities Youth Council Program

**Saturday, August 17, 2019 | 8:30 a.m. - 4:30 p.m.**

We are pleased to invite youth councils from throughout the state to participate in the annual conference. Attendees will learn about issues facing municipalities across the country and have the opportunity to network with other Florida youth councils.

The registration fee for this program is **\$75** per person and includes the keynote presentation during Saturday's general session, lunch and youth-targeted presentations. **For more information please contact Sharon Berrian at (850) 222-9684.**

**NOTE:** Students **must** be members of an established municipal youth council in order to participate in this program.

**Please complete one form per youth council. The form may be duplicated if you are registering more than six people.**

Youth Council Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Cell Phone: \_\_\_\_\_

Name: \_\_\_\_\_  Student  Chaperone

Name: \_\_\_\_\_  Student  Chaperone

Name: \_\_\_\_\_  Student  Chaperone

Name: \_\_\_\_\_  Student  Chaperone

Name: \_\_\_\_\_  Student  Chaperone

Name: \_\_\_\_\_  Student  Chaperone

**Registration Fee: \$75.00 per person if received by Friday, August 2, 2019.** The final deadline for registration is **Friday, August 2, 2019.**

**Total Amount Enclosed: \$ \_\_\_\_\_**

Return completed form with check payment to Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757.

NOTE: If you wish to pay with a Visa, Mastercard or American Express, please complete this form and email it to [mhowe@flcities.com](mailto:mhowe@flcities.com). You will be contacted directly for your card information.

Youth council registration cancellation must be done in writing via email or fax to [mhowe@flcities.com](mailto:mhowe@flcities.com) or (850) 222-3806. All cancellations received in the FLC office by 5:00 p.m. **Friday, August 2, 2019**, will receive refunds. Refunds will be issued after the conference.



# Saturday Night Childcare Form

August 15-17, 2019 | Orlando World Center Marriott



Sitter Solutions, Inc.  
Pre-Registration Form

Parent Name: \_\_\_\_\_ Phone (    ) \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Please list each child's name, age and any allergies or special needs as indicated below.

Child Name	Age	Allergies/ Special Needs

Who is authorized to pick up your child?

Name: _____	Relationship: _____
Name: _____	Relationship: _____

1. The undersigned parent/guardian, for himself or herself, and his or her heirs, successors and/or assigned, hereby releases, acquits and fully discharges, Sitter Solutions and their respective shareholders, officers, directors, agents, employees, representatives, predecessors, successors and assigns from any and all claims, suits, sums of money, judgments, executions, damages, losses, expenses of any kind including without limitation, court demands, causes of actions and rights whatsoever, known or unknown contingent or otherwise, that parent, guardian or child might have, in whole or in connection with directly or indirectly, in the provision of child care services and or any use by parent/guardian or their children at such facility.
2. Parent/guardian may not bring toys, jewelry, valuables or medications into child care facility. Sitter Solutions, Inc. will not be responsible for such items and will not administer medication of any kind.
3. Parent/guardian warrants that the child has no allergies or disabilities, which have not been noted above.
4. This agreement shall be interpreted and construed under and in accordance with the laws of the State of Florida.
5. I hereby grant permission for Sitter Solutions, Inc. to take whatever steps necessary to obtain emergency medical care if warranted. If the parent cannot be reached emergency personnel will be called.
6. I hereby give permission for photographs/video to be taken of my child (ren) while attending a Sitter Solutions, Inc. children's convention. These photographs/video may be used for Sitter Solutions, Inc.

This will serve as my authorization to Sitter Solutions, Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Relationship

For more information, call Sitter Solutions, Inc. at

**813-900-0927**