

Florida Association of City Clerks

February 24, 2023

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Message from FACC President



Life is a balance of holding on and letting go.

Cheryl A. Mooney, MPA, MMC
2022-2023 FACC President
City Clerk, City of Temple Terrace

Member Highlight



We will be highlighting a different member each week to share "what it means to be a member of FACC" for that person.

Today, enjoy reading about Deputy City Clerk Suling A. Lucas, CMC, City of Tampa.

Being a member of FACC has become an essential part of my success in the City of Tampa City Clerk's Office. It has provided me with many connections with other Clerks, where viable information can be shared among one another to heighten the ability to perform everyday duties. [Read More](#)

Member News

CMC Certifications



The following FACC member has earned their CMC certification:

Town Clerk Kimberly Kogos, CMC, Town of Jupiter Island

Congratulations, Kimberly!



On February 22, the Polk County City Clerks Association met for lunch at the Wales Pointe Restaurant in Lake Wales for their monthly meeting.



Pictured above left to right: Interim Town Clerk Trevor Douthat, Dundee; Retired Deputy City Clerk Debbie M. Cason, MMC, Lakeland; Assistant to the City Clerk Trish Edwards, Lakeland; Town Administrator Sara K. Irvine, CMC, Lake Wales; Assistant City Clerk Donna Donaldson, MMC, Bartow; Town Clerk Brittney N. Sandovalsoto, CMC, Lake Hamilton; Administrative Specialist/Assistant Town Clerk Ashley Garcia, Lake Hamilton, Vice President of Polk County City Clerks Association; City Clerk Jenn Garcia, Mulberry; FACC Central West District Director Dawn M. Wright, MMC, FCRM, PHRP, City Clerk, Eagle Lake; Assistant City Clerk Azucena Macedo, Bartow; Deputy City Clerk Heather Bradman, Lakeland, Secretary of Polk County City Clerks Association; City Clerk Linda Louise Bourgeois, MMC, Lake Alfred; Deputy City Clerk Cynthia Monk, Lake Wales; and City Clerk Jennifer Nanek, CMC, Lake Wales, President of Polk County City Clerks Association.

FACC Board Meeting: February 23, 2023



The FACC Board of Directors met via Zoom on February 23, 2023.

[Agenda Packet](#)

Nominations for Board Positions

**We need
your voice.**



2023-2024 FACC Board Vacancies for Officers and Directors

**Applications must be received no later than
February 24, 2023, at 5:00 p.m.**

As an FACC member, you have the opportunity to make an impact on your association to shape policies, programs and develop strategic plans to help your colleagues. FACC can benefit from your ideas and perspective. This is an excellent way to convey to 600 plus members that you value the efforts of this organization and to have a voice in its growth and future.

If you would like your decisions, direction and vision about FACC's future to directly impact the membership, then it's time to take the initial step forward and put your leadership and knowledge to task by serving on the Florida Association of City Clerks Board of Directors.

Nominations are being accepted for the following positions: Vice-President, Northwest District Director, Northeast District Director, Central West District Director, Central East District Director, South District Director, Southwest District Director and Southeast District Director.

Note – all candidates, including incumbents, must provide all required information by the stated deadline for their nomination to be considered.

- [Nomination Information](#)
- [Nomination Procedures](#)
- [Candidate Nomination Form](#)

FACC Discussion Forum



The FACC Discussion Forum is where you can ask another municipal clerk any question, find an answer to a concern, share information, policies, and best practices, or just read the board from experienced clerks who have faced similar challenges.

These are just a sampling of the questions asked (and answered) on the Discussion Forum. To sign up to participate in the Forum, contact [FACC Staff](#). If you are already a member, [click here](#) to go to the Forum to share information about these questions and read other's answers.

Here are some of the recent topics:

Public Records Request

Are personal phones and personal emails pertaining to anything that has to do with the city or one of the Commissioners a matter of public record? Example: if a citizen texts/email a Commissioner about something that is related to another Commissioner, is that public record?

Online Code Company

We have had a few hiccups as of late with our online code company elaws. So we may explore options. For those of you who maintain your code online, who do you use? Municode? Anybody else? Are you happy with them? Do they update the sites in a correct and timely manner? Will you share links to your code site?

Resolution

If you have a resolution to honor a recently deceased Mayor; could you please share.

From Our Partners - Florida League of Cities



Thank You From the Florida League of Cities (FLC)

Thank you to all who recently completed the FLC survey regarding the Term of Service and Term Limits for Councils or Commissions. We appreciate your assistance with this survey!

The information from this survey, and other municipal research, is available to all FLC members. Please contact Wade Burkley at wburkley@flcities.com with any questions.

From Our Partners - Florida Digital Services



Florida Local Government Cybersecurity Grant Program - Now Accepting Applications

The Florida Local Government Cybersecurity Grant is a competitive grant program to provide cybersecurity technical assistance and capabilities to Florida's local governments to improve their cybersecurity posture and resiliency. The Florida Digital Service has \$30 million available for fiscal year 2022-2023. The application window is now open and will close on March 31, 2023. [Download Frequently Asked Questions](#)

For more information, visit cybergrants.fl.gov/cybergrant.

Job Openings



[Click here](#) to browse current job openings on the FACC website.

Upcoming Events

To view a list of all upcoming FACC Board of Directors Meetings, [click here](#).

FACC Board of Directors Meeting, Via Zoom

March 23, 2023
10:30 a.m. ET

FACC Live Webinar, Via Zoom

Records Mitigation and Disposal Part 1
April 13, 2023
2:00 p.m. - 4:00 p.m. ET
\$75 FACC Member/\$100 Non-Members
Registration opens in March.

FACC Budget/Board of Directors Meeting, Orlando

April 28, 2023
FLC Main Office Building in the Green Room

Budget Meeting 10:00 a.m. ET
Board Meeting 11:00 a.m. ET

54th Annual Professional Municipal Clerks Week

April 30 – May 6, 2023
#MuniClerks
#MuniClerks2023
Toolkit Available Soon!

IIMC 2023 Annual Conference, Minneapolis, Minnesota

May 14-17, 2023
Hyatt Regency Minneapolis
[Learn More](#)

FACC 2023 Summer Conference and Academy, St. Petersburg

June 17-21, 2023
#FACCSummer2023
The Vinoy® Renaissance
Member Registration Rate: \$400
Hotel Room Rate Per Night: \$189
Registration opens in April 2023.

FACC Live Webinar, Via Zoom

Records Mitigation and Disposal Part 2
August 3, 2023
2:00 p.m. - 4:00 p.m. ET
\$75 FACC Member/\$100 Non-Members
Registration opens in July.

FACC 2023 Fall Academy, Daytona Beach Shores

October 22-26, 2023
#FACCFall2023
The Shores Hotel
First/Second/Third Year Member Rate: \$400
Advanced (MMC) Member Rate: \$375
Hotel Room Rate Per Night: \$132
Registration opens in August 2023.

FACC Live Webinar, Via Zoom

Leadership
November 9, 2023
2:00 p.m. - 4:00 p.m. ET
\$75 FACC Member/\$100 Non-Members
Registration opens in October.

FACC 2024 Summer Conference and Academy, Kissimmee

June 23-26, 2024
#FACCSummer2024
Embassy Suites by Hilton Orlando Lake Buena Vista South
Member Registration Rate: \$400

Hotel Room Rate Per Night: \$159
Registration opens in April 2024.



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Florida Association of
City Clerks

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