

Florida Association of City Clerks

September 16, 2022

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From FACC President

Be the kind of leader that people want to follow voluntarily,
even if you had no title or position.

-Brian Tracy

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

Member Highlight

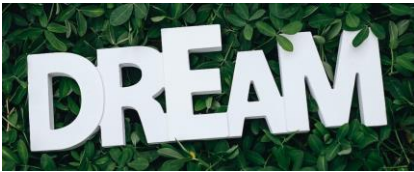


We will be highlighting a different member each week to share "what it means to be a member of FACC" for that person.

Today, enjoy reading about City Clerk Rey Bailey, City of Destin.

FACC provides a platform for City Clerks to share and exchange experiences, ideas, and expertise. Being a member of the FACC has helped me grow in my second career as a City Clerk, enhanced my knowledge of the profession, and taught me to be readily available to serve my city and its elected officials. [Read More](#)

For Everyone Who Dreams of Fewer Vendors to Manage



By Darren Cornejo, Account Executive, CivicPlus

How much time do you spend emailing your software vendors every day to ask for technical support, bug fixes, feature requests and billing details? Wouldn't it be nice to have fewer contacts to

manage? In 2022, public sector entities are slimming their software stacks by consolidating and integrating critical systems.

The Benefits of Vendor Consolidation

When it comes to digital systems, simplification through unification ensures local governments are wisely spending tax-payer dollars and maximizing every contract's value.

Thinking about slimming down? When weighing your options for digital solutions, prioritize the following considerations:

- Investing in resident self-service tools that reduce phone calls and walk-ins
- Technology that offers ease of use for all users, regardless of technical ability
- Integrations between solutions and with existing third parties
- Growth and revenue opportunities that offset investment costs
- Resource savings
- One-stop search capabilities
- Single sign-on between systems that simplifies password management

When it comes to the tools you use to create positive civic experiences, a smaller, more comprehensive, and integrated system will always offer greater capabilities than a diversified portfolio of niche solutions. Start with evaluating your current systems today and conduct an ROI analysis on each one. If you're not getting 10-X the value out of each partner, it may be time to part ways.

Member News

[Retirement](#)



Town Clerk Rita L. Taylor, Town of Gulf Stream, is retiring on September 30. Rita has been the Town Clerk in Gulf Stream for 32 years and nine months. Prior to that, she was the Town Clerk for the Town of Ocean Ridge for 20 years. Rita joined FACC on August 7, 1987.

Congratulations on your retirement, Rita!

Retirement Resolution Presentation



On September 8, FACC Vice President/Town Clerk Patricia J. Burke, MPA, MMC, Town of Palm Shores, presented City Clerk Linda P. Jaworski, MMC, CPM, City of St. Cloud, with her retirement resolution. Congratulations, Linda!

Pictured left to right: City Clerk Linda S. Hansell, CMC, City of Kissimmee; City Clerk Tracy Ackroyd Howe, MMC, City of Clermont; City Clerk Linda P. Jaworski, MMC, CPM, City of St. Cloud; FACC Vice President/Town Clerk Patricia J. Burke, MPA, MMC, Town of Palm Shores; and Mayor Nathan Blackwell, City of St. Cloud.

New FACC Members in August

Katrina Adler
Town Clerk
Town of Lauderdale-By-The-Sea

Meghan E. Allmon
Town Clerk
Town of Welaka

William Grady Ary
Town Clerk/Town Manager/Treasurer
Town of Yankeetown

Cassi L. Bailey

Assistant Clerk
City of Palmetto

Regis Barbou
Executive Associate II
City of Miami Beach

Heather Bradman
Deputy City Clerk
City of Lakeland

Samantha Brunetti
Office Specialist
City of Pinellas Park

Patrick D. Camm
Executive Office Associate II
City of Miami Beach

Tracee Cody
Assistant City Clerk
City of Port Orange

Toni Cone
Administrative Coordinator/Deputy City Clerk
City of Venice

Debrah Hall-McCullon
Staff Assistant, Senior
City of Riviera Beach

LaTonya Harris
Deputy City Clerk/City Historian & Archivist
City of Winter Haven

Yulibeth Orellana
Administrative Assistant
Town of Lake Clarke Shores

Kim Stanton
Town Clerk
Town of Ocean Breeze

Sabrina Utter
Executive Assistant/Deputy Clerk
City of Crystal River

Michelle J. Wells

Deputy City Clerk
City of Dunedin

Sharon Williams
Deputy City Clerk
City of Satellite Beach

FACC Meeting Minutes Approved



These minutes have been approved.

[June 19, 2022](#)

[June 22, 2022](#)

FACC 2022 Fall Academy



FACC 2022 FALL ACADEMY

Florida Association of City Clerks

October 9-13, 2022 · Orlando Marriott Lake Mary Hotel, Lake Mary

October 9-13, 2022
#FACCFall2022

Orlando Marriott Lake Mary Hotel
1501 International Pkwy
Lake Mary, FL 32746

Early Registration ends September 23, 2022.

Make your hotel reservation no later than September 23, 2022.

To protect our room block for registrants, it is our policy that housing information is released only upon payment of registration. Once your registration is paid, you will receive housing information via email. Room rate is \$149 per night.

If you have any questions regarding which CMC track (First Year or Second/Third Year) you should attend, please contact Amy Brewer, Education Coordinator, Florida Institute of Government at abrewer@fsu.edu or 850.645.6700.

Note: In order to receive the member registration rate, dues must be paid first. [Renew Dues](#)

[Download Announcement](#)

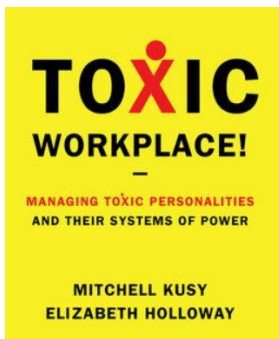
To register, [click here](#) or click the Register Now button below.

Questions? Call 850.222.9684 or email [FACC staff](#).

Register Now

Pre-Academy Workshop: Athenian Dialogue

Only 1 seat remains. Register Now!



“Toxic Workplace: Managing Toxic Personalities and Their Systems of Power”

Sunday, October 9, 2022

9:00 a.m. - 4:30 p.m.

Presented by:

Tami Kelly, MMC, Clerk of Council, Grove City, OH

To register, [click here](#).

This Athenian Dialogue discusses the book “Toxic Workplace: Managing Toxic Personalities and Their Systems of Power” by Mitchell Kusy and Elizabeth Holloway.

Do you have a toxic workplace, toxic employees, or toxic bosses? Join us as we discuss this book and share your personal experiences and learn the signs of a toxic workplace. We will review ways to overcome these tactics and find conflict resolutions, all while having a lively discussion. This book tackles the underlying system issues that enable a toxic person to create a path of destruction in an organization, pervading others’ thoughts and energies, even undermining their very sense of well-being. It illustrates how to manage existing toxic behaviors, create norms that prevent the growth or regrowth of toxic environments and ultimately design organizational communities of respectful engagement. This book reveals the warning signs that indicate a serious behavioral problem and identifies how this toxicity spreads in systems with long-term effects on organizational climate, even after the person has left. You’ll learn how to identify the toxic personality and describe the leader reactions and approaches that typically don’t work. This book provides hands-on approaches that work with research-based strategies at the individual, team and

organizational level. This book will provide new insights on how leaders lead, how organizational cultures sustain themselves and how teams deal with toxic personalities.

***This Athenian Dialogue has been pre-approved for three IIMC CMC or MMC education points with the satisfactory, timely completion of a learning assessment. All participants must have completed the book in its entirety as a prerequisite for dialogue attendance.**

\$100 plus purchase of book; lunch is on your own.

Athenian Leadership Society Dialogues are limited to a minimum of 10 participants and a maximum of 30 participants per session on a first-come, first-served basis. **Participants are required to purchase and read the book prior to the session.** Due to the pre-work involved (reading the book), on-site registrations are not allowed.

[Register Now](#)

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.

See this week's most talked about topics:

Oaths During Quasi-Judicial Meetings

During a Quasi-Judicial Meeting when putting those intending to speak under oath, do you stand up or stay seated? Our previous Clerk has always remain seated; however; as the speakers stand and raise their hand as I'm verbally giving the oath, it seems that the Clerk should also be standing. How has your office instructed you?

Commission Compensation

We are reviewing the commission salary and I have a few questions:

1. What is the commission compensation?
2. Is health insurance included?
3. What's your population?
4. What is your form of government?

Training for Board Members

Do any of your municipalities require mandatory training for board members that serve on the Planning and Zoning Board, Community Sustainability, Housing Authority, or any other boards? If yes, how did your municipality implement mandatory training?

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.

50th Anniversary Resolution/Proclamation



As we continue to celebrate FACC's 50th anniversary, please ask your municipal council or commission to adopt a resolution or proclamation celebrating our anniversary.

Having this information before your council/commission for consideration will provide education regarding FACC for your elected officials, as well as the citizens of your municipality. And, it will help continue the celebration of our 50th year. We are all very proud of our professional association and the enrichment

our membership provides for our daily lives; let's celebrate that and help our municipal officials understand the importance of this membership to our offices through continuing professional development. [Click here](#) for a sample resolution. Be sure to send a copy of your resolution/proclamation to FACC staff at facc@flcities.com.

Thank you to the following municipalities who have submitted a resolution or proclamation!

- Town of Astatula
- City of Atlantis
- City of Belleair Bluffs
- City of Belle Glade
- City of Boynton Beach
- City of Bradenton Beach
- City of Cape Canaveral
- City of Clewiston
- City of Crescent City
- City of Dade City
- City of Dania Beach
- City of Daytona Beach
- City of Eagle Lake
- City of Fort Walton Beach
- City of Green Cove Springs
- City of Gulf Breeze
- Town of Gulf Stream
- Town of Highland Beach
- City of Holmes Beach
- Town of Howey-in-the-Hills
- City of Indian Harbour Beach
- Village of Indiantown
- Town of Juno Beach
- City of LaBelle
- City of Lake Alfred
- City of Lakeland

- City of Lake Worth Beach
- City of Leesburg
- Town of Longboat Key
- City of Mulberry
- City of New Port Richey
- City of Niceville
- City of North Lauderdale
- City of Palm Beach Gardens
- Town of Palm Shores
- Town of Ponce Inlet
- Town of St. Leo
- City of Stuart
- City of Temple Terrace
- Village of Tequesta
- City of Venice
- City of Wilton Manors

From Our Partners - Disability Employment Awareness Month



Celebrated annually, October is Disability Employment Awareness Month (DEAM). Proclamations recognizing the more than 2 million Floridian's living with a disability takes place in municipalities across the United States. [Click here](#) to download a sample proclamation. Please contact Allison Chase allison@abletrust.org or 850.566.9606 for more information.

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](#).

Retirement Resolution Presentation, Brevard County City Clerks Association Meeting

September 19, 2022

Noon

Brevard County City Clerks Association Meeting

Perkins Restaurant & Bakery

8200 N Wickham Rd, Melbourne, FL 32940

FACC Central East District Director Virginia A. Smith, MMC, CP, City Clerk, City of Palm Coast, will present Town Clerk/Treasurer Debby K. Franklin, CMC, Town of Malabar, with her retirement resolution.

Recognition Presentation, Palatka

September 22, 2022

6:00 p.m. ET

Location: Palatka City Commission Meeting

201 N. 2nd Street

Palatka, FL 32177

City Clerk Vanessa Castillo, MMC, City of Winter Haven, will present Interim City Clerk Sunni L. Krantz, CMC, City of Palatka, with her CMC pin and certificate.

FACC Board of Directors Meeting, Lake Mary

October 9, 2022

6:30 p.m. ET

FACC 2022 Fall Academy, Lake Mary

October 9-13, 2022

#FACCFall2022

Orlando Marriott Lake Mary Hotel

Hotel Room Rate Per Night: \$149

[Register Now](#)

Resolution Presentation, Belle Glade

December 19, 2022

6:30 p.m. ET

Location: Belle Glade City Commission Meeting

110 Dr. Martin Luther King Jr. Blvd W

Belle Glade, FL 33430

FACC Southeast District Director/Deputy Town Clerk René Basel, CMC, Town of Gulf Stream, will present FACC Past President/City Clerk Debra R. Buff, MMC, City of Belle Glade, with her retirement resolution.

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 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.



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