



Florida Association of City Clerks

2026 Summer Conference & Academy

June 7-10, 2026

Luminary Hotel & Co.
Fort Myers

#FACCsummer2026

TENTATIVE GENERAL SCHEDULE*

SUNDAY, JUNE 7

7:30 a.m. - 8:30 a.m.	Light Continental Breakfast
7:30 a.m. - 4:30 p.m.	Registration Desk Open
8:30 a.m. - 4:00 p.m.	Athenian Dialogue – <i>Big Magic: Creative Living Beyond Fear</i>
8:30 a.m. - 4:00 p.m.	Athenian Dialogue – <i>Conquering Crisis: Ten Lessons to Learn Before You Need Them</i>
10:15 a.m. - 10:30 a.m.	Refreshment Break
12:00 p.m. - 1:30 p.m.	Lunch (On Your Own)
2:45 p.m. - 3:00 p.m.	Refreshment Break
4:30 p.m. - 5:30 p.m.	First-Time Attendees Important Orientation and Education Basics
5:45 p.m. - 7:00 p.m.	FACC Board of Directors Meeting
7:00 p.m. - 8:00 p.m.	FACC Board of Directors Dinner (<i>Board members only</i>)

MONDAY, JUNE 8

7:00 a.m. - 8:30 a.m.	Light Continental Breakfast
7:00 a.m. - 5:00 p.m.	Registration Desk Open
7:00 a.m. - 5:00 p.m.	Silent Auction Bidding Open
7:30 a.m. - 8:15 a.m.	District Meetings
8:30 a.m. - 9:45 a.m.	Opening Ceremonies and Keynote Address – Thriving Through the Chaos
9:45 a.m. - 10:00 a.m.	Refreshment Break
10:00 a.m. - 12:00 p.m.	Joint Session – 2026 Legislative Update
12:00 p.m. - 1:45 p.m.	Luncheon and Annual Business Meeting
2:00 p.m. - 5:00 p.m.	Joint Session – Leading with Purpose
3:30 p.m. - 4:00 p.m.	Refreshment Break in Exhibit Hall
3:30 p.m. - 6:00 p.m.	Exhibit Hall Open
5:00 p.m. - 6:00 p.m.	Welcome Reception and President’s Presentation
6:00 p.m. - 8:00 p.m.	Networking Spot

TUESDAY, JUNE 9

7:00 a.m. - 8:00 a.m.	Light Continental Breakfast
7:00 a.m. - 5:30 p.m.	Registration Desk Open
7:30 a.m. - 3:30 p.m.	Silent Auction Bidding Open
8:00 a.m. - 10:00 a.m.	Session A – Records Management and Emerging Challenges
8:00 a.m. - 10:00 a.m.	Session B – Ethics & Public Service
10:00 a.m. - 3:30 p.m.	Exhibit Hall Open
10:00 a.m. - 10:30 a.m.	Refreshment Break in Exhibit Hall
10:30 a.m. - 12:00 p.m.	Session A – The Power of “And”: Reframing Stress, Strength, and Service
10:30 a.m. - 12:00 p.m.	Session B – The Human Side of Tech Transformation: Helping Staff Adapt to New Tools, New Expectations, and Accountability Cultures
12:00 p.m. - 1:30 p.m.	Sidewalk Café in the Exhibit Hall (<i>Each conference attendee will receive one \$30 lunch coupon to purchase lunch at the Sidewalk Café.</i>)
1:30 p.m. - 3:00 p.m.	Session A – De-Escalation Techniques
1:30 p.m. - 3:00 p.m.	Session B – Leading with Clarity: Building Self Awareness, Accountability, and Objectivity in Public Service Leadership
3:00 p.m. - 3:30 p.m.	Refreshment Break in Exhibit Hall
3:30 p.m.	Exhibit Hall Game Ends

TENTATIVE GENERAL SCHEDULE* CONTINUED

3:30 p.m.	Silent Auction Bidding Concludes
3:30 p.m. - 5:30 p.m.	Session A – Navigating Difficult Conversations with Municipal Officials
3:30 p.m. - 5:30 p.m.	Session B – TRIM Compliance
5:45 p.m. - 8:30 p.m.	Clerks' Night Out

WEDNESDAY, JUNE 10

7:30 a.m. - 8:30 a.m.	Light Continental Breakfast
7:30 a.m. - 11:30 a.m.	Registration Desk Open
8:30 a.m. - 11:30 a.m.	Closing Session – Hopeful, Healthy, & Human: Be the Exception!
10:00 a.m. - 10:15 a.m.	Refreshment Break
11:30 a.m. - 12:00 p.m.	Closing Remarks and Door Prizes

**Schedule subject to change*

ADVANCE REGISTRATION

All participants are encouraged to register in advance to avoid delays at the registration desk. Please complete and return the registration form, along with payment, to FACC, P.O. Box 1757, Tallahassee, FL 32302. Make your check payable to FACC. We cannot accept purchase orders. Visa, Mastercard, American Express, or Discover Card are also accepted. **Registration forms will not be processed without payment in full.**

ONLINE REGISTRATION

Registration is available online at floridaclerks.org. You will need a username and password. **If you have never registered for an FACC event online, please contact Meredith Montgomery at 850.701.3636 or mmontgomery@flcities.com for your credentials.**

You can pay online with your Visa, Mastercard, American Express, or Discover Card, or mail your registration form and fees by check to FACC, P.O. Box 1757, Tallahassee, FL 32302. **You are not considered registered until your payment is received and processed, and you will not receive housing information until registration is paid.**

REGISTRATION FEES

Registration fees must accompany all registration forms. To qualify for the advanced registration fee, registration forms must be postmarked on/or before May 15, 2026. Registration forms postmarked after May 15, 2026, will be processed at the specified regular fee. **All registration forms must be received by May 29, 2026. If you are unable to meet this deadline, please register on-site. Credit cards are the only method of payment accepted on-site.**

FACC Retired Past Presidents are offered a 75% discount off the current registration rate. To register, contact Meredith Montgomery at mmontgomery@flcities.com.

The registration fees are as follows:

	Advanced Fee on/before May 15	Regular Fee on/after May 16
FACC Member	\$400	\$450
FACC Nonmember	\$525	\$575
Guest	\$250	\$300
Athenian Dialogue	\$100	\$115
One Day Ticket – Member	\$250	\$250
One Day Ticket – Nonmember	\$275	\$275
Guest Welcome Reception Ticket	\$60	\$60
Guest Business Luncheon Ticket	\$55	\$55
Clerks’ Night Out	\$36	\$36

MEMBER/NONMEMBER REGISTRATION

Member and nonmember registration fees cover name badge, admission to all conference and academy sessions, light continental breakfasts, admission to the Exhibit Hall, refreshment breaks, Monday’s Business Luncheon, Monday’s Welcome Reception and President’s Presentation, and one \$30 lunch coupon to purchase lunch at the Sidewalk Café in the Exhibit Hall. These fees **DO NOT** cover the Athenian Dialogue, lodging, or other meals. Registration is limited to municipal clerks and members of their office for educational and professional development.

GUEST REGISTRATION

Guest registration fees cover name badge, admission to all conference and academy sessions, light continental breakfasts, admission to the Exhibit Hall, refreshment breaks, Monday’s Welcome Reception and President’s Presentation, and one \$30 lunch coupon to purchase lunch at the Sidewalk Café in the Exhibit Hall. These fees **DO NOT** cover the Athenian Dialogue, Monday’s Business Luncheon, lodging, or other meals. Guests are defined as spouses, partners, or other non-professional relations of delegates. **FACC members and sponsor or exhibitor representatives do not qualify for the guest registration fees.**

ADDITIONAL EVENT TICKETS

Extra tickets for the Welcome Reception and President’s Presentation, as well as the Business Luncheon, may be purchased in advance or at the registration desk. The Welcome Reception and President’s Presentation ticket is \$60 per person, and the Business Luncheon is \$55 per person. **Note: Your name badge must be worn for all events, and tickets must be presented to enter.**

DEADLINES

Hotel Cutoff	May 5
Early Registration Ends	May 15
Cancellation Requests	May 15
Pre-registration Deadline	May 29 <i>(After this date, please register on-site.)</i>

REFUNDS

Cancellations must be emailed to facc@flcities.com. **All cancellations received by 5:00 p.m., Friday, May 15, 2026, will be entitled to a refund minus a \$50 administration fee.** Refunds will be issued after the event. Substitutions may be made at any time with advance notification.

HOTEL INFORMATION

To protect our room block for registrants, it is our policy that housing information is only released upon payment of registration. Once your registration is paid, you will receive housing information via email. Please note the cutoff date to make hotel reservations is May 5. However, the room block may be filled before that date, so make your reservations as soon as possible. It is important that you register for the conference and academy early so that you have plenty of time to make your reservations.

NOTE: IF YOU MAKE YOUR HOTEL RESERVATION OUTSIDE OF OUR ROOM BLOCK, YOUR ROOM IS NOT PROTECTED, AND IF THE HOTEL BECOMES FULL, THE HOTEL COULD POSSIBLY MOVE YOU TO A DIFFERENT HOTEL.

Luminary Hotel & Co. will serve as the host hotel. The hotel room rate is \$209 per night plus applicable taxes. Overnight self-parking is complimentary for our group, and daily self-parking is \$1/hour with a maximum of \$10 per day. Hotel check-in time is 4:00 p.m. Hotel checkout time is 11:00 a.m.

EDUCATION SESSIONS

Municipal Clerks attending the FACC 2026 Summer Conference & Academy have the opportunity to earn one Certified Municipal Clerk (CMC) experience point for attending the conference portion of the program and up to 14.5 hours (equivalent to 7.25 CMC or Master Municipal Clerk [MMC] education points) for attending the educational portion of the program. CMC/MMC hours approved by the International Institute of Municipal Clerks (IIMC) are listed after each educational session in the program. (Additional hours are awarded to those successfully completing the Athenian Dialogue.)

IMPORTANT NOTE: As full-time professionals, we understand the occasional need to step outside briefly during an educational session to answer an urgent phone call or attend to a personal matter. However, to uphold the integrity of the IIMC Certification Program and out of respect for our fellow Clerks, any participant who misses more than 15 minutes of any session will not be allowed to earn points for that session. In addition, this policy applies to leaving any session early as well unless you have a true emergency and receive prior approval from FACC Executive Director Allison Payne (apayne@flcities.com) and/or FACC Education and Training Coordinator Leslie Howington (facc@iog.fsu.edu).

Clerks who are working toward their CMC or MMC designations and wish to receive the maximum points allowable by IIMC will need to 1) have their name badge scanned after every session, and 2) complete and submit an Ideas to Action (ITA) form for each education session.

A Certificate of Completion, with educational hours earned, will be sent electronically to participants approximately 60 days following the conference and academy.

The education curriculum for both the CMC and MMC sessions was developed, reviewed, and approved by the John Scott Dailey Florida Institute of Government (IOG) at Florida State University as an IIMC-approved institute, in cooperation with the FACC Professional Education Committee and the FACC Board of Directors.

KNOW BEFORE YOU GO INFORMATIONAL WEBINAR

Please plan to attend a Know Before You Go Informational Webinar on **Wednesday, June 3, 2026, at 10:00 a.m. ET** via Zoom. Registration via Zoom will be provided in the FACC Friday Newsletter, or you can email facc@flcities.com to register for this free webinar. Attendance at this webinar is optional. This webinar is for educational purposes only; it is not approved for any CMC/MMC points or hours.

CONFERENCE BUDDY PROGRAM

Is this your first time attending an FACC Summer Conference & Academy? If so, sign up for a conference buddy by contacting FACC Mentoring Committee Chair Vanessa Castillo, MMC (City Clerk of Winter Haven) at vcastillo@mywinterhaven.com. A conference buddy will be assigned to you to help you navigate the event and answer any questions you may have. If you have attended past events and would like to serve as a buddy to a new attendee, please contact Vanessa.

EVENT ATTIRE

Attire for the Summer Conference & Academy is business casual. Please note that the meeting rooms can be chilly, and you may want to bring a sweater.

EXHIBIT HALL

Monday, June 8, 3:30 p.m. - 6:00 p.m. | Tuesday, June 9, 10:00 a.m. - 3:30 p.m.

Please visit the Exhibit Hall and show your appreciation to the exhibitors who help make this Summer Conference & Academy possible. All refreshment breaks occurring during exhibit hall hours, Monday's Welcome Reception and President's Presentation, and Tuesday's Sidewalk Café will be held in the Exhibit Hall.

SIDEWALK CAFÉ IN THE EXHIBIT HALL

Tuesday, June 9, 12:00 p.m. - 1:30 p.m.

Each conference attendee will receive one \$30 coupon to purchase lunch at the Sidewalk Café.

EXHIBIT HALL GAME BOARD

Each registered attendee will receive an exhibit hall game board. Collect each exhibitor's signature on your game board, return your game board to the registration desk, and you will be entered into a drawing for a complimentary 2026 Fall Academy registration. The game board drawing will conclude at 3:30 p.m. during the last break held in the exhibit hall (Tuesday, June 9).

WELCOME RECEPTION AND PRESIDENT'S PRESENTATION

Monday, June 8, 5:00 p.m. - 6:00 p.m.

Begin the conference and academy by renewing acquaintances and meeting new friends. Please use this time to thank our exhibitors and sponsors for their support and our President for her service. Enjoy an early evening of light refreshments. Guests are welcome if they are registered. Additional tickets are available for purchase at \$60 per person. No children, please.

NETWORKING SPOT

Monday, June 8, 6:00 p.m. - 8:00 p.m.

Join us at the hotel's rooftop bar, Beacon Social Drinkery, at 6:00 p.m. for a casual opportunity to meet and network with fellow attendees. There is no formal agenda, just a chance to connect! Feel free to stick around and chat, or head out to dinner together (meals are pay-on-your-own). Whether you are looking to make new connections or just get your bearings, this is a great way to start the event! Limited beverages from the bar are included.

CLERKS' NIGHT OUT

Tuesday, June 9, 5:45 p.m. - 8:30 p.m.

Join us for Clerks' Night Out, a lively and memorable evening of fun and networking at Topgolf Fort Myers (2021 Topgolf Way, Fort Myers, Florida 33913). The cost is \$36 per person and includes food. Register online with your conference registration or mail a check payable to FACC, P.O. Box 1757, Tallahassee, FL 32302. There are only 30 spots available, so don't wait to register! On-site registrations are not available. Please note that tickets are non-refundable; substitutions are accepted.

SILENT AUCTION

Monday, June 8, 7:00 a.m. - 5:00 p.m. | Tuesday, June 9, 7:30 a.m. - 3:30 p.m.

FACC will host the 17th Annual Silent Auction at this year's conference and academy. If you have an item you feel would work for the silent auction, please email pictures and/or a detailed description, along with estimated value, to FACC Silent Auction/50-50 Drawing Committee Chair Heather J. Montemayor, CMC, (City Clerk of Deerfield Beach) at hmontemayor@deerfieldbeachfl.gov, so that bidding sheets may be prepared in advance. If you are interested in donating a gift card to create gift card bundles for the auction, please advise Heather and mail all gift cards to her so that gift card bundles and bidding sheets may be prepared in advance. The gift card(s) can be of any denomination you wish to donate.

Of course, your participation in this auction is voluntary, but we look forward to another great year. It is a lot of fun bidding against your fellow Clerks!

Payment for auction item(s): Cash or checks are the only accepted forms of payment on-site. The auction will conclude on Tuesday, June 9, at 3:30 p.m. Items must be picked up no later than 11:00 a.m. on Wednesday, June 10.

2026 SUMMER CONFERENCE AND ACADEMY SCHEDULE

*All times are Eastern Standard (ET)

SUNDAY, JUNE 7

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

Light Continental Breakfast

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

Registration Desk Open



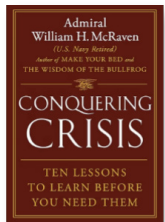
8:30 a.m. - 4:00 p.m.

Athenian Dialogue – *Big Magic: Creative Living Beyond Fear* by Elizabeth Gilbert

This Athenian Dialogue discusses the book *Big Magic: Creative Living Beyond Fear* by Elizabeth Gilbert. This is a book about embracing creativity by letting go of fear, finding inspiration, and pursuing passions with curiosity rather than pressure.

The deluxe edition is a special, limited-run version that includes unique artwork by Lourdes Sanchez, making it a collector's item. The core message across all editions is that creativity is a joyful, accessible part of life, not a painful struggle, and that everyone has "strange jewels" of potential to uncover.

Presented by: **Dawn Michanowicz, MMC, EM-AP, Facilitator, Holden, MA**



8:30 a.m. - 4:00 p.m.

Athenian Dialogue – *Conquering Crisis: Ten Lessons to Learn Before You Need Them* by Admiral William H. McRaven

This Athenian Dialogue discusses the book *Conquering Crisis: Ten Lessons to Learn Before You Need Them* by Admiral William H.

McRaven. Throughout his 40-year career, Admiral McRaven has experienced every manner of calamity imaginable. From managing failed hostage rescues to responding to student unrest, McRaven has learned how to successfully navigate crises—those moments that push the limits of your experience.

Conquering Crisis provides a new set of tools for facing these stressful moments with poise. It breaks crises down into five phases — assess, report, contain, shape, and manage and provides concrete steps to come out the other side stronger. With incredible personal stories, thought-provoking parables, and memorable lessons, Admiral McRaven sheds light on the

ways we can rise to the occasion in times of crisis and act as leaders, no matter the situation.

Presented by: **Camilla G. Pitman, MMC, Certified Professional Legal Secretary, City Clerk, Greenville, SC**

***About the Athenians:** These Athenian Dialogues have been pre-approved for three (3) 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.

Registration is \$100 plus purchase of book; lunch is on your own from 12:00 p.m. to 1:30 p.m.

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.

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

Refreshment Break

12:00 p.m. - 1:30 p.m.

Lunch (On Your Own)

2:45 p.m. - 3:00 p.m.

Refreshment Break

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

First-Time Attendees Important Orientation and Education Basics

This is an informal session for new attendees to meet the FACC Board of Directors, including both the current and incoming FACC presidents, as well as the FACC executive director, FACC staff, and staff from the Florida Institute of Government. **Discussion will include IIMC requirements for earning credit at the educational sessions.** Please join us for a brief but informative session to learn how your association can assist you in your professional goals and challenges while also letting us get to know you.

Panelists: **FACC Board Members, IOG Staff, and FACC Staff**

2026 SUMMER CONFERENCE AND ACADEMY SCHEDULE (CONTINUED)

5:45 p.m. - 7:00 p.m.

FACC Board of Directors Meeting

7:00 p.m. - 8:00 p.m.

FACC Board of Directors Dinner *(Board members only)*

MONDAY, JUNE 8

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

Light Continental Breakfast

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

Registration Desk Open

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

Silent Auction Bidding Open

7:30 a.m. - 8:15 a.m.

District Meetings

8:30 a.m. - 9:45 a.m.

Opening Ceremonies and Keynote Address – Thriving Through the Chaos

City Clerks keep cities moving. When the calendar explodes and the inbox floods, this keynote shows how to turn pressure into performance. We'll reframe chaos with a simple truth: the position may not be indispensable, but the person who fills it is, unlocking calm, clarity, and confidence in every room. Attendees will leave with a punch list for composure, communication, and culture so they can thrive through the chaos, not just survive it.

Presented by: Jose Flores, Mindset Disruptor, Indispensable Now, Inc.

9:45 a.m. - 10:00 a.m.

Refreshment Break

10:00 a.m. - 12:00 p.m.

Joint Session – 2026 Legislative Update

(1.5 CMC/MMC Hours)

Join us for a summary of what legislation passed and failed during the 2026 Legislative Session, as well as a review of the good and the bad and what it all means for Municipal Clerks in the future.

Presented by: Allison Payne, Executive Director, FACC, Manager, Advocacy Programs and Federal Affairs, Florida League of Cities, Inc., and Sam Wagoner, Legislative Advocate, Florida League of Cities, Inc.

12:00 p.m. - 1:45 p.m.

Luncheon and Annual Business Meeting

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

Joint Session – Leading with Purpose *(3 CMC/MMC Hours)*

This interactive workshop explores the core behaviors and mindsets that create cohesive, high-performing teams. Drawing from Patrick Lencioni's *Five Dysfunctions of a Team* and Brené Brown's work on courage, vulnerability, and practical tools from behavioral science, participants will learn how to strengthen trust, engage in healthy conflict, foster commitment, build peer-driven accountability, and keep teams focused on collective results. Through scenarios, reflection prompts, partner discussions, and leadership tools, attendees will practice strategies for navigating tough conversations, increasing psychological safety, and modeling the behaviors that drive real organizational impact. Leaders will leave with actionable techniques they can immediately use to improve team dynamics, communication, and performance.

Presented by: Mary White, Ph.D., Positive Behavior Supports Corp., Inc., and Ginger Featherstone, Ph.D., Positive Behavior Supports Corp., Inc.

3:30 p.m. - 4:00 p.m.

Refreshment Break in Exhibit Hall

3:30 p.m. - 6:00 p.m.

Exhibit Hall Open

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

Welcome Reception and President's Presentation in Exhibit Hall

6:00 p.m. - 8:00 p.m.

Networking Spot

TUESDAY, JUNE 9

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

Light Continental Breakfast

7:00 a.m. - 5:30 p.m.

Registration Desk Open

7:30 a.m. - 3:30 p.m.

Silent Auction Bidding Open

2026 SUMMER CONFERENCE AND ACADEMY

SCHEDULE (CONTINUED)

8:00 a.m. - 10:00 a.m.

Session A – Records Management and Emerging Challenges (2 CMC/MMC Hours)

As technology advances at a rapid rate, it is often difficult to adapt long-established public records protocols. Join us for an engaging session that will touch on emerging challenges for local governments and their records custodians in an ever-shifting legal landscape.

Presented by: Randy D. Mora, Esq., Partner, Trask Daigneault LLP, Clearwater, FL

8:00 a.m. - 10:00 a.m.

Session B – Ethics & Public Service (2 CMC/MMC Hours)

City Clerks regularly encounter ethical risk because they serve as custodians of public records, gatekeepers of governmental processes, and neutral administrators. As a Florida city clerk, you are often held to a higher standard when navigating situations that involve both ethical judgment and legal considerations. This two-hour program focuses on practical, everyday scenarios clerks face and offers strategies grounded in professional ethics rather than legal advice. You will leave with usable tools, including neutral, process-based language and five core ethics principles to support sound decision-making and protect public trust.

Presented by: Anne Schroeder, President, Schroeder Consulting Services

10:00 a.m. - 3:30 p.m.

Exhibit Hall Open

10:00 a.m. - 10:30 a.m.

Refreshment Break in Exhibit Hall

10:30 a.m. - 12:00 p.m.

Session A – The Power of “And”: Reframing Stress, Strength, and Service (1.5 CMC/MMC Hours)

This interactive session explores *The Power of “And”*—a mindset that builds mental resilience by reframing stress without diminishing performance. Through reflection, practical tools, and a light improv-based experience, participants will learn how to hold complexity with confidence and lead with both professionalism and humanity.

Presented by: Tracy Ann Duhaney, MSc, Leadership and Organizational Development Consultant, The Amboseli Group

10:30 a.m. - 12:00 p.m.

Session B – The Human Side of Tech Transformation: Helping Staff Adapt to New Tools, New Expectations, and Accountability Cultures (1.5 CMC/MMC Hours)

From digital records systems to AI-driven workflows, City Clerks may be at the center of government modernization. This technology adoption often triggers stress, resistance, fear of accountability, and culture shifts within teams. This session explores the *human side* of tech transformation. Explore ways to handle uncertainty, shifting mindsets, and morale. Learn to model emotional steadiness during change. Participants will leave with practical tools to build adaptability, strengthen trust, and help their teams move from compliance to confidence in an evolving public service environment while adapting to tech transformation.

Presented by: Trina Pulliam, President, Trainnovations, Inc.

12:00 p.m. - 1:30 p.m.

Sidewalk Café in Exhibit Hall

Each conference attendee will receive one \$30 coupon to purchase lunch at the Sidewalk Café.

1:30 p.m. - 3:00 p.m.

Session A – De-Escalation Techniques (1.5 CMC/MMC Hours)

This session introduces participants to foundational de-escalation strategies rooted in effective communication and interpersonal awareness. Designed for those who regularly navigate tense or emotionally charged situations, the workshop highlights practical approaches for staying grounded, reducing reactivity, and guiding conversations back toward productive outcomes. Participants will explore adaptable tools such as active listening, emotional regulation, and framing techniques that can be applied across a variety of communication contexts.

Presented by: Michelle Dusseau, Ph.D., Senior Lecturer, University of Central Florida, Nicholson School of Communication and Media

1:30 p.m. - 3:00 p.m.

Session B – Leading with Clarity: Building Self Awareness, Accountability, and Objectivity in Public Service Leadership (1.5 CMC/MMC Hours)

City Clerks operate at the center of public trust, transparency, and political complexity. In environments where every word, action, and record matters, clarity is essential. This session

2026 SUMMER CONFERENCE AND ACADEMY

SCHEDULE (CONTINUED)

explores how self-awareness, accountability, and objectivity strengthen credibility and reinforce the Clerk's role as a neutral, trusted public servant. Participants will examine how emotional triggers, political pressures, and organizational stress can subtly influence decision-making and communication. Designed specifically for Clerk offices, this presentation offers actionable leadership practices that protect neutrality, build staff confidence, and sustain public trust — even in high-visibility, high-pressure environments. Because clarity in leadership is not just procedural, it is personal.

Presented by: Trina Pulliam, President, Trainnovations, Inc.

3:00 p.m. - 3:30 p.m.

Refreshment Break in Exhibit Hall

Company door prizes will be awarded during the break. Must be present to win.

3:30 p.m.

Exhibit Hall Game Ends

(Submit your completed forms to the Registration Desk.)

3:30 p.m.

Silent Auction Bidding Concludes

3:30 p.m. - 5:30 p.m.

Session A – Navigating Difficult Conversations with Municipal Officials

(2 CMC/MMC Hours)

Building on core communication principles, this session equips participants with strategies for managing challenging interactions with municipal leaders, elected officials, and other public stakeholders. The workshop emphasizes clarity, professionalism, and relationship-centered communication while acknowledging the unique pressures and dynamics present in government environments. Attendees will learn adaptable techniques for preparing for high-stakes discussions, responding to resistance, and fostering constructive dialogue—even when perspectives diverge.

Presented by: Michelle Dusseau, Ph.D., Senior Lecturer, University of Central Florida, Nicholson School of Communication and Media

3:30 p.m. - 5:30 p.m.

Session B – TRIM Compliance

(2 CMC/MMC Hours)

This session will guide Florida City Clerks through the essential steps of the Truth in Millage (TRIM) process—from certification of taxable values through the final budget hearing.

Participants will review key statutory requirements, critical deadlines, notice and advertising obligations, and practical strategies for coordinating with property appraisers, tax collectors, and municipal staff.

The training is designed to equip Clerks with the knowledge and tools needed to confidently manage the TRIM calendar, maintain statutory compliance, and ensure a smooth, transparent process for adopting municipal millage rates and budgets.

Presented by: Dametria Hayward-Williams, Revenue Program Administrator I, Property Tax Oversight Program/TRIM Section, Florida Department of Revenue

5:45 p.m. - 8:30 p.m.

Clerks' Night Out (Pre-Registration Required)

WEDNESDAY, JUNE 10

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

Light Continental Breakfast

7:30 a.m. - 11:30 a.m.

Registration Desk Open

8:30 a.m. - 11:30 a.m.

Closing Session – Hopeful, Healthy, & Human: Be the Exception!

(3 CMC/MMC Hours)

In this dynamic, highly interactive three-hour closing session, Annie Meehan leads participants through her award-winning *Be the Exception* framework — using the official BTE-PD-Workbook as the foundation — while intentionally weaving in the H3 Culture model: Hope, Health, and Happiness in the Workplace.

This is not simply a keynote; it is a guided leadership experience.

Presented by: Annie Meehan, Certified Speaking Professional, NSA Hall of Fame Inductee, Author, Entrepreneur

10:00 a.m. - 10:15 a.m.

Refreshment Break

11:30 a.m. - 12:00 p.m.

Closing Remarks and Door Prizes

Must be present to win.

2026 FACC Summer Conference and Academy

June 7-10 • Luminary Hotel & Co. • Fort Myers

Florida Association of City Clerks • P.O. Box 1757 • Tallahassee, FL 32302 • 850.222.9684 • Fax 850.222.3806

If you print out this document for completion, please print legibly. Otherwise, you may type directly on this form. Return completed forms with registration fees to FACC, P.O. Box 1757, Tallahassee, FL 32302, or email facc@flcities.com. Make checks payable to FACC.

Complete a separate form for each registration. Advance registration will only be processed if full payment accompanies this form. If paying by credit card, only Visa, Mastercard, American Express, and Discover will be accepted. This form is for conference registration only and not for hotel reservations.

Please print legibly. Otherwise, you may type directly on this form.

Full Name: _____ First Name or Nickname: _____
(As you wish it to appear on your badge)

Title: _____ Affiliation: _____
(City, County, or Government)

Mailing Address: _____

City: _____ State: _____ Zip: _____ FACC District: _____

Work Phone: _____ Fax Number: _____

Email Address: _____

Current Certification (i.e. CMC/MMC): _____ First-Time Attendee?: Yes No

Guest Information

Spouse/Guest Full Name: _____ First Name or Nickname: _____
(if attending)

Spouse/Guest Full Name: _____ First Name or Nickname: _____
(if attending)

Payment and class roster (next page) must accompany each registration.

Use one registration form per registrant. Registration fees cover name badge, admission to all sessions, light continental breakfasts, admission to the Exhibit Hall, refreshment breaks, Monday's Business Luncheon, Monday's Welcome Reception and President's Presentation, and one \$30 coupon from FACC to purchase lunch at the Sidewalk Café. Spouse/guest registration fees cover all the above except Monday's Business Luncheon; tickets can be purchased separately for this event. Pre-conference Athenian Dialogues require an additional registration fee and pre-registration.

Special Needs: If you are physically challenged and/or require special services, or if you have dietary requirements, please attach a written description to your advance registration form.

I require a special diet: Yes No If so, what? _____

Cancellations must be received and confirmed in writing by 5:00 p.m. on May 15, 2026, to be eligible for a refund of the registration fees. All cancellations are charged an administration fee of \$50, which will be deducted from the refund. No refunds will be given after the May 15 deadline, and all refunds will be processed after the event.

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Registration Type	Quantity	Advanced Fee on/before May 15	Quantity	Regular Fee on/after May 16	Fee Paid
FACC Member	_____	\$400.00	_____	\$450.00	= _____
FACC Nonmember	_____	\$525.00	_____	\$575.00	= _____
Guest	_____	\$250.00	_____	\$300.00	= _____
Other Fees					
Athenian Dialogue	_____	\$100.00	_____	\$115.00	= _____
Guest Welcome Reception Ticket	_____	\$60.00	_____	\$60.00	= _____
Guest Business Luncheon Ticket	_____	\$55.00	_____	\$55.00	= _____
One Day Only – Member	_____	\$250.00	_____	\$250.00	= _____
One Day Only – Nonmember	_____	\$275.00	_____	\$275.00	= _____
Clerks’ Night Out	_____	\$36.00	_____	\$36.00	= _____
Payment Information: Make check payable to FACC.					

PROGRAM: Please indicate your preference of the sessions by placing an “X” before the program title.

SUNDAY, JUNE 7

8:30 a.m. - 4:00 p.m.

Athenian Dialogue – *Big Magic: Creative Living Beyond Fear*

8:30 a.m. - 4:00 p.m.

Athenian Dialogue – *Conquering Crisis: Ten Lessons to Learn Before You Need Them*

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

First-Time Attendees Important Orientation and Education Basics

5:45 p.m. - 7:00 p.m.

FACC Board of Directors Meeting

MONDAY, JUNE 8

7:30 a.m. - 8:15 a.m.

District Meetings
Provide district name: _____

8:30 a.m. - 9:45 a.m.

Opening Ceremonies and Keynote Address: Thriving Through the Chaos

10:00 a.m. - 12:00 p.m.

Joint Session – 2026 Legislative Update

12:00 p.m. - 1:45 p.m.

Luncheon and Annual Business Meeting (not included with guest registration)

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

Joint Session – Leading with Purpose

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

Welcome Reception and President’s Presentation

6:00 p.m. - 8:00 p.m.

Networking Spot

TUESDAY, JUNE 9

8:00 a.m. - 10:00 a.m.

Session A – Records Management and Emerging Challenges

8:00 a.m. - 10:00 a.m.

Session B – Ethics & Public Service

10:30 a.m. - 12:00 p.m.

Session A – The Power of “And”: Reframing Stress, Strength, and Service

10:30 a.m. - 12:00 p.m.

Session B – The Human Side of Tech Transformation: Helping Staff Adapt to New Tools, New Expectations, and Accountability Cultures

1:30 p.m. - 3:00 p.m.

Session A – De-Escalation Techniques

1:30 p.m. - 3:00 p.m.

Session B – Leading with Clarity: Building Self Awareness, Accountability, and Objectivity in Public Service Leadership

3:30 p.m. - 5:30 p.m.

Session A – Navigating Difficult Conversations with Municipal Officials

3:30 p.m. - 5:30 p.m.

Session B – TRIM Compliance

5:45 p.m. - 8:30 p.m.

Clerks’ Night Out

WEDNESDAY, JUNE 10

8:30 a.m. - 11:30 a.m.

Closing Session – Hopeful, Healthy, & Human: Be the Exception

REGISTRATION FORM – PAGE 3

PLEDGE CARD

#FACCSUMMER2026



FLORIDA ASSOCIATION OF CITY CLERKS

FLORIDA EDUCATION FUND (FEF)

DONATION FORM

2026 FACC Summer Conference and Academy

The Florida Education Fund (FEF) was created in 2013 to raise funds for FACC’s professional education programs and protect training investments. FEF is used exclusively for the purpose of providing highly sought-after facilitators and other esteemed education professionals and programs that may far exceed our association budget.

The FEF is funded through direct donations of Florida clerks, supporting agencies, individuals, corporations, or bequests and endowments similar to the IIMC Education Foundation. The intent of FEF is to “supplement” the current educational budget – not offset the currently budgeted funds.

To recognize and thank our donors annually, a list of contributors will appear in the Summer Conference and Academy Program.

To submit your donation, you can pay by check (make payable to FACC), or you can contact FACC to set up an invoice and then log in to the FACC portal to pay online with a credit card.

Please check one box: **One-Time Contribution** **Annual Contribution (*Invoice me annually*)**

Please check box:

- | | |
|---|--|
| <input type="checkbox"/> \$5.00 (Friend) | <input type="checkbox"/> \$50.00 (Diamond) |
| <input type="checkbox"/> \$10.00 (Silver) | <input type="checkbox"/> \$100.00 (Platinum) |
| <input type="checkbox"/> \$25.00 (Gold) | <input type="checkbox"/> Other _____ |

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

NOTE: Due to FACC’s IRS tax status, donations are not tax-deductible; however, the benefits of the high-level education and highly sought-after trainers will far outweigh the tax benefits.

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