

Florida Association of City Clerks

2027 WINTER ACADEMY

February 18-19, 2027
Florida League of Cities | Orlando

Limited space available!

Join FACC for the **2027 Winter Academy**, a focused educational program featuring certification coursework.

Attendees will earn **8 education hours (or 4 education points) toward the Certified Municipal Clerk (CMC) or Master Municipal Clerk (MMC) designations**, with successful completion of an Ideas to Action (ITA) form.

REGISTRATION

FACC Members: $150
Nonmembers: $175

Registration Deadline: February 8, 2027
Hotel Room Block Deadline: February 8, 2027

Space is limited, so register early to reserve your spot!

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

Online payment may be made by American Express, Discover, Mastercard, or Visa. You may also mail your registration form and payment by check to FACC, PO Box 1757, Tallahassee, FL 32302. Please make checks payable to FACC.

You are not considered registered until your payment has been received and processed. Housing information will not be provided until registration has been paid. Registration forms will not be processed without payment in full.

SCHEDULE

Thursday, February 18

1:00 p.m. - 4:30 p.m. ET
From Sticky Notes to Software: Project Management Today
Refreshments will be provided.
Break from 2:40 p.m. - 2:50 p.m.

Friday, February 19

8:00 a.m. - 11:30 a.m. ET
Tallahassee to City Hall: Understanding Florida's Legislative Process
A light continental breakfast will be provided.
Break from 9:40 a.m. - 9:50 a.m.

LOCATION

Florida League of Cities
135 East Colonial Drive
Orlando, FL 32801

PROGRAM

Thursday, February 18, 2027

1:00 p.m. - 4:30 p.m. ET

From Sticky Notes to Software: Project Management Today

Presenter: Tristan Williams, Project Manager, Fitzgerald Collaborative Group, LLC

Project management has evolved far beyond spreadsheets and status meetings. In today's fast-paced digital environment, successful project leaders must leverage technology, manage competing priorities, coordinate diverse stakeholders, and adapt quickly to change. Whether you're coordinating elections, implementing records-management systems, managing public records requests, overseeing agenda and meeting processes, or leading municipal initiatives, you'll gain practical tools and proven strategies to improve efficiency, strengthen collaboration, manage change, and deliver successful outcomes for your organization and community.

Friday, February 19, 2027

8:00 a.m. - 11:30 a.m. ET

Tallahassee to City Hall: Understanding Florida's Legislative Process

Presenters: Rob Hernandez, Deputy City Manager, City of Lakeland, and Sam Wagoner, Legislative Advocate, Florida League of Cities

Ever wondered what happens to a bill after it's filed in the Florida Legislature? This session provides a practical overview of how legislation moves through the legislative process, how local government interests are represented, and how to track bills that could impact your municipality. We'll also look ahead to the 2027 Legislative Session, highlighting key issues affecting Florida's cities, and discuss the Taxation and Budget Reform Commission, which will begin meeting in 2027 to examine Florida's tax structure and budgetary policies. Finally, we'll shift from policy to practice, exploring what happens after a bill becomes law. Through real-world examples, participants will learn how municipalities evaluate new legislation, address compliance requirements, update procedures, and implement changes. Discover how city clerks play a vital role in helping their cities navigate legislative changes and keep elected officials, staff, and residents informed.

HOTEL INFORMATION

Courtyard by Marriott Orlando Downtown
730 N. Magnolia Avenue
Orlando, FL 32803

FACC Room Rate: $169 per night, plus tax
Self-parking is complimentary. Valet parking is not available. Hotel check-in is at 4:00 p.m. ET, and checkout is at 11:00 a.m. ET. Guests interested in a late checkout should make arrangements directly with the hotel.

The deadline to make hotel reservations within the FACC room block is February 8, 2027.

The room block may fill before the deadline, so attendees are encouraged to make their reservations as soon as possible.



Courtyard by Marriott Orlando Downtown

IMPORTANT EDUCATION ATTENDANCE POLICY

As full-time professionals, we understand that participants may occasionally need to step outside briefly during an educational session. However, to uphold the integrity of the IIMC Certification Program and out of respect for fellow Clerks, **any participant who misses more than 15 minutes of any session will not be eligible to earn points for that session**. This policy also applies to leaving a session early unless there is a true emergency and prior approval is received from FACC Executive Director Allison Payne at *apayne@flcities.com* and/or FACC Education Coordinator Leslie Howington at *facc@iog.fsu.edu*.

CANCELLATION & REFUND POLICY

Cancellations must be submitted in writing and emailed to *mmontgomery@flcities.com*. Substitutions may be made at any time with advance notice. **All cancellations received by Friday, February 5, 2027, will be eligible for a refund minus a $50 administrative fee, which will be processed after the event.**

SPECIAL ACCOMMODATIONS & DIETARY RESTRICTIONS

If you are physically challenged and require special services, or if you have dietary restrictions, please indicate your specific requests when registering. If you do not indicate these requests during registration, we may not be able to accommodate on-site. Please contact Meeting Planner Meredith Montgomery at *mmontgomery@flcities.com* with any questions.

REGISTER EARLY! ***SPACE FOR THE FACC 2027 WINTER ACADEMY IS LIMITED.***

February 18-19, 2027 | Orlando

Members: $150 **| Nonmembers:** $175

REGISTER ONLINE AT ***FLORIDACLERKS.ORG***

FACC 2027 WINTER ACADEMY REGISTRATION FORM

February 18-19, 2027 | Orlando

Complete the registration form and email it to ***facc@flcities.com*** or mail it to FACC, P.O. Box 1757, Tallahassee, FL 32302. Or you may register online at ***floridaclerks.org***. We accept American Express, Discover, Mastercard, Visa, or checks as payment for registration fees. Make checks payable to FACC.

Registration includes refreshments on Thursday afternoon and a light continental breakfast on Friday morning.

If you are physically challenged and require special services, or if you have dietary restrictions, please attach a written description to this registration form. If you do not indicate these requests during registration, we may not be able to accommodate on-site. Please contact Meeting Planner Meredith Montgomery at ***mmontgomery@flcities.com*** with any questions.

Last Name: _____ First Name: _____
(As you wish it to appear on your badge)

Title: _____ Affiliation: _____
(Name of Municipality/Company)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Cell Phone: _____

Work Phone: _____ Fax: _____

Current Certification: ☐ FCPC ☐ MMC ☐ CMC ☐ None

Please choose the appropriate membership status.

Duration	Member Price	Nonmember Price
Thursday and Friday	☐ $150.00	☐ $175.00
Thursday Afternoon Only	☐ $75.00	☐ $87.50
Friday Morning Only	☐ $75.00	☐ $87.50

Payment Information

Method of Payment: ☐ Check (payable to FACC) Total Enclosed: $_____

American Express, Discover, Mastercard, and Visa are accepted via online registration only.