

FCCMA 2013 ANNUAL CONFERENCE

MAY 22-25

HILTON ORLANDO

Register online at www.fccma.org



Paid registration is required to receive your housing information. See page 11 for details.

Hotel Cut-Off Date: April 26, 2013

Early Registration Deadline: May 6, 2013

REGISTRATION INFORMATION

ADVANCE REGISTRATION PROCEDURE

All participants are encouraged to register in advance to avoid any delays at the conference registration desk. Please register online at www.fccma.org or fill out and return the conference registration form with all registration fees to FCCMA Annual Conference, P.O. Box 1757, Tallahassee, FL 32302. If paying by check, please make your check payable to **FCCMA**. No registrations will be processed without payment in full. When your advance registration request is received, a confirmation of registration will be sent by e-mail. Your badge, program, tickets and other information relative to the conference will be available at the conference registration desk upon your arrival.

DEADLINE

Registration forms must be received no later than **May 6, 2013**. If you are unable to meet this registration deadline, please register on-site at the conference.

REFUNDS

In the event prepaid registrants find it impossible to attend the conference, a letter mailed to FCCMA, faxed to (850)222-3806 or e-mailed to mhowe@flcities.com and received by **May 6, 2013**, will authorize a refund. All refunds will be processed after the conference. A \$25 administrative fee will be deducted from all canceled registrations. Prepaid registrations not canceled by this date will be included in the advance registration count required by the hotel and are not eligible for a refund.



FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION

REGISTRATION INFORMATION

REGISTRATION FEES

Registration fees must accompany all advance registration forms. To qualify for the early registration rate, advance registrations must be received by the **May 6, 2013**, deadline; registrations received after that time will be considered “on-site” and subject to the higher rate. **Remember that you will not receive housing information to make reservations at the Hilton until we receive your PAID registration.**

Registration fees cover admission to all events and refreshment breaks, except those events for which additional and/or pre-registration is required. “Thursday ONLY” registration includes all regular events for that day only. See the schedule of events and registration form for details.

Name badges or tickets are required for entrance into any activity or to enjoy the refreshment breaks.

REGISTRATION FEE OPTIONS

Registration Type	Received by 05/06/13	After 05/06/13
FCCMA Member	\$ 345.00	\$ 375.00
FCCMA Member* <i>Additional registrant from same government</i>	\$ 310.50*	\$ 375.00
Non-Member Government	\$ 500.00	\$ 530.00
Non-Member Corporate	\$ 600.00	\$ 630.00
Retiree/Student	\$ 85.00	\$ 95.00
Thursday ONLY**	\$ 145.00**	\$ 170.00**
Adult Guest [†]	\$ 85.00 [†]	\$ 100.00 [†]
Child (under 18)	\$ 0.00	\$ 50.00

* *No multi-registrant discounts will be allowed after May 6, 2013.*

** *Includes all regular events for Thursday only.*

[†] *Guests are defined as family members, i.e. spouse or partner, teens and children. Guest registrations are not for use by other government or company employees.*



TENTATIVE SCHEDULE

Wednesday, May 22, 2013

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

Registration Desk Open

8:00 a.m. - 3:45 p.m.

Pre-Conference Workshop – So You Want to Be a City/County Manager?: Hitting the Refresh Button

The format for this always popular workshop, known as “SYWTB,” has been updated to appeal not only to students and those aspiring to be managers, but also to those who may be at a career crossroads. This workshop will allow you to participate in discussions and hear speakers on subjects ranging from the responsibilities and roles of deputies or assistants, handling the pressures of the job and maintaining a passion for the profession. Registration for this workshop includes lunch with the FCCMA Board of Directors.

There is no charge for this workshop, but pre-registration is required – see registration form for details. More information on this workshop can be found on the FCCMA Web site at www.fccma.org.

1:00 p.m. - 5:00 p.m.

ICMA University Workshop – Navigating Successful Working Relationships with Elected Officials

It is far harder to sail through uncertain, rough waters than to walk on dry ground – that is the tough reality for today’s council-manager relationships. You may be swimming in political waters, but you need to sail by the compass of professionalism and servant leadership. Every day you need skills that are part psychologist, diplomat, coach, team builder, troubleshooter and mind reader. Taught by **Deborah D. Roberts, Ph.D.**, of the Senior Executive Institute at the University of Virginia, this lively and interactive session will focus on key “navigator skills” to increase your versatility and resiliency so you can help your governing body better collaborate. You’ll take away dozens of practical peer tips to increase your own social savvy and political astuteness for influencing others and governing yourself. Learn from neuroscience how to “trust your gut, remain cool, and stay balanced” in the midst of divisiveness.

A separate registration fee of \$80 is required and registration is limited to the first 40 people.

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

ICMA-RC – I Can See Clearly Now: Retirement Planning Made Simple

Investing is challenging, but it’s your future. Good financial planning at any age affects your long-term security. Geared especially for young managers, this session will discuss risk, shorter-term versus long-term needs and what you can learn from past market performance.

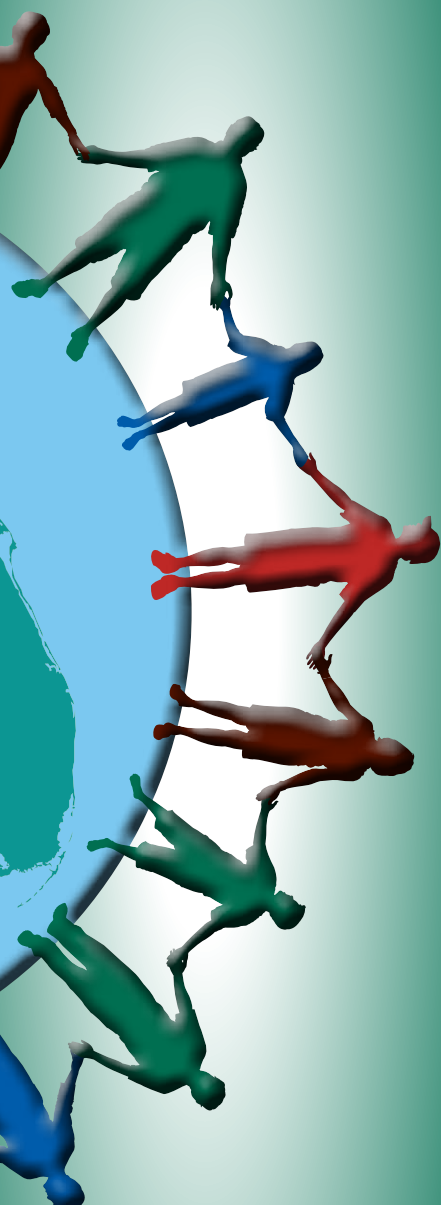
3:00 p.m. - 8:00 p.m.

Exhibit Hall Open

5:30 p.m. - 6:00 p.m.

First-Time Attendees’ Orientation

All new attendees are encouraged to attend this session where the FCCMA officers and staff will be introduced. Tips will be given on how to get the most from the conference and there will be plenty of time for questions and answers.



TENTATIVE SCHEDULE

Wednesday, May 22, 2013 (continued)

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

President's Welcome Reception in Exhibit Hall

7:45 p.m. - 9:00 p.m.

"A Salute to the Center" Fundraiser

Final plans are still underway for this special fundraiser for the Center for Florida Local Government Excellence. Join us for a special "poor man's dinner" to raise financial support for the Center while celebrating its successes. Check our Web site for more information about this event as it becomes available.

Pre-registration and a separate registration fee of \$50 is required.

Thursday, May 23, 2013

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

Registration Desk Open

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

Inspirational Breakfast – My Field of Dreams: Sticks and Stones

As the daughter of migrant workers with eleven siblings and limited support, **Sally Sherman**, Flagler County's deputy administrator, learned early from life's trials. Working through her struggles provided her with the power she needed to grow her faith to a new level. She learned to trust God patiently and to leave her trials behind as she pressed forward towards her goals. She will share how she continues her walk out of her field of dreams today with a strong faith and belief that her past will not determine her future.

Pre-registration and a separate registration fee of \$35 is required.

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

Continental Breakfast in the Exhibit Hall

8:00 a.m. - 3:45 p.m.

Exhibit Hall Open

Door prizes will be awarded during lunch and the 3:15 p.m. refreshment break.

8:00 a.m. - 5:00 p.m.

Financial Planning Appointments

ICMA-RC financial planning consultants Chris Ervin and Hortensia Perez, CFP® will be providing individual financial planning sessions on Thursday and Friday. If you are interested in signing up for an appointment, contact Lynn Lovallo at (850) 222-9684 or llovallo@flcities.com. Early reservations are recommended as there may be limited availability on-site.

9:00 a.m. - 10:30 a.m.

Opening General Session – For the Love of Cities

Author **Peter Kageyama** looks at what makes cities lovable, what motivates citizens to do extraordinary things for their places and how some cities use that energy to fill in the gaps that "official" city makers have left when resources disappear. Peter will speak about how we can turn peoples' emotional engagement with their place into tangible action and use that excitement and energy as a much needed community development resource.

TENTATIVE SCHEDULE

Thursday, May 23, 2013 (continued)

9:00 a.m. - 5:00 p.m.

Résumé Review Appointments

Professional recruiters have been invited to meet one-on-one with attendees to discuss their individual résumés and the current job market. If you are interested in signing up for an appointment, contact Lynn Lovallo at (850) 222-9684 or llovallo@flcities.com. Early reservations are recommended as there may be limited availability on-site.

10:30 a.m. - 11:00 a.m.

Refreshment Break in the Exhibit Hall

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

Legislative Session

The final details for this year's legislative session are still coming together. Check our Web site for more information as we get closer to conference.

12:30 p.m. - 2:00 p.m.

Buffet Lunch in the Exhibit Hall

Join fellow participants and exhibitors in the exhibit hall for networking opportunities and a great lunch, as well as the chance to win some door prizes. **This lunch is included in your registration fee.**

12:30 p.m. - 2:00 p.m.

Career Development Luncheon – Florida's Future: Seize It, Don't Dread It!

Most of Florida's cities and counties have been through six to seven years of cuts, furloughs, lay-offs and more. The mood toward local government from the state has not been positive. Government is not beloved across the country; in fact, opinions of government in general are at an all-time low. Now you tell me I'm supposed to love my community? Easier said than done! Join **Lynn Tipton**, FCCMA's executive director, for her observations on Florida's future and why a positive mindset will not only help our careers but also help our community's leadership.

This luncheon is open to all registrants, but pre-registration and a separate registration fee of \$35 is required.

2:00 p.m. - 3:15 p.m.

Concurrent Sessions

Session 1 – Marketing Awareness Campaigns:

Delray Beach and New Smyrna Beach

Participate in this interactive review of two successful redevelopment projects that targeted revitalization of the CRA and downtown. Hear about the marketing strategies, how collaboration was achieved among the stakeholders and the economic benefits that were generated. You'll learn how successful marketing campaigns can help transform downtown and CRA districts into vibrant, active "destination" locations.

Session 2 – Community Values: A Success Story in Obtaining Public Input

Is it possible to improve the amount and quality of public input necessary to determine annual budget and city priorities? The City of Largo decided to find out, implementing an ambitious series of workshops and surveys designed to capture immediate audience response on many city budget issues. The process they developed engaged a larger portion of the population than ever before and generated responses that provided a clear direction for administration and elected officials. Find out how they did it and see a demo of the technology they used.



TENTATIVE SCHEDULE

Thursday, May 23, 2013 (continued)

2:00 p.m. - 3:15 p.m.

Concurrent Sessions

Session 3 – The Lighting Solution that Pays for Itself: A Case Study of Martin County

Martin County, with a population of 147,500, has 21 lighted sports complexes and 1 correctional facility. Maintenance and operating costs were creating an expense difficult for the county to manage. Musco's energy efficient Green Generation Lighting provided the solution to eliminate maintenance and greatly reduce operating costs. The project was funded through a guaranteed savings performance contract.

Solutions included: improved playability – increased light levels to meet current IESNA standards; reduced neighborhood spill and glare – turned complaints to compliments from surrounding neighbors; reduced energy consumption – 37% reduction in kW demand and additional savings through controls; eliminated maintenance – Musco's parts and labor warranty; improved facility management – flexible scheduling with Musco's control link.

3:15 p.m. - 3:45 p.m.

Refreshment Break in the Exhibit Hall

Final door prizes will be drawn.

3:45 p.m. - 5:00 p.m.

Concurrent Sessions

Session 1 – Alachua County: Community Conversations

Are you responsible for conducting activities to engage your local citizens? Do written or online surveys seem too structured and impersonal? Do you have only one or two people who always speak at public meetings? If these are some of your challenges, attend this session to learn about Alachua County's successful "Community Conversations" program. This highly interactive presentation will highlight different techniques and tools used during the past four years to engage citizens in community dialog. If you strive to engage citizens in meaningful community dialog and civic education, this is a "must-attend" presentation.

Session 2 – Great Public Places in Florida

Vibrant, successful public spaces contribute to the enrichment and revitalization of the surrounding community. The American Planning Association Florida Chapter will lead this discussion on the importance of great public spaces to the viability and economic development of Florida communities. Two past winners of APA Florida's "Great Public Spaces" award, the Lake Mirror Park and Promenade in Lakeland and the Clearwater Beach Walk, will be highlighted as best practice examples of how the creation of great public spaces can help establish a sense of place, aesthetics and economic base.

Session 3 – On-site Health Centers: Real Results from a 5-Year Case Study

This session will outline the history of the onsite health center at the City of Ocoee. After five years of operation, where does the city stand? How did it work or did it work at all? Are the employees and their dependents getting any healthier? Has the health center become integral to the culture of Ocoee? And, best of all, are there true savings to the city after five years of operations?



TENTATIVE SCHEDULE

Thursday, May 23, 2013 (continued)

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

Bright House Networks Reception

Everyone is welcome to attend this reception, which is also held in honor of credentialed managers. It will provide you with a great place to mingle with colleagues while discussing the ICMA Credentialed Manager program and its benefits.

Dinner on your own.

9:00 p.m. - 11:00 p.m.

Dessert Reception

Join your colleagues for a late-night reception featuring mouth-watering desserts and great conversation. This is an event you don't want to miss!

Friday, May 24, 2013

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

Continental Breakfast

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

Registration Desk Open

8:00 a.m. - 9:15 a.m.

Concurrent Sessions

Session 1 – Rethinking Community: Engage Everyone!

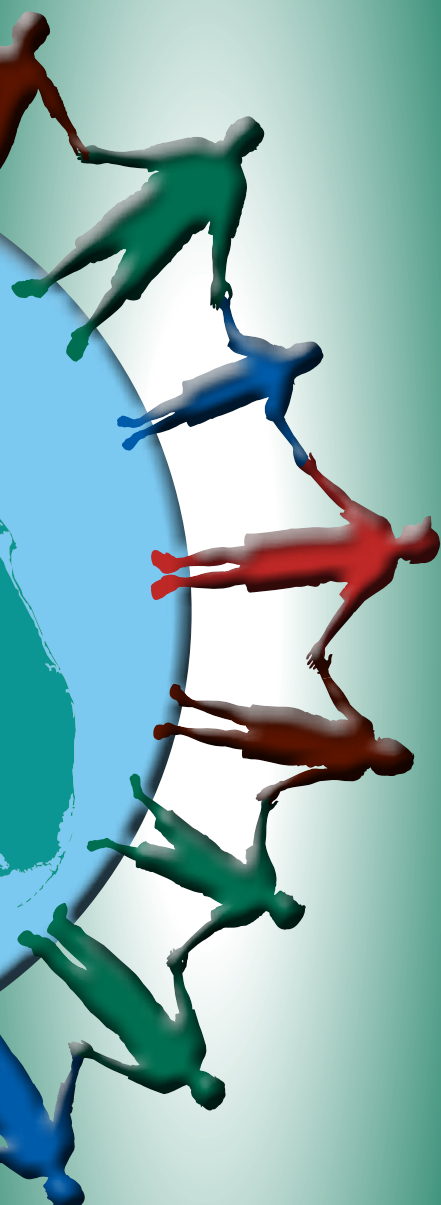
One of the unique features that make Wellington a great hometown is its engagement at all levels. Wellington has realigned existing resources, refocused priorities and reinvested in community to transform neighborhoods and inspire residents and staff alike. During this session, city representatives will share their journey over the past five years, including the measures, milestones and benchmarks used to evaluate and assess progress and meet expectations. This session focuses on a willingness to rethink tradition and to make innovation the rule rather than the exception; that collaboration, shared visioning and respect for limited and shrinking resources is the new mandate; and that the future is built on engagement at every level.

Session 2 – Gainesville's Smartraffic Advanced Traffic Management System

The City of Gainesville wanted to help its citizens make smart traffic choices in their daily travels. With this goal in mind, the city discovered a way to interact with citizens in real time and help alleviate traffic congestion. Gainesville/Alachua County Smartraffic is an advanced traffic management program that improves traffic conditions, addresses incidents and alerts motorists to changing conditions. It is a unique project with diverse funding sources that blends different technologies and social media.

Session 3 – Foreclosures and Abandonment: Understanding the Mortgage Servicing World, Impacts on Cities and Counties and Viable Solutions

Foreclosures have impacted communities and governments across Florida and challenged them to address vacancy problems with limited resources. Safeguard Properties effectively responded to these needs and frustrations by providing multiple no-cost solutions. Valuable information is shared to understand the industry's



TENTATIVE SCHEDULE

Friday, May 24, 2013 (continued)

best practices for maintaining vacant homes, leading to effective partnerships and legislation. Safeguard also created Compliance Connections, which identifies a vacant property's direct point of contact, provides open communication and expedites resolution. Scottsdale, Ariz., uses this free platform in their daily operations and documents extraordinary results. The city has saved 60% of the funding once dedicated to nuisance abatement and improved efficiency, allowing proactive code enforcement. An interactive demonstration will reveal the broad capabilities of this tool.

8:00 a.m. - 5:00 p.m.

Financial Planning Appointments

See page 4 for details.

8:00 a.m. - 5:00 p.m.

Résumé Review Appointments

See page 5 for details.

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

General Session – Transforming our Cities and Counties through Art and Design

Candy Chang is an artist, designer and urban planner who makes cities more comfortable for people. A Senior TED Fellow, Chang is passionate about redefining the ways we share information in public space to improve our neighborhoods. The *Atlantic* calls her recent work, *Before I Die*, "one of the most creative community projects ever." Chang's experiences working with residents, community organizations, companies and governments in communities around the world on projects ranging from street vendors' rights to downtown revitalization give her presentations a unique perspective for improving lives.

10:45 a.m. - 12:00 p.m.

Concurrent Sessions

Session 1 – Downtown DeLand: A Gathering Space and Hub of Activity

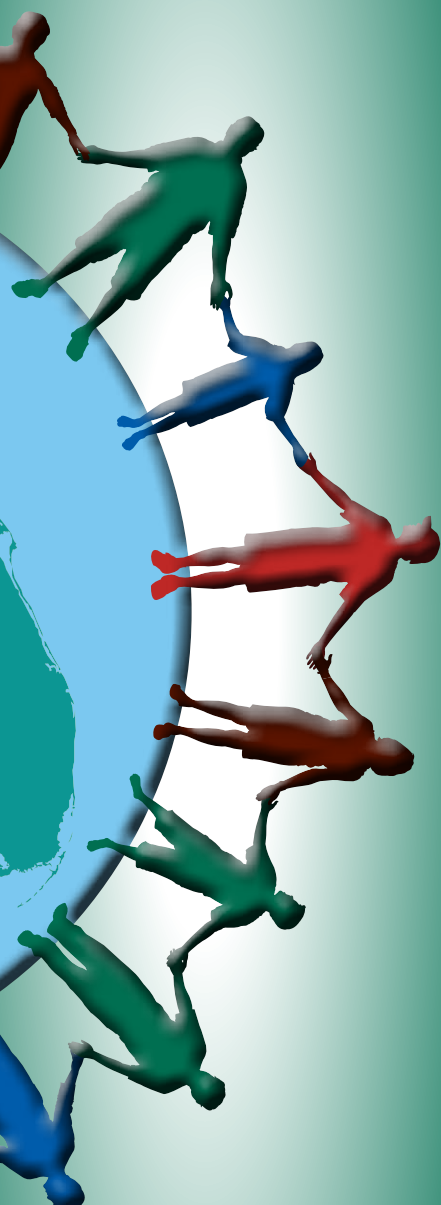
Culture, history and community actively come together in Downtown DeLand's public spaces to create a unique atmosphere. Visitors are transported on a journey to bygone days by experiencing historic buildings, museums, the historic mural trail, the sculpture walk, parks, cultural activities, community events, quality shopping and international dining. This session will present how the City of DeLand transformed a declining downtown in the mid-1980s into a hub of activity through the building of partnerships with the MainStreet DeLand Association and other community organizations.

Session 2 – Trends in Violence: How Can I Feel Safe if I'm Afraid to Walk the Streets?

An increase in residential burglaries, crimes of opportunity, mass shootings and other violent crimes has generated the perception that our communities are unsafe. This panel discussion will address strategies to engage residents and community stakeholders, reverse the crime trends, "take back" the streets and increase the perception of safety within our community.

Session 3 – SOLUTION: Investing in America's WaterSM

Many cities are seeking to limit water and sewer tariff increases, while crumbling infrastructure and new regulatory requirements cause ever-increasing demands for capital improvements and spending. The ability to unlock value in existing water



TENTATIVE SCHEDULE

Friday, May 24, 2013 (continued)

and wastewater assets, reduce outstanding indebtedness and/or fund new projects, while also reducing operational costs, better managing risks and securing long term guarantees, are among the benefits several cities are considering by opting for alternative financing approaches. In this session, learn about unique utility public-private partnerships, such as the one in Bayonne, NJ, that generates revenue to improve infrastructure and creates sustainable water and wastewater systems for decades to come. The Clinton Global Initiative has recognized the Bayonne/United Water partnership as an innovative way for cities to meet current and future water needs.

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

Business Session and Awards Luncheon

2:30 p.m. - 3:45 p.m.

Concurrent Sessions

Session 1 – Creating an Innovation Economy Platform in a University Community

Looking to accentuate its local economic competitive advantage, the City of Gainesville has positioned itself to capture the benefits of the new innovative economy by becoming an important partner in the Innovation Square project. Innovation Square incorporates approximately 40 acres located between the University of Florida and downtown Gainesville. It is intended to be a sustainable live-and-work community in which innovation in science and technology is a focus along with the commercialization opportunities that follow it.

Session 2 – Ethics: They Really Do Matter!

Join the Chair of the ICMA Committee on Professional Conduct for a timely discussion on current trends in professional ethics and why you should care.

Session 3 – Getting the Talk Right on the Street:

How Branding Unifies Diverse Voices to Build Economic Development

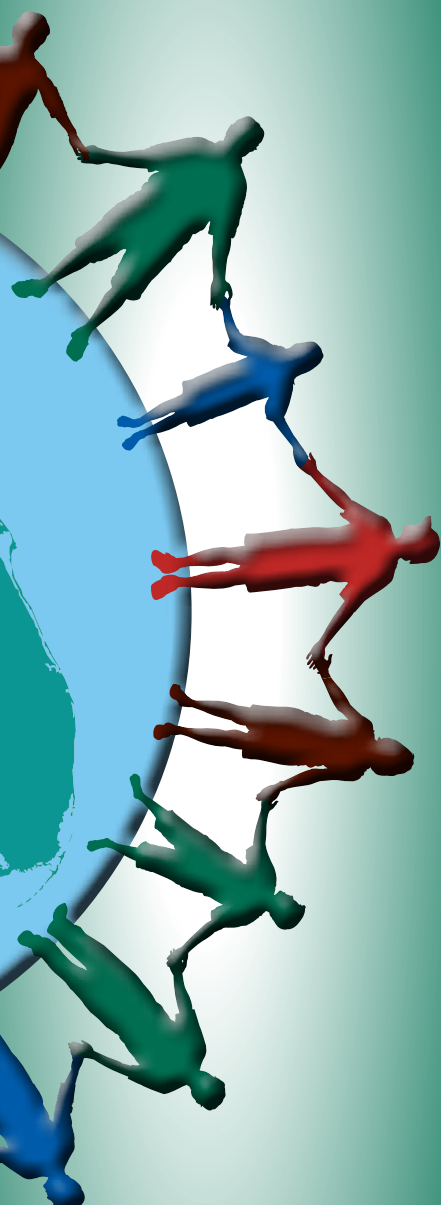
Recruiting new residents, talent and businesses takes much more than a website or tagline. Before pursuing other economic development initiatives, you must first get the talk right on the streets. That requires a brand that can be articulated by passionate stakeholders. This session explores the role of a research-based brand strategy in uniting a community's diverse voices around the same singular message. Enterprise Florida will share details of the state's first-ever business brand, which provides a common thread allowing all of the state's ED organizations to work together showcasing Florida as a premier business destination. Time will be spent on strategies for helping participants get the talk right on their own streets, as well as ideas for leveraging the momentum of the state's powerful new brand.

4:00 p.m. - 5:00 p.m.

Concurrent Sessions

Session 1 – 67 Counties: How Do They Differ and How Are They the Same?

What are the challenges of managing a large, urban county versus a small, rural county? How does it compare to city management? This session, designed specifically for county managers, will discuss these topics and more.



TENTATIVE SCHEDULE

Friday, May 24, 2013 (continued)

Session 2 – The Future of Credentialing

Are you credentialed, want to be, don't want to be or not eligible yet? Then this session is for you. ICMA wants to hear your opinions on what you like and dislike about the program, how it can be improved and what ICMA should do for members who are not yet eligible to become credentialed.

Session 3 – In Transition: A Time of Challenge, Opportunity and Renewal

This can be a challenging time for local government professionals of all tenure. In today's unsettled environment, members have found themselves facing forced resignation, dismissal or have decided to "go their own way" for personal, family or professional reasons. Participate in a conversation where current and former MIT's, FCCMA Range Riders and representatives of ICMA will offer help on getting through the time in transition. This session is open to all registrants.

6:30 p.m. - 9:00 p.m.

Friday Night Social – District Games

Friday night's event will be one you won't want to miss! Let your hair down and let your competitive side run free as you support your FCCMA district. Which of the eight districts will end the night on top? The overall winner of the night will receive a great prize; district teams will be playing for charity. Come out for fantastic food, fun and to dance the night away to your favorite music. This is a family friendly event so bring your whole team.

Saturday, May 25, 2013

8:00 a.m. - 9:45 a.m.

Closing Breakfast – No Barriers, Only Solutions

South African-born **Neal Petersen** is a world-class professional solo racing yachtsman, global investor, award-winning author of *Journey of a Hope Merchant* and the subject of a PBS documentary. Petersen has completed two amazing journeys in his life: a single-handed yacht race around the world, nine months at sea, in a yacht he designed and built himself; and the even more arduous and eventful trip of overcoming racial prejudice, poverty and a childhood physical disability in Apartheid South Africa. As he shares his riveting life story and philosophy, Neal's personal message and unique delivery will open the mind, inspiring listeners to break down barriers and tackle adversity head-on. Neal demonstrates that, with determination and hard work, you can achieve any goal.

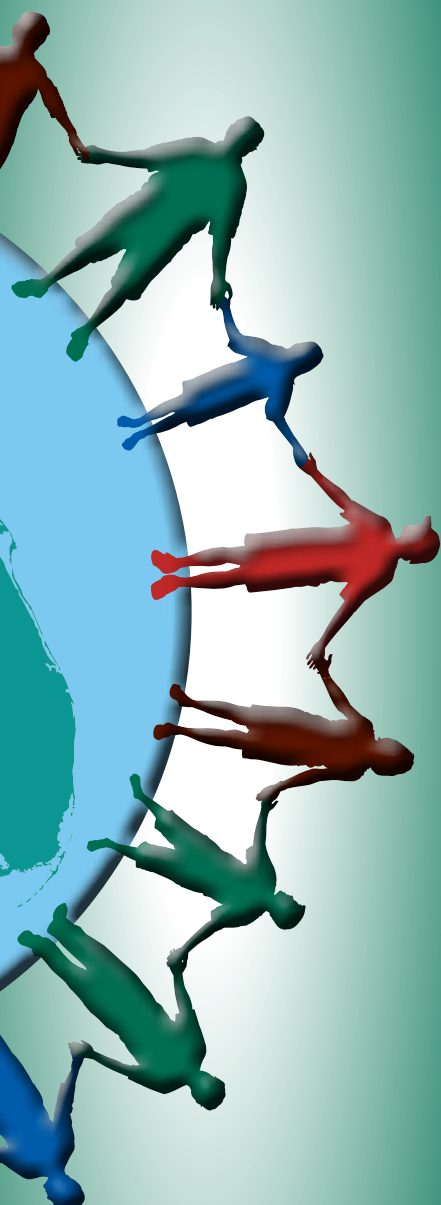
10:00 a.m. - 12:30 p.m.

FCCMA Board of Directors Meeting

This is a tentative schedule and subject to change. Please check the Web site at www.fccma.org for updated conference information as it becomes available.

ICMA Practices

This conference will address most ICMA Practice Groups. The final conference program will indicate group practice hours where applicable so members may plan their best use of conference time for credentialing purposes. For more information contact: Lynn Lovallo, FCCMA, P.O. Box 1757, Tallahassee, FL 32302-1757, (850) 222-9684, llovallo@flicities.com.



CONFERENCE HOUSING INFORMATION

The **Hilton Orlando** will serve as the conference hotel. It is located at 6001 Destination Parkway in Orlando, just off International Drive near the convention center. The hotel phone is (407) 313-4300. FCCMA has secured the special rate of **\$155** per night, single or double, for conference participants. Overnight self-parking is complimentary. **The Hilton will not accept any reservations at this time. See below for more details.**

For complete information on the hotel, visit their Web site at www.thehiltonorlando.com.

Room Reservation Procedure

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. **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 hotel is **April 26, 2013**. 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, nor the exact date on which the hotel block will sell out, so **please register early**.

IMPORTANT – Policy Regarding Reservation Cancellations and Adjustments

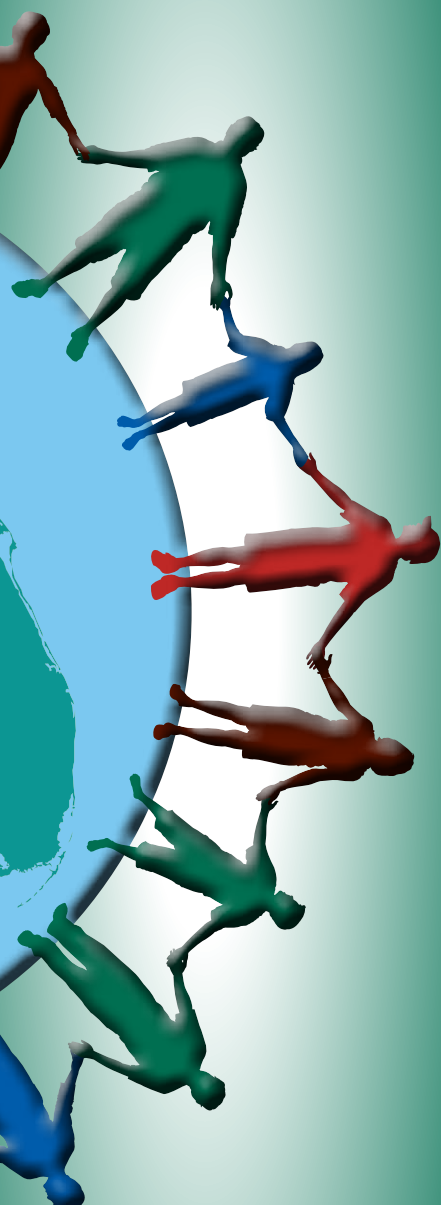
In recent years, FCCMA has experienced a disturbing trend with its room block at conference hotels. Individuals will book rooms for the entire length of the conference, making it appear as if the room block is selling out and FCCMA is meeting its financial commitments to the hotels. These individuals will hold onto these rooms past the cut-off date, causing some attendees to make reservations at other properties as the block appears to be sold out.

However, within a couple weeks of the conference, these people start changing their minds and shorten the length of their stay – where maybe they had booked their room for four nights, their final stay is only two nights. Suddenly, FCCMA is facing penalty charges with the hotel because the number of reserved rooms in the block has been drastically reduced. This came to a head following the 2009 conference, where FCCMA was faced with \$12,000 in penalties from the hotel. Luckily, we were able to have these fees waived, but it could have been financially devastating to the association.

Due to these recent experiences, the FCCMA Board has made the difficult decision to enforce penalties for abuse of the room block. **FCCMA will reserve the right to assess a \$50 penalty to any registrant making significant adjustments to his or her reservation within three weeks and up to the conference.**

We understand that some cancellations or adjustments are unavoidable. However, we simply ask that, when making your reservations, **only block for dates that you are sure you will be able to attend**. If you have any doubts about the length of your stay, please **do not** make your reservations until you are sure. This will benefit all registrants trying to secure a reservation in the host hotel, and will protect the association from financial harm.

We thank you in advance for your cooperation and consideration.



FCCMA 2013 CONFERENCE REGISTRATION FORM

HILTON ORLANDO | MAY 22-25, 2013

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

Title: _____ Affiliation: _____
(city, county or company, etc.)

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

E-mail: _____ First-Time Attendee? Yes No

If you are registering a guest or child, please complete the following:

Adult Guest Full Name: _____ First Name or Nickname: _____

Adult Guest Full Name: _____ First Name or Nickname: _____

Child (under 18) Full Name: _____ First Name or Nickname: _____

Child (under 18) Full Name: _____ First Name or Nickname: _____

Please complete the Registration Information on the back of this form.

Note: Be sure to send in **BOTH** pages of the registration form. Registration **CANNOT** be processed without both pages.

Cancellation Policy

Because of the requirement for advance attendance guarantees, cancellation requests must be received and confirmed in writing by **May 6, 2013**, to entitle registrants to a refund of registration fees. A \$25 administrative fee will be deducted from all refunds. All refunds will be issued after the conference.

Special Needs

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

Please return to: FCCMA Annual Conference, P.O. Box 1757, Tallahassee, FL 32302-1757, fax to (850) 222-3806 or e-mail mhowe@fclities.com. Payment must accompany each registration. No purchase order or phone registrations accepted. Online (www.fccma.org), e-mailed and faxed registrations accepted if paying by credit card (Visa or MasterCard) only. **If registering online or via fax with credit card payment, please DO NOT mail the registration form also. Remember, you will not receive housing information to make reservations at the Hilton until we receive your PAID registration.**

NOTE: If you are registering multiple individuals from a single government to take advantage of the special discount, these registrations must be sent in and paid at the same time.

Payment Information

Amount Enclosed: \$ _____ Method of Payment: Check (payable to FCCMA) Visa MasterCard
(enter total from back of registration form)

Credit Card Number: _____ Expiration Date: _____

Card Holder's Name: _____ Card Holder's Phone: _____

Card Holder's Signature: _____

Billing Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

FCCMA 2013 CONFERENCE REGISTRATION FORM

HILTON ORLANDO | MAY 22-25, 2013

Registration Information

See page 2 for restrictions on these registration types.

Registration Fees	By 05/06/13	After 05/06/13	Total Fee
FCCMA Member	_____ @ \$ 345.00	_____ @ \$ 375.00	\$ _____
FCCMA Member <i>additional registrant from same government</i>	_____ @ \$ 310.50	_____ @ \$ 375.00	\$ _____
Non-Member Government	_____ @ \$ 500.00	_____ @ \$ 530.00	\$ _____
Non-Member Corporate	_____ @ \$ 600.00	_____ @ \$ 630.00	\$ _____
Retiree/Student	_____ @ \$ 85.00	_____ @ \$ 95.00	\$ _____
Thursday ONLY	_____ @ \$ 145.00	_____ @ \$ 170.00	\$ _____
Adult Guest	_____ @ \$ 85.00	_____ @ \$ 100.00	\$ _____
Child (under 18)	_____ @ \$ 0.00	_____ @ \$ 50.00	\$ _____

Special Events

Additional registration is required for these events. Please indicate your attendance and include additional fees where required:

Wednesday

So You Want to Be a... Manager	_____ @ \$ 0.00	_____ @ \$ 0.00	\$ Free
ICMA University Workshop	_____ @ \$ 80.00	_____ @ \$ 80.00	\$ _____
CFLGE Fundraiser	_____ @ \$ 50.00	_____ @ \$ 50.00	\$ _____

Thursday

Inspirational Breakfast	_____ @ \$ 35.00	_____ @ \$ 35.00	\$ _____
Career Development Luncheon	_____ @ \$ 35.00	_____ @ \$ 35.00	\$ _____

Grand Total Due (enter this amount on front of registration form): \$ _____