




**CITY OF DANIA BEACH
DEPARTMENT OF FINANCE
MEMORANDUM**

TO: Honorable Mayor Marco Salvino
Honorable Vice Mayor Albert Jones
Honorable Commissioner Chickie Brandimarte
Honorable Commissioner Bobbie Grace
Memo #: DFA-16-004

FROM: Robert Baldwin, City Manager

BY: Nicki Satterfield, Finance Director 

DATE: March 1, 2016

SUBJECT: Florida Government Finance Officers Association – Annual Conference 2016
June 12, 2016 to June 15, 2016.

The FGFOA (Florida Government Finance Officers Association) is holding their annual conference June 12, 2016 – June 15, 2016 this year. The conference provides continuing education hours to maintain CPA licensure requirements as well as offering annual updates and training covering topics in auditing, financial planning, debt management and various other technical topics including GASB updates. The conference also provides the latest reporting requirements, updates to new pension requirements and proposed legislative updates including health care reform.

As Director I typically attend the National Conference and have either the Assistant Director or Controller attend the State Conference. However, due to family illness I do not feel comfortable at this time going out of State. I am requesting the Controller be allowed to attend the National GFOA Conference in my absence and I attend the local state GFOA conference. Should I not be able to attend the State conference Adam Segal, Assistant Director will attend in my absence.

The City's FY 2016 budget is planned for and has sufficient funding for attending this conference.

Commission approval is recommended to allow the City Finance Director to attend this annual Government Finance conference.



**CITY OF DANIA BEACH
PRE-APPROVED CONFERENCE OR TRAINING AUTHORIZATION/RECONCILIATION**

EMPLOYEE: Nicki Satterfield DEPARTMENT: Finance
 LOCATION: City Hall TRIP/TRAINING DATE: 06-12-2016 to 06-15-2016
 PURPOSE: Florida Government Finance Officers Association - CPE Licensure Requirements

B D Overnight Out of State Air Travel

TRAVEL EXPENSES ESTIMATED: (Policy #2002-10-1)

	REGISTRATION (attach conference brochure)	\$ 250.00
Parking/Taxi	LODGING (# of nights <u>4</u>)	676.00
	MEALS (per diem)	206.50
	OTHER INCIDENTAL EXPENSES:	
	MILEAGE	224.64
	TOLLS (round trip)	27.06
	OTHER TRANSPORTATION (Shuttle/Taxi/Parking)	60.00
	SUPPLIES/MATERIALS	-
	TOTAL ESTIMATED EXPENSES:	\$ 1,444.20

This seminar is required for: Certification General Training
 License Other overnment Finance Officers Association - CPE Licensure Req

Note any overnight or out of state travel events attended in the last 12 months:

None

Employee Signature: Nicki Satterfield

[Signature]
Department Director

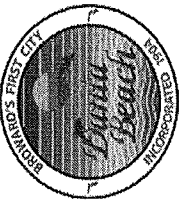
TRAVEL AUTHORIZATION:
[Signature]
Finance Director

[Signature]
City Manager

If payment is made through City's credit card, please indicate "credit card" under "Date" Column

	Check Payee:	Amount:	Date:	RECONCILIATION	
				Actual	Differences
Registration:		\$ 250.00		\$ -	\$ 250.00
Lodging:		676.00		-	\$ 676.00
Transportation:		251.70		-	\$ 251.70
Traveler:		206.50		-	\$ 206.50
Others:		60.00		-	\$ 60.00
Account #:		\$ 1,444.20		\$ -	\$ 1,444.20

Total actual travel expense	\$ -
The City paid up front	0.00
Total reimbursement to Traveler	<u>\$ -</u>



**CITY OF DANIA BEACH
Per Diem Calculator**

Name: Nicki Satterfield
Location: City Hall
Purpose: Florida Government Finance Officers Association - CPE Licensure Requirements

Per GSA **M&IE** **Nicki Satterfield**
 \$59.00 (obtain from Per diem form on City's Intranet)
 Conference Hours

Florida Government Finance Officers Association - CPE Licensure Requirement

Day	6/11/2016	6/12/2016	6/13/2016	6/14/2016	6/15/2016	Total Est Exps
Meal Provided:	Travel		B	B, L, D	Travel	
Per Diem	\$ 44.25	\$59.00	\$50.15	\$8.85	\$44.25	\$ 206.50
Lodging	169.00	169.00	169.00	169.00		\$ 676.00
Air Travel / Mileage	112.32				112.32	\$ 224.64
Tolls/Mileage	13.53				13.53	\$ 27.06
Parking/Taxi	15.00	15.00	15.00	15.00		\$ 60.00
Conf Fees	250.00	-	-	-		\$ 250.00
						<u>\$ 1,444.20</u>

* Travel day

per diem reductions

Breakfast (B) 15% \$8.85
 Lunch (L) 35% \$20.65
 Dinner (D) 50% \$29.50

2016 FGFOA ANNUAL CONFERENCE ANNOUNCEMENT

June 11-15 • Marriott World Center • Orlando



Volunteer
Be Part of Your FGFOA
2016 FGFOA ANNUAL CONFERENCE

As president of the Florida Government Finance Officers Association, I want to personally invite you to our 2016 Annual Conference at the Marriott World Center in Orlando from Saturday, June 11 to Wednesday, June 15. The conference is the FGFOA's premier event for education, networking, leadership and information.

The theme, "**Volunteer, Be Part of Your FGFOA,**" carries over from my speech at the last conference, where I emphasized the importance of volunteers to this organization and asked you to step up. Many of you did and this conference, as with every past conference, is a testament to the amazing things that can be done when our volunteers work together.

The Program Committee put together a top notch schedule of speakers to educate you about the latest trends in Economics, Accounting, Budget and Finance. But don't worry, your favorites from GASB will be there as well to enlighten and entertain as only they can. The two-day Beginner Boot Camp was such a success last year that we are doing it again. The Boot Camp fills up fast so if you are interested, I encourage you to register ASAP.

The 2016 Host Committee has planned several networking opportunities during the conference that will make the stay at the World Marriot a memorable experience for you and your guests. I am sure you will benefit from the various networking opportunities including the Tuesday night event at Universal City Walk.

If you have never attended the annual conference, it is time for you to step up and be a part of your FGFOA, register now!

I look forward to seeing you in Orlando.

A handwritten signature in black ink, appearing to read "Barry H. Skinner".

Barry H. Skinner
FGFOA President 2015 - 2016



2016 FGFOA ANNUAL CONFERENCE COURSE & EVENT SELECTION FORM

Please indicate your preferred concurrent session for each time slot by placing an "X" before the program title. (Please select only one course per time slot.) Please also indicate your attendance at the social functions, i.e. Association Night and the Tuesday Night Event.

Saturday, June 11

8:00 a.m. - 4:40 p.m.

Leadership Pre-Conference Seminar 8 Hours (BEH) (Separate Registration required)

8:00 a.m. - 4:40 p.m.

Investment Pre-Conference Seminar 8 Hours (TB) (Separate Registration required)

Sunday, June 12

7:00 a.m.

Walking Tour
(Meet at Conference Registration Desk)

9:00 a.m.

Zumba Class

1:00 p.m. - 2:40 p.m.

GASB Update 2 Hours (AA)
 Sponsoring Defined Benefit Plan and "Enterprise Risk Management" 2 Hours (TB)

3:00 p.m. - 4:40 p.m.

GASB Hot Topics 2 Hours (AA)
 Easing the Pain: Using your Actuarial Analysis to Control Workers' Compensation Costs 2 Hours (TB)

6:00 p.m. - 7:30 p.m.

Association Night Reception (In Exhibit Hall)
 Hospitality Suite

Monday, June 13

7:15 a.m. - 8:00 a.m.

First-Time Attendee Breakfast/Orientation Session

8:30 a.m. - 10:00 a.m.

Opening General Session 1 Hour (BEH)

10:20 a.m. - 12:00 p.m.

Local Government Accountability Update 2 Hours (AA)
 Visionary Long-Term Budgeting 2 Hours (TB)
 Lean Today to Change Tomorrow: Successfully Implementing Lean Six Sigma 2 Hours (BEH)
 How to Assess the Health of Yours and Prescriptions for Recovery 2 Hours (TB)

1:30 p.m. - 3:10 p.m.

Accounting Complexities Facing Local Government 2 Hours (AA)
 The Role of Internal Controls in Financial Reporting (TB)
 Labor Law for Government Professionals 2 Hours (TB)
 The Latest Trends in Banking Technology 2 Hours (TB)

3:30 p.m. - 5:10 p.m.

Pensions and Other Post-Employment Benefits: Looking back at GASB 67/68 (Pensions) and ahead to GASB 74/75 (OPEB) 2 Hours (AA)
 Workers' Compensation - Trends, Impacts, and Updates on Presumptions Claims and Laws 2 Hours (TB)
 Emerging Leaders in Local Government 2 Hours (TB)
 Investing Funds in a Rising Interest Rate Environment 2 Hours (TB)

5:10 p.m. - 6:30 p.m.

Emerging Leader's Network Event
 Hospitality Suite

Tuesday, June 14

7:00 a.m.

Walking Tour
(Meet at Conference Registration Desk)

8:00 a.m. - 9:40 a.m.

Best Practices for an Effective Year-End Closing Process 2 Hours (AA)
 Panel Discussion on Revenue Diversification 2 Hours (TB)
 Moving Financials to the Cloud: Making SaaS the Newest Accounting Acronym 2 Hours (TB)
 Other Investments - Is the Risk Worth the Return? Equities and High Yield Bonds in Your Operating Portfolio 2 Hours (TB)

10:00 a.m. - 11:40 a.m.

Integrating IT into the Audit Process 2 Hours (AA)
 Retirement Plans; Fiduciary Best Practices 2 Hours (TB)
 Legislative Update 2 Hours (TB)
 Capital Financing Plan - What Are My Options? Are My Bond Covenants Restricting My Options? 2 Hours (TB)

11:45 a.m. - 2:00 p.m.

Luncheon and Annual Business Meeting
(Registered Attendees only)

2:00 p.m. - 2:50 p.m.

Award Winning CAFRs 1 Hour (AA)
 Budget Planning and Forecasting 1 Hour (TB)
 How to Communicate Financial Information to Citizens and Elected Officials 1 Hour (BEH)
 New Police and Fire Pension Legislation for Chapters 175 and 185 - Does it make Financial Sense to Opt Out? 1 Hour (TB)

3:10 p.m. - 4:50 p.m.

Steps to Minimize Fraud 2 Hours (AA)
 Economic Update and Market Outlook 2 Hours (TB)
 Cyber Security, Data Breach, and PCI Compliance 2 Hours (TB)
 Determining an Appropriate Investment Return Assumption for Pension Plans 2 Hours (TB)

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

Tuesday Night Event
 Hospitality Suite

Wednesday, June 15

8:00 a.m. - 11:40 a.m.

Ethics 4 Hours (Ethics)
(additional fee required)

8:00 a.m. - 9:40 a.m.

Implementing the OMB's New Super Circular 2 Hours (AA)
 Development and Implementation of Special Assessment Programs 2 Hours (TB)
 Overview of the Sunshine and Public Records Laws 2 Hours (TB)
 Fraud Detection and Prevention 2 Hours (TB)

10:00 a.m. - 11:40 a.m.

Yellow Book and Single Audit Update 2 Hours (AA)
 Affordable Care Act Update 2 Hours (TB)
 Performance Data ... What Are You Afraid Of? 2 Hours (TB)
 Pension Investments - Active vs. Passive? 2 Hours (TB)

SCHEDULE AT A GLANCE*

Saturday, June 11

7:30 a.m. - 4:30 p.m.
Registration Desk Open

8:00 a.m. - 4:40 p.m.
Leadership Pre-Conference Seminar
Investment Pre-Conference Seminar
(Separate Registration required)

Sunday, June 12

7:00 a.m.
Walk

7:30 a.m. - noon
Golf Tournament

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

9:00 a.m. - 7:30 p.m.
Registration Desk Open

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

11:00 a.m. - 4:30 p.m.
Exhibit Hall Open

12:00 p.m. - 5:30 p.m.
Internet Café Open

1:00 p.m. - 2:40 p.m.
GASB Update

1:00 p.m. - 2:40 p.m.
Sponsoring Defined Benefit Plan and
"Enterprise Risk Management"

2:40 p.m. - 3:00 p.m.
Refreshment Break

3:00 p.m. - 4:40 p.m.
GASB Hot Topics

3:00 p.m. - 4:40 p.m.
Easing the Pain: Using your Actuarial
Analysis to Control Workers'
Compensation Costs

5:30 p.m. - 7:30 p.m.
Association Night Reception
(In Exhibit Hall)

7:30 p.m. - 11:30 p.m.
Hospitality Suite Open

Monday, June 13

7:00 a.m.
Walk

7:15 a.m. - 7:45 a.m.
Voluntary Fellowship

7:15 a.m. - 8:00 a.m.
First-Time Attendee Breakfast/
Orientation Session

7:30 a.m. - 4:30 p.m.
Registration Desk Open

7:30 a.m. - 5:30 p.m.
Internet Café Open

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

8:30 a.m. - 10:00 a.m.
Opening General Session

9:30 a.m. - 4:00 p.m.
Exhibit Hall Open

10:00 a.m. - 10:20 a.m.
Refreshment Break

10:20 a.m. - 12:00 p.m.
Local Government Accountability
Update

10:20 a.m. - 12:00 p.m.
Unconventional Vision

10:20 a.m. - 12:00 p.m.
Lean Today to Change Tomorrow:
Successfully Implementing Lean
Six Sigma

10:20 a.m. - 12:00 p.m.
Retirement Plans - How to Assess the
Health of Yours and Prescriptions for
Recovery

12:00 p.m. - 1:30 p.m.
FGFOA 2016-2017 Standing Committee
Meetings

12:00 p.m. - 1:30 p.m.
Lunch for purchase in Exhibit Hall

1:30 p.m. - 3:10 p.m.
Accounting Complexities Facing Local
Governments

1:30 p.m. - 3:10 p.m.
The Role of Internal Controls in
Financial Reporting

1:30 p.m. - 3:10 p.m.
Labor Law for Government
Professionals

1:30 p.m. - 3:10 p.m.
The Latest Trends in Banking Technology

3:10 p.m. - 3:30 p.m.
Refreshment Break

3:30 p.m. - 5:10 p.m.
Pensions and Other Post-Employment
Benefits: Looking back to GASB 67/68
(Pensions) and ahead to GASB 74/75
(OPEB)

3:30 p.m. - 5:10 p.m.
Workers' Compensation and the Impact
of the Heart Bill on Municipal Budgeting

3:30 p.m. - 5:10 p.m.
Emerging Leaders in Local Government

3:30 p.m. - 5:10 p.m.
Investing Funds in a Rising Interest Rate
Environment

5:10 p.m. - 6:30 p.m.
Emerging Leader's Network Event

7:30 p.m. - 11:30 p.m.
Hospitality Suite Open

NOT DINNER

Tuesday, June 14

7:15 a.m. - 7:45 a.m.

Voluntary Fellowship

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

Continental Breakfast

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

Registration Desk Open

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

Internet Café Open

8:00 a.m. - 9:40 a.m.

Best Practices for an Effective Year-End Closing Process

8:00 a.m. - 9:40 a.m.

Panel Discussion on Revenue Diversification

8:00 a.m. - 9:40 a.m.

Moving Financials to the Cloud: Making SaaS the Newest Accounting Acronym

8:00 a.m. - 9:40 a.m.

Other Investments - Is the Risk Worth the Return? Equities and High Yield Bonds in Your Operating Portfolio

9:40 a.m. - 10:00 a.m.

Refreshment Break

10:00 a.m. - 11:40 a.m.

Integrating IT into the Audit Process

10:00 a.m. - 11:40 a.m.

Retirement Plans; Fiduciary Best Practices

10:00 a.m. - 11:40 a.m.

Legislative Update

10:00 a.m. - 11:40 a.m.

Capital Financing Plan - What Are My Options? Are My Bond Covenants Restricting My Options?

11:45 a.m. - 2:00 p.m.

Luncheon and Annual Business Meeting

2:00 p.m. - 2:50 p.m.

Award Winning CAFRs

2:00 p.m. - 2:50 p.m.

Budget Planning and Forecasting

2:00 p.m. - 2:50 p.m.

How to Communicate Financial Information to Citizens and Elected Officials

2:00 p.m. - 2:50 p.m.

New Police and Fire Pension Legislation for Chapters 175 and 185 - Does It Make Financial Sense to Opt Out?

2:50 p.m. - 3:10 p.m.

Refreshment Break

3:10 p.m. - 4:50 p.m.

Steps to Minimize Fraud

3:10 p.m. - 4:50 p.m.

Economic Update and Market Outlook

3:10 p.m. - 4:50 p.m.

Cyber Security, Data Breach, and PCI Compliance

3:10 p.m. - 4:50 p.m.

Determining an Appropriate Investment Return Assumption for Pension Plans

6:30 p.m. - 10:00 p.m.

Tuesday Night Event

9:00 p.m. - 11:30 p.m.

Hospitality Suite Open

Wednesday, June 15

7:15 a.m. - 7:45 a.m.

Voluntary Fellowship

7:30 a.m. - 12:00 p.m.

Registration Desk Open

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

Continental Breakfast

7:30 a.m. - 12:00 p.m.

Internet Café Open

8:00 a.m. - 11:40 a.m.

Ethics
(additional fee required)

8:00 a.m. - 9:40 a.m.

Implementing the OMB's New Super Circular

8:00 a.m. - 9:40 a.m.

Development and Implementation of Special Assessment Programs

8:00 a.m. - 9:40 a.m.

Sunshine Law and Public Records

8:00 a.m. - 9:40 a.m.

Fraud Detection and Prevention

9:40 a.m. - 10:00 a.m.

Refreshment Break

10:00 a.m. - 11:40 a.m.

Yellow Book and Single Audit Update

10:00 a.m. - 11:40 a.m.

Affordable Care Act Update

10:00 a.m. - 11:40 a.m.

Performance Data ... What Are You Afraid Of?

10:00 a.m. - 11:40 a.m.

Pension Investments - Active vs. Passive?

**This is a tentative conference schedule and subject to change.*

DINNER INCL

THE 2016 HOST COMMITTEE WELCOMES YOU TO ORLANDO!

The 2016 Host Committee is planning several networking opportunities during the conference at the Orlando World Center Marriott. To help you plan your activities for after conference hours, here is an overview of the events organized by the Host Committee.

Exhibit Hall

Be sure to visit the Exhibit Hall and meet with the companies that help make this conference possible. Refreshment breaks and Sunday's Association Night reception will be held in the Exhibit Hall. Remember to drop off your business card with each exhibitor to be eligible for prize drawings from each booth. Drawings will be held Monday by noon, and all winners' names will be posted on a message board outside the Exhibit Hall.

Hospitality Suites

After a long day, join us in the hospitality suite to relax and network with friends, vendors and colleagues while enjoying refreshments. There will be plenty of activities going on, so be sure to check us out!

Sunday, June 12.....7:30 p.m. - 11:30 p.m.

Monday, June 13.....7:30 p.m. - 11:30 p.m.

Tuesday, June 14.....9:00 p.m. - 11:30 p.m.

Golf Tournament

Sunday, June 12.....7:30 a.m. - noon

Additional Registration Required - \$100

Why not mix a little fun along with your education in Orlando! Join your fellow FGFOA members in a friendly scramble golf tournament on Sunday morning before the conference. Plans have been made for a wonderful event full of contests and prizes at the Hawk's Landing Golf Club, located right outside the resort front door.

The Hawk's Landing Golf Club, a certified Audubon Co-operative Sanctuary, is designed to challenge and inspire. The 6,600+ yard, par 71 championship course, with its interconnected waterways and natural beauty, provides a challenging yet rewarding and memorable experience for players of all skill levels. The course is lined with lush tropical landscaping to enhance the tall native plants along with waterways that meander throughout the course, making the golf experience at Hawk's Landing truly unforgettable.

Before hitting the course, complimentary range balls will be available for practice. During the round, each cart will offer a touch screen GPS system to provide accurate yardages. There will also be a 10 percent discount on golf shop merchandise for tournament participants. For more information about the golf course, please visit www.marriottworldcenter.com.

Walking

Sunday, June 12.....7:00 a.m.

Monday, June 13.....7:00 a.m.

Please join us for a walking tour around the World Marriott Center. The walk will include your choice of a 1.5-mile, 1.9-mile or 3-mile circuit. Light refreshments will be served. Meet the walking tour leader at the Conference Registration Desk.

Zumba Class

Sunday, June 12.....9:00 a.m. - 10:00 a.m.

For fitness enthusiasts, join us at 9:00 a.m. for a Zumba class on Sunday, June 12. This class will be led by our own Nicole Gasparri, and she is sure to get your heart beat up and ready for the day.

Association Night Reception

Sunday, June 12.....5:30 p.m. - 7:30 p.m.

There will be many exhibitors, and attendees will have the opportunity to mingle with friends and colleagues and learn about innovative financial advances. The reception will feature heavy hors d'oeuvres, which are sure to be delicious! **Association Night is open to registered adults only - no children, please.**

Emerging Leader's Network Event

Monday, June 13 - 5:10 p.m. - 6:30 p.m.

Plan to hang out with old friends or meet new ones, establishing some lifelong friendships and contacts so emerging leaders will have the opportunity to learn from veteran FGFOA members. If you plan to join us, to mark the appropriate box on the registration form. We will gather outside of the meeting rooms and be led to the destination.

Tuesday Night Event

Tuesday, June 14 - 6:30 p.m. - 10:00 p.m.

Back by popular demand, the Tuesday night event will return to Universal's City Walk this year. We will be having a block party with food and a variety of entertainment! Come and enjoy Pat O'Brien's, Rising Star, Bob Marley's and Red Coconut Club. Buses will begin leaving at 6:15 p.m. The event runs from 7:00 p.m. - 10:00 p.m.

One ticket to this event is included in your registration fee. You can purchase extra tickets for children ages 3-18 for \$25 and additional adult tickets for \$50. Please reserve your tickets when you complete your registration form. Additional tickets are available for purchase at the FGFOA Registration Desk until 4:30 p.m. the day of the event.

SATURDAY, JUNE 11

8:00 A.M. - 4:40 P.M.

Leadership Pre-Conference Seminar
(Separate Registration Required)
CPE Credit: 8 Hours (BEH)

Leading from Who We Are

8:00 a.m. - 9:40 a.m.

If we would lead others on our team, in our organization or in our community, we must start with knowing ourselves. We'll explore this serious topic in a lighthearted fashion. You'll get a better sense of who you are as an individual and as a leader, and what difference that can make for leadership success.

Facts and Opinions

10:00 a.m. - 11:40 a.m.

The current presidential campaign season reminds us that "facts" are far more elusive than we were taught. Strongly held beliefs clearly play a role in how we, as a society, deal with factual claims. We'll explore this post-modern phenomenon, gaining some perspective on causes and responses.

Communicating Leadership

1:00 p.m. - 2:40 p.m.

While leadership is many things, it is nearly always about communication. Decisions, support and criticism, vision and direction, all must be communicated to be effective. We'll explore the practical challenges of communicating as leaders and discover some tools for more effective leadership communication.

Persuasion and Management

3:00 p.m. - 4:40 p.m.

Leadership is most essential precisely when there are important disagreements about what to do and how to do it. In every environment, resolving or managing these disagreements requires an understanding of persuasion. We'll learn to develop persuasive arguments and how to manage those we can't persuade.

Investment Pre-Conference Seminar
(Separate Registration Required)
CPE Credit: 8 Hours (TB)

Economic Update

8:00 a.m. - 9:40 a.m.

Overview of current economic conditions and forecast of where interest rates are headed.

Best Practices in Investments - From an Auditor's Perspective

10:00 a.m. - 11:40 a.m.

This session will cover best practices, including a review of drafting an investment policy, to assist governments with recent changes in the investment marketplace. We will also hear an auditor's perspective on managing the investment function for a governmental entity and some of the common auditing issues related to investments.

Investing Funds in a Rising Rate Interest Rate Environment

1:00 p.m. - 2:40 p.m.

With the Federal Reserve looking to increase interest rates to a "normal" level, this session will examine various strategies to increase returns/limit losses for the changed investment environment.

Putting it all Together - An Investment Simulation

3:00 p.m. - 4:40 p.m.

This session will involve participants in building and adjusting their portfolios for a variety of investment environments; choosing from among several security types. Numerous scenarios will be run to allow participants to make adjustments and see the outcome of their investment decisions.

SUNDAY, JUNE 12

1:00 P.M. - 2:40 P.M.

GASB Update
CPE Credit: 2 Hours (AA)

This session will include a general update on future pronouncements and proposals affecting state and local government.

**Sponsoring Defined Benefit Plan and
"Enterprise Risk Management"**
CPE Credit: 2 Hours (TB)

This session will include a discussion about why controlling pension risk is so difficult and what others are doing locally and nationally. What options are available to reduce costs? What are the long-term effects of not making these changes?

3:00 P.M. - 4:40 P.M.

GASB Hot Topics
CPE Credit: 2 Hours (AA)

This session will include the latest news from GASB and provide answers to address public confusion on current pronouncements.

**Easing the Pain: Using your Actuarial Analysis to
Control Workers' Compensation Costs**
CPE Credit: 2 Hours (TB)

The actuarial analysis provided for self-insured workers' compensation plans can be used to identify areas where the government can save money in their workers' compensation program. This session will highlight case studies where the actuarial analysis led to a better understanding of the cost drivers of the program. These drivers include growth or decline in overall exposure, changes in operations, changes in claims handling and the impact of lifetime claims.

MONDAY, JUNE 13

8:30 A.M. - 10:00 A.M.

OPENING GENERAL SESSION



Kenya J. Rutland
Here Come the Millennials: Are You Ready to Get Them Ready!
CPE Credit: 1 Hour (BEH)

It's 2016 and most workplaces have no less than three generations. Baby Boomers, Generation Xers and Millennials are forced to communicate, collaborate and work across generational differences to reach organizational goals. Healthy municipal organizations have an inclusive culture that stays true to its values, while welcoming the differences of what each generation brings.

This session will provide FGFOA leaders with strategies to create a culture that attracts and retains Millennials by meeting their workplace needs. Concurrently, we'll explore four crucial areas to successfully mentor and coach these developing leaders, with a focus on helping them understand how to work with other generations, providing feedback, and dealing with "Instant Gratification" to ensure workplace success.

10:20 A.M. - 12:00 P.M.

Local Government Accountability Update
CPE Credit: 2 Hours (AA)

Update from the Florida Auditor General's Office and the Florida Department of Financial Services on current issues pertaining to local governments.

Unconventional Vision
CPE Credit: 2 Hours (TB)

Does your city have a vision for the future? A vision designed to support decision makers with making the big decisions? Good news! Whether or not your city has a vision for the future, your city will end up someplace. Join the presenters as they share an unconventional road map utilized by the City of Clermont to arrive as the "Choice of Champions."

Lean Today to Change Tomorrow: Successfully Implementing Lean Six Sigma
CPE Credit: 2 Hours (BEH)

This session discusses the implementation of Lean Six Sigma methodologies from a governmental perspective. See how several governmental entities in Florida have reaped the benefits of adopting a lean culture in their organization.

Retirement Plans - How to Assess the Health of Yours and Prescriptions for Recovery
CPE Credit: 2 Hours (TB)

How sound is your pension plan? Learn how to assess the health of your defined benefit plan and some options for helping what ails your plan. For those contemplating radical surgery, the discussion will include the advantages and disadvantages of defined benefit and defined contribution plans.

1:30 P.M. - 3:10 P.M.

Accounting Complexities Facing Local Governments
CPE Credit: 2 Hours (AA)

This session builds on previous sessions, providing answers to a series of hypothetical questions that present complex accounting and financial reporting issues facing many Florida governments of varying size and structure. The presentation will help expand your knowledge base of various GASB standards and related authoritative guidance through various simulated problems and solutions.

The Role of Internal Controls in Financial Reporting
CPE Credit: 2 Hours (TB)

This session will explore the responsibilities, objectives and components of internal controls as they relate to financial reporting. We will discuss the importance of internal controls to financial reporting and look at processes and procedures that identify risks, safeguard assets, prevent fraud, and create reliable, accurate reporting.

Labor Law for Government Professionals
CPE Credit: 2 Hours (TB)

This session will address wage and hour issues and recent developments in social media policies.

The Latest Trends in Banking Technology
Credit: 2 Hours (TB)

This session will offer an overview of current banking technologies that assist local governments in navigating the ever changing payments landscape. The session will include the latest e-Commerce trends, best practices for managing your payments in today's environment, and specific strategies to navigate this web of data, payments and security concerns. Topics include Electronic Commerce Defined, Receivables and Payables, PCI-DSS Compliance, Merchant Processing, EMV Primer and E-Commerce and Data Management Best Practices.

3:30 P.M. - 5:10 P.M.

Pensions and Other Post-Employment Benefits: Looking Back at GASB 67/68 (Pensions) and Ahead to GASB 74/75 (OPEB)
CPE Credit: 2 Hours (AA)

This session will take a look back at the implementation of GASB Statements 67 and 68 (Pensions) and the impact they have had on governments over the past two years. What went well, and what should be improved upon in the future? Then, we will take a look ahead to the upcoming applicability of GASB Statements 74 and 75 (OPEB) to ensure solid reporting going forward.

Workers' Compensation - Trends, Impacts and Updates on Presumption Claims and Laws
CPE Credit: 2 Hours (TB)

In this session, we will discuss the current first responder heart and lung bill, and also provide an update on the status of the newly proposed cancer presumption bill for firefighters.

Emerging Leaders in Local Government
CPE Credit: 2 Hours (TB)

This session will be an interactive experience to help you rediscover and develop the skills needed to improve your leadership potential. We will explore ways to motivate, not only ourselves, but the team around us. You will learn how to collaborate with other local government leaders to become more effective leaders in the future.

Investing Funds in a Rising Interest Rate Environment
CPE Credit: 2 Hours (TB)

This session will view how the upcoming economic environment is likely to affect the behavior of interest rates. We will discuss the impact of fed monetary policy actions and rhetoric and appropriate investment vehicles including: Florida qualified public depository bank time deposits, agency guaranteed mortgage backed securities, callable agencies, treasury securities, money market mutual funds, and money market instruments.

TUESDAY, JUNE 14

8:00 A.M. - 9:40 A.M.

Best Practices for an Effective Year-End Closing Process
CPE Credit: 2 Hours (AA)

Discussion of the year-end closing process and typical deficiencies that can delay or extend the external audit. Focus on best practices, including leveraging existing technology in the financial system, generating meaningful reports, and steps to take to ensure the government is audit ready.

Panel Discussion on Revenue Diversification
CPE Credit: 2 Hours (TB)

Panel discussion among three local government officials regarding revenue enhancement and fund-raising examples.

Moving Financials to the Cloud: Making SaaS the Newest Accounting Acronym
CPE Credit: 2 Hours (TB)

In this session, the City of Orlando and its IT consultant will share the benefits of moving the financial and human capital management systems to the cloud. Attendees will learn how the software-as-a-service (SaaS) business model is fundamentally different from a traditional on premise solution, and how the city overcame concerns usually raised when moving information to the cloud.

Other Investments - Is the Risk Worth the Return? Equities and High Yield Bonds in Your Operating Portfolio
CPE Credit: 2 Hours (TB)

Ultra-low interest rates have lured some treasury managers to consider investing operating funds in equities and high-yield bonds. What are the risks with such strategies, and are the risks worth taking? What types of risk mitigation strategies are being employed to manage the risks of these investments?

10:00 A.M. - 11:40 A.M.

Integrating IT into the Audit Process
CPE Credit: 2 Hours (AA)

With the increased use of information technology in the public sector and resulting data thefts that have occurred, this session focuses on how auditors integrate information technology testing procedures into their audit process. It will discuss the skills and expertise necessary as well as efficiencies that can be gained by auditing through the system instead of around the system and the risks and importance of cyber security in today's digital world, and demonstrate ways that your internal control policies and procedures can be designed to reduce risks related to information technology.

Retirement Plans; Fiduciary Best Practices
CPE Credit: 2 Hours (TB)

It is likely that many of you are fiduciaries to your organization's retirement plan. What are your obligations and how can you maximize your liability protection? This session will focus on fiduciary best practices with an emphasis on finding and eliminating unnecessary fees built into the plan.

Legislative Update
CPE Credit: 2 Hours (TB)

This session will provide an update on topics that are of key interest to the Legislature.

**Capital Financing Plan - What Are My Options?
Are My Bond Covenants Restricting My Options?**
CPE Credit: 2 Hours (TB)

This session will examine how you should establish a Capital Financing Plan, and will include an overview on various financing options. The panel will also examine how to deal with, or remove, various onerous bond and financial covenants that you may have inherited, and that could restrict your future operating and financing flexibility.

2:00 P.M. - 2:50 P.M.

Award Winning CAFRs
CPE Credit: 1 Hour (AA)

Discussion of the criteria for the excellence in financial reporting award, provide examples of CAFRs that go above and beyond the basic criteria, using innovative reporting software and other technology to prepare and develop an award winning report.

Budget Planning and Forecasting
CPE Credit: 1 Hour (TB)

Plan Your Work and Work Your Plan! It is our job to set the train in motion and keep the train moving down the track. Determine the expectations of the city manager, city commission, and staff to prepare the budget. Set reasonable timelines and do your best to stick to the plan. What do you do when the train gets derailed?

**How to Communicate Financial Information to
Citizens and Elected Officials**
CPE Credit: 1 Hour (BEH)

This interactive session will focus on the challenge of communicating financial information to citizens and public officials. Learn what to do and what not to do to be an effective communicator of your government's financial information.

**New Police and Fire Pension Legislation for Chapters
175 and 185 - Does it make Financial Sense to Opt Out?**
CPE Credit: 1 Hour (TB)

An overview of the 2015 revisions to Chapters 175 and 185, Florida Statutes, regarding the distribution of insurance premium funds and the requirement of adding a defined contribution plan. To provide for a sustainable pension plan, does it make sense to withdraw from the insurance premium programs? Listen to one government's rationale for opting out of the programs.

3:10 P.M. - 4:50 P.M.

Steps to Minimize Fraud
CPE Credit: 2 Hours (AA)

This session will provide an overview of the basic internal control structure and discuss how to best implement it in small, medium and large governments. The session includes a discussion of IT controls related to accounting information and how to prevent manipulation.

Economic Update and Market Outlook
CPE Credit: 2 Hours (TB)

The first part of this session will consist of Florida's current economic outlook and how that translates to forecasting local government revenue. The second part will consist of discussion about the current economic and market environment in the United States and around the world, the Federal Reserve and the impact of international central bank policies on global financial markets.

Cyber Security, Data Breach and PCI Compliance
CPE Credit: 2 Hours (TB)

This session will include information on cyber security, data breach, and PCI compliance.

**Determining an Appropriate Investment Return
Assumption for Pension Plans**
CPE Credit: 2 Hours (TB)

Are your pension contributions taking an increasing amount of your operating budget revenues? The pension investment return is the most important assumption used by your actuary to determine the funding requirements for your pension plan. The session will discuss the development of an Asset Allocation Study, a key component in finding an appropriate rate of return, and other things to consider when determining the investment return assumption.

WEDNESDAY, JUNE 15

8:00 A.M. - 11:40 A.M.

**Ethics (additional registration fee required)
CPE Credit: 4 Hours (Ethics)**

This session provides members with CPA designation the opportunity to earn four hours of ethics instruction as required by the Florida Board of Accountancy.

8:00 A.M. - 9:40 A.M.

**Implementing the OMB's New Super Circular
CPE Credit: 2 Hours (AA)**

The U.S. Office of Management and Budget's (OMB) recent circular, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly known as the "Super Circular," supersedes and combines the requirements of eight previous OMB circulars related to federal grants. This session will discuss the new requirements and how they apply to Cost Allocation Plans currently in place.

**Development and Implementation of Special Assessment Programs
CPE Credit: 2 Hours (TB)**

Development and implementation of non-ad valorem assessment funding programs, focusing on fire, storm water and infrastructure improvements funding programs.

**Sunshine Law and Public Records
CPE Credit: 2 Hours (TB)**

Florida's Sunshine and Public Records Laws provide a broad right of access to government meetings and records. This session will focus on the scope and application of these laws to government finance officers, with a particular emphasis on electronic technologies and media, such as email, text messaging and Facebook postings. Recent legislation and trends will also be discussed.

**Fraud Detection and Prevention
CPE Credit: 2 Hours (TB)**

Payment fraud has become a very sophisticated business. Fraudsters continually reinvest their profits in technology and other methods to overcome any layers of security organizations may have in place. Whether it is phishing scams, mobile malware, Man in the Browser schemes or other attempts, the threats against businesses and governments continues to grow. This session will review the most common fraud schemes being deployed and describe how to protect your organization from payment card, paper check and other electronic payment fraud attacks.

10:00 A.M. - 11:40 A.M.

**Yellow Book and Single Audit Update
CPE Credit: 2 Hours (AA)**

We will be reviewing recent activity of the Government Accountability Office (GAO) and current developments in implementation of the new Uniform Guidance issued by the Office of Management and Budget (OMB). Emphasis will be placed on key issues of concern and increased attention brought forth by these new developments.

**Affordable Care Act Update
CPE Credit: 2 Hours (TB)**

The latest and greatest on the Affordable Care Act.

**Performance Data ... What Are You Afraid Of?
CPE Credit: 2 Hours (TB)**

There is more to performance measurement than a definition. It is a way to tell your story. This session will include discussion about local government officials who have used data from a consortium of Florida local governments to initiate change and improve performance.

**Pension Investments - Active vs. Passive?
CPE Credit: 2 Hours (TB)**

The cost and benefits of active management in the pension funds is an issue that all pension funds must address. This session will examine the advantages and disadvantages of active managers and index funds for pension fund investments.

Exhibitors

Exhibitors are encouraged to register on an individual basis for the conference. The registration fee covers all regular conference sessions, refreshment breaks, Sunday's Association Night Reception, Tuesday Business Lunch and the Tuesday Night Event. The fee does not include Saturday's pre-conference seminars or the golf tournament. If you have not yet secured an exhibit booth, please contact Nicolle Bournival at (850) 701-3630 or nbournival@flcities.com or visit www.fgfoa.org.

Registration Deadline

All conference registration must be received by FGFOA postmarked no later than **Friday, May 20, 2016**, to qualify for advanced registration. After **May 20**, registrants will be subject to late registration fees.

Refunds

All cancellations must be in writing and may be faxed to (850) 222-3806, mailed to FGFOA Annual Conference, P.O. Box 1757, Tallahassee, Florida 32302, or emailed to nbournival@flcities.com.

All cancellations received by 5:00 p.m., **June 3, 2016**, will be entitled to a refund, less a \$40.00 administrative fee. Prepaid registrants not canceled by this date and are not eligible for a refund. Registrations may be transferred to another individual with advanced notification. **Please note that no refunds will be made after June 3.**

HOTEL INFORMATION

Discover Orlando World Center Marriott. This impressive Orlando resort hotel is the quintessential destination for meetings and families alike. Experience the resort's Falls Pool Oasis featuring a slide tower with two 200-foot winding waterslides and one 90-foot speed slide, a dedicated kid's splash park, interactive game room, and more. An ideal choice for event professionals, our resort boasts 450,000 sq. feet of flexible, state-of-the-art event space and functional meeting facilities. From 18 challenging holes of championship golf, award-winning restaurants and a rejuvenating full-service spa - this resort inspires guests to engage, relax, retreat, work and play. Escape to our resort located only 1.5 miles from Disney World and just minutes from SeaWorld Orlando, Universal Studios and Legoland for your next vacation. Whether your stay is for business or pleasure, it's all waiting for you at this unforgettable Orlando Marriott luxury resort. FGFOA has secured special rates for the 2016 Annual Conference participants of \$169 per night. Parking rates are \$15.00 valet and \$5.00 self-park per day. Reservation cut-off date is Thursday, May 19, 2016.

Directions to Orlando World Center Marriott

From Tampa:

I-4 East, to exit 67 (to 536 East). Hotel is on the left.

From Miami:

Florida Turnpike North, to Osceola Parkway West (toward Disney), to right on SR 535 North (Vineland Road), to left on 536 West. Hotel is on the right.

From Daytona:

I-4 West, to exit 67 (to 536 East). Hotel is on the left.

From Orlando (MCO):

(15 mi SW) Take South Exit from Airport to Greenway Toll Road South (Rt. 417). Take Exit 6 (536 East), go through 2 lights and hotel will be on the right.

From Kissimmee (ISM):

(10 mi NE) Dyer Ave to U.S. 192 West to S.R. 535. Turn right on S.R. 535 to S.R. 536, Turn left, and hotel is on the right.

From Sanford Airport:

(41 mi NE) Take E. Lake Mary Blvd to I-4 West, approximately 30 miles. Exit 67 to SR 536 east. Hotel is on left.

<http://www.marriottworldcenter.com/world-center-home.aspx>

ROOM RESERVATIONS - IMPORTANT - PLEASE READ

In recent years, many of our registrants have experienced the inconvenience of having to stay outside of the host hotel. Our hotel room block has filled up sooner than expected with people making reservations they may not use, "just in case." These individuals end up not attending the event and canceling their reservations, but it is too late to help others who have booked into other properties and cannot cancel without a penalty.

As a result, our policy is that all hotel reservations will be made via an **online link or a housing form**, which you **will receive when the FGFOA has received your registration** for the conference. The FGFOA has secured special rates for the 2016 Annual Conference participants of \$169 per night. Parking rates are \$15.00 valet and \$5.00 self-park per day. **Reservation cut-off date is Thursday, May 19, 2016.** Once your registration is received, you will be emailed an attendee specific link in order to make your room reservation online. (If you do not have an email address, we will mail or fax a form to you.)

Please note that the Orlando World Center Marriott reservation cut-off date is **May 19, 2016.** It is important that you register for the conference early so that you have plenty of time to make your reservations. Note that the hotel could sell out **before** the cut-off date, and the FGFOA cannot guarantee rooms will be available at the time you make your reservations, **so please register for the conference and make your reservations as soon as possible.**

We apologize in advance for any confusion or inconvenience this may cause, but we sincerely hope that this procedure will enable more of our participants to stay in the host hotel. **Please register early.**

Resort Policies

Check-in time is after 4:00 p.m. Check-out time is before 12:00 p.m. A credit card is required to hold a reservation. Cancellations must be received 72 hours before scheduled arrival. Tax-exempt forms must be shown at time of payment, or sent with payment if paying in advance.

2016 FGFOA ANNUAL CONFERENCE REGISTRATION FORM

Online registration is available at www.fgfoa.org. **(Please do not send in this form if you are registering online.)**

Credit Card Payment: Please note that MasterCard and Visa credit card payment will only be accepted with online registration. Credit card payments cannot be accepted by fax or email.

Check Payment: Make checks payable to **FGFOA Annual Conference**. Return completed form with registration fees to: FGFOA Annual Conference, c/o Florida League of Cities, P.O. Box 1757, Tallahassee, Florida 32302. Registrations cannot be processed without payment.

PLEASE TYPE OR PRINT CLEARLY

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

Title: _____ Affiliation: _____
(As you wish it to appear on your badge.)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Email Address: _____

PAYMENT AND CLASS SELECTION (PAGE 14) MUST ACCOMPANY EACH REGISTRATION.

Type of Registration (Please check only one)	Early Fee 5/20/2016	Late Fee after 5/20/2016	Fee Paid
Registration Fees			
FGFOA Active Member	\$250.00	\$290.00	<input type="checkbox"/>
FGFOA Associate Member	\$310.00	\$350.00	<input type="checkbox"/>
FGFOA Non-Member	\$370.00	\$410.00	<input type="checkbox"/>
Ethics Seminar	\$ 65.00	\$ 75.00	<input type="checkbox"/>
Other Fees & Guest Tickets			
Guest Tuesday Night Event Tickets	\$ 50.00	\$ 60.00	<input type="checkbox"/>
Youth Tuesday Night Event Tickets (3-18)	\$ 25.00	\$ 35.00	<input type="checkbox"/>
Golf Tournament*	\$ 100.00	\$ 100.00	<input type="checkbox"/>

* You must be pre-registered in order to play in the Golf Tournament.

Pairing Preference: _____

Pre-Conference Seminar

FGFOA Active Member	\$ 110.00	\$150.00	<input type="checkbox"/>
FGFOA Associate Member	\$150.00	\$190.00	<input type="checkbox"/>
FGFOA Non-Member	\$185.00	\$225.00	<input type="checkbox"/>

Total Amount Due: _____

Registrations are done on an individual basis. The FGFOA does not permit the sharing of a registration between two attendees. Each attendee must have a separate registration and pay the full amount.

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 advance registration form.

Cancellations: Must be received and confirmed in writing by 5:00 p.m., **Friday, June 3, 2016**, to entitle registrant to a refund of registration fees, less a \$40.00 administrative fee.

Office Use Only	
Payment Received _____	Check # _____
Date Received _____	Amount \$ _____

FY 2016 Per Diem Rates for Orlando Florida

(October 2015 - September 2016)

Cities not appearing below may be located within a county for which rates are listed.

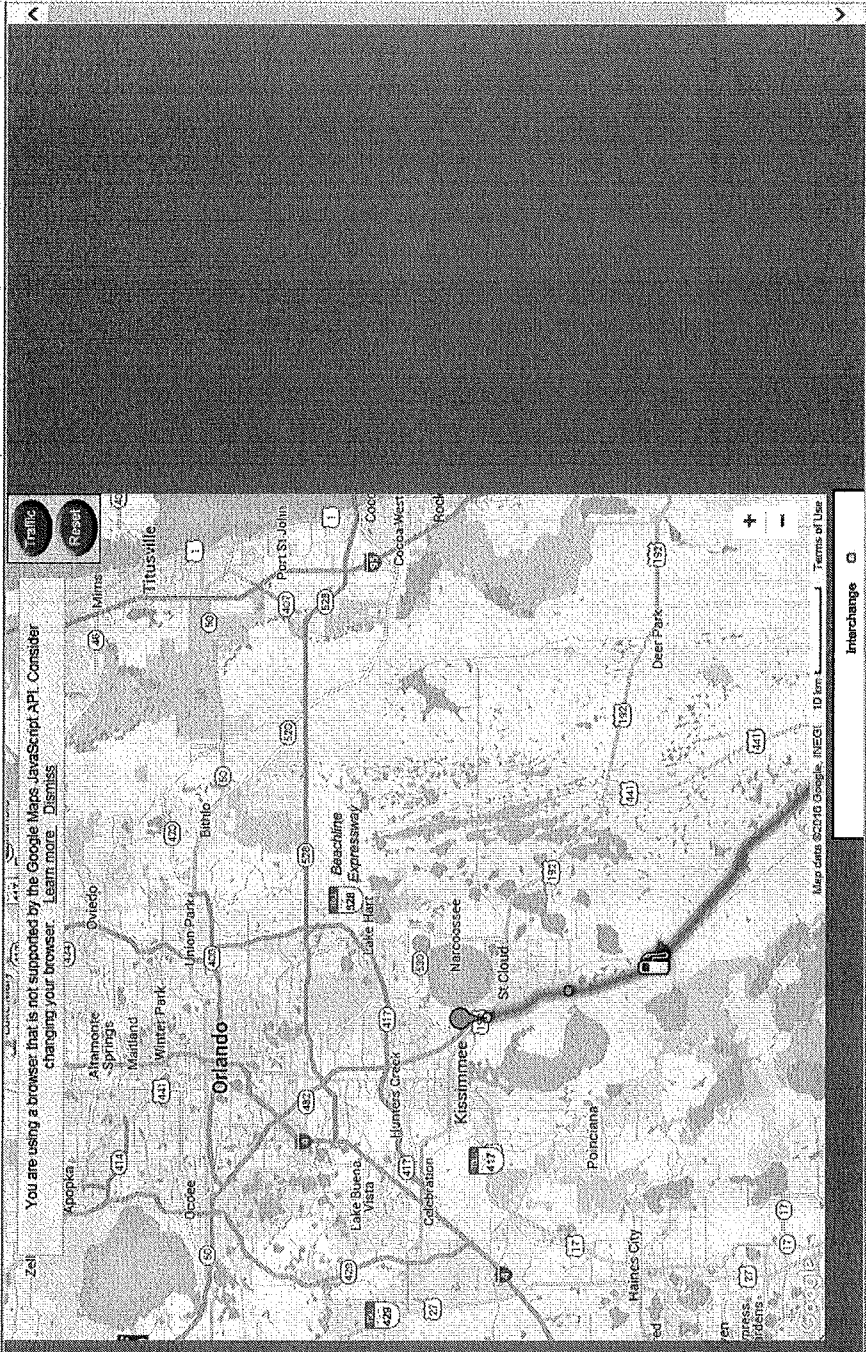
To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

The following rates apply for **Orlando Florida**

Primary Destination (1, 2)	County (3, 4)	Max lodging by Month (excluding taxes)												M&IE (5)	
		2015			2016										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Orlando	Orange	\$127	\$127	\$127	\$127	\$127	\$127	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$59

Footnotes

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. *Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.



SUNPASS

PREPAID TOLL PROGRAM

Toll Calculator

Payment Type
 SunPass
 Cash
 TOLL-BY-PLATE

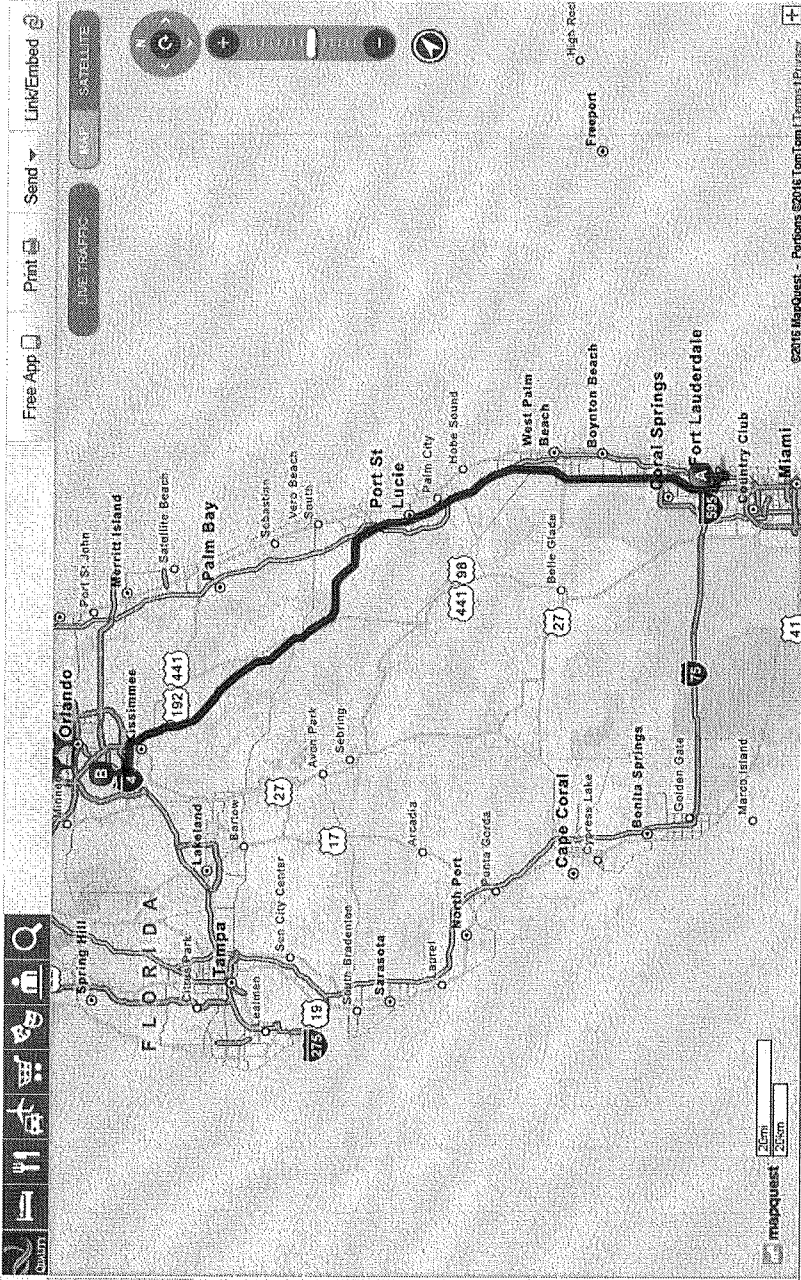
Axle Count
 2
 3
 4
 5
 6
 7
 8

Route Detail
 Start Point: Griffin Rd. - \$0.26
 Cypress Creek Toll Plaza - \$1.56
 Lenders Pass - \$0.00
 End Point: Kissimmee St. Cloud South (U.S. 193 / U.S. 441) - \$0.00

Trip Cost: \$13.53

- Payment Options
- Toll Violation Info
- Construction Info
- Toll Calculator Instructions

Supported Browsers
 IE10 or older, Firefox and Chrome
 IE11 may require adjustments to the
 compatibility settings



Add Stop | Round Trip | Reverse |

Suggested Routes

Florida's Turnpike N, 208.15 miles 3 hrs 9 mins / 3 hrs 21 mins based on current traffic	Est. Fuel Cost <input type="button" value="Calculate"/>
I-95 N, 214.83 miles 3 hrs 20 mins / 3 hrs 26 mins based on current traffic	Est. Fuel Cost <input type="button" value="Calculate"/>
US-27 N, 219.15 miles 3 hrs 54 mins / 3 hrs 51 mins based on current traffic	Est. Fuel Cost <input type="button" value="Calculate"/>

Or you can adjust your route by dragging the Route Line

Travel Options

Location
 Orlando, FL

