

REGISTRATION INFORMATION  
 FLC Annual Conference

TRAVEL EXPENSE STATEMENT

HOTEL INFORMATION  
 The Diplomat Beach Resort  
 3555 South Ocean Drive  
 Hollywood, FL 33019  
 954-602-6000

DATE: **06/11/24**

1. TRAVELER'S NAME: Linda Hudson  
 2. DEPARTURE DATE: 8/14/2024  
 3. RETURN DATE: 8/17/2024  
 4. DESTINATION: Hollywood Florida  
 5. CODE CHARGE: **001-1000-540300**  
 6. AMT BUDGETED: 15,000.00

DEPARTMENT: Commission  
 DEPARTURE TIME: 3:00 PM  
 RETURN TIME: 3:00 PM  
 PURPOSE: FLC Annual Conference

7. BALANCE AVAILABLE: **\$7,853.96**

Expenses must comply with City Code of Ord 1-158.  
 Per Diem Allowance \$50.00 or \$12.50 per quarter day.  
 Class A Travel 24-hour day.

	PREPAID EXPENSES	CREDIT CARD	ESTIMATED CASH EXPENSES	ACTUAL CASH EXPENSES
* REGISTRATION FEE:		600.00		
* HOTEL BILL: Confirmation # 3527303985		597.00		
BAGGAGE ALLOWANCE (\$5 PER PERSON)			5.00	
* COMMUNICATION:				
* FARES: AIR FARE				
* TAXI, BUS				
* CAR RENTAL				
* MILEAGE @ 0.67 242			162.14	
* GASOLINE EXPENSE				
* TOLL ROAD FEES OR PARKING FEES			98.40	
* MISC. EXPENSES				
MEALS				
2 BREAKFAST @ \$8.00			16.00	
3 LUNCH @ \$8.00			24.00	
4 DINNER @ \$20.00			80.00	
SPECIAL LUNCHEON/BANQUET			0.00	
7% STATE TAX			8.40	
15% GRATUITIES			18.00	

BREAKFAST = When travel begins before 6:00 a.m. and extends beyond 8:00 a.m.  
 LUNCH = When travel begins before 12:00 noon and extends beyond 2:00 p.m.  
 DINNER = When travel begins before 6:00 p.m. and extends beyond 8:00 p.m.

<b>TOTALS</b>	0.00	1,197.00	411.94	
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ADVANCE CASH RECEIVED: \_\_\_\_\_  
 REFUND DUE CITY: \_\_\_\_\_  
 REFUND DUE EMPLOYEE: \_\_\_\_\_

TRAVEL APPROVED BY: \_\_\_\_\_  
 DEPARTMENT SUPERVISOR  
 \_\_\_\_\_  
 CITY MANAGER  
 (220 WITH CITY MANAGER  
 SIGNATURE ACCEPTED)

EXPENSES ARE ALSO INCLUDED  
 FOR THE FOLLOWING PERSONS:  
 \_\_\_\_\_  
 \_\_\_\_\_

\* RECEIPT REQUIRED  
 REV 1/24 DLN  
 FLC Annual Conference

FLORIDA LEAGUE OF CITIES

# ANNUAL CONFERENCE

AUGUST 15-17, 2024  
THE DIPLOMAT BEACH RESORT  
HOLLYWOOD, FL

## REGISTRATION INFORMATION

Paid registration is required to receive housing information, so sign up early! **See page 6 for details.**

*Hotel Reservation Deadline: July 12, 2024*

*Conference Registration Deadline: August 2, 2024*



#FLCITIES2024

## General Information

The Florida League of Cities (FLC) 2024 Annual Conference will be held August 15-17, 2024, at the Diplomat Beach Resort in Hollywood.

The conference is an opportunity for municipal officials and senior staff to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and discover the latest products and services for municipal governments.

This year's conference will include breakout sessions, committee meetings, keynote presentations, awards and more. Don't miss this opportunity to learn, network and share.

### Location/Dates

The Diplomat Beach Resort – Hollywood, FL  
Thursday, August 15 - Saturday, August 17, 2024

### Registration Hours

Wednesday, August 14:	12:00 p.m. - 4:30 p.m.
Thursday, August 15:	7:00 a.m. - 7:00 p.m.
Friday, August 16:	7:30 a.m. - 5:00 p.m.
Saturday, August 17:	7:30 a.m. - 4:00 p.m.

### REGISTRATION FEES

**City/County/Government (\$600), Corporate (\$700) and Guest (\$175):** These fees cover your name badge, admission to all conference sessions and the exhibit hall, refreshment breaks, Friday's membership networking event, Saturday's Past Presidents' Luncheon and Installation and the Inaugural Celebration on Saturday night.

**NOTE: Registrants** are defined as any elected government official or any employee of governments, organizations or corporations. **Guests** are defined as spouses, partners or

other nonprofessional relations of conference delegates. Guest registration **may not** be used for other elected government officials, staff or company representatives.

**Teen Guest 13-18 years (\$20) and Child Guest 3-12 years (\$15):** These fees cover your name badge, admission to the exhibit hall, Friday's membership networking event and refreshment breaks. **Teen and child guest registrations do not include Saturday's Past Presidents' Luncheon or the Inaugural Celebration.**

### REGISTRATION PROCEDURES

#### Online Registration – Credit Cards Only

Visit [flcities.com/annualconference](http://flcities.com/annualconference) to access online registration and pay with your Visa, Mastercard or American Express. You will receive your conference confirmation immediately via email. Conference confirmations include your registration information, totals and housing instructions. Please check your confirmation carefully to verify that all information is correct and inform the League immediately of any errors.

#### Mail Registration – Checks Only

To pay via check, fill out the registration form on page 7, attach your check for the appropriate fee and mail it to the League office by **Friday, August 2, 2024**. Name badges and other information can be picked up at the conference registration desk.



# General Information

## DEADLINES

**Registration** – Conference registrations must be received no later than **Friday, August 2, 2024**. If you are unable to meet this deadline, please register on-site. **NOTE: Registration fees will increase to \$630 for government and \$730 for corporate registrants for all registrations done on-site**, so we encourage you to register in advance.

**Hotel Reservations** – The cutoff date for reservations at the Diplomat is **July 12, 2024**. Reservations must be made via an FLC-provided registration link only; no one will receive housing information until **after** their **paid** registration is received. Please see page 6 for more details.

### Cancellation Policy

Conference registration cancellation requests must be sent in writing via email to [mhowe@flcities.com](mailto:mhowe@flcities.com). All cancellations received in the FLC office by 5:00 p.m. **Friday, August 2, 2024**, will receive refunds, minus a **\$50.00** cancellation fee. Refunds will be issued after the conference. **No refunds can be made after August 2 or for early departure from the conference.**

Hotel reservations must be cancelled no later than **72 hours** prior to the scheduled arrival date to avoid a penalty of one night's room and tax.

## Special Needs

If you are physically challenged and require special services, or if you have special dietary needs (i.e., allergies or kosher or vegetarian meals), please attach a written description to your registration form. Contact the hotel directly if you will need any special accommodations in your room.

## Certification Credit

This conference qualifies for 10 points in our **Certified Elected Municipal Official** program. Visit [flcities.com/certificate](http://flcities.com/certificate) for details or contact Christen Barton at [cbarton@flcities.com](mailto:cbarton@flcities.com) for more details.

## Live Feeds via Social Media

The League will be posting real-time updates and photos via Facebook, Instagram and X during the conference. Follow @FLCities on all major platforms. Connect with the conversation or pose questions by using the hashtag **#FLCities2024** in all your conference-related posts.

## Thursday is City Shirt Day!

We encourage all of you to show your city spirit by wearing your city shirt on **Thursday, August 15**.

## Contact Information

For additional information, please contact Melanie Howe at [mhowe@flcities.com](mailto:mhowe@flcities.com) or 850.222.9684.



# Tentative Program

Following is a tentative schedule of conference events. Be sure to check our website for updates!

## WEDNESDAY, AUGUST 14, 2024

12:00 p.m. - 4:30 p.m.

### Registration Desk Open

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

### Florida League of Mayors Nominating Committee Meeting

2:30 p.m. - 4:00 p.m.

### Florida League of Mayors Forum

*Additional registration required through the Florida League of Mayors; contact Rachel Embleton at [rembleton@flcities.com](mailto:rembleton@flcities.com) for more details.*

4:15 p.m. - 5:15 p.m.

### Florida League of Mayors Business Meeting

*For more information, contact Rachel Embleton at [rembleton@flcities.com](mailto:rembleton@flcities.com).*

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

### Florida League of Mayors Reception

*Additional registration required through the Florida League of Mayors; contact Rachel Embleton at [rembleton@flcities.com](mailto:rembleton@flcities.com) for more details.*

## THURSDAY, AUGUST 15, 2024

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

### Registration Desk Open

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

### Florida League of Mayors Board of Directors Meeting

8:00 a.m. - 12:00 p.m.

### Continuing Education in Ethics: Have You Completed Your Hours?

Florida's municipal elected officers are

required to take four hours of specific continuing education in ethics per year. If you haven't completed your hours yet, this is your opportunity! The four-hour session includes two hours on the Florida Ethics Law (Chapter 112, Florida Statutes), one hour of public meetings (Chapter 286, Florida Statutes) and one hour of public records (Chapter 119, Florida Statutes). If your hours are completed, this class is a good refresher.

*NOTE: Registration is limited to the first 175 people and will be on a first-come, first-served basis.*

10:00 a.m. - 7:30 p.m.

### Exhibit Hall Open

1:00 p.m. - 2:30 p.m.

### Legislative Policy Committee Joint Meeting

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

### "Cities 101" Workshop

If you are newly elected or newly appointed, this "crash course" is designed for you. Details about Florida municipalities, the services they provide and governing challenges will be discussed. This course is a prequel to the popular Institute for Elected Municipal Officials (IEMO), but it is not a substitute for the two-day IEMO class.

3:15 p.m. - 4:30 p.m.

### Workshops

5:15 p.m. - 6:00 p.m.

### Speed Networking

Whether you've just arrived or spent the day in pre-conference workshops and committees, this event will be an energetic ending to the day! Come join your colleagues to meet new friends in a fast-paced, fun environment just before the President's



# Tentative Program

Reception. League staff will also be available to answer your conference questions. Please wear your badge and come ready to smile, meet, greet and kick off the League's biggest gathering of the year!

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

**President's Welcome Reception in the Exhibit Hall**

## FRIDAY, AUGUST 16, 2024

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

**Florida Black Caucus of Local Elected Officials Breakfast**

*Additional registration required through the Florida Black Caucus of Local Elected Officials; contact Caressa Andrews-Moye at [candrewsmoye@flcities.com](mailto:candrewsmoye@flcities.com) for more details.*

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

**FREE Sunrise Yoga**

*Join us overlooking the beach for a sunrise yoga class. Flow with grace in a variety of postures designed to open up your mind, body and heart. This relaxing class will be led by a certified personal trainer and is great for individuals at all levels of fitness. You don't need to bring a yoga mat, but be sure to wear comfortable clothing. There is no charge for the event, but pre-registration is required, and the class is limited to the first 40 participants.*

7:30 a.m. - 9:00 a.m.

**Continental Breakfast in the Exhibit Hall**

7:30 a.m. - 1:15 p.m.

**Exhibit Hall Open**

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

**Registration Desk Open**

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

**Federal Action Strike Team (FAST) Meeting**

9:15 a.m. - 10:30 a.m.

**Workshops**

10:45 a.m. - 12:15 p.m.

**Opening General Session**

*Featuring the presentation of the E. Harris Drew Award and a keynote presentation by Richard Florida.*

Photo courtesy of Zanetti Photography



**Richard Florida**

Richard Florida is the world's leading urbanist and international best-selling author of "The Rise of the Creative Class." He is a pioneering researcher and professor at the University of Toronto. He is co-founder of *The Atlantic's*, and now Bloomberg's,

CityLab, the leading publication devoted to cities and urbanism. Florida is also the founder of the Creative Class Group, advising companies such as BMW, Audi, Starwood Hotels, Facebook, Instagram, Converse, Microsoft and several others. He serves as a board member with many of the leading real estate, urban innovation and venture capital firms across the globe.

12:15 p.m. - 1:15 p.m.

**Sidewalk Café in Exhibit Hall (Cash Sales)**

1:30 p.m. - 2:45 p.m.

**Workshops**

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

**Workshops**



# Tentative Schedule

4:15 p.m. - 5:15 p.m.

## Workshops

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

## Membership Networking Event

## Evening Open

## SATURDAY, AUGUST 17, 2024

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

## Various Local/Regional League Breakfast Meetings

Contact your local league for more information.

Note that an RSVP is required by August 1 in order to guarantee a seat at a breakfast.

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

## Registration Desk Open

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

## Annual Business Meeting

10:00 a.m. - 11:45 a.m.

## Second General Session

Featuring recognition of the Years of Service awards and a keynote address by **Erica Dhawan**.



**Erica Dhawan** is an internationally recognized leading authority, speaker and advisor on 21st century teamwork, collaboration and innovation.

Named as one of the top 50 management thinkers in the world by Thinkers50, she is the author of two

bestselling books, "Get Big Things Done: The Power

of Connectional Intelligence" and "Digital Body Language: How to Build Trust and Connection, No Matter the Distance." As we continue to experience an increasingly digital world where work practices are changing at a blistering pace, Dhawan shares innovative strategies to unlock the collective power of teams, build a culture of trust across any distance and create authentic engagement to ensure competitiveness. Rated No. 1 on the Top Women Keynote Speakers list, Dhawan frequently appears in the Harvard Business Review, Fast Company and The Wall Street Journal. She holds degrees from Harvard University, MIT Sloan and The Wharton School.

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

## Past Presidents' Luncheon and Installation of New President

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

## Workshop

6:15 p.m. - 11:00 p.m.

## Inaugural Celebration

Don your best cocktail attire and enjoy a night under the big top with iL CiRCo. Be amazed by acrobats and contortionists, watch impressive feats of balance and juggling skills and marvel at the grace of the aerialists. After the show, enjoy drinks and dancing late into the night.

*Schedule and speakers subject to change.*



## Conference Housing Information

The **Diplomat Beach Resort\*** will serve as the conference hotel. It is located at 3555 S. Ocean Drive in Hollywood. The hotel's phone is 954.602.6000. (**NOTE:** Reservations may be made via an FLC-provided reservation link only. Please **do not** call the Diplomat to make reservations until you receive this code.) FLC has secured the reduced rate of **\$32.80** per day for self-parking and **\$41.60** per day for valet parking.

The landmark Diplomat sits right on Hollywood Beach and features incredible views of the Atlantic. The hotel boasts a spectacular two-level lagoon-style pool and many water activities. Visit the hotel's website at [diplomatresort.com](http://diplomatresort.com) for more details. **The Diplomat is a smoke-free property.**

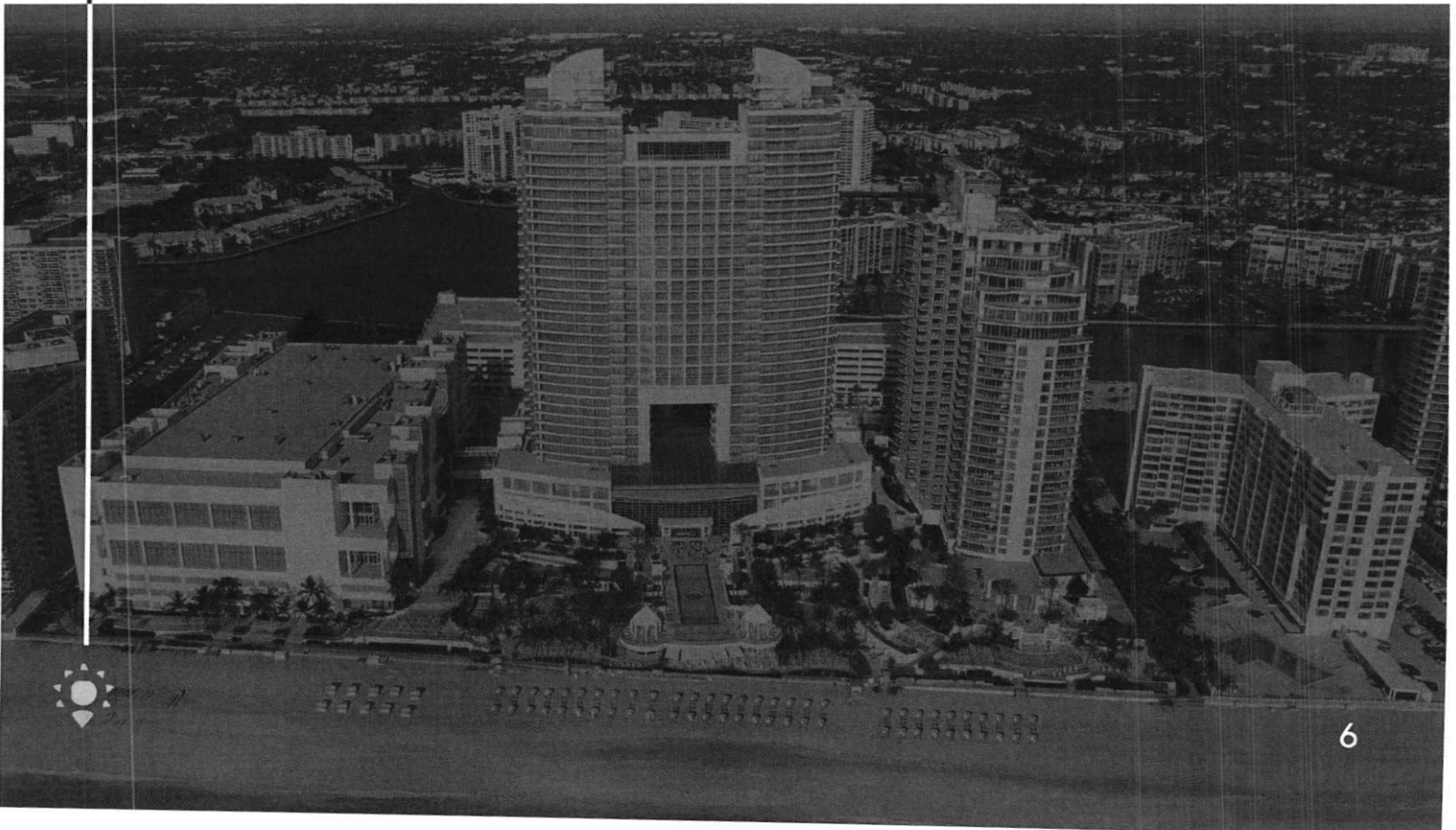
*\*The Diplomat's lobby and upper pool deck will be under renovations during our conference.*

### **ROOM RESERVATIONS – IMPORTANT – PLEASE READ**

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 email.

Please note that the reservation cutoff date at the Diplomat is **July 12, 2024**, and the rate is **\$199/night**. 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 or the exact date on which the hotel block will sell out, **so please register early.**



# ANNUAL CONFERENCE

 AUGUST 15-17 • HOLLYWOOD, FL

## Registration Form

Florida League of Cities | P.O. Box 1757 | Tallahassee, FL 32302 | 850.222.9684 | Fax 850.222.3806 | [mhowe@flcities.com](mailto:mhowe@flcities.com)

Return completed form with check payment to Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757, or visit the League website, [flcities.com/annualconference](http://flcities.com/annualconference), to access online registration. **NOTE: Credit card payments may be made online only.**

### DELEGATE INFORMATION

Name: \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_  
First M.I. Last

First Name or Nickname: \_\_\_\_\_  
As You Wish to Appear on Badge

Title: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
City, County, Government or Company

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address (for confirmations): \_\_\_\_\_  
Please provide the address of the person who should receive the confirmation.

First-Time Attendee?  Yes  No

Will you be attending Saturday night's Inaugural Celebration?  Yes  No

### GUEST INFORMATION (PLEASE COMPLETE ONLY IF REGISTERING A GUEST FOR THE CONFERENCE.)

Guest's Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ First Name: \_\_\_\_\_  
As You Wish to Appear on Badge

#### REGISTRATION FEES

	NO.	FEE	TOTAL FEE
City/County/Government	___ @	\$600.00*	\$ _____
Corporate	___ @	\$700.00*	\$ _____
Guest	___ @	\$175.00	\$ _____
Guest (13-18 years)	___ @	\$20.00	\$ _____
Guest (3-12 years)	___ @	\$15.00	\$ _____

#### OPTIONAL ACTIVITIES

	NO.	FEE	TOTAL FEE
<b>Friday, August 16</b>			
Sunrise Yoga	___ @	\$0.00	\$ _____
<b>Saturday, August 17</b>			
Extra Luncheon Ticket	___ @	\$50.00	\$ _____
Extra Inaugural Celebration Ticket	___ @	\$75.00	\$ _____
<b>Total</b>		<b>\$</b>	<b>\$ _____</b>

**\*NOTE:** Registration fees will increase to \$630 for government and \$730 for corporate for all registrations done on-site.

#### SPECIAL NEEDS

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

#### REGISTRATION

Registration form must be accompanied by payment made payable to **Florida League of Cities**. Mail this form to: Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757.

Registration forms must be postmarked by **August 2, 2024**. **Remember:** You will not receive housing information until we have received your **PAID** registration.

#### CANCELLATION POLICY

All cancellations received in writing via email to [mhowe@flcities.com](mailto:mhowe@flcities.com) and received by 5:00 p.m. **August 2, 2024**, will receive refunds, minus a **\$50.00** cancellation fee. Refunds will be issued after the conference. **No refunds can be made after August 2 or for early departure from the conference.**

**Latoya Ransom**

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**From:** memberservices@flcities.com  
**Sent:** Monday, June 10, 2024 12:23 PM  
**To:** Latoya Ransom  
**Subject:** Order Confirmation

You don't often get email from memberservices@flcities.com. [Learn why this is important](#)

**SECURITY WARNING:** This email has been generated from external sources and is not affiliated with the City of Fort Pierce systems. Exercise caution while clicking on links or opening attachments. If you have any questions or concerns, please reach out to the IT department promptly.

## Order Confirmation

Here are the details of your order. Please retain this email for your records.

**Order Number:** 142739  
**Order Date:** Jun 10, 2024 12:21 PM  
**Bill To:** Linda Hudson  
**Order Total:** 600.00  
**Payment Method:** Visa \*\*\*\*\*0908 06/2029  
**Name on Card:** Dana Neville

Item	Price	Quantity	Total
FLC 2024 Annual Conference - Linda Hudson <i>When:</i> Aug 15, 2024 8:00 AM - Aug 17, 2024 11:00 PM <i>Where:</i> The Diplomat Beach Resort 3555 S. Ocean Dr. Hollywood, FL 33019	600.00	1	600.00

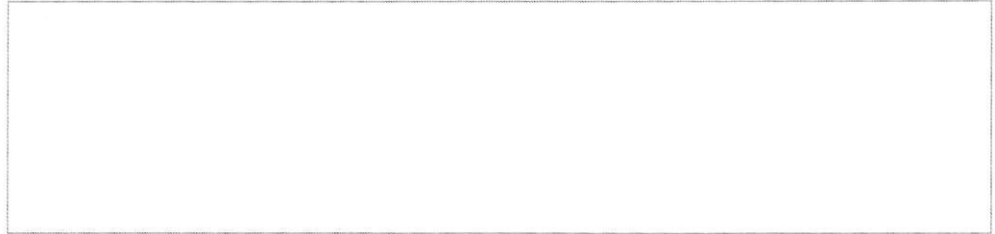
*Registration option:* Aug 15, 2024 8:00 AM - Registration - City, County or Agency

<b>Item Total</b>	600.00
<b>Shipping</b>	0.00
<b>Handling</b>	0.00
<b>Item Grand Total</b>	600.00
<b>Transaction Grand Total</b>	600.00
<b>Payment Amount</b>	600.00
<b>Balance due</b>	0.00

**A** My location

**B** The Diplomat Beach Resort Hollywood, Curio Collection by Hilton,  
3555 South Ocean Drive, Hollywood, FL, United States

2 hr 24 min , 121 miles  
Moderate traffic (32 min delay)  
Via I-95 S



**A** My location

↑	1.	Head <b>northwest</b> on <b>US-1 N / FL-5 / N US Highway 1</b> toward US-1 S / FL-5 / N US Highway 1	305 ft
↶	2.	Turn <b>left</b> onto <b>Avenue A</b>	0.2 mi
↶	3.	Turn <b>left</b> onto <b>N 7th St</b>	75 ft
↷	4.	Turn <b>right</b> onto <b>Orange Ave / County Hwy-68</b> Pass Sunoco Gas Station on the left in 1.3 mi	4.1 mi
↶	5.	Take the ramp on the <b>left</b> for <b>I-95 South</b> and head toward <b>West Palm Beach</b>	0.5 mi
	6.	Merge onto <b>I-95 S</b> ▲ <i>Serious congestion</i>	112.6 mi, 1 hr 53 min
↷	7.	At Exit <b>18</b> , head on the ramp <b>right</b> and follow signs for <b>FL-858</b>	0.5 mi
↶	8.	Turn <b>left</b> onto <b>FL-858 / W Hallandale Beach Blvd</b> Pass Moises Bakery Hallandale Beach on the left in 1.2 mi	2.9 mi
↶	9.	Turn <b>left</b> onto <b>FL-A1A / S Ocean Dr</b>	0.4 mi
↷	10.	Turn <b>right</b>	210 ft
	11.	Arrive at your destination on the right The last intersection before your destination is FL-A1A / S Ocean Dr	

**B** The Diplomat Beach Resort Hollywood, Curio Collection by Hilton, 3555 South Ocean Drive, Hollywood,

Florida League of Cities. Below you will find details of your reservation. If your travel plans change and you need to modify your reservation, please [click here](#).

Hotel 3527303985

Confirmation

Date Booked Jun 10, 2024

Reservation Name Linda Hudson

Arrival Date Aug 14, 2024

Departure Date Aug 17, 2024

Room Type 2 Double Beds Partial Ocean View

Number of Guests 1

Night by

Night Rate	Date	Guests	Status	Rate
	Aug 14, 2024	1	Confirmed	199.00
	Aug 15, 2024	1	Confirmed	199.00
	Aug 16, 2024	1	Confirmed	199.00

**Additional Guest Rate**

Second Guest 0.00

Third Guest 25.00

Fourth Guest 25.00

Total Charge 597.00

Tax Disclosure Room Rates shown do not include 13.00% Hotel Room Tax Per Night (subject to change). Total charges presented on the website will include all room fees and taxes.

Add-Ons

Cancel Policy One night Room and Tax deposit required at time of booking. Cancellations made within 72 hours of arrival will forfeit one night's room and tax deposit.

Daily resort fee optional (\$26)

*The* **DIPLOMAT**

**BEACH RESORT**

3555 South Ocean Drive | Hollywood, FL | 33019

t: 954-602-6000 | f: 954-602-8272

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