2018 FGFOA Annual Conference

JUNE 16-20, 2018

WORLD CENTER MARRIOTT · ORLANDO

Time is moving so swiftly. Soon, the 2018 Annual Conference will be upon us!

This year's theme, "**EQUIPPED TO SERVE**," is in line with the FGFOA's enduring centerpiece: Training. As the association continues to focus on training, coaching and communication, I cordially invite each of you to attend the conference, which will be held **June 16-20** in **Orlando**, known as "The City Beautiful."

This year's conference will feature two pre-conference tracks – one on leadership and one on banking and treasury-related topics. There will also be a beginner's Boot Camp, an ethics session and a GASB update.

You don't want to miss even one minute of this year's opening ceremony. Keynote speaker Colonel Danny McKnight, main character of the book and movie "Black Hawk Down," will speak about commitment and leadership. As always, there will be a variety of great speakers sharing relevant, insightful information to make us better equipped to serve our constituency.

From theme parks to museums, Orlando has numerous choices of fun things to do. This year's Tuesday night event is at Planet Hollywood in Disney Springs, where attendees will be treated like celebrities.

Throughout the conference, we've planned activities for you to reconnect with longtime colleagues and meet new friends. Join the fun at Association Night, the Tuesday Night event, the lunch break on Monday and the hospitality suite during the week. The Host and Program committees have done a great job planning the conference. Your being there will make it memorable.

Remember, the conference only happens once a year. Make plans now to attend.

SEE YOU IN ORLANDO!

Linda S. Howard, CPA, CPT

Linda S. Howard

FGFOA President 2017-2018
Treasurer, Florida Municipal Power Agency

SCHEDULE AT A GLANCE*

SATURDAY, JUNE 16, 2018

7:30 a.m. - 4:30 p.m.
REGISTRATION DESK OPEN

8:00 a.m. - 4:40 p.m.
LEADERSHIP PRE-CONFERENCE SEMINAR (6 hrs. TB, 2 hrs. BEH)
(Additional and pre-registration required)

8:00 a.m. - 4:40 p.m.
INVESTMENT PRE-CONFERENCE SEMINAR (8 hrs. TB)
(Additional and pre-registration required)

SUNDAY, JUNE 17, 2018

7:00 a.m.
WALKING TOUR

7:30 a.m. - 12:00 p.m.
GOLF TOURNAMENT
(Additional and pre-registration required)

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

9:00 a.m. - 7:30 p.m.
REGISTRATION DESK OPEN

11:00 a.m. - 4:30 p.m.
EXHIBIT HALL OPEN

11:00 a.m. - 11:45 a.m.
FIRST-TIME ATTENDEE ORIENTATION

1:00 p.m. - 2:40 p.m.
GASB UPDATE (AA)

1:00 p.m. - 2:40 p.m.
PAPER TO ELECTRONIC: EFFICIENT GOVERNMENT FINANCE AUTOMATION (TB)

2:40 p.m. - 3:00 p.m.
REFRESHMENT BREAK

3:00 p.m. - 4:40 p.m.
GASB HOT TOPICS (AA)

3:00 p.m. - 4:40 p.m.
PERSONNEL: INTERVIEWING FOR SUCCESSFUL EMPLOYEES (TB)

5:30 p.m. - 7:00 p.m.
ASSOCIATION NIGHT RECEPTION

8:30 p.m. - 11:30 p.m.
HOSPITALITY SUITE OPEN

MONDAY, JUNE 18, 2018

7:30 a.m. - 4:30 p.m.
REGISTRATION DESK OPEN

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

8:00 a.m. - 9:40 a.m.
OPENING GENERAL SESSION (BEH)

9:30 a.m. - 4:00 p.m.
EXHIBIT HALL OPEN

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

10:00 a.m. - 11:40 a.m.
THE GASB'S "BIG THREE" PROJECTS (AA)

10:00 a.m. - 11:40 a.m.
ECONOMIC UPDATE (TB)

10:00 a.m. - 11:40 a.m.
HOW DO THEY DO IT? BEST PRACTICES FOR SMALL GOVERNMENTS (TB)

10:00 a.m. - 11:40 a.m.
BLOCKCHAIN: WHAT IS IT, AND HOW CAN IT HELP MY FINANCE DEPARTMENT? (TB)

11:40 a.m. - 1:10 p.m.
FGFOA 2018-2019 STANDING COMMITTEE MEETINGS

11:40 a.m. - 1:10 p.m.
LUNCH IN THE EXHIBIT HALL

1:10 p.m. - 2:00 p.m.
LOCAL GOVERNMENT ACCOUNTABILITY UPDATE (AA)

1:10 p.m. - 2:00 p.m.
EFFECTIVE BUDGET PRESENTATIONS: GETTING BEYOND THE RECITATION OF NUMBERS (TB)

1:10 p.m. - 2:00 p.m.
RFP DESIGN: PROCURING SERVICES WITH THE FUTURE IN MIND (TB)

1:10 p.m. - 2:00 p.m.
ROLES AND RESPONSIBILITIES OF TEAM MEMBERS IN A LONG-TERM BOND FINANCING (TB)

2:00 p.m. - 2:20 p.m.
REFRESHMENT BREAK

2:20 p.m. - 3:35 p.m.
YELLOW BOOK AND SINGLE AUDIT UPDATE (AA)

2:20 p.m. - 3:35 p.m.
FINANCIAL PLANNING AND MODELING: THE BASICS (TB)

2:20 p.m. - 3:35 p.m.
MANAGING MY GOVERNMENT'S INVESTMENTS (TB)

2:20 p.m. - 3:35 p.m.
LESSONS LEARNED ON CYBERSECURITY, PAYMENTS SECURITY AND CYBERFRAUD (TB)

3:35 p.m. - 3:55 p.m.
REFRESHMENT BREAK

3:55 p.m. - 5:10 p.m.
ACCOUNTING COMPLEXITIES FACING LOCAL GOVERNMENTS (AA)

3:55 p.m. - 5:10 p.m.
WORKERS' COMPENSATION RISKS AND BEST PRACTICES (TB)

3:55 p.m. - 5:10 p.m.
THE CHANGING LANDSCAPE OF MONEY MARKET (TB)

3:55 p.m. - 5:10 p.m.
IT MODERNIZATION PART 2: BECOME YOUR OWN FORENSIC INVESTIGATOR (TB)

5:15 p.m. - 6:30 p.m.
EMERGING LEADERS' NETWORKING EVENT

8:30 p.m. - 11:30 p.m.
HOSPITALITY SUITE OPEN

TUESDAY, JUNE 19, 2018

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

7:30 a.m. - 4:30 p.m.
REGISTRATION DESK OPEN

8:00 a.m. - 9:15 a.m.
LET'S REVISIT INTERNAL CONTROLS: SMALL GOVERNMENT FOCUS (AA)

8:00 a.m. - 9:15 a.m.
BUILDING AN EFFECTIVE CAPITAL BUDGET AND RESERVE POLICIES: PLANNING FOR THE FUTURE (TB)

8:00 a.m. - 9:15 a.m.
RECORDS MANAGEMENT: SPACE, MONEY-SAVING AND E-DISCOVERY (TB)

8:00 a.m. - 9:15 a.m.
THE IMPORTANCE OF DEBT MANAGEMENT, FUND BALANCE AND DISCLOSURE POLICIES (TB)

9:15 a.m. - 9:35 a.m.
REFRESHMENT BREAK

9:35 a.m. - 10:50 a.m.
INTRODUCTION TO GOVERNMENTAL ACCOUNTING (AA)

9:35 a.m. - 10:50 a.m.
UNDERSTANDING THE FUNDAMENTALS OF TAX REVENUES (TB)

9:35 a.m. - 10:50 a.m.
LEGISLATIVE UPDATE (TB)

9:35 a.m. - 10:50 a.m.
AUDIT RISK IN THE IT PROCESS (TB)

10:50 a.m. - 11:10 a.m.
REFRESHMENT BREAK

11:10 a.m. - 12:00 p.m.
RISKY BUSINESS: HOW TO PROTECT YOUR ENTITY (AA)

11:10 a.m. - 12:00 p.m.
PENSION AND OPEB PLANNING FOR BUDGET (TB)

11:10 a.m. - 12:00 p.m.
FEMA, DISASTER PREPARATION AND RECOVERY (TB)

11:10 a.m. - 12:00 p.m.
NAVIGATING THE DEBT MARKETS AFTER TAX REFORM: WHERE DO WE GO FROM HERE? (TB)

12:00 p.m. - 2:00 p.m.
LUNCHEON AND ANNUAL BUSINESS MEETING

2:00 p.m. - 3:15 p.m.
PREPARING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (AA)

2:00 p.m. - 3:15 p.m.
STRATEGIC PLANNING: TECHNICAL DEVELOPMENT AND UPDATING YOUR PLAN IN THE FACE OF CHANGING TIMES (TB)

2:00 p.m. - 3:15 p.m.
YOU CAN'T "CHASE" YIELD, BUT YOU CAN RETHINK HOW TO GENERATE INCOME (TB)

2:00 p.m. - 3:15 p.m.
IT PERFORMANCE: WHAT IS BIG DATA, HOW DOES IT WORK AND WHY DOES IT MATTER? (TB)

3:15 p.m. - 3:35 p.m.
REFRESHMENT BREAK

3:35 p.m. - 4:50 p.m.
INTEGRATING IT INTO THE AUDIT (AA)

3:35 p.m. - 4:50 p.m.
PENSION BARGAINING AND SUSTAINABILITY (TB)

3:35 p.m. - 4:50 p.m.
REFUNDING OPTIONS: ARE THEY FOR MY GOVERNMENT? (TB)

3:35 p.m. - 4:50 p.m.
DEMYSTIFYING DIGITAL ENGAGEMENT: WHY SOCIAL MEDIA IS A GOOD INVESTMENT (TB)

7:00 p.m. - 10:00 p.m.
TUESDAY NIGHT EVENT

9:30 p.m. - 11:30 p.m.
HOSPITALITY SUITE OPEN

WEDNESDAY, JUNE 20, 2018

7:30 a.m. - 12:00 p.m.
REGISTRATION DESK OPEN

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

8:00 a.m. - 9:40 a.m.
ENHANCING THE EFFECTIVENESS OF THE MD&A (AA)

8:00 a.m. - 9:40 a.m.
PERSONNEL BUDGETING (TB)

8:00 a.m. - 9:40 a.m.
LIQUIDITY STRATEGIES: THE WORLD ACCORDING TO BASEL III (TB)

8:00 a.m. - 11:40 a.m.
ETHICS (Ethics)
(Additional and pre-registration required)

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

10:00 a.m. - 11:40 a.m.
PENSION ACCOUNTING AND FUNDING DIVORCED! (AA)

10:00 a.m. - 11:40 a.m.
MARK TO MARKET REPORTING INVESTMENT PORTFOLIOS (TB)

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

THE 2018 HOST COMMITTEE WELCOMES YOU TO ORLANDO!

The 2018 Host Committee is planning several networking opportunities during the conference that will make your stay at the World Center Marriott more enjoyable. 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, Sunday's Association Night reception and Monday's lunch 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 hall.

HOSPITALITY SUITE

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! The hospitality suite hours will be:

SUNDAY, JUNE 17	**8:30 P.M. - 11:30 P.M.**
MONDAY, JUNE 18	**8:30 P.M. - 11:30 P.M.**
TUESDAY, JUNE 19	**9:30 P.M. - 11:30 P.M.**

WALKING TOUR

SUNDAY, JUNE 17 **7:00 A.M.**

Please join us for a walking tour around the World Center Marriott. The walk will include your choice of a 1.5-mile, 1.9-mile or 3-mile circuit. Light refreshments will be served after the walk. The group will be meet at the FGFOA conference registration desk.

GOLF TOURNAMENT

SUNDAY, JUNE 17 7:30 A.M. - 12:00 P.M.
ADDITIONAL REGISTRATION REQUIRED - $110

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 Cooperative 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.

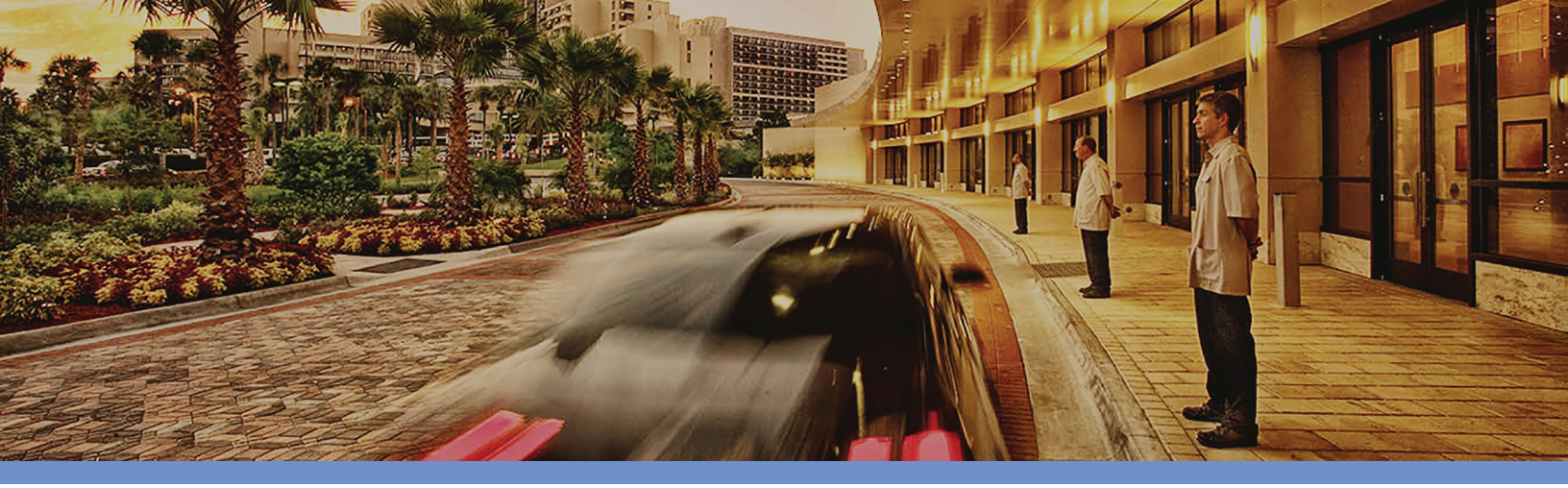
Before hitting the course, complimentary range balls will be available for practice. During the round, each cart will offer a touch screen GPS system to provide accurate yardages. There will also be a 10 percent discount on golf shop merchandise for tournament participants.

Registration information for the golf tournament can be found ***here***.

ZUMBA CLASS

SUNDAY, JUNE 17 9:00 A.M. - 10:00 A.M.

Fitness enthusiasts, please join us for a fun and energetic Zumba class. The class will be led by our own Nicole Gasparri. She is sure to get your heart beat up and ready for the day.



ASSOCIATION NIGHT RECEPTION

SUNDAY, JUNE 17 5:30 P.M. - 7:00 P.M.

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! The Host Committee has planned a special Bingo Night challenge, so come prepared to participate and maybe win a prize.

Association Night is open to registered adults only; no children, please.

EMERGING LEADERS' NETWORKING EVENT

MONDAY, JUNE 18 5:15 P.M. - 6:30 P.M.

Emerging leaders' will have the opportunity to learn from veteran FGFOA members and network with colleagues. Plan to make new friends, reconnect with old friends and establish lifelong connections. If you will be joining us, be sure to mark the appropriate box on the registration form.

TUESDAY NIGHT EVENT

TUESDAY, JUNE 19 7:00 P.M. - 10:00 P.M.

Come ready to party at **Planet Hollywood** in Disney Springs. The event will include dinner and dancing to the tunes of an interactive DJ. You'll also have time on your own to explore all of the additional entertainment and shopping options at one of Disney's hottest venues.

One ticket to this event is included with your registration fee. Extra tickets for children ages 3-18 are $25 each and additional adult tickets are $50 each. Please reserve your tickets when you complete your registration form. Additional tickets will be available for purchase at the FGFOA conference registration desk until 4:30 the day of the event.

SCHEDULE OF EDUCATIONAL SESSIONS

SATURDAY, JUNE 16, 2018

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

PRE-CONFERENCE SEMINARS

(Additional and pre-registration required)

LEADERSHIP

CPE Credit: 6 Hours (TB) and 2 Hours (BEH)

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

Motivating a New Team and Strengthening the Existing Team

Learn the skills and tools to motivate a new team while strengthening your existing team at the same time.

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

Looking for Integrity and Ethics: Are They Lost?

This session focuses on the integrity and ethics of leaders. What are the codes of ethics to live by? What happens when leaders lose their compass? Is it possible to get back on the right path?

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

Building a Culture of Confidence and Engagement

When a leader builds a culture of confidence and engagement, the entire team is better for it and, more importantly, the community's residents benefit.

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

Leveraging Strengths: The Key to Developing Leaders

Extensive research shows successful leaders invest more in developing their innate strengths and talents, and pay close attention to what energizes them. Conventional approaches of fixing weaknesses are ineffective and lead only to individual and organizational mediocrity. This session will discuss ways for leaders to identify and leverage their own strengths to increase engagement and innovation. You'll learn to identify and leverage your personal strengths using realistic tips, techniques and strategies at work.

INVESTMENT

CPE Credit: 8 Hours (TB)

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

Best Practices in Investments: How to Approach Investments Given Current Market Conditions

In today's ever-changing market conditions, it can be hard to know how to make the best investment decisions for your government. This session will include some of the latest recommendations and updates, including any implications from recent tax legislation.

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

Using Benchmarks to Assess Portfolio Risk and Return

Measuring portfolio risk and return results against appropriate market benchmarks is a technique to verify that all the investment objectives are being met and that portfolio investment returns are appropriate for the risk incurred. Comparing total return to a proper benchmark or index is the preferred means for assessing performance relative to risk and investment objectives.

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

The 500-Pound Gorilla: Fannie Mae, Freddie Mac, Home Loan Bank, Farm Credit and other U.S. Agency Markets

This session will uncover what these government-sponsored entities are, why they are so critical to the housing market and what's changed since the financial crisis. It will also highlight the available structures, how to analyze the risks (credit, optionality, convexity), current value and, most importantly, why GSE debt should have a strategic place in your portfolio for optimal performance.

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

The Weight of an Investment Officer

How do you determine the appropriate investments for your local government while also managing the responsibilities of being an investment officer per Section 218.415, Florida Statutes?

SUNDAY, JUNE 17, 2018

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.

PAPER TO ELECTRONIC: EFFICIENT GOVERNMENT FINANCE AUTOMATION

CPE Credit: 2 Hours (TB)

Does your organization use mobile payments, same-day ACH, EMV chips, pins or electronic signatures? This session will discuss the metamorphosis of paper to electronic, making government finance automated.

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 about current pronouncements.

PERSONNEL: INTERVIEWING FOR SUCCESSFUL EMPLOYEES

CPE Credit: 2 Hours (TB)

Learn the steps you need to have in place to be able to find successful employees. These steps may include having a solid HR framework established beforehand, conducting recruiting planning meetings, identifying appropriate interview questions and establishing feedback sessions with new employees.

MONDAY, JUNE 18, 2018

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

OPENING GENERAL SESSION – BLACK HAWK DOWN: LESSONS LEARNED

CPE Credit: 1 Hour (BEH)

Colonel Danny McKnight will share personal stories and leadership lessons learned through his military experience – including the real event that inspired the movie *Black Hawk Down*.

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

THE GASB'S "BIG THREE" PROJECTS

CPE Credit: 2 Hours (AA)

The Governmental Accounting Standards Board (GASB) has two projects on its current technical agenda and one project on its research agenda that have the potential to significantly affect the way that state and local governments in the United States accomplish their accounting and financial reporting. Projects reexamining the financial reporting model and considering how revenues and expenses are recognized are under way. Also, depending upon the results of research, the content of financial statement notes may change. This session will provide information on the major issues that the GASB must address in each project.

ECONOMIC UPDATE

CPE Credit: 2 Hours (TB)

Economic conditions affect budgeting and financial planning functions in all governmental entities. This session will discuss the current state of the economy and provide national, state and regional trends.

HOW DO THEY DO IT? BEST PRACTICES FOR SMALL GOVERNMENTS

CPE Credit: 2 Hours (TB)

For a long time, government finance practitioners have been under pressure to "do more with less." Small governments (<25,000 residents, <$25 million budget) are continually faced with constraints on the levels of staff and other resources available to get the job done. This session will discuss some real-world best practices, including the use of technology, that help finance professionals in small governments excel in their multi-faceted roles.

BLOCKCHAIN: WHAT IS IT, AND HOW CAN IT HELP MY FINANCE DEPARTMENT?

CPE Credit: 2 Hours (TB)

What is Blockchain? Come learn about this self-auditing ecosystem of a digital value, its relevance to public government and how this technology can help your organization in the technological age.

1:10 p.m. - 2:00 p.m.

LOCAL GOVERNMENT ACCOUNTABILITY UPDATE

CPE Credit: 1 Hour (AA)

Receive an update from the Florida Auditor General's Office on current issues pertaining to local governments.

EFFECTIVE BUDGET PRESENTATIONS: GETTING BEYOND THE RECITATION OF NUMBERS

CPE Credit: 1 Hour (TB)

The nuances of government finance are difficult even for seasoned finance professionals to understand. Imagine the layperson attempting to grasp the annual budget in one sitting. To be effective, a budget presentation must be more than a recitation of numbers. This session will cover strategies for conveying important financial information to a variety of audiences.

RFP DESIGN: PROCURING SERVICES WITH THE FUTURE IN MIND

CPE Credit: 1 Hour (TB)

Request for proposals (RFP) design is important, and this session will provide information on the proper design with the future in mind.

ROLES AND RESPONSIBILITIES OF TEAM MEMBERS IN A LONG-TERM BOND FINANCING

CPE Credit: 1 Hour (TB)

As tax laws change and capital financing plans evolve, come hear a panel discuss the roles and responsibilities of a local government's financing team, including the bond counsel, financial advisor, disclosure or underwriter's counsel, investment bank, rating agencies, bond insurers, and other team consultants. Discussion will include an overview of some of the key stages of a bank financing or bond financing timetable.

2:20 p.m. - 3:35 p.m.

YELLOW BOOK AND SINGLE AUDIT UPDATE

CPE Credit: 1.5 Hours (AA)

This session will include a general update on the Yellow Book and uniform guidance pronouncements affecting state and local government.

FINANCIAL PLANNING AND MODELING: THE BASICS

CPE Credit: 1.5 Hours (TB)

Financial modeling is a tool that can be used to forecast an entity's future financial performance based on its historical performance. A good financial model should be relatively simple and focus on key cash flow drivers, clearly convey assumptions and conclusions, and evaluate risks.

MANAGING MY GOVERNMENT'S INVESTMENTS

CPE Credit: 1.5 Hours (TB)

What are some strategies to manage a government's investments if it is too small to have an outside investment advisor or a dedicated internal staff investment officer? This session will offer advice on reporting to elected officials and others on the status of your portfolio.

LESSONS LEARNED ON CYBERSECURITY, PAYMENTS SECURITY AND CYBERFRAUD

CPE Credit: 1.5 Hours (TB)

Cybersecurity is and will continue to be one of the most critical issues facing local governments. This session will dive into the risks and challenges local governments face in the new electronic world, while also taking a look at what can be done to stay ahead of the curve and mitigate the risk of loss from data beaches, account takeovers, phishing and other cybersecurity threats.

3:55 p.m. - 5:10 p.m.

ACCOUNTING COMPLEXITIES FACING LOCAL GOVERNMENTS

CPE Credit: 1.5 Hours (AA)

The session will to provide answers to a series of hypothetical questions that present complex accounting and financial reporting issues facing many Florida governments of varying sizes and structures.

WORKERS' COMPENSATION RISKS AND BEST PRACTICES

CPE Credit: 1.5 Hours (TB)

What is the best way to manage presumption? This session will discuss workers' compensation risks and best practices in workers' compensation. Learn tips from a private sector risk management consultant, and hear how to manage risk from a government practitioner.

THE CHANGING LANDSCAPE OF MONEY MARKET

CPE Credit: 1.5 Hours (TB)

This session will look at the changing landscape of money market funds. This session will explore the pros and cons of the funds as an investment vehicle in today's financial markets.

IT MODERNIZATION PART 2: BECOME YOUR OWN FORENSIC INVESTIGATOR

CPE Credit: 1.5 Hours (TB)

This session will include a recap of the main points from last year's session on "Bringing Government from Obsolete to Cutting Edge." The session will also include a more in-depth discussion and exploration of new system tools available to protect your organization so you can become "future ready." With new systems and the technology available, there are a variety of tools that can be used to provide more value to financial reporting, manage department budgets and identify anomalies to proactively address matters before they become issues.

TUESDAY, JUNE 19, 2018

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

LET'S REVISIT INTERNAL CONTROLS: SMALL GOVERNMENT FOCUS

CPE Credit: 1.5 Hours (AA)

This session will provide an auditor's and finance personnel perspective and insight on approaching small government internal control matters. Real-world examples will be used to highlight staffing concerns leading to segregation of duties and how to mitigate those risks. The session will help small governments approach the concerns in an environment where one size does not always fit all.

BUILDING AN EFFECTIVE CAPITAL BUDGET AND RESERVE POLICIES: PLANNING FOR THE FUTURE

CPE Credit: 1.5 Hours (TB)

This session will provide best practices and case study examples on how to balance the prioritization of needs and available funding options; assess impacts of proposed capital projects on service-level requirements and community needs; and analyze the potential impacts of capital projects on the operating budget. This session will also focus on how to create a better decision-making process for using surplus balances, with a focus on establishing structures that promote long-term sustainability, and will include discussion about GFOA best practice recommendations regarding fund balance and working capital reserve policies.

RECORDS MANAGEMENT: SPACE, MONEY-SAVING AND E-DISCOVERY

CPE Credit: 1.5 Hours (TB)

This session will explore the topic of records management and how important it is to have a plan. Meeting retention and disposal requirements, the management of records, ways to save money for your government and utilizing technology will all be discussed.

THE IMPORTANCE OF DEBT MANAGEMENT, FUND BALANCE AND DISCLOSURE POLICIES

CPE Credit: 1.5 Hours (TB)

This session will cover how to develop debt management policies and how to apply them to your local government, and will provide a background for good financial management to support any financing program.

9:35 a.m. - 10:50 a.m.

INTRODUCTION TO GOVERNMENTAL ACCOUNTING

CPE Credit: 1.5 Hours (AA)

This session will look at the basics of governmental accounting, including fund accounting, different types of funds and when to use them. This is Accounting 101 for beginners and a nice refresher for the more experienced accountant.

UNDERSTANDING THE FUNDAMENTALS OF TAX REVENUES

CPE Credit: 1.5 Hours (TB)

Finance officers are often very focused on increasing millage rates and tax revenues without being focused enough on the factors that ultimately drive tax revenue, such as tax and fee policies, economic development, demographics, population and land-use policies. This session will explore what finance officers can and should be doing to understand these factors, communicate issues to key stakeholders and ultimately work with appropriate leaders to improve long-term financial sustainability.

LEGISLATIVE UPDATE

CPE Credit: 1.5 Hours (TB)

This session will review the 2018 legislative session, review the bills that passed and failed, and discuss their implications for local governments.

AUDIT RISK IN THE IT PROCESS

CPE Credit: 1.5 Hours (TB)

This session will explore various audit risks that exist in modern IT departments and systems, and how those risks can be overcome. Potential solutions that will be explored include outsourcing certain IT controls to third parties, hosting IT systems in the cloud and the implementation of standards-based models to better organize and manage IT operations.

11:10 a.m. - 12:00 p.m.

RISKY BUSINESS: HOW TO PROTECT YOUR ENTITY

CPE Credit: 1 Hour (AA)

This session will identify the key programs, areas and processes within government entities that are most at risk for fraud and/or misappropriation of assets, including physical assets, cash, time, etc. This session will use real-life examples to provide guidance on how to help protect your entity in these risky areas.

PENSION AND OPEB PLANNING FOR BUDGET

CPE Credit: 1 Hour (TB)

Employee compensation packages may include pension, health care and other benefits for employees who have completed their active service. Such benefits can represent a significant challenge in terms of funding and long-term sustainability. This session will discuss the need to ensure such benefits are sustainable over the long term, affordable to stakeholders, competitive and sufficient to meet employee needs.

FEMA, DISASTER PREPARATION AND RECOVERY

CPE Credit: 1 Hour (TB)

Hurricane Season starts June 1. This session will explore the many facets of hurricane season that all governments in Florida will face, including declaring a state of emergency, working with the Federal Emergency Management Agency (FEMA), disaster preparation and recovery after a storm.

NAVIGATING THE DEBT MARKETS AFTER TAX REFORM: WHERE DO WE GO FROM HERE?

CPE Credit: 1 Hour (TB)

There have been a number of changes to the debt markets as a result of the reduction of the corporate tax rate and the elimination of advance refundings. Issuers will be introduced to new structures and strategies to address opportunities. This session will explore the changes to the bank loan and bond markets.

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

PREPARING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT

CPE Credit: 1.5 Hours (AA)

This session will address preparation of local government financial statements and some of the common issues encountered during this process.

STRATEGIC PLANNING: TECHNICAL DEVELOPMENT AND UPDATING YOUR PLAN IN THE FACE OF CHANGING TIMES

CPE Credit: 1.5 Hours (TB)

This session will address the technical development of a strategic plan and how to update your strategic plan in the face of changing times.

YOU CAN'T "CHASE" YIELD, BUT YOU CAN RETHINK HOW TO GENERATE INCOME

CPE Credit: 1.5 Hours (TB)

Are you generating as much income on your cash as possible? The answer may surprise you. Join our panel as we discuss three tactics that are designed to enhance income potential: How to find and put every available dollar to work; ways to diversify your cash management strategy; and looking beyond traditional fixed income securities.

IT PERFORMANCE: WHAT IS BIG DATA, HOW DOES IT WORK AND WHY DOES IT MATTER?

CPE Credit: 1.5 Hours (TB)

This session will review some case studies that cover the full-life cycle from big data implementation to results.

3:35 p.m. - 4:50 p.m.

INTEGRATING IT INTO THE AUDIT

CPE Credit: 1.5 Hours (AA)

With the increased use of information technology in the public sector and resulting data thefts that have occurred, this session will focus on how auditors integrate information technology testing procedures into their audit process and how organizations should integrate IT security awareness training into their policies and provide for annual training. It will also discuss the skills and expertise necessary, as well as efficiencies that can be gained by auditing through the system instead of around the system. It will provide examples of how accounting systems can be compromised and what can be done to ensure the integrity and reliability of your information technology systems.

PENSION BARGAINING AND SUSTAINABILITY

CPE Credit: 1.5 Hours (TB)

This session will focus on best practices in pension bargaining, including preparing for negotiations, public sector trends and evaluating design changes. The session will also present a pension sustainability model that may be utilized in preparing a similar document for your municipality.

REFUNDING OPTIONS: ARE THEY FOR MY GOVERNMENT?

CPE Credit: 1.5 Hours (TB)

How do you determine if your existing debt is a candidate for a refunding, and what are the key terms and issues to remember? What are some of the key factors behind evaluating bank financings versus bond issue options. Come hear a panel address the latest key factors.

DEMYSTIFYING DIGITAL ENGAGEMENT: WHY SOCIAL MEDIA IS A GOOD INVESTMENT

CPE Credit: 1.5 Hours (TB)

Social media can be an effective tool to inform and engage residents. However, without proper policies and planning in place, it can spell disaster. In this session, we will explore the changing trends in social media and examine the cost-benefit ratio of successful government social media use. Attendees will walk away with policy best practices, tools for archiving and content planning, as well as a better understanding of how newsfeed algorithms can either make or break your organization's social reputation.

WEDNESDAY, JUNE 20, 2018

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

ENHANCING THE EFFECTIVENESS OF THE MD&A

CPE Credit: 2 Hours (AA)

This session will include a general discussion of the MD&A requirements, along with a discussion on how to enhance the information reported to better serve your citizens. Move away from meeting the minimum requirements to presenting information everybody can use.

PERSONNEL BUDGETING

CPE Credit: 2 Hours (TB)

Personnel comprises a large percentage of your budget. This session will address the steps and techniques used to develop the personnel section of your organization's budget.

LIQUIDITY STRATEGIES: THE WORLD ACCORDING TO BASEL III

CPE Credit: 2 Hours (TB)

This session will cover liquidity strategies and the liquidity coverage ratio that ensures that the risk profile of banks have significant high quality liquid assets (HQLA) to survive a significant stress scenario.

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

ETHICS

CPE Credit: 4 Hours (Ethics)

(Additional and pre-registration required)

If you are a Florida CPA working in the public sector, this course meets your ethics requirement. Through information and discussion, this course focuses on issues governmental CPAs face, such as professional standards, ethical conduct and independence.

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

PENSION ACCOUNTING AND FUNDING DIVORCED!

CPE Credit: 2 Hours (AA)

When GASB 67 and 68 divorced accounting methods from funding, it was all the buzz in the accounting and actuarial professions. This session will compare management's selection of point estimate return assumptions to multiple external sources and question point estimates that are at or beyond the upper extremities of a narrow range per auditing standards.

MARK TO MARKET REPORTING INVESTMENT PORTFOLIOS

CPE Credit: 2 Hours (TB)

Market risk can be significant in public investment portfolios. Due to price volatility, valuing investments at their current price is necessary to provide a realistic measure of a portfolio's true liquidation value. Over time, reporting standards for state and local government investment portfolios have been enhanced so that investors, governing bodies and the public remain informed of the current market value of the portfolio. Regular disclosure of the value of a governmental entity's investments is an important step to furthering taxpayer and market confidence in state and local government investment practices.

REGISTRATION INFORMATION

ADVANCE REGISTRATION PROCEDURE

All participants are encouraged to register in advance to avoid any delays at the conference registration desk, **and to receive your housing information.** When your registration is received, a confirmation of registration and your housing information will be sent via email. Your badge, program, tickets and other information relative to the conference can be picked up upon your arrival at the FGFOA Registration Desk.

ONLINE REGISTRATION

A convenient online registration option is available through the FGFOA website at ***www.fgfoa.org***.

There are two payment options for online registration. You can select to send a check to the address noted, or you can pay directly online with a Visa, Mastercard or American Express. Registrations submitted and paid online via credit card will automatically be marked as paid, and you will receive your conference confirmation and housing information immediately via email.

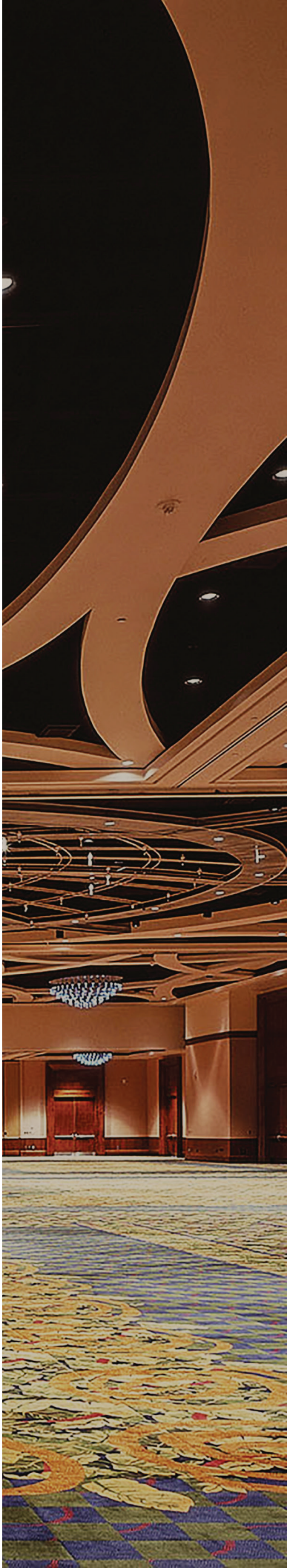
NOTE: Online registration is subject to the same deadlines as regular registration. If you select to pay by check, your payment must reach the FGFOA office postmarked no later than June 1, 2018, to qualify for the early registration fee. Otherwise, your registration will be subject to the higher late fee.

REGISTRATION FEES

To qualify for the early registration fee, all conference registration forms must be postmarked on or prior to June 1, 2018. Registration forms postmarked after **June 1, 2018**, will be processed at the specified late fee. The registration fees for the FGFOA Annual Conference are:

REGISTRATION FEES	EARLY FEE 6/1/2018	LATE FEE AFTER 6/1/2018
FGFOA Active Member	$300.00	$340.00
FGFOA Associate Member	$360.00	$400.00
FGFOA Non-Member	$420.00	$460.00
Ethics Seminar	$ 65.00	$ 100.00
PRE-CONFERENCE SEMINAR		
FGFOA Active Member	$135.00	$175.00
FGFOA Associate Member	$175.00	$215.00
FGFOA Non-Member	$210.00	$250.00
OTHER FEES & GUEST TICKETS		
Guest Tuesday Night Event Tickets	$ 50.00	$ 60.00
Youth Tuesday Night Event Tickets (3-18)	$ 25.00	$ 35.00

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.



REGISTRATION PACKAGES

The member and non-member registration fees include admission to all regular conference sessions, refreshment breaks, exhibit hall, Sunday's Association Night Reception, Monday's lunch in the exhibit hall, Tuesday's Business Luncheon (no guests, please) and the Tuesday Night Event. These fees do not cover Saturday's pre-conference seminars, the golf tournament, lodging or other meals.

SPOUSES AND GUESTS

There is no guest registration. Separate event tickets for the Tuesday Night Event may be purchased for spouses and guests. If a spouse or guest wants to attend sessions and be scanned for continuing education credits, they need to register as a non-member.

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, Monday's lunch in the exhibit hall, 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 Samantha Pedrosa at (850) 701-3666 or ***spedrosa@flcities.com***.

REGISTRATION DEADLINE

All conference registration forms must be received by FGFOA postmarked no later than Friday, **June 1, 2018**, to qualify for advanced registration. After **June 1**, registrants will be subject to late registration fees.

REFUNDS

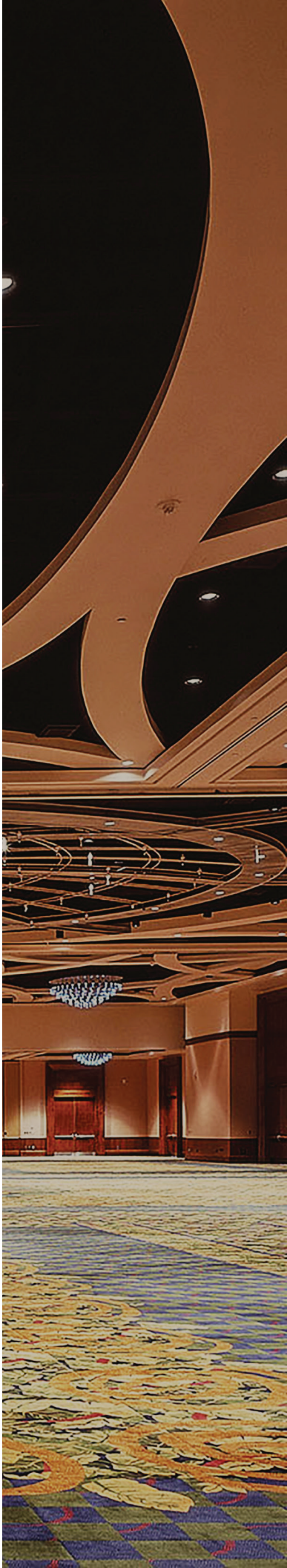
All cancellations must be in writing and may be faxed to (850) 222-3806, mailed to FGFOA Annual Conference, P.O. Box 1757, Tallahassee, Florida 32302, or emailed to ***swillits@flcities.com***.

All cancellations received by 5:00 p.m. **June 8, 2018**, will be entitled to a refund, less a $40.00 administrative fee. Prepaid registrants not canceled by this date 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 8.**

HOTEL INFORMATION

Discover the World Center Marriott. This impressive Orlando resort hotel is the quintessential destination for meetings and families alike. Experience our luxury Orlando 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. 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.

NOTE: The hotel will NOT accept any reservations by phone. See below for details. FGFOA has secured special rates for the 2018 Annual Conference participants of **$172** per night. Parking rates are $5.00 for self-parking and $15.00 for valet. The reservation cut-off date is **Thursday, May 17, 2018.**



HOTEL POLICIES

Check-in time is after 4:00 p.m. Check-out time is before 11:00 a.m. A credit card is required to hold a reservation. Tax-exempt forms must be shown at check-in, or sent with payment if paying in advance.

DIRECTIONS TO ORLANDO WORLD CENTER MARRIOTT

FROM I-4:

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 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.

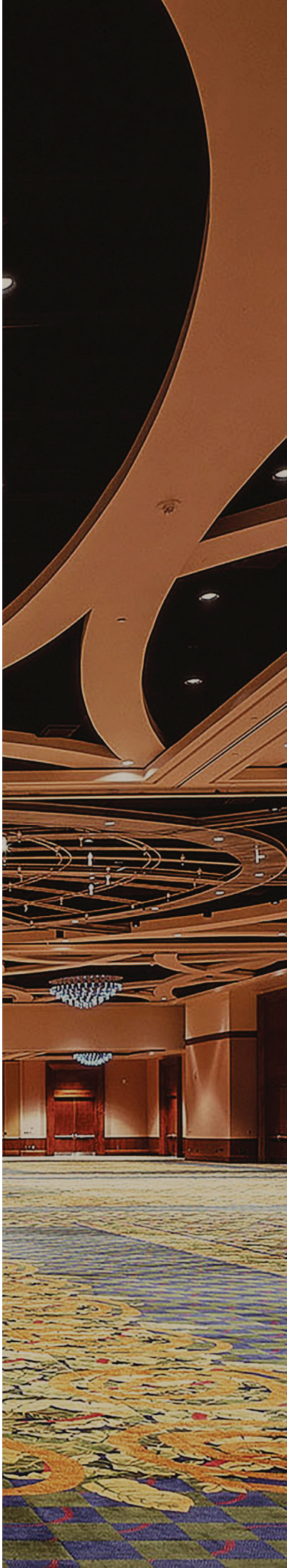
ROOM RESERVATIONS—IMPORTANT—PLEASE READ

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**, which you **will receive when the FGFOA has received your registration** for the conference. **The World Center Marriott will NOT accept any reservations by phone.** Once your registration is received, you will be emailed an attendee-specific link in order to make your room reservation online.

Please note that the reservation cut-off date is **May 17, 2018**. 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.**



2018 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 Visa, Mastercard and American Express credit card payments will be accepted only 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 or Nickname:_____
(As you wish it to appear on your badge)

Title:_____Affiliation:_____
(City, County or Company, etc.)

Mailing Address:_____

City:_____State:_____Zip:_____

Work Phone: (___)_____Email Address:_____@_____

PAYMENT AND CLASS SELECTION (NEXT PAGE) MUST ACCOMPANY EACH REGISTRATION

TYPE OF REGISTRATION

(PLEASE SELECT ONLY ONE) REGISTRATION FEES	EARLY FEE 6/1/2018	LATE FEE AFTER 6/1/2018	FEE PAID
FGFOA Active Member	$300.00	$340.00	_____
FGFOA Associate Member	$360.00	$400.00	_____
FGFOA Non-Member	$420.00	$460.00	_____
Ethics Seminar	$ 65.00	$ 100.00	_____
PRE-CONFERENCE SEMINAR			
FGFOA Active Member	$135.00	$175.00	_____
FGFOA Associate Member	$175.00	$215.00	_____
FGFOA Non-Member	$210.00	$250.00	_____
OTHER FEES & GUEST TICKETS			
Guest Tuesday Night Event Tickets	$ 50.00	$ 60.00	_____
Youth Tuesday Night Event Tickets (3-18)	$ 25.00	$ 35.00	_____

TOTAL AMOUNT DUE:_____

Registrations are done on an individual basis. 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 8, 2018**, to entitle registrant to a refund of registration fees, less a $40.00 administrative fee. No refunds will be approved after Friday, June 8, 2018.

2018 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 16

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

_____**Leadership Pre-Conference Seminar** (6 Hours TB, 2 Hours BEH) *(Additional and pre-registration required)*

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

_____**Investment Pre-Conference Seminar** (8 Hours TB) *(Additional and pre-registration required)*

SUNDAY, JUNE 17

7:00 a.m.

_____**Walking Tour**

9:00 a.m.

_____**Zumba Class**

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

_____**First-Time Attendee Orientation**

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

_____**GASB Update** (2 Hours AA)

_____**Paper to Electronic: Efficient Government Finance Automation** (2 Hours TB)

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

_____**GASB Hot Topics** (2 Hours AA)

_____**Personnel: Interviewing for Successful Employees** (2 Hours TB)

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

_____**Association Night Reception**

MONDAY, JUNE 18

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

_____**Opening General Session** (1 Hour BEH)

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

_____**The GASB's "Big Three" Projects** (2 Hours AA)

_____**Economic Update** (2 Hours TB)

_____**How Do They Do It? Best Practices for Small Governments** (2 Hours TB)

_____**Blockchain: What Is It, and How Can It Help My Finance Department?** (2 Hours TB)

1:10 p.m. - 2:00 p.m.

_____**Local Government Accountability Update** (1 Hour AA)

_____**Effective Budget Presentations: Getting Beyond the Recitation of Numbers** (1 Hour TB)

_____**RFP Design: Procuring Services with the Future in Mind** (1 Hour TB)

_____**Roles and Responsibilities of Team Members in a Long-Term Bond Financing** (1 Hour TB)

2:20 p.m. - 3:35 p.m.

_____**Yellow Book and Single Audit Update** (1.5 Hours AA)

_____**Financial Planning and Modeling: The Basics** (1.5 Hours TB)

_____**Managing My Government's Investments** (1.5 Hours TB)

_____**Lessons Learned on Cybersecurity, Payments Security and Cyberfraud** (1.5 Hours TB)

3:55 p.m. - 5:10 p.m.

_____**Accounting Complexities Facing Local Governments** (1.5 Hours AA)

_____**Workers' Compensation Risks and Best Practices** (1.5 Hours TB)

_____**The Changing Landscape of Money Market** (1.5 Hours TB)

_____**IT Modernization Part 2: Become Your Own Forensic Investigator** (1.5 Hours TB)

5:15 p.m. - 6:30 p.m.

_____**Emerging Leaders' Network Event**

TUESDAY, JUNE 19

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

_____**Let's Revisit Internal Controls: Small Government Focus** (1.5 Hours AA)

_____**Building an Effective Capital Budget and Reserve Policies: Planning for the Future** (1.5 Hours TB)

_____**Records Management: Space, Money-Saving and e-Discovery** (1.5 Hours TB)

_____**The Importance of Debt Management, Fund Balance and Disclosure Policies** (1.5 Hours TB)

9:35 a.m. - 10:50 a.m.

_____**Introduction to Governmental Accounting** (1.5 Hours AA)

_____**Understanding the Fundamentals of Tax Revenues** (1.5 Hours TB)

_____**Legislative Update** (1.5 Hours TB)

_____**Audit Risk in the IT Process** (1.5 Hours TB)

11:10 a.m. - 12:00 p.m.

_____**Risky Business: How to Protect Your Entity** (1 Hour AA)

_____**Pension and OPEB Planning for Budget** (1 Hour TB)

_____**FEMA, Disaster Preparation and Recovery** (1 Hour TB)

_____**Navigating the Debt Markets after Tax Reform: Where Do We Go from Here?** (1 Hour TB)

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

_____**Luncheon and Annual Business Meeting**

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

_____**Preparing the Comprehensive Annual Financial Report** (1.5 Hours AA)

_____**Strategic Planning: Technical Development and Updating Your Plan in the Face of Changing Times** (1.5 Hours TB)

_____**You Can't "Chase" Yield, but You Can Rethink How to Generate Income** (1.5 Hours TB)

_____**IT Performance: What is Big Data, How Does It Work and Why Does It Matter?** (1.5 Hours TB)

3:35 p.m. - 4:50 p.m.

_____**Integrating IT into the Audit** (1.5 Hours AA)

_____**Pension Bargaining and Sustainability** (1.5 Hours TB)

_____**Refunding Options: Are They for My Government?** (1.5 Hours TB)

_____**Demystifying Digital Engagement: Why Social Media is a Good Investment** (1.5 Hours TB)

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

_____**Tuesday Night Event**

WEDNESDAY, JUNE 20

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

_____**Enhancing the Effectiveness of the MD&A** (2 Hours AA)

_____**Personnel Budgeting** (2 Hours TB)

_____**Liquidity Strategies: The World According to Basel III** (2 Hours TB)

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

_____**Ethics** (4 Hours Ethics) *(Additional and pre-registration required)*

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

_____**Pension Accounting and Funding Divorced!** (2 Hours AA)

_____**Mark to Market Reporting Investment Portfolios** (2 Hours TB)